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Historic District Commission
Town Hall, Room 121
Final Meeting Minutes, November 20, 2013

Meeting called to order at 7:30 PM. Attending Kathy Acerbo-Bachmann (KAB), David Honn (DH), Pamela Lynn (PL), Ron Regan (RR) and Anita Rogers (AR).

**7:36 PM Discussion and Resolution of Issues Related to 16-20 School Street
Window Violations**

KAB began the discussion by explaining that the heating unit will be in the back of the building and so will qualify for a CNA. However, there is this long standing pre-existing violation. The applicant may receive a CNA but not the requisite building permit until the resolution for the violation is specified. HDC will write the conditions of the resolution into the CNA.

The HDC has gathered to agree on what the proper remedy should be concerning the windows that were replaced without the HDC's agreement plus a schedule for remedying the violation.

KAB asked AR to explain three possible solutions – simulated divided lites with grills made by three companies

Jeldwin allowed at 100 Main.
Brosco simulated divided lite grill
Boston Sash and Millwork -

AR thinks a sash kit rather than a full frame window would be the most cost effective replacement. Although it is not what was accepted for 100 Main St., it was what was done. This solution does not require work to the exterior or interior trim. The existing vinyl sash would be taken out.

When the applicant arrived at 7:42 PM, KAB reiterated the issues involved with the HVAC venting and existing window violations.

KAB explained to Evonne that it would be helpful to read the Acton Historic Commission Bylaws. The HDC does not okay vinyl windows. AR has three solutions. Vinyl windows are very flat. As a result it is not possible to apply grills to the outside. Also vinyl windows cannot be painted.

AR showed the applicant pictures of how the windows use to appear with six lites above and one lite below. What is needed is a wooden replacement sash – a simulated divided lite with six over one. AR and DH considered the best muntin style to be 5/8 or 7/8 maximum with muntins permanently applied to the outside of the glass in a 6/1 lite pattern (6 glass panes in the top sash, a single glass pane in the bottom sash).

Double hung windows with two sashes permanently applied exterior muntins six grills over one.

KAB suggests staggering the window replacement project curing one façade at a time. AR suggested starting with the original structure, the south side end gable wall first replacing all eight windows by September 1, 2014. The next stage would be to cure the three windows on the west side which is part of the same structure. The third stage would be replacing the three vinyl windows on the south facing wall of the addition leaving the two windows that was not replaced intact. The last stage would be to replace the windows on the east facing side of the addition. All to be completed by December 1, 2015.

KAB explained that AR will write out a CNA for the venting which will call out all of the conditions involved in scheduling the replacement of the vinyl windows which have been in violation. She will complete an accurate window count before issuing the certificate.

KAB reiterated that the applicant is welcome to be back in touch with any concerns.

Adjourned at 8:36 PM

Respectfully submitted,

Pamela Lynn
Secretary