



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

**Barbara Landry Conference Room**

**Thursday, 21 September 2017, 7:00 PM**

*Historic District Commission members in attendance were: Jamie Ramsay, Chairman;  
Chris Hall, Vice-Chairman; Tom Grella, BOS Ex-Officio; and Sally Wilkins,  
Planning Board Ex-Officio.*

*Staff in attendance included: Simon Corson, Planner; Kristan Patenaude.*

**I. Call to Order**

Chairman Jamie Ramsay called the meeting to order at 7:02PM.

**II. CASE #: PZ8979-081717 – Scott & Sue O’Connell, 3 Mack Hill Road, PIN #: 020-029-000 – Request for approval to construct a small porch on the front side of the house.**

Present: Scott O’Connell – property owner

Mr. O’Connell explained that the snow load on the front steps has become a safety hazard, which the small porch will hopefully help with. The proposed porch will be in keeping with the character of the Historic District.

In response to a question from Mr. Ramsay, Mr. O’Connell stated that the trim will be removed from the main façade and extended towards Mack Hill Road by about 6 feet.

In response a question from Mr. Hall, Mr. O’Connell stated that he house was built in 1820.

Mr. Hall explained that the land for this property is on the National Registry, but the home itself is not. Mr. O’Connell stated that he was told that his driveway actually used to be Mack Hill Road, over a century ago.

In response to a question from Mr. Hall, Mr. O’Connell stated that he plans to leave the lighting as is.

46 In response to a question from Mr. Ramsay, Mr. O’Connell explained that he hopes to  
47 replace the granite steps with wooden ones for safety purposes. The granite will be kept on  
48 the property for future use.

49  
50 In response to a question from Mr. Hall, Mr. O’Connell stated that the columns will be all  
51 wood. Mr. Ramsay stated that a 6x6 turned column is appropriate for the space. Mr.  
52 O’Connell accepted this recommendation.

53  
54 The Commission discussed the current and proposed pediment. They recommended that  
55 the new pediment outboard be the same as the existing one – either through replacement or  
56 reusing the old one, if possible. Mr. O’Connell accepted this recommendation.

57  
58 **FINDINGS:**

- 59 1. Property is on the National Registry, Lot #143 and Lot #146
- 60 2. House is a Non-Contributing Property (although the Commission discussed the  
61 possibility for it to become Contributing in the future).
- 62 3. Proposed construction is marginally visible.
- 63 4. Proposed construction is to be all wood.
- 64 5. Proposed construction will create a safer entrance than currently exists.
- 65 6. Style of construction abides by Article X, A. and B.

66  
67 *A MOTION was made by Mr. Hall and SECONDED by Mr. Grella to accept the*  
68 *application as submitted, with the amendments discussed above.*

69 *Voting: all aye. No abstentions or objections. Motion carried.*

70  
71 Mr. Ramsay explained to the applicant how the 20-day appeal process works, in case the  
72 Historic Commission’s decision was contested by an abutter or other party of interest.

- 73  
74 **III. CASE #: PZ9034-082917 – Megan & Ian Murray, 2 Steeple Lane, PIN #: 019-018-001**  
75 **– Request for approval to remove existing 22’x22’ garage with family room& master**  
76 **bedroom above, 12’x24’ screened porch and replace failed foundation and rebuild.**

77  
78 *A MOTION was made by Mr. Ramsay and SECONDED by Ms. Wilkins to table this case*  
79 *until the next meeting, October 19, 2017.*

80 *Voting: all aye. No abstentions or objections. Motion carried.*

- 81  
82 **IV. CASE #: PZ9056-083117 – Nicholas Calvetti, Jr., 27 Manchester Road, PIN #: 018-**  
83 **009-000 – Request for approval to install Kohler 20 KW generator to existing propane**  
84 **tank.**

85  
86 Ms. Wilkins stated that the house isn’t visible from the street, and the location of the  
87 proposed generator is practically invisible.

88  
89 Mr. Hall stated that the request is fully compliant with Article VI.

90  
91 **FINDINGS:**

- 92 1. House is a Non-Contributing Property.  
93 2. Proposed construction is not visible.  
94 3. Proposed construction is compliant with Article VI.

