

Historic District Commission  
Town Hall, Room 121  
Meeting Minutes, 24 Jan 2017

Meeting called to order at 7:30 PM. Attending: Ron Regan (RR), Anita Rogers (AR), David Honn (DH), David Shoemaker (DS), Allison Casazza. Absent: Fran Arsenault (FA), Chingsung Chang (CC, Selectmen Representative)

- 7:31pm **Citizen's questions: None**
- 7:32 **Miscellaneous Issues:**
- Potential buyer inquiry to HDC concerning siding and windows at 102 Main Street. HDC response: No 'grandfathering' of aluminum siding – piece replacement allowed, but if all removed, wood siding should be used (and often will be found behind the aluminum). Sash only versus full frame replacements have been approved by the HDC.
  - Jeld-Wen is now offering a full frame replacement with sash. The installation results in an additional line and shrinks the glass in the rough opening. HDC to watch for implementation to see if acceptable.
  - 270-274 Central Street project going well; owner is checking with liaison AR for minor changes.
  - DH issued the annual report to the town.
  - Committee members have been reminded that projects that use CPC funds are obligated to follow The Secretary of the Interior Standards for Preservation. Use of CPC funds result in a perpetual preservation restriction on the property.
  - The Asa Parlin house continues to suffer without protective maintenance. Discussion of its state, and again several potential uses. Some stabilization of the building is desperately needed.
  - Discussion of the need for an HDC Acton Town web update – our Liaison CC will be asked to pursue.
- 7:32 Approval of minutes for January 10.
- 7:33 Review Spreadsheet and updates.
- 7:42 586 Mass Ave. Solar Panels: May not be practical due to buildings on either side. A setback would be needed if the panels are not flat to the flat rubber roof. If a tilted installation is foreseen, a 12- to 24" parapet to block the view may be possible, which would not force a significant setback. The

HDC requires that the solar panels not be very visible, but it is not necessary that they be completely invisible. The HDC recommends a check with the owner as a first stop, and then invite a solar installer to look at feasibility with the requirement of minimal visibility from the reference street. If there is a decision to proceed, a visit to the HDC is needed to determine an acceptable implementation. A reminder that panels are 'temporary' – if the panels are removed for roofing or replacement, a new application will be required.

- 7:52 AC: Window Restoration. Attended a workshop on window restoration and tuneup. The Salem Historical Commission's guidelines were presented and discussed. Restoration and repair is favored over replacement. We may consider a rule change in the Acton HDC to do similarly, asking that an owner get an estimate for the tuneup, repair, or restoration to compare with the cost of new windows. Even a complete restoration may be less expensive than replacement windows and their installation. Links to measurements of the energy efficiency of well-maintained old windows with storms would be helpful for our analytical community. We should also strive to keep old glass in place when possible. The 'Window Gospel' from the Salem Historical Commission Guidelines Notebook is a rich resource for our concerns. The HDC will invite former HDC members to next meeting (14 Feb) to discuss how to implement changes via rules and regulations versus bylaw changes.
- 8:17 CPC draft with Steve Ledoux: Town Counsel also has received a copy for review and comment. DH will ask Steve for an update on progress. HDC members will meet at the next meeting (14 Feb 2017) to assemble backup RFP information notebooks.
- 8:30 Consideration of a history of the HDC on the home web page. We will invite some previous HDC members to give a verbal history as a starting point for a history. DS to produce a draft document for member comments.
- 8:52 Meeting closed.