



Town of Salisbury
5 Beach Road
Salisbury, Massachusetts 01952

***RING'S ISLAND NEIGHBORHOOD PRESERVATION DISTRICT
COMMITTEE***

MINUTES:

December 16, 2020 by zoom.

Meeting opened at 3:00

PRESENT:

Ellie Bailey
Diane Dondero
Bobbi Klima
Stephen Roth
Stephen Spaulding
Linda Tremblay

AGENDA:

Item 1 Review Minutes of Previous Meetings

The minutes of the 11/122020 meeting were approved.

Item 2 Review of Action items

- National Park service document on Architectural Character: Done. Stephen Spaulding will send links to other relevant documents for the committee to review.
- Classifying potential projects in terms of whether review is required, not required, or unclear/marginal: Done. Projects where required review is marginal or unclear are those where the distance from the street and/or visibility from the street is relevant to the need for review as specified in the bylaw.

Item 3 Review draft application forms

- Application for Exemption from Review . This form needs revision, especially in the section listing projects except for review. The list should only include projects that require a building permit.
- Application for a Certificate to Alter. This form is a good first step. No edits were suggested at this time. Both forms should be looked at by the building inspector before becoming official.

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Item 4 Discuss NPD Website needs

- Town Site: The salisbury.ma.gov site for the committee should contain the same level of information as other committees, with links to meeting agendas and minutes, application forms, the NPD bylaw, the NPD mapped rules and regulations. Some of the documents targeted by the links will reside on the google drive site and others on the town site or the state site.
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- Google Drive: This site can be a repository for information needed by the committee, such as form and documents under development, enabling easy access for review by the committee.
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Item 5 Other Items not on the agenda

None.

Item 6 Action Items for next meeting

- Send links to additional documents & drawings for the committee to review in terms of defining neighborhood character of Ring's Island, — Stephen S.
- Research other neighborhood preservation/conservation districts for ideas on defining neighborhood character, rules & regs, forms, website, design guidelines/guidance. — the Committee.
- Finalize questions and discussion topics for the building inspector, including record keeping, edits to the building permit checklist, NPD forms etc. — Stephen S with input from the Committee.
- Draft a mockup of a NPD page for the Town's website, and Invite James Ryan to our next meeting. — Bobbi
- Ask Dave Tremblay to re-purpose the Historic District Committee Google drive for use try the NPD Committee. — Linda
- ??? Dis we mak an action item related to the Assessor Office. — my notes hint at that...

Item 7 Schedule date, time and location for next meeting

The next meeting will be held via Zoom on January 20, 2021 at 3:00 pm.

Item 8 Comments from public

None.

Item 8 Adjournment

The meeting adjourned at 4:05 pm.

