

DRAFT

**MINUTES OF THE
HISTORIC DISTRICT COMMISSION**

**MEETING OF
April 9, 2025**

A meeting of the Historic District Commission was held on April 9, 2025 in the Community Development Conference Room at Salem Town Hall.

PRESENT: Mike Banks, Chair; Patricia Good, Vice-Chair; Beverly Glynn, Secretary; Howie Glynn; Kathryn Burke, Bonnie Wright, Town Council Representative; and Jacob LaFontaine, Planning Director.

The meeting was called to order at 5:00pm

ELECTION OF OFFICERS

Mr. Glynn motioned to keep the current slate of officers, seconded by Mrs. Burke: Mike Banks, Chair; Patricia Good, Vice-Chair, Beverly Glynn, Secretary.

Vote: 6-0

OLD BUSINESS

OLD BUSINESS

304 MAIN STREET – VETERAN’S PARK AT SALEM COMMON

Mr. Banks providing a recap of the previous meeting.

Mr. Glynn discussed the open space by the Hose House should remain as open space, a place to sit, or go fishing. It could be used to stage the future bridge project and Veterans Project to stage equipment/materials. Once these events are completed, return back to open space.

Chair Banks and Mr. LaFontaine noted that if other changes are proposed to the open space that it would have to return to the Commission.

Chair Banks discussed the latest info from Project Salem for Veterans Park and noted that he has attended two meetings with them at Central Fire Station.

Chair Banks noted that the big issue seems to be around the height of the large corner monument.

Mrs. Glynn provided an update regarding the site visit on April 3rd with members of Project Salem and the Historical Society.

Chair Banks noted that the outcome of this meeting should result in a review of the conditions to be agreed upon by Project Salem and a vote on the plan to recommend or not recommend to

DRAFT

1 Town Council. He also noted that Project Salem member Pam Russell would be available by
2 phone if any questions come up during the meeting.

3
4 Mr. LaFontaine reviewed the plans discussed onsite on May 4th and noted that the black granite
5 and height of monument was the original issue. He noted that Pat Hargraves from Project Salem
6 simulated the height using a 5' and 7' wood board and factored in the terrain/grade. The flagpole
7 base is at the 130' elevation reference point for the granite height. The new monument will be
8 closer to the street corner than the existing monument.

9
10 Mrs. Glynn indicated that the consensus of those in attendance was that the 7' height and black
11 granite were both okay.

12 Mr. Glynn noted that he was okay with the black granite from India.

13
14 Mr. LaFontaine went up to the State Veterans Cemetery in Boscawen on Friday and shared
15 photos of similar black granite memorials that were installed there.

16
17 It was noted that a site work permit would be used to ensure ADA compliance and that SFC
18 Engineering can ensure compliance as the project engineer.

19
20 There was discussion on discrepancy on the name of the park and it was clarified that it should
21 be referred to as "Veterans Park at Salem Common." It was noted that the existing sign
22 erroneously reads "Veterans Park at Salem Commons."

23
24 Councilor Wright suggested putting named paving stones to raise money, but it was noted that
25 the funding source for the project has been obtained.

26
27 Councilor Wright had noted that certain veterans' groups were not communicating, which the
28 Chair Banks confirmed based on previous meetings.

29
30 There was discussion on the Vietnam Veterans stones that Project Salem had initially planned to
31 move to the new Veterans Park in the Depot, and it was noted that this plan has since been
32 revised and that the stones will remain onsite and will be relocated to the "garden" in Veterans
33 Park at Salem Common.

34
35 A vote was taken on the Project Salem Veterans Park Project, with an understanding that the
36 conditions stated in the April 3rd meeting notes provided by Commission Secretary Mrs. Glynn
37 be listed in the minutes are adhered to by Project Salem Plan.

38
39 **Motion by Mr. Glynn, to approve Project Salem's proposal for Veterans Park at Salem**
40 **subject to the conditions noted below; seconded by Pat Good.**

41
42 1. Stonewall shall be entirely fieldstone throughout – not veneer style;
43 2. Black granite monument shall not exceed 7ft in height;

DRAFT

- 1 3. Pathways shall be ADA compliant, incorporate brick pavers, provide level entrance to
- 2 gazebo and be adequately lit;
- 3 4. Vietnam Veterans markers to remain on site and be relocated to garden;
- 4 5. Signage at intersection shall be revised to read "Veterans Park at Salem Common" with
- 5 final design/material to be reviewed by HDC;
- 6 6. Creche, Christmas Tree, cannons, and Meetinghouse Cornerstone shall not be disturbed
- 7 and shall remain in existing locations;
- 8 7. Permanent base for Creche display shall be constructed;
- 9 8. Relocate existing benches along Bridge Street and Main Street;
- 10 9. Project shall not interfere with Salem 275th Anniversary Celebrations;
- 11 10. Irrigation system, extending into the subject area, and proper drainage to prevent pooling
- 12 of water/ice shall be maintained/provided;
- 13 11. Applicant will work with Historical Society to develop a work and reporting procedure
- 14 if/when unearthing artifacts;
- 15 12. Complete list of names and engraved locations shall be provided to the Historical Society
- 16 and kept at the Salem Meetinghouse for public use;
- 17 13. Updated plan (walkway pavers, monument height, creche location, signage, etc.) shall be
- 18 submitted for HDC review;
- 19 14. Trust fund for any future major repairs to be established;
- 20 15. Provide verification of ADA compliance post construction/development.

Vote: 5-0-1, with Councilor Wright abstaining.

There was discussion about appointing a Commission member to Project Salem to serve as a liaison between the two entities.

Motion by Mrs. Glynn to appoint Mike Banks as the Commissions representative to Project Salem; seconded by Mrs. Burke.**Vote: 6-0**

Mr. Banks acknowledged that his term had expired this year but that he has agreed to continue for one more year (April 2026) to allow time for the Commission to find a new member.

Mrs. Burke suggested that some of her neighbors in the Historic District would be ideal members. Mrs. Glynn suggested hosting an open house at the Old Town Hall Museum to facilitate outreach and meet with residents in the District to try and bring in some new members. It was noted that June or July would be an ideal time and that mailers could potentially be sent out.

THE MEETING ADJOURNED at 6:30 PM.

Minutes by: Beverly Glynn, Historic District Secretary

Approved: Historic District Commission

Date: