

**July 1, 2008**

**Minutes of the Harvard Historic Commission**

**Members present: D. Coots, C. Cutler, J. Feist (chair), J. Martin, R. Minar, R. Sprague, R. Saalfeld**

**Members absent: Susan Whalen Frechette**

- **Minutes for the meetings of May and June were unanimously accepted.**
- **Paul Green and Christopher Ashley and Seth Chates (from Dion & Sokol, Inc, architectural firm) were present to represent the Harvard Congregational Church's presentation of their Application for a Certification of Appropriateness. The proposed changes to the existing church on the town Common include renovation of the existing entrance, an expansion of the second floor to full height, and the addition of a new space measuring 24 ' x 33 ' to the front right (west) of the existing building's entrance.**
  - **The meeting's charge was to determine if the scope of the work is sufficiently substantial to require a public meeting, which would be held on the first Tuesday of August. Members unanimously agreed that a public meeting will be required.**
  - **To limit the scope of the work most of the construction will be contained within the new building.**
  - **The architect and members of the church were asked to bring samples of the existing siding materials, proposed new siding materials, detailed specs for the proposed windows and new entry door and porch.**
  - **D. Coots asked S. Chates, architect, to be prepared to inform the HHC in August of the research performed by their staff regarding similar expansion projects on other New England churches. Coots' line of inquiry treated the massing of the structure and the detailing of the elevations.**
- **A public hearing was opened at 8:13 p.m. in regard to the proposed changes to the Unitarian Church. Glen Frederick represented the church at our meeting. G. Frederick said that the proposed changes will create additional office space on the second floor of the building, measuring approximately 25' x 19'. The prior design included a louver in each gable at the rear of the building; the present design shows a louver in the higher gable only. The first design showed a fixed picture window boarded by a double hung window to each side of the fixed pane. The re-designed elevation shows three evenly**

spaced double hung windows, six panes over six panes. Frederick showed a sample window. Members present unanimously accepted the church's proposed project, as adjusted following their meeting with D. Coots, who advised them on their design.

- **Mark Mikitarian, co-owner of 101 S. Shaker Road, met with the commission for an initial review of an application for a certificate of appropriateness. The issue at hand involves the desired return of the granite mounting block that originated with Mikitarian's property and which is now owned by the private Groton School. (J. Feist, as a personal friend of the applicant, recused himself from a vote on this application.) Members unanimously voted that the Mikitarian/Sevigny application, if permitted to go forward, would create a substantial change to the owners' property and the historic district in which it is located. A public hearing will be held at the HHC's next meeting on Tuesday August 5.**
- **The HHC needs one more member, given the recent resignation of Jim Breslauer, the Conservation Commission's appointee. J. Feist asked each member of the commission to e-mail him names of possible, strong candidates for this opening within the next two weeks.**
- **J. Feist announced that he would like the HHC to nominate a clerk and a vice chair. The principal job of the clerk would be to manage the commission's mailings and to handle the administrative details of public hearings. (This latter involves contact with the town clerk and the town newspaper.) The function of the vice chair is to step forward to fill the administrative role of the chair during meetings and to prepare for eventual assumption of the chair's position. D. Coots offered to take the initial role of Clerk for a four-month rotation. The clerk's role will rotate alphabetically.**
- **The role of Vice Chair remains open and the precise role of that person remains undecided. Is he or she the chair-in-training or simple the person who fills in for the chair in his absence.**
- **D. Coots asked members for comment and direction regarding the petition of the Congregational Church before he meets with their architect and members of their building committee. A number of concerns with the design as presented tonight were voiced. Coots has offered to meet with the architect in his office to begin the conversation.**
- **J. Feist presented a plan – which showed minimal detail – for an herb garden to be installed at the Herb House by two woman who have introduced themselves to him as avid gardeners and Shaker enthusiasts. The petitioners will be meeting with the Conservation Commission as the garden falls within the wetlands buffer zone.**