95  
96 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Grella to accept the*  
97 *application as submitted.*

98 *Voting: all aye. No abstentions or objections. Motion carried.*  
99

100 Mr. Ramsay explained to the applicant how the 20-day appeal process works, in case the  
101 Historic Commission's decision was contested by an abutter or other party of interest.

102  
103 **V. CASE #: PZ9059-083117 – Pamela & Steven MacDonald, 178 Amherst Street, PIN #:**  
104 **018-007-000** – Request for approval to replace front exterior entrance door.

105  
106 Present: Pamela & Steven MacDonald – property owners

107  
108 Mr. MacDonald explained that the door sees the sun all day and appears to be on its last  
109 leg. Mrs. MacDonald stated that there are 4 cracks that go all the way through the door. It  
110 feels unsafe to them.

111  
112 In response to a question from Mr. Ramsay, Mrs. MacDonald stated that they are hoping to  
113 replace the door with a similar looking one, and have been looking at different options for  
114 materials.

115  
116 In response to a question from Mr. Hall, Mr. MacDonald stated that they are proposing  
117 only to replace the leaf of the door, as long as the trim and hardware are in good shape. The  
118 proposed door will be painted to match the current one.

119  
120 **FINDINGS:**

- 121 1. House is a Non-Contributing Property  
122 2. House is not listed in the National Registry  
123 3. House is highly visible from the public way  
124 4. Proposed construction is very similar to the look of the existing

125  
126 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Grella to accept the*  
127 *application as submitted.*

128 *Voting: all aye. No abstentions or objections. Motion carried.*  
129

130 Mr. Ramsay explained to the applicant how the 20-day appeal process works, in case the  
131 Historic Commission's decision was contested by an abutter or other party of interest.

132  
133 **VI. CASE #: PZ9057-083117 – Christina Ferrari & Timothy Yarnall, 5 School Street, PIN**  
134 **#: 017-080-000** – Request for approval to repair and replace deteriorating woodwork on  
135 front porch, column, repair flashing on porch roof & remove gutter and downspout and  
136 replace.

137

138 Present: Christina Ferrari & Timothy Yarnall – property owners

139

140 In response to a question from Mr. Hall, Mr. Yarnall explained that they have no historic  
141 pictures of the property. They do have a street view engraving from 1910, but nothing that  
142 clearly shows detail of the home.

143

144 In response to a question from Mr. Hall, Mr. Yarnall stated that they have no concrete plans  
145 for what they will do with the lattice work below the porch. Mr. Hall suggested they look at  
146 the vertical lattice work their neighbors have.

147

148 In response to a question from Mr. Ramsay, Mr. Yarnall explained that he'd like to bring  
149 back the original granite front step and use it.

150

151 In response to a question from Mr. Hall, Mr. Yarnall stated that the proposed deck material is  
152 cedar. The width and organization of the cedar will be the same as the current deck.

153

154 In response to a question from Mr. Grella, Mr. Yarnall explained that the current roof  
155 material is tar paper-like. He hasn't yet discussed possible shingling with anyone.

156

157 Mr. Ramsay stated that the only proposed wood to be replaced on the porch is the column  
158 and the floorboards. He stated that ¾" thick boards are historically accurate.

159

160 In response to a question from Mr. Hall, Ms. Ferrari explained that they haven't decided on a  
161 finish for the floorboard yet. They may paint them.

162

163 FINDINGS:

164

1. House is on the National Registry, Lot #80

165

2. House is a Contributing Property

166

3. Proposed construction is highly visible

167

4. Proposed construction materials are all wood, or consistent with current materials

168

169 In response to a question from Mr. Grella, Mr. Yarnall stated that he doesn't plan to change  
170 the light on the porch at this point. He may need to change the fixture, though.

171

172 Mr. Ramsay requested that the owners submit pictures and dimensions of the light fixture, if  
173 they do change it. This is not a condition of the application's approval.

173

174 *A MOTION was made by Ms. Wilkins and SECONDED by Mr. Grella to accept the*  
175 *application as submitted.*

176

*Voting: all aye. No abstentions or objections. Motion carried.*

177

178 Mr. Ramsay explained to the applicant how the 20-day appeal process works, in case the  
179 Historic Commission's decision was contested by an abutter or other party of interest.

