

**Historic District Commission**  
Meeting Minutes  
June 13, 2024  
Eureka Community Center, 6:00pm

Meeting called to order 6:06 pm

**I. Establish a quorum**

Quorum established

**II. In attendance**

Present

Lois Kilby-Chesley, Chair  
Emily Alexander, Secretary  
David McLellan  
Candace DeCsipkes  
Paula Erdmann-Purdy  
Sandra Hilton, Alternate

Guests

None

Absent

None

**III. Approve Minutes**

- a. Approve meeting minutes from May 9, 2024

Motion to approve minutes

Seconded

All in favor

Emily Alexander and Paula Erdman- Purdy abstains abstains

**IV. Information and Reports (no vote necessary)**

a. Transfer of the Union Church to the Durham Historical Society went through on Tuesday, June 11, 2024 and effective on Wednesday, June 12, 2024. Lois sent a letter to the Select Board

b. Spelling mistakes found on the DHDC public relations pamphlet

c. Candy and Emily terms are staggered, was passed through town, term now ending

2027

d. Select Board has put DHDC on June 25th

- Copy of building survey is in George's office
- Historic District Commission members plan on attending the June 25, 2024 meeting at 6:30pm

e. Paula Erdmann-Purdy talked with Select Person Heather Roy who reports the Select Board is still working to figure out Select Board liaisons for commission and organizations in town, unsure if this program will happen by choice or vote

## **V. Continuing Business**

- Review Article 12 compared to current version
- Change Appropriateness to Approval
- Replace the word 'historic'?

Motion to change the word 'appropriateness' to 'approval' in Article 12

Seconded

No discussion

All in favor

Motion to approve Article 12 and the revisions as it stands today

Seconded

No discussion

All in favor

## **VI. New Business**

- a. Bylaws were approved in April 2023, however, discussion continues from May concerning two Vice Chairs despite it being not permitted in the DHDC Bylaws.

Motion made for two co-vice chairs (up to two)

Seconded

Discussion: it is a lot of work (our chair does about 10 hours), two co-chairs might cause more hours of work in communication alone

Question raised:

- What is the bare minimum that a chair needs to do in order to keep DHDC functioning?

Bare minimum requirements:

- Make an agenda
- Maintain communication with town officials
- Be available to grant Certificates of Approval including completing paperwork
- Hold an annual meeting

Question raised:

- What would be the role of the vice-chair?

Role:

- Hold meeting when chair is unable
- Conduct financial operations and budgetary bookkeeping

Further clarification stated that the intent of this motion is to provide flexibility in the event that there is no chair as experienced earlier this year.

Suggestion made to change language to say 'up to two vice chairs can operate the DHDC until a chair can be found.' (Ask Lois about language here)

Add: "or resigned"

Vote

4 in favor

1 opposed

b. Leadership elections makes sense for elections to be held in April

Motion made to have elections tonight June 13, 2024 as well as in the first meeting in April 2025  
Seconded

Discussion: vote must happen within a 12 month period

Friendly amendment made to wait until April after town meeting

Friendly amendment not accepted

Vote

All in Favor

Lois Kilby-Chesley self nominates for President

Seconded

All in favor

Motion for David McLellan to be the Vice chair from now until first meeting in April  
self nominated David

Seconded  
All in favor

Motion made that Emily Alexander continues as Secretary  
Seconded  
Emily Alexander's nomination accepted  
All in favor

Motion made to not to hold DHDC August meeting unless it is an emergency  
Seconded  
All in favor

Open motion remains to accept bylaws as they are now written with proposed amendments  
Motion to accept the bylaws as they are written

## **VII. Final decision summary**

- a. Megan M. Rideout, Review & Compliance/CLG Coordinator for the Maine Historic Preservation Commission is unable to come at this time, DHDC will try again to coordinate with her in the fall.

## **IX. Adjourn**

Motion to adjourn  
Seconded