

Town of Amherst, New Hampshire
Historic District Commission
Minutes
October 20, 2016

The Amherst Village Historic District Commission met on **October 20, 2016 at 7:00 pm** in the Barbara Landry Meeting Room, 2nd floor, Amherst Town Hall, 2 Main Street, Amherst, NH 03031.

In attendance were Jamie Ramsay, *Chair*; Sue Clark, *Secretary*; Helen Rowe, *Alternate*; Chris Hall, *Vice Chair*; Tom Grella, *BOS Ex-Officio*; Chris Buchanan, *Alternate*; Doug Chabinsky

Staff in attendance: Gordon Leedy, Community Development Director

CALLED TO ORDER:

Jamie called the meeting to order at 7:05 pm.

NEW BUSINESS:

CASE #: PZ7945-092816 – Tina & Joseph Raczek, 15 Carriage Drive, PIN #: 017-017-000 – Request for approval to pave gravel parking area to match existing driveway.

Present: Tina Raczek

Ms. Raczek requested approval to add pavement adjacent to an existing paved driveway where there is existing parking. She stated that the purpose of the request was to improve functionality of the existing parking and eliminate gravel from spreading throughout the property. She stated that she would paving up to the front steps of her home.

Jamie questioned whether the pavement would encompass what is now gravel. Ms. Raczek stated “yes”. She stated that she researched the cost of using pavers and found them to be too expensive (\$3K).

Hearing no additional comments or concerns, Jamie called for findings to this case:

Findings:

1. Contributing Property #17 on National Registry of Historic Places.
2. House is highly visible, however, the driveway is not visible and the areas to be paved will not be highly visible.

Motion:

Doug motioned to approve the application as submitted, Chris H. 2nd. *VOTE: All in favor.* Jamie explained how the 20-day appeal process worked to the applicant.

43
44 BRICK SCHOOL - Ordering and Installation of New Vinyl Windows
45

46 Present: John Robichaud; SAU-39; School District; Will Ludt
47

48 Mr. Robichaud stated that as a result of discussions with HDC member Chris Hall, he became aware
49 that he needed to meet and obtain support from HDC members in the installation of new windows for
50 the Brick School. He stated that he was unaware of that requirement and apologized for now first
51 coming to the Commission. Mr. Robichaud stated that SAU39 ordered non-wood windows to be
52 installed and are awaiting their delivery. He stated that they wish to make other improvements to the
53 exterior of the SAU offices as well.
54

55 Helen stated that it is always helpful for town entities to meet with the Historic District prior to any
56 construction and work together on their projects.
57

58 Jamie questioned what kind of windows were being proposed. Mr. Robichaud stated that they were
59 vinyl with external rims.
60

61 Community Development Director Gordon Leedy stated that under the provisions of RSA 673:54,
62 there are notification and consultation requirements that were not met in this situation. He stated
63 that he hoped that in the future, these types of situations would be avoided.
64

65 Discussion followed regarding the shape and construction specifications and materials of the windows.
66 Mr. Robichaud assured the Commission that they would not see the frames and only the windows
67 would be visible.
68

69 Tom stated that if the school district had met with the Commissioners prior to ordering the windows,
70 he would have voted them down. Jamie stated that the Commissioners were never formally notified
71 via an application in this case.
72

73 Doug understood that Mr. Robichaud was unaware of the need to meet with the HDC, however, he
74 also urged town entities to work together with integrity.
75

76 No further action was taken by the Historic District Commission.
77

78 MINUTES:

79 The minutes of September 15, 2016 were approved as amended.
80

81 ADJOURNMENT:

82 Sue motioned to adjourn at 8:40 pm, Chris B. 2nd. *VOTE: All in favor.*
83

84 Respectfully Submitted,
85 Debra A. Butcher