180

181 **VII. CASE #: PZ9058-083117 – John & Patricia Berlack, 15 Middle Street, PIN #: 017-**  
182 **093-000** – Request for approval to redesign and rebuild the existing connection between the  
183 house & entry way, redesign the kitchen, and add interior living space.  
184

185 Present: John Berlack  
186

187 Mr. Berlack stated that the initial construction plans were approved by the Commission last  
188 year, but since then the project has been scaled back. The intention is the same, but the  
189 footprint will be smaller.  
190

191 In response to a question from Mr. Hall, Mr. Berlack stated that they are proposing to tear  
192 up the annex section and remove it. He does not know the exact age of that section of the  
193 house.  
194

195 Mr. Corson stated that the assessment date is noted as 1849, but the National Registry dates  
196 the home to 1790.  
197

198 Ms. Wilkins questioned if there are any antique elements in the annex section that should  
199 be preserved and reused, if possible. Mr. Ramsay stated that the two windows to the left in  
200 the annex are newer windows.  
201

202 In response to a question from Mr. Grella, Mr. Berlack stated that the tree near the annex  
203 will need to be removed.  
204

205 In response to a question from Mr. Ramsay, Mr. Berlack explained that there will be a 15  
206 light door to match the other entry door into the home from the proposed construction.  
207

208 The Commission discussed that the proposed construction will be a radical change, but will  
209 clean up the look of the current home. It will add to the architectural integrity of the home.  
210 The massing of the proposed construction is also appropriate.  
211

212 In response to a question from Mr. Ramsay, Mr. Berlack stated that if any changes are to be  
213 made to the east gable end of the barn or the west gable end of the house, driven by the roof  
214 of the proposed construction, he will come back and advise the Commission.  
215

216 **FINDINGS:**

- 217 1. House is on the National Registry, Lot #93
- 218 2. House is a Contributing Property
- 219 3. Proposed construction is extremely visible
- 220 4. Proposed construction complies with Article X, A.; Article VII., A.; Article IV
- 221 5. Proposed massing, fenestration, and roofing are appropriate
- 222 6. Proposed construction only applies to the annex portion of the house  
223

224 *A MOTION was made by Mr. Hall and SECONDED by Ms. Wilkins to approve the*  
225 *application as submitted, with the condition that if there is to be any additional demolition*

226 *to windows of the barn or the 2<sup>nd</sup> extension of the house, the owner will come back and*  
227 *inform the Commission.*

228 *Voting: all aye. No abstentions or objections. Motion carried.*

229

230 Mr. Ramsay explained to the applicant how the 20-day appeal process works, in case the  
231 Historic Commission's decision was contested by an abutter or other party of interest.

232

233 **VIII. 9 Foundry Street – Robert & Barbara Williams, PIN #: 017-038-000 – Conceptual**  
234 **discussion on window replacements.**

235

236 This application was withdrawn by the applicant.

237

238 **IX. Approval of Minutes: August 17, 2017; September 8, 2017 work session**

239

240 Ms. Wilkins explained an amendment to the August 17, 2017 minutes on line 72-73.

241

242 *A MOTION was made by Mr. Hall and SECONDED by Mr. Grella to accept the August 17,*  
243 *2017 minutes as amended.*

244 *Voting: all aye. No abstentions or objections. Motion carried.*

245

246 *A MOTION was made by Mr. Ramsay and SECONDED by Mr. Hall to accept the*  
247 *September 8, 2017 work session minutes as submitted.*

248 *Voting: 2 ayes, 2 abstentions. Motion carried.*

249

250 **X. Historic District Guidelines Document review – Simon Corson**

251

252 Mr. Corson explained that the guidelines document has been edited based on Mr. Hall and  
253 others' comments regarding user-friendly language being included.

254

255 The Commission discussed using the Amherst town Facebook page to advise people on the  
256 Commission, recruit new members, and release new documents.

257

258 **XI. Adjournment**

259

260 *A MOTION was made by Mr. Grella and SECONDED by Mr. Hall to adjourn the meeting*  
261 *at 9:08pm.*

262 *Voting: all aye. No abstentions or objections. Motion carried.*

263

264

265

266

267

268

269

270 *Respectfully submitted,*

271 *Kristan Patenaude*