



Town of Salisbury
5 Beach Road
Salisbury, Massachusetts 01952

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

MINUTES:

Septmber 8, 2021 by Zoom.

Meeting opened at 3:04.

PRESENT:

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

AGENDA:

Item 1 Review Minutes of Previous Meetings

Approval of the minutes of the July 28, 2021 meeting was postponed until the next meeting.

Item 2 Review of Action Items

- Talk to the Town Manager about printing costs - Done. Ellie spoke with the Town Manager and the Town will print the document and letter and cover the cost.
- Arrange a meeting with Mindy Morrison (Town Clerk) and Kate White (Building Inspector's office) - Done. The meeting was held on August 30. See Item 3, below.
- Work on FAQs as potential target of hyperlinks. Done. Everyone will review the FAQs and send comments/corrections to Bobbi, who will upload the FAQs to the committee webpage.
- Work on a revision or replacement of the final paragraph of the Annual Report letter - Done. The consensus was for Ellie and Bobbi to work on incorporating two of the suggestions into the letter.

Item 3 Summary of Meeting with Kate White and Mindy Morrison

The meeting was held on August 30 and the Building Inspector, Scott Vandewalle also attended. Bobbi and Linda summarized the meeting in a memo distributed to the committee before this committee meeting. Procedural issues involving RI NPD applications and interactions between the NPD committee and Town Hall were discussed, including:

- how to identify NPD properties,
- interface with the CitizenServe system,
- a potential NPD mail slot at Hall Hall,
- the need for a Town Hall point of contact.
- general record keeping,
- role of the assessor's office.

Item 4 Processing Applications for Exclusion - Stephen Spaulding, 7 and 9 Fourth St
We discussed the two methods for confirming exemption to the Inspection Department: an email confirmation for obvious exemptions or use of an exemption verification form when the exemption review requires more information

Item 6 Other Items Not on the Agenda
None.

Item 7 Action Items for Next Meeting

- Review the FAQs and send comments/corrections to Bobbi, who will upload the FAQs to the committee webpage. - Everyone
- Revise the 'annual report' letter, incorporating suggestions for the final paragraph. - Ellie and Bobbi
- Do a final review of the Design Document incorporating any changes resulting from new information learned at the meeting with the Building Inspector's department. - Ellie and Bobbi

Item 8 Schedule Date, Time and Location for Next Meeting

The next meeting will be on Wednesday, October 6 at 3:00 (location not yet determined)

Item 9 Comments from Public

Fred Derr, NPD property owner of 7 Fourth Street, complained about the difficulty he had obtaining a building permit to replace roofing on a shed on his property. His application for the permit was somehow held up waiting for verification that the project was exempt from NPD review. Mr. Derr said that he would move to remove his property from the district.

Stephen Spaulding as well as other members of the committee apologized for the inconvenience and delay, explaining that as a new committee comprised solely of volunteers, we were working to establish our procedures and that his request was our first one. We realize that we need to work more closely with the Inspection department and have begun to do so.

Item 10 Adjournment

The meeting adjourned at 4:09 pm.