



Town of Salisbury
5 Beach Road
Salisbury, Massachusetts 01952

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

MINUTES:

June 30, 2021 by zoom.

Meeting opened at 3:04.

PRESENT:

Ellie Bailey
Diane Dondero
Bobbi Klima
Alison Novello
Stephen Roth

AGENDA:

Item 1 Review Minutes of Previous Meetings

The minutes of the May 26, 2021 meeting were approved.

Item 2 Review of Action Items

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

Item 3 Review changes to application form related to demolition

The committee approved the changes and recommended uploading the revised form to the website.

Item 4 Next Steps - Topics for annual report, NPD bylaw re moving structures, policy re who should recuse themselves when an application involves a committee hearing.

- The main topic of the annual report will be a summary of what the committee has accomplished in the past year.
- What did we decide about the moving of structures?

- The committee decided that the topic of whether or not committee members should recuse themselves for an application needs more discussion and that the topic should be included in a document describing committee procedures (rules & regulations?)

Item 5 Other Items Not on the Agenda

The committee identified a number of topics that could be included in the procedures document, such as committee officers and their respective roles, the role of the alternate members, how and when members should recused themselves, frequency of meetings.

Item 6 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 revised Application Form to the committee webpage — Bobbi.
- Investigate including a hyperlink within the design document to explain various options for advisory review — Bobbi
- Develop a first draft of the Annual Report letter - Diane
- Begin work on a procedure document at the outline level. Identify topics, issues and potential procedures for each. - Bobbi

Item 7 Schedule Date, Time and Location for Next Meeting

The next meeting will be by zoom at 3:00 on Wednesday, July 28, 2021.

Item 8 Comments from Public

None.

Item 9 Adjournment

The meeting adjourned at 3:36 pm. ???