



Town of Salisbury

*5 Beach Road
Salisbury, Massachusetts 01952*

RING'S ISLAND NEIGHBORHOOD PRESERVATION DISTRICT COMMITTEE

MINUTES:

February 3, 2021 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 January 20, 2021 meeting were approved.

Item 2 Review of Action Items from Last Meeting

- Provide access to the NPD Drive by "inviting" committee members — Linda. Done.
- Review forms and flow diagrams with the Building inspector. — Bobbi Done - the forms work for the Building Department's needs. Have since been uploaded to the committee's page on the Salisbury's website.
- Do a walk-around of Rings Island focusing on neighborhood character - the Committee. - Done.
- Draft a Rules & regulations using the Ipswich document as a model. — Bobbi - Postponed until a later time if the document is needed.
- Develop and outline a first draft of an NPD Design Guidelines document. — Diane and Ellie. -Done. Will be uploaded to the Drive for comments from the committee
- Add addresses corresponding to the parcel IDs in Appendix A of the bylaw. — Ellie — Done. The addresses are available in Appendix A of the NPD bylaw and can be accessed via the Salisbury's website.

Item 3 Review Outline & First Draft of Design Guide

The consensus was that the first draft of the Design Guide was a good start. The next steps include: addition of photos and/or illustration, general document formatting and a section on demolition. The next version will be uploaded to the Gdrive where everyone can add comments and suggestions.

Item 4 Other Items Not on the Agenda

James Ryan has added the forms and flow diagrams to the committee's page on the Salisbury website, as well as the list of properties included in the NPD. He suggested that the committee consider adding a mission statement to be added to the committee's webpage.

Item 5 Action Items for Next Meeting

- Continue development of the Design Guide. — Diane, Ellie
- Work on formatting of the Design Guide. — Bobbi
- Continue review of the evolving Design Guide. — the Committee
- Propose possible mission statements. — the Committee

Item 6 Schedule Date, Time and Location for Next Meeting

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

Item 7 Comments from Public

Selectman Chuck Takesian attended the meeting and said that he was interested to learn about our progress so far.

Item 8 Adjournment

The meeting adjourned at 3:45 pm