

Minutes: July 20, 2016

Present: Robert C. (Terry) Vose, Chair, R. Tag Carpenter, Vice-Chair, David Amory, Mark Barry, Molly Curtin, Arthur Evans, and Nicole Walters.

Note: the numbering below is chronological and may not correspond to agenda item numbering

Chairman Vose called the meeting to order at 7:01PM

1. **Open Forum.** Mr. Vose reported that Ms. Wendy Frontiero of the MHC will soon deliver the information about Cove Street she has been preparing. Ms. Frontiero also visited 326 Powder Point Ave. prior to its demolition this week.
2. **Minutes.** Minutes of the June 6, 2016 meeting were approved
3. **New Demolition Applications**
 - a. 30 Chapel Street. *Thomas Low House, ca. 1833. Partial Demolition/Addition.* Again, a full application has yet to be received so the project was not discussed.
 - b. 48 Cove Street. *Historic name William Paulding House. Common name Asa S. Delano – Edgar W. Chandler House, ca. 1833. Partial Demolition/Addition.* Andrew Wiemeyer, owner was present and provided an addendum letter to his application. It was noted that according to the MHC, this house and the Cove Street neighborhood in which it is situated is eligible to be listed on the National Register of Historic Places. After discussion, it was moved and seconded that although this is a regulated structure, the proposed demolition is not substantial and the Demolition Bylaw should not apply. The motion carried by a 5-2 vote.
 - c. 848 Franklin Street. *ca. 1924. Alteration/Addition.* Application was not received until July 20 and lacked a cover letter, making it incomplete. A site visit also needs to be scheduled. Discussion deferred until the August 3 meeting.
4. **Documentation for the Demolition Delay Bylaw.**
 - a. Historic Structure Demolition Application. Subsequent to the Commission's approval of this form at the July 6 meeting, comments on it were received from Valerie Massard, Town Planner, and Scott Lambiase, Director of Municipal Services that needed to be taken into account. Ms. Massard and Mr. Liambiase also suggested the creation of a "comments log" so revisions to these and other forms could be documented. Their comments were considered and discussed, and Mr. Carpenter incorporated them into a new draft that he will circulate to Commission members and follow-up with further discussions with Town officials.

b. Instructions for Application of Demolition Delay Bylaw. In the comments referred to above in 4.a. Ms. Massard and Mr. Liambiase allowed they did not think these instructions are necessary. Commissioners disagreed, noting that the applications received are often incomplete and guidance is needed in their preparation. Based on comments made at the meeting, revisions were made to this document titled, “Instructions for the Historic Structure Demolition Application,” and recorded by Commissioner Curtin who will distribute them to other members of the DHC.

5. Historical to Commission Rules and Regulations. A revised draft of this new document that had been circulated to commissioners for review and comment by Ms. Curtin after the July 6 meeting was discussed. It was decided that information about rescinding the bylaw should be included, leading to the need for a new draft that Ms. Curtin prepared at the meeting and will circulate to commission members. Whether these new drafts would be sufficient for discussion with Town officials was left as an open question.

Note: Because of the late hour, there was no discussion of other items on the agenda that included:

- Debriefings of Meetings with Town Officials
- Revised Demolition Delay Bylaw
- At Risk Properties
- New Business

6. **Adjournment.** Unanimously agreed to adjourn the meeting at 9:17PM. The next meeting will be on Wednesday, August 3, 2016.

New Materials Received:

1. Addendum dated 7/17/16 to the 6/14/16 application for renovation of 48 Cove Street.
2. Application (incomplete) for 848 Franklin Street dated 7/20/2016
3. Undated “Comments to Historical Commission on Draft Procedures Received July 2016 prepared by Valerie Massard and Scott Lambiase.
4. Revised draft of “Instructions for the Historic Structure Demolition Application” prepared by Commissioner Curtin.
5. Revised draft of “Historical Commission Rules & Regulations” prepared by Commissioner Curtin.
6. Draft of document titled, “Article ___ Amend Zoning By-Bylaws Article 600 Section 609 Demolition of Historically Significant Buildings” from Valerie Massard forwarded by email by Commissioner Carpenter on July 20, 1016.

Minutes prepared and submitted by Arthur B. Evans, Clerk

