



**Town of Amherst, NH
Historic District Commission
FINAL MINUTES**

Barbara Landry Conference Room

Thursday, 16 August 2018, 7:00 PM

*Historic District Commission members in attendance were: Jamie Ramsay, Chairman;
Chris Hall, Vice-Chairman; Doug Chabinsky; and Tom Grella, BOS Ex-Officio.
Staff in attendance included: Simon Corson – Town Planner; Kristan Patenaude.*

I. Call to Order

Chairman Jamie Ramsay called the meeting to order at 7:01 PM.

**II. CASE #: PZ10149-072018 – Gail Pierson (Owner & Applicant), 6 Sunset Road, PIN
#: 017-050-000 – Request for approval to construct addition for master bedroom and
bathroom.**

Present: Gail Pierson (Owner & Applicant), Shane Forest (Contractor)

Mr. Forest explained that the materials to be used are wood siding and windows, all to match the original house. There will be 1 window facing the road, 2 on the side, and 2 in the back.

In response to a question from Mr. Ramsay, Mr. Forest stated that the windows will be simulated divided-lights.

FINDINGS:

1. Non-contributing property
2. Proposed addition is appropriate mass for the existing house.
3. The visibility on the back of the property is extremely limited.
4. Proposed materials are all wood and match the existing house.

In response to a question from Mr. Ramsay, Mr. Forest explained that the windows on the front and gable end will match the size of the existing windows.

A MOTION was made by Mr. Chabinsky and SECONDED by Mr. Grella to accept the proposal, with the following stipulations:

1. *The siding and trim will be all wood; siding clapboards to match the existing house, including the overlap and exposure on that.*
2. *Windows will be Jeld-Wen architectural windows, all wood, simulated divided-light, with fixed mulleins both inside and out, and the center spacer.*
3. *Size of the windows: the front and the gable end to match the existing windows on the front of the house, and the rear window – all wood simulated divided-light, with fixed mulleins.*

Voting: all aye; motion carried unanimously.

Mr. Ramsay explained to the applicant how the 30-day appeal process works, in case the Historic Commission's decision was contested by an abutter or other party of interest.

III. CASE #: PZ10215-072518 – Brendan & Katherine Farrell (Owners & Applicants), 84 Boston Post Road, PIN #: 017-057-000 – Request for approval for the placement of (2) 120 gallon above ground propane tanks. Tanks temporarily places on 7/26/18 due to emergency with no hot water.

Present: N/A

Mr. Ramsay explained that when Ciardelli placed the tanks, due to the emergency situation, they agreed to move them, if not approved by the Commission. He explained that there is a very limited view of the (2) tanks behind a couple of huge pine trees, if in the driveway. There is no public visibility from the street. Mr. Ramsay stated that he can't think of a better place for these tanks to be placed on the property.

FINDINGS:

1. Contributing property
2. #53 on the National Registry
3. No public visibility of tanks.
4. Tanks are in full compliance with Article 6, Section H.

A MOTION was made by Mr. Hall and SECONDED by Mr. Ramsay to approve the application as submitted.

Voting: 3-0-1; motion carried. (DC abstained)

Mr. Ramsay explained to the applicant how the 30-day appeal process works, in case the Historic Commission's decision was contested by an abutter or other party of interest.

IV. Amanda & Kyle Coffey, 14 Courthouse Road – Conceptual discussion for adding gutters to the house in order to prevent water damage due to runoff.

Neither owner was present at the meeting. The Commission discussed that they have nothing in the regulations or guidelines for the Historic District regarding gutters. Mr. Ramsay explained that the owners would not need to go through a formal application

77 process for this project, but could instead run their gutter choice by the Community
78 Development Office to make sure it is appropriate.
79

80 **V. Reorganization of the Historic District Commission / Historic District Regulations**
81

82 The Commission discussed the next steps in reviewing the changes/additions to their
83 regulations. The group decided to wait until September, when more Commission members
84 may be present, to further discuss these topics.
85

86 **VI. Minutes: June 21, 2018; July 19, 2018**
87

88 *A MOTION was made by Mr. Chabinsky and SECONDED by Mr. Hall to accept the*
89 *meeting minutes from July 19, 2018 as submitted.*

90 *Voting: 3-0-1; motion carried. (TG abstained)*
91

92 *A MOTION was made by Mr. Grella and SECONDED by Mr. Hall to accept the meeting*
93 *minutes from June 21, 2018 as submitted.*

94 *Voting: 3-0-1; motion carried. (DC abstained)*
95

96 Mr. Ramsay explained that the uninhabitable house located at the intersection of Steeple
97 Lane and Jones Road is currently in structural failure. There is a plan to shore the existing
98 foundation in order to save the house and keep it as is. This will be a repair in kind.
99

100 Mr. Ramsay explained that the parsonage immediately to the west of the Congregational
101 Church had a tree go through the back portion of its roof. They will be re-roofing just that
102 section at this time. The existing roofing is 3-tab shingles, but they have proposed
103 architectural grade shingles for this section. They will be fundraising money to replace the
104 shingles in the front section at a later time. This is basically a replacement in kind, which is
105 why there's no application for the project.
106

107 Mr. Corson stated that the Community Development office sent out an RFQ regarding the
108 recently received CLG grant. They have received proposals from 4 consultants at this time
109 which are being reviewed by the department and Mr. Ramsay. The consultant chosen will
110 survey the entire Historic District to determine which houses should be contributing or non-
111 contributing. This person will also put this data into a tabular form, to create a living
112 document for the town. Once this person is selected, there will be an introductory meeting
113 with the Commission and a relationship will be maintained for the duration of the project.
114 Mr. Corson is working to create a blind matrix in order to score these 4 consultants and
115 then show that data to the Commission.
116

117 *A MOTION was made by Mr. Chabinsky and SECONDED by Mr. Hall to adjourn the*
118 *meeting at 7:47 p.m.*

119 *Voting: all aye; motion carried unanimously.*
120

121 *Respectfully submitted,*

122 *Kristan Patenaude*