



## *Somersworth Historic District Commission*

One Government Way  
Somersworth, NH 03878

Minutes of Regular Meeting on 22 March 2017: Adopted as Submitted

### **Present:**

Laura Barry, Chair  
Nancie Cameron, City Councilor, substituting for Councilor Martin P. Dumont Sr.  
Richard Brooks, Commissioner  
George Poulin, Commissioner  
Pius Charles Murray, Commissioner and Secretary

### **In absentia:**

Jenna Dunham, Alternate Commissioner  
Arthur Hendrickson, Vice-Chair  
Beth Poulin, Commissioner  
Tim Metivier, Building Inspector

### **In attendance:**

Shanna Saunders, Director of Planning and Community Development  
David Witham, City Councilor

### **Petitioners Present:**

Scott Moylan (on behalf of HDC #01-2017)  
Kathryn Trudell (on behalf of HDC #01-2017)

**Members of the Public Present:**

Ann Ward (Ward 1)

**Agenda & Minutes**

**I. Call to Order:** At 7:00 P.M. by the Chair.

**II. Approval of Minutes:**

There were three sets of minutes to adopt:

(1) Motion to adopt the minutes of the HDC Regular Meeting of 22 February 2017 as submitted was made by Mr. Murray and seconded by Mr. Brooks. Motion passed unanimously.

(2) Motion to adopt the minutes of the HDC Workshop of 22 February 2017 as submitted was made by Mr. Murray and seconded by Mr. Brooks. Motion passed unanimously.

(3) Motion to adopt the minutes of the HDC Workshop of 28 February 2017 as submitted was made by Mr. Murray and seconded by Mr. Brooks. Motion passed unanimously.

**III. Projects of Minimal Impact Report:**

The Chair, in the absence of Mr. Metivier, reported that there had been no projects of minimal impact approved during the previous month.

**IV. Comments by Visitors:**

There were none.

**V. Old Business:**

A. Kathryn Trudell is seeking a certificate of appropriateness for exterior building renovations on property located at 26 Mt. Vernon Street, in the Residential Single Family, with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 04, HDC #01-2017.

Kathryn Trudell and Scott Moylan were present to discuss HDC #01-2017. The project involves different parts, as Mr. Moylan described. (1.) To replace the six windows on the second floor and three single windows on the first floor with Andersons, with the same 2/2 sash, and with trim to match the existing exterior; (2.) to change the existing picture window to a mulled unit so as to have two sets of mulled windows to the right of the door; (3.) to replace the front door with a new Thermathru door with full view storm door; (4.) to rebuild the roof over the front door; (5.) to rebuild the existing front porch

adding two round columns under the roof; (6.) to replace the existing door on the second floor with an egress window; and (7.) to install typan building paper and new cedar clapboards.

The Chair asked if the project involved adding columns and what material would be used. Mr. Moylan replied that two columns, made of fiberglass would be added. The Chair then asked what type of window would be installed. Mr. Moylan responded that they would be Anderson fiberex, neither plastic nor wood. (Mr. Moylan then showed the HDC an example of the material). The remainder of the HDC discussion centered on specifying more precisely the materials to be used in the project.

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Motion to approve HDC #01-2017 as submitted with the stipulation of the adoption of square columns was made by Mr. Poulin and seconded by Mr. Murray. Motion passed unanimously.

B. Any other old business that may come before the Commission.

## **VI. New Business:**

A. Shanna Saunders, Director of Planning and Community Development, reported in substitution for Mr. Metivier on several items as follows:

### 1. Protocols to be aware of for television broadcast of HDC meetings:

(a.) there will be a crew responsible for televising the meeting. According to Ms. Saunders, they are sticklers for use of each Commissioner's microphone (please speak directly into the microphone) and ask any petitioners to do the same; if any petitioner moves from the speaker's microphone the Chair must ensure that they are using the portable microphone to continue recording for the public;

(b.) station the tripod in a place where the camera can view it;

(c.) use parliamentary procedure (e.g. Robert's Rules of Order) which includes deference to the chair and use of appropriate language;

(d.) no formal dress code but wearing sweatshirts with a logo (especially a political one) is discouraged.

### 2. Resizing the Historic District

(a.) The city ordinances pertinent to the HDC are found in 19.14.

(b.) When recommending changes to the city ordinances, incorporate specific guidelines (e.g. trim, roofs, doors, fences, etc.). Confer the ordinances of Durham and Exeter, the latter of which contains pictures of specific items to help the public understand more easily what is expected.

(c.) Changes are recommended by the HDC to the City Council. Upon receipt, the proposed ordinance is assigned to a Council subcommittee after which a public hearing is scheduled. Then the proposed ordinance is brought before the City Council which may approve, deny, or recommend further study.

3. Ms. Saunders described what has transpired. There has been a request made to abolish the HDC. Other options available include transitioning to a Heritage Commission as Dover has; a Heritage Commission is advisory, not decision making, or even recommending a demo delay ordinance which requires a delay for public input prior to any public building being demolished; it would advise the Planning Board and the ZBA; its mission is to protect the historical heritage of a community. The Chair stated that Dover's Commission has met once, in February 2016. According to RSV 673.4, a Heritage Commission consists of three to seven members with one member coming from the local legislative body, and one from the Planning Board. There was considerable discussion among the HDC, including input from Councilor Witham and Councilor Cameron, on the HDC versus Heritage Commission models.

Ann Ward, a member of the public, also contributed her thoughts on the advantages/disadvantages of each for Somersworth.

To show the extent and impact of the historic district in the city, Mr. Brooks showed his new color coded map, based on former HDC Chair Al Marotta's map, that identifies buildings by value level/contribution to the city to Councilor Cameron, Councilor Witham, and Ms. Saunders. They were most impressed and thought it an excellent project to share with the rest of the Council.

At the conclusion of the discussion, the Chair thanked the Councilors for their contributions

B. Any other new business that may come before the Commission.

## **VII. Closing Comments by Visitors:**

Ms. Ward asked if she understood correctly the difference between an HDC and a Heritage Commission and expressed her preference for retaining the HDC.

## **VIII. Workshop Business:**

A. Two additional items for consideration for addition to the ordinance rewrite were mentioned by members of the HDC: (a) addressing porches/patios by Mr. Hendrickson; and (b) windows by Mr. Brooks.

B. Two HDC subcommittees

1. Mr. Brooks whose subcommittee is looking at comparing the historic district map with the language of the ordinances is awaiting Ms. Dunham's recovery.

2. Councilor Dumont's subcommittee which is looking at the feasibility of establishing neighborhood associations in the historic district is meeting on Thursday, 30 March 2017, at 3:15pm in the Executive Conference room at City Hall.

C. Any other Workshop Business that may come before the Commission.

## **IX. Communications and Miscellaneous:**

A. The Chair mentioned two upcoming conferences. The first conference is on Strengthening Historic Assets. The second conference is in Rhode Island. Both are in April 2017.

B. Any other communications or miscellaneous items that may come before the Commission.

## **X Adjournment:**

Motion to adjourn at 8:30 P.M. was made by Mr. Murray and seconded by Councilor Cameron. Motion passed unanimously.

Respectfully submitted,

*Pius Charles Murray*

(Mr.) Pius Charles Murray, MLS, MPA  
Secretary