



Town of Salisbury
5 Beach Road
Salisbury, Massachusetts 01952

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

MINUTES:

May 26, 2021 by zoom.

Meeting opened at 3:02.

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 May 10, 2021 meeting were approved.

Item 2 Review of Action Items from Last Meeting

- Revise the design document to incorporate revisions identified. — Diane, Bobbi
- Add mission statement to the committee webpage - James Ryan, Bobbi
- Talk with the building Inspector about alternatives for how the Salisbury residents can contact the NPD Committee - Pending.
- Revise the Exclusion Request form by adding the definition of Gross Floor Area and identifying additional documentation needed for item 9 — Done
- Revise the flow diagram to delineate decision points in the process — Done
- Contact the Ipswich APD committee advisory reviews — Done

Discuss next steps -Design Guide, Forms, Website, Committee appointments

The chairman suggested that the committee produce an annual report and distribute it to all Ring's Island residents. The report would document the committee's activities in the past year and would be accompanied by a copy of the Design and Application Guide. The committee discussed the idea and agreed. The target timeline for completing and distributing the annual report is September/October of 2021.

Item 4 Other Items Not on the Agenda

The committee discussed two possible options when asking for an advisory review: (1) posted meeting with the whole committee or (2) a conversation with only two members of the committee.

The committee also identified some topics of discussion for future meetings:

- Whether the bylaw does, or does not, address moving structures on an NPD property
- Who should recuse themselves when a matter comes up before the committee.

Item 5 Action Items for Next Meeting

- Talk with the building Inspector about alternatives for how the Salisbury residents can contact the NPD Committee - Linda
- Upload the Design Document to the committee webpage — Bobbi
- Investigate including a hyperlink within the design document to explain various options for advisory review — Bobbi
- Upload revised Exclusion from Review form and corresponding Flow diagram to the committee webpage — Bobbi

Item 6 Schedule Date, Time and Location for Next Meeting

The next meeting will be by zoom at 3:00 on Wednesday, June 30, 2021.

Item 7 Comments from Public

None.

Item 8 Adjournment

The meeting adjourned at 3:56 pm.