SALISBURY HISTORIC DISTRICT COMMISSION

REGULAR MEETING

OCTOBER 6, 2026 – 9:00AM (HYBRID)

1. Call to Order. Present: Carol Mason, Carl Culbreth, M.C. Taylor, Heidi Hoeller and Howard Sobel.

2. **Approval of Agenda. So Moved** by H. Hoeller, seconded by C. Mason, **With All in Favor**.

3. **Approval of Minutes of September 1, 2026. So Moved** by H. Hoeller, seconded by C. Culbreth, **With All in Favor**.

4. COA #2026-009 / 7 Academy St / Applicant: Peggy Rice / Repair/Replace Existing Top Roof of Building, Parapet Posts and Railings / DOR: 8/7/2026
   The applicant was not present. C. Mason suggested that the HDC needs to be in touch with owners, regarding what is expected; H. Sobel suggested sending a letter with the guidebook. M. C. Taylor suggested waiving this application. C. Culbreth would like a narrative about the materials to be used and suggested the use of precedents to inform owners. The HDC would like more information about the OpenGov permit process, as it pertains to COA applications; C. Mason will talk to Miles Todaro and try to arrange a special meeting to discuss further. No action was taken on the application.

5. Discussion: Next steps with the maps
   C. Mason commented that the Town Clerk will be able to help with information about filing the maps. C. Culbreth commented that the maps are adequate for now. C. Mason noted that a digital record needs to go to Miles Todaro; Mat Kiefer will be contacted for the Mylar. The discussion will continue at the special meeting with Miles Todaro and the Commission will make decisions then.

6. Transfer lists – August and September, 2026. No action needed.

7. Discussion: Draft of Roof Replacement Guidelines – H. Sobel
   H. Sobel will forward the draft to the members.

8. Discussion: Letter for Historic District property owners and Homeowner's Handbook
   All materials will be emailed to the members for review and discussion at a Special meeting to be arranged as soon as possible.

9. Commissioner Comments / Other Business – None

10. **Adjournment. Moved and Approved, With All in Favor**.