



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

**Barbara Landry Conference Room**

**Thursday, 17 May 2018, 7:00 PM**

1 *Historic District Commission members in attendance were: Jamie Ramsay, Chairman;*  
2 *Chris Hall, Vice-Chairman; Doug Chabinsky; Sally Wilkins, Planning Board Ex-*  
3 *Officio; and Tom Grella, BOS Ex-Officio.*  
4 *Staff in attendance included: Gordon Leedy, Director of Community Development;*  
5 *Kristan Patenaude.*  
6

7 **I. Call to Order**

8 Chairman Jamie Ramsay called the meeting to order at 7:00 PM.  
9

10 Chairman Ramsay thanked Ms. Helen Rowe, who passed away last week, for her many  
11 years of service for the Commission, and also for being a pillar in the community.  
12

13 **II. Craig Fraley, Town of Amherst Recreation Director – Bocce Ball Proposal &**  
14 **Placement of Court – Buchanan Park, Middle Street, Map & Lot #: 017-083-001**  
15

16 Mr. Craig Fraley explained his plan to install a wood framed bocce ball court on the Middle  
17 Street property. The court would be built out of pressure-treated wood, but would be  
18 covered with barn board to give a more natural look. He has spoken to the Rountree's, the  
19 original property owners, regarding the idea and they are interested in supporting it.  
20

21 In response to a question from Mr. Chabinsky, Mr. Fraley stated that his plan is to put the  
22 court parallel to the street, about 15-20 feet from the sidewalk. One side of the property  
23 will be kept open for green space.  
24

25 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Chabinsky for the Historic*  
26 *District Commission to give its support for the use of the Middle Street property for a*  
27 *bocce ball court, as proposed.*

28 *Voting: all aye; motion carried unanimously.*  
29

30 **III. Eric Hahn, Interim Department of Public Works Director – Repair or replacement of**  
31 **Town Hall windows and reconstruction of handicap ramp**  
32

33 Mr. Eric Hahn explained that a consultant was hired to examine the windows of Town  
34 Hall, and the basic recommendation rendered was to repair them. The building's west side  
35 windows are all original to the building, but the building's south side windows contain  
36 some original windows and some that were replaced between the 1840's-1860's. The  
37 building's east side windows are original on the ground level, but replacements from the  
38 same time frame on the second floor.

39  
40 The intent is to repair the windows, keeping the original exterior storms on them. The  
41 sashes will be straightened as required, but also saved.

42  
43 In regards to the handicap ramp, the ramp and landing are in good condition, the issue is in  
44 the facing stone attached to the base. It was either not properly flashed, or not conditioned  
45 for drainage. The intent is to repair this issue so that water no longer accumulates on the  
46 ramp. An archaeologist will be present for some of the work, due to the proximity of the  
47 cemetery.

48  
49 Mr. Hahn also brought up to the Commission the possibility of installing acoustic tiles in  
50 the main area of the first floor of Town Hall to handle some echoing issues. These could be  
51 placed in the area where the chandeliers are, in order to make the area more functional and  
52 user-friendly when interacting with the personnel there. Mr. Hahn received 2 quotes, one  
53 for a set of flush tiles totaling almost \$24,000, and the other for a set containing a small  
54 grid on them, totaling only \$4,800. The less expensive set will have a smooth surface with  
55 the narrowest grid available (5/8"). The sprinkler heads will need to be dropped in order to  
56 have these installed, but there will be no real drop in ceiling height.

57  
58 Finally, Mr. Hahn explained to the Commission that there is a residence on Manchester  
59 Road that is dealing with a water problem due to the road reconstruction that was  
60 completed there. Mr. Hahn is hoping to insert a 100-300 foot berm in order to divert the  
61 water issue.

62 Ms. Wilkins asked that Mr. Hahn bring a sketch of the proposed project to the next  
63 Commission meeting.

64  
65 The Commission stated their support for the repair of the Town Hall windows and  
66 handicap ramp.

67  
68 **IV. CASE #: PZ9786-042318 – David Henry – 33 Middle Street, PIN #: 016-009-000 –**  
69 **Request for approval for replacement of the front walkway and pool walkway.**  
70 **Addition of patio, proposed new fencing adjacent to pool area and granite steps and**  
71 **paver landing.**

72  
73 Present: David Henry – Owner

74  
75 Mr. David Henry explained that he hopes to replace the front walkway with concrete  
76 pavers. The existing walkway is a safety hazard; this could be fixed by leveling the area  
77 with pavers, and this would also fix a drainage problem. He would like to extend granite  
78 steps down from the addition to new ½ moon-shaped patio, also to be made of the same

79 concrete pavers. In the back left of the property, he would like to install a small fire pit. He  
80 has plans to concrete over the pool deck and affix pavers to the top surface. There is also an  
81 older fence on the property that he would like to replace with a white wooden or vinyl  
82 fence.

