

1 Town of Amherst, New Hampshire
2 **Historic District Commission**
3 **Minutes**
4 **January 19, 2017**
5

6 The Amherst Village Historic District Commission met on **January 19, 2017 at 7:00 pm** in the Barbara
7 Landry Meeting Room, 2nd floor, Amherst Town Hall, 2 Main Street, Amherst, NH 03031.
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9 *In attendance were Jamie Ramsay, Chairman; Sue Clark, Secretary; Doug Chabinsky, Chris Buchanan,*
10 *Alternate; Bruce Fraser; Tom Grella, BOS Ex-Officio.*
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12 *Staff included Community Development Director Gordon Leedy & Simon Corson, newly hired Planner for*
13 *the Community Development Office.*
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15 **CALLED TO ORDER:**

16 Jamie called the meeting to order at 7:00 pm.
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18 **AMHERST FIRE RESCUE – BUILDING CONSTRUCTION – CHIEF MATTHEW CONLEY:**
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20 Chief Conley presented the proposed building construction to the Fire Rescue facility. He stated that
21 the plans are in place to finish the upstairs and said they created a “POD” style system which is a
22 hallway with two rooms per side. He said between the architect and the construction management
23 company, some subtle changes were made, i.e. laundry area, custodial closet, etc. He said that there
24 are exterior changes being proposed that will not be visible from the front of the building and that the
25 only exterior change would be the construction of a set of stairs in the rear of the building to meet the
26 second means of egress requirement. He said the stairs would be open with a roof over them which
27 would prevent snow from building up on the stairs. Chief Conley stated that the stairs would be built in
28 accordance with Code requirements.
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30 Chief Conley also reported that they would be keeping the existing window frames but install
31 replacement windows (Anderson windows) with vinyl sashes for energy efficiency purposes. He said
32 for longevity purposes, he would be using LED lightening.
33

34 Jamie questioned what kind of shape the current windows were in. Chief Conley stated the frames are
35 in very good condition, however, due to dryness, replacement is needed. Discussion followed
36 regarding the condition of the windows. Chief Conley stated that window upgrades would be
37 beneficial in terms of energy efficiency.
38

39 Jamie asked if Anderson windows have a replacement sash and will they match the whole building.
40 Chief Conley stated that the windows will be 6 over 6 on the first floor with larger sashes on the
41 bottom. Chief Conley stated that they came out with a product called “Renew” where they take
42 existing sash, recycle them and use them. He didn’t think that would be a good fit here.

43 Jamie questioned whether they were at the specification stage for window proposals. Chief Conley
44 stated that the construction management company has a proposal from the retailer which he still
45 needs to review and do some comparisons.

46
47 Jamie stated that one of the concerns for the Commissioners would be to have simulated divided light
48 windows with muntins on the outside of the glass and cannot be removed. Chief Conley understood
49 their concerns; however, he stated that it isn't what is currently in place. Jamie stated that this would
50 be the time to do what is right.

51
52 Chief Conley stated that he met with the Planning Board and gave them an update on the construction
53 in order to be transparent with the governing boards. He said this project has been on the minds of the
54 fire department for many years to get this phase finished. He said with the integration of Fire and EMS
55 services and putting the two entities in one building, the construction gives them bunk rooms,
56 showering facility, etc. and allows personnel the ability to stay in house which will improve Fire/EMS
57 response times especially during inclement weather. Chief Conley also added that having Fire/EMS
58 together allows for team building and cohesiveness after being separate entities for so many years.
59 Sue stated that this would be good for the community. Jamie thanked Chief Conley for meeting with
60 the Commission.

61
62 CERTIFIED LOCAL GOVERNMENT GRANT (CLG) – Gordon Leedy:

63
64 Gordon introduced Simon Corson to the Commissioners and stated that Simon will be his "right hand
65 person" in terms of providing support to the town boards. He stated that Simon will be tasked with
66 establishing a meaningful GIS system and will assist with mapping and tasks that the Commissioners
67 will want to consider. Discussion occurred regarding STOP signs in the Historic District which Chris B.
68 stated that there are approximately 59 STOP signs so this could be a task for Simon to map.

69
70 Discussion continued regarding road signage in the Historic District. Jamie stated that it would be
71 beneficial if road side signs were installed at all points of the Historic District and act as a gateway as it
72 would define & highlight the area. Jamie asked if Chris B. could make a presentation at their meeting
73 on gateway signage and traffic engineering concepts in February.

