

Historic District Commission  
Town Hall, Room 126  
Meeting Minutes, 10 April 2018

Meeting called to order at 7:40 PM. Attending: David Honn (DH), Ron Regan (RR), and Fran Arsenault (FA). Chingsung Chang (CC), Selectmen Representative), Anita Rogers (AR), Maria Crowley (MC), and David Shoemaker (DS) absent.

7:40 pm      **Citizen's questions** – None.

7:41            Minutes for March 27<sup>th</sup> not ready.

7:43            Project spreadsheet review: An application for 100 Main Street was received and added to the April 24<sup>th</sup> agenda. The roof for 43/45 School was installed.

7:45            **Application Fees** – DH – we haven't updated the fees since the HDC was formed in 1990. What if we use a sliding scale like the building department does for permits? RR – I'm concerned that could add significant costs on top of building permits that can become expensive. DH – the West Acton Village works project took a lot of HDC time spread over years. RR - What if we only do commercial and/or multi-dwelling on a sliding scale but for single family homes stick to the flat fee. DH – should we waive the fee for municipal applications? FA – do we charge the town? It seems strange the town would pay itself. DH will look into what the building department charges; we would have a much lower percentage. Keeping signs at \$15 seems fine.

8:00            **Public Hearing 59-61 Windsor Ave.** – Application 1806 – Bryan Mulligan of Studio47 Architects present.  
DH read the notice from The Beacon. There were two members of the public: Kathryn Black (237 Central Street) & Eleanor Mathews (241 Central Street). Bryan presented the drawings, nothing has changed from previous drawings (elevations), Bryan added detail drawings for the soffits and facia and dormers. DH – materials – wood clap boards; roof is asphalt shingles, not sure if 3-tab or architectural, the whole roof isn't being replaced so match existing. Drip edge to be painted to match the trim. The rake, corner board details match existing. DH – what about the gutters, we prefer 1/2 round when putting up new ones, but if not replacing all gutters

should match existing. DH – we need cut sheets for all the windows and which windows go where. We don't have enough members to vote so we will have to wait until next the next meeting. We can try to add an extra meeting to vote next week.

8:40 **497 Main St** – Application 1801 – Kevin Cardone present. Kevin showed proposed light fixture – Hinkley 1850DZ anchorage one light (single bulb per light fixture.) The light is 7" wide by 13" high and has a 4 ½" back-plate that fits between the moldings. Kevin showed a mock up of the light (using a box) on the front door to show scaling. DH – don't go with a 100 watt bulb. Use something in the 20-40 watt range. FA will amend the existing certificate with the final light details.

8:45 **Chair Update** – 53 School St committee is having a site visit this week. Nothing about 3-27 School St, CPC – DH going to get back to RFP. Piper lane ZBA Special Permit hearing for a larger house adjacent to the historic district. HDC will produce a letter to the ZBA requesting that the average historic district setback (e.g. close to the street) be imposed as a Condition in the Special Permit.

Town staff assistance discussion The HDC should get support for things that are legal requirements, such as placing legal advertisements, sending out abutters' notices and taking meeting notes. The commission discussed what work could be handed off and that we should discuss with Frank Ramsbottom about getting support.

8:50 Meeting adjourned.