83  
84 The Commission discussed the height of the pool fencing, which has a 48” height  
85 requirement.

86  
87 Mr. Chabinsky stated that the front walkway should be kept narrow, with a width of about  
88 3 feet between flares at the front steps and the driveway. He also stated that a painted  
89 wooden fence is ok, but not a vinyl fence.

90  
91 **FINDINGS:**

- 92 1. Property is in the Historic District
- 93 2. Property is non-contributing
- 94 3. Most of the proposed work is not visible from the street
- 95 4. Work that is visible is not visually invasive
- 96 5. Proposed walkway replacement is in situ and for safety reasons

97  
98 *A MOTION was made by Mr. Hall to approve the proposal with all of the materials as*  
99 *discussed and outlined for specifics.*

100 *An AMENDMENT was made by Ms. Chabinsky and SECONDED by Ms. Wilkins to*  
101 *approve the proposal, including the front walkway as per the marked up sketch and as*  
102 *agreed to by the owner, and a white wooden fence.*

103 *Voting: all aye; motion carried unanimously.*

104  
105 **V. CASE #: PZ9815-042618 – Joanne & Wilfred Zeolie – 8 Foundry Street, PIN #: 017-**  
106 **031-000 – Request for approval for the replacement of windows, placement of an air**  
107 **conditioning condenser unit and new sliders in rear of property.**

108  
109 Present: Joanne & Wilfred Zeolie – Owners

110  
111 Ms. Zeolie explained that the existing windows are not original, but were replaced in the  
112 1970/80’s. The current windows are not efficient and lack authenticity. They are hoping to  
113 replace all the windows with Marvin Integrity windows, which is a composite window.

114  
115 Mr. Chabinsky stated that the Commission would like to see the full specs for the window  
116 replacements. The regulations call for all wood windows, so as the applicants are asking for  
117 an exception to this, it would be important to have more information for a full review.

118 Mr. Ramsay explained that he would like to see the muntin bars at a max of 5/8” width – as  
119 narrower is more traditional for historic homes.

120  
121 The Commission agreed that the skylight replacement windows and the rear slider  
122 placement are not issues at this time.

123

124 Mr. Zeolie stated that they would like to have central air conditioning in the house. This  
125 would require the placement of a narrow condenser outside of the house. He plans to put  
126 shrubs around the condenser in order to hide it. The proposal is to put the condenser on the  
127 side of the house.

128  
129 In response to a question from Ms. Wilkins, Mr. Zeolie explained that putting the  
130 condenser on the back of the property would be difficult due to running the lines from  
131 there. The condenser is rated at 66 decibels.

132  
133 Mr. Ramsay stated that the narrowness of these lots makes this a difficult situation. The  
134 condenser will not be silent to neighbors and will be visually obtrusive. Placing the  
135 condenser on either side of this house would be difficult for the Commission to approve.

136  
137 Sarah and Roger Hooper, abutters at 10 Foundry Street, stated that they have a concern  
138 regarding the noise and visibility of the proposed condenser.

139  
140 *A MOTION was made by Mr. Ramsay and SECONDED by Mr. Hall to table, without*  
141 *prejudice, this proposal to the next meeting on June 21, 2018.*  
142 *Voting: all aye; motion carried unanimously.*

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144 **VI. Minutes: April 19, 2018**

145  
146 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Chabinsky to approve the*  
147 *meeting minutes from April 19, 2018 as submitted.*  
148 *Voting: all aye; motion carried unanimously.*

149  
150 The owners of 15 Mack Hill Road, Timothy and Lee Kachmar, asked the Commission for  
151 their early opinions on a proposal they have to build an in-law addition onto their house.  
152 The addition would be a single-story addition, of around 800ft<sup>2</sup>. The owners stated that they  
153 would like for the original cape house to stand out, with this being a small attachment. It  
154 will have its own front door and no driveway leading to it.

155  
156 The Commission discussed types of driveways for the property and also that the main  
157 block of the original house should be prouder than the gable end of the addition. The  
158 Commission will hear more regarding this proposal at a future meeting.

159  
160 **VII. Adjournment**

161  
162 *A MOTION was made by Mr. Chabinsky and SECONDED by Mr. Grella to adjourn the*  
163 *meeting at 8:47pm.*  
164 *Voting: all aye; motion carried unanimously.*

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166  
167  
168 *Respectfully submitted,*  
169 *Kristan Patenaude*