

**Hollis Historic District Commission  
Minutes of the October 7, 2021 Meeting**

**Call to Order**

T. Cook called the meeting to order at 7:00 pm.

The following were present: Tom Cook, Chairman Jessica Waters, Vice Chairman; Peter Jones, Michael Bates: Regular Member; Karen Knesevich; Alternate Members and Susan Benz, Selectmen's Representative.

Members absent: Brandon Child

**HDC2021-015**

The application was tabled on September 2, 2021. The application of Neil Stone, to install 12 vinyl replacement windows, property owned by 22 Proctor Hill Road, LLC, located at 22 Proctor Hill Rd (Map 052, Lot 012) in the Residential Agricultural Zone.

Neil Stone stated the application submitted needs required adjustment. The replacement window count was actually 11 and 4 window were installed without prior approval. The total number of windows being replaced was 15.

N. Stone provided the additional information the Historic District Commission (HDC) requested during the September 2, 2021 meeting weather or not the 1 window street facing could be modified to a 6 over 6 pattern which the HDC preferred. N. Stone said the 1 window could be modified and that all of the street facing windows would be 6 over 6 with the remaining six (6) windows having no grids.

*T. Cook moved to approve the application as submitted with the following condition;*

*1. All five (5) street facing windows shall be 6 over 6.*

*P. Jones seconded.*

*Motion carried unanimously.*

**Other Business**

**Resignation**

J. Waters submitted her resignation since she will be re-locating to Rye Beach. The Board thanked her for her service and added she would be missed since she was a great asset to the HDC.

T. Cook asked if P. Jones would act as interim Vice Chairman until the election of officers in April 2022.

P. Jones accepted.

T. Cook asked Setaro to check with B. Child if he would like to be promoted to a regular member and if B. Child agrees, T. Cook would like D. Setaro to send the recommendation to the BOS. D. Setaro agreed.

**Approval of Minutes**

*P. Jones moved to approve the minutes of September 2, 2021 as submitted.*

*T. Cook seconded.*

*Motion carried unanimously with M. Bates abstaining.*

*T. Cook moved and M. Bates seconded to adjourn.*

*Meeting adjourned at 7:15pm.*