

WISCASSET HISTORIC PRESERVATION COMMISSION

9 January 2017

Chairman John Reinhardt called the meeting to order at 12:00 p.m. Members in attendance were Jim Kochan, Richard Thompson, Susan Blagden and alternate Gordon Konrath. John asked Gordon to vote in place of Wendy Donovan. Susan Blagden was asked to take notes. Ben Averill, Town Planner was present.

On a motion by Thompson, seconded by Blagden, the following Rules of Behavior were adopted unanimously. (Changes in red)

Attendees (general public, presenters and all other parties) **of** the Wiscasset Historic Commission's meeting shall observe same rules of **propriety**, decorum and good conduct adopted by the Select Board and the Town Staff for their public meetings.

Parties attending Wiscasset Historic Commission meetings to present Certificates of Applicability for restoration, reconstruction, or new construction in the historic district will be asked to limit their formal presentation to 15 minutes. If additional time is needed, they are encouraged to arrange for up to 10 minutes additional time at least one week in advance of the scheduled meeting.

The attending public will have 5 minutes per person to comment or ask questions of the Commission in the question and answer period at the end of the meeting.

Members of the Board and/or attendees **shall** comply with decisions of the presiding officer and the rules of the Board. Should a member of the Board or public continue to violate, or not adhere to, a decision of the presiding officer or rule of the Board, the Chair **shall ask the offending party to leave, and if necessary shall enlist assistance from a law enforcement official.**

Thompson moved and Kochan seconded that the following ordinance changes be sent to the ORC, approved unanimously. (Changes in red.)

10.3.1.7 Conduct of Commission members and meeting shall adhere to the rules and procedures adopted by the Commission.

10.5.2.4

(a) The applicant's name, address and interest in the subject property, **or if needed, the name and address of the applicant's authorized agent;**

(b) **if the applicant or authorized agent is not the owner of the property, the owner shall submit a notarized letter authorizing the applicant or authorized agent to bring the request to the HPC.**

The next meeting will be a working meeting on 24 January at 5 pm.

There being no further business before the board the meeting was adjourned at 2:15 pm.

Respectfully submitted,

Susan Blagden