

TOWN OF CHARLESTOWN
HISTORIC DISTRICT COMMISSION
April 4, 2023 – 7:00 PM
Town Hall, 241 Market Street, and via Zoom

MEETING MINUTES

The meeting was called to order by Chairwoman Mary Clark Confalone at 7:00pm.

In attendance - Board Members: Chairwoman Mary Clark Confalone, Linda Slicer, Patsy Clements, Marci Schneider, and Heather Hoge. Town Staff: Mary Culver. Public: Dan Rubert.

The minutes of March 8, 2023 were presented and approved 5-0. Motion was made by Ms. Clements, seconded by Ms. Hoge.

OLD BUSINESS

Permit 23-22, 523 Water St

At the March 8, 2023 meeting, the board requested more details regarding the proposed artificial turf to be placed on the property. The applicant was contacted and emailed further details to Bryan Lightner. Mr. Lightner and Ms. Confalone met with the applicant on the property to review the details, to which Ms. Confalone approved of. Mr. Lightner emailed the Board for concurrence to approve the permit after the requested details were provided, to which there was no opposition.

The Board discussed the details further. Although the permit has been approved and the artificial turf was installed on the property, the Board requested the applicant clarify why artificial turf was chosen instead of another material, such as mulch or stone.

NEW BUSINESS

Permits:

| Number | Name | Address | Description | Motion | Second | Decision |
|--------|-----------------|---------------|-----------------------|---------------|--------------|---|
| 23-34 | Bonnie Spangler | 317 Market St | Fence | Ms. Hoge | Ms. Slicer | Approved 5-0 |
| 23-35 | Tom Kemp | 220 S Ogle St | Fence, Pool, Pavilion | Ms. Clements | Ms. Slicer | Conditional approval upon obtaining details about pavilion design; Approved 5-0 |
| 23-38 | Dianne Letts | 316 Cecil St | Deck | Ms. Confalone | Ms. Clements | Approved 5-0 |

This marks the end of New Business.

GENERAL DISCUSSION

Meeting Time Change

The Board discussed changing the monthly meeting time from 7:00pm to 6:00pm. Motion was made by Ms. Clements, seconded by Ms. Slicer. All were in favor.

Historic Walking Tour

Ms. Confalone has been working on updating the Historic Walking Tour pamphlet, and stated that she would like to have the next scheduled tour in the Fall. The Board briefly discussed suggestions for making the pamphlet eye-catching and easy to understand.

Colonial Charlestown, Inc. Membership

The Board briefly discussed advertising membership outreach for Colonial Charlestown Inc, a 501c Non-Profit, for anyone who would like to join.

PERIOD OF PUBLIC COMMENT

None.

There being no further business, **Ms. Confalone motioned to adjourn the meeting at 7:55pm, seconded by Ms. Clements. Carried 5-0.**

Respectfully submitted,

Mary Culver, Office Manager