74
75 Gordon provided an update on the CLG (Certified Local Government) grant. He stated that he has
76 prepared the application which is due tomorrow (January 20, 2017). He said it is a 60/40 grant in
77 which Amherst will match their share with volunteer time from the Historic District Commission as well
78 as staff time from the Community Development Office. He stated that there will be a one day seminar
79 in which volunteers are invited to attend. He said he structured the grant so Amherst will get all out of
80 pocket expenses from the grant money and it will be matched by in-kind contributions. Gordon stated
81 that the CLG will be making their decision in February on award. He said an agreement would need to
82 be reached with DHR for the grant and get the tracking mechanism in place for expenditures. He said
83 he hopes to schedule the actual CAMP program in June which keeps it in this fiscal year. Gordon
84 stated that he was told that Amherst was in a competitive position for the grant.

86 DEPARTMENT OF PUBLIC WORKS – BRUCE BERRY – MACK HILL ROAD (FROM MANCHESTER ROAD &
87 DODGE ROAD – RECONSTRUCTION & DRAINAGE:

88
89 Department of Public Works Superintendent Bruce Berry made a Power Point presentation to the
90 Commissioners on reconstruction of 1,526 linear feet along Mack Hill Road as planned for his 2017
91 Road Construction plans. He said he was looking for feedback for any potential road construction and
92 tree removal. He stated that there are drainage issues in that area from Mack Hill Road from the
93 bridge to Dodge Road and that Pennichuck Water would like to extend the water main. He also stated
94 that it would be necessary to install sidewalks and granite curbing to accommodate the reconstruction
95 and drainage issues on the hill which is causing erosion and reported that there is potential for more as
96 the area is disturbed.

97
98 Jamie asked whether Pennichuck is intending to replace the entire main from the bottom of the hill.
99 Bruce stated that it will be from the bridge to the intersection of Dodge and continue down from
100 there. He said the records from the Amherst Water District are “sketchy” – he said he believes that it is
101 A/C Pipe, however, if it is not, it will not need to be replaced. He said he has been working with them
102 on various places around town and been in contact with them to obtain a schedule and it looks like it
103 will be early summer to do their water main.

104
105 Discussion occurred regarding the construction of sidewalks along Mack Hill Road. Sue stated that she
106 lives on Mack Hill Road and questioned whether she should be recusing herself from discussion. Jamie
107 stated “no”. She stated that she is concerned about the idea of installing sidewalks along Mack Hill
108 Road because Mack Hill Road is the last remaining historic road in Amherst and felt it should remain as
109 is. She stated that all you would see if sidewalks were installed would be “granite” as seen with the
110 recent construction of the bridge.

111
112 Discussion followed regarding the traffic speed and pedestrian walkers on Mack Hill Road. Commission
113 members felt that lining that road would not help to reduce speed, in fact, it could potentially increase
114 it. Doug agreed that Mack Hill Road is heavily traveled by residents who walk along the road, however,
115 it is his opinion that the road without a center line painted on it controls and slows down traffic better.
116 With that being said, Bruce requested that the Commissioners provide him with an alternative if a
117 sidewalk is not supported by the HDC. A question was asked what the timeline was for HDC members
118 to have input into the final phase of the process. Bruce said nothing will be done until the water main
119 is replaced and he doesn’t have a response back yet. He said if it isn’t in Pennichuck’s budget until
120 2018, Bruce will not be doing the road so he doesn’t have an answer as it is too premature to say.
121 Doug said he doesn’t want to hold Bruce to a certain timeline – he just wants to make sure that the
122 Commissioners can have a dialogue about it and reach a compromise. He said it looks like the
123 Commissioners have at least 3-4 months to discuss this further. Bruce said that is why he is presenting
124 this in January for the benefit of discussion. No action was taken by the Historic District Commission.

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126 MINUTES:

127 Jamie motioned to approve the minutes of October 20, 2016, Doug 2nd. *VOTE: Voting in favor of*
128 *approving the minutes were Jamie, Sue, Tom, Chris Buchanan & Doug.*

130 Jamie motioned to approve the minutes of November 17, 2016, Tom 2nd. *VOTE: Voting in favor of*
131 *approving the minutes were Jamie, Bruce, Tom & Chris Buchanan.*
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133 ADJOURNMENT:

134 Jamie motioned to adjourn at 9:15 pm, Doug 2nd. *VOTE: All in favor.*
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136 Respectfully Submitted,
137 Debra A. Butcher
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