

## Town of Westminster Historic Review Board Meeting

Thursday, October 12, 2017

**Present:** Peter Terrell, Matt Sargent and Tony Diorio

**Others Present:** Russell Hodgkins (Town Manager/ Zoning Admin.)

**Absent:** None

1. **Call to Order:** Peter Terrell (Chair) called the meeting to order at 4:33 PM in the Westminster Town Hall.
2. **Adjustments to Agenda:** The ZA mentioned the mistake on the Agenda. It was supposed to be Thursday, not Monday as posted.
3. **Acceptance of Sept. 25, 2017 Minutes:** Tony Diorio made a motion to accept the minutes as presented and Matt Sargent seconded. The motion passed.
4. **Communications and Public Comments:** None
6. **Unfinished Business (Discussion/Action):**
  - A.) **Historic Building Verifications:** The ZA asked if any further discussions had happened between the Board to firm up dates to do the verifications? Tony Diorio said that the Board has set aside time later this fall before winter and that trash day would be very helpful with the street numbers. Matt Sargent agreed that later would be better for him but before December 1<sup>st</sup>.
  - B.) **Approval of Recommendation Letter to the DRB:** Peter Terrell made a motion to accept the letter of recommendation as printed and Tony Diorio seconded. The letter passed and was signed by the Chair.
7. **New Business (Discussion/ Action):**
  - A. **Violation – Kathryn Traugott, 3870 US Route 5;**

The Zoning Administrator presented to the Historic Review Board the story of the apparent violation of building a deck and pergola without a permit in the Historic District. Kathryn Traugott at this time, is refusing to pay for the permit application stating that the Town is being unfair. The ZA explained that she has already gone to one of the Selectboard members to complain and was told that she was to pay for the permit. In digging through the files, The Zoning Administrator found that Ms. Traugott has proceeded with work at her house before without a permit and was called to task.

Tony Diorio commented that this is another violation in the Historic District and that this practice is unacceptable. Matt Sargent agreed and did say that this structure was not that offending even though the “pergola” is not historic in nature. Peter Terrell stated that the disturbing part of this particular violation is that the Board was not able to help with the design or the placement and now we are looking at a violation. Our duty is to help not hinder.

The Board then went into deliberative session at 5:05 PM.

### **The Board came out of deliberative session at 5:18 PM with the following**

**comments/recommendations:** Collectively, their opinion is that this violation could easily have been avoided. It shows that people do not understand the importance of the Historic Village here in Westminster. At this time, the Board is not recommending any screening or implementing a monetary fine for this construction.

***In Conclusion: The Historic Review Board recommends no action be taken against this unapproved construction at this time, but would hope that the Applicant would learn how to proceed properly with home improvements living in the Historic Village.***

**8. Other Business:** None

**9. Date of Next Meeting:** When needed.

**10. Adjournment:** Matt Sargent moved and Tony Diorio seconded to adjourn the meeting at 5:21 p.m. The motion passed.

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Clerk Signature

Minutes prepared by Russell Hodgkins (ZA & Town Mgr.) (10/17/17)