

## **HDC Meeting Minutes, February 28, 2018.**

**Meeting was called to order at 7:00pm**

Members Present; Laura Barry, Richard Brooks, George Poulin, Edward Levasseur, Tim Metivier

Members Absent; Pius Charles Murray

Petitioners Present; Keith Adams, Tim Bascone, Kim Dalzell

Mrs. Barry acknowledged the passing of Mr. Hendrickson with a moment of silence.

### **1) Approval of Prior Meeting Minutes**

Motion to table the minutes was made by Mr. Brooks and seconded by Mr. Levasseur. Motion passed unanimously.

### **2) Projects of Minimal Impact**

Mr. Metivier reported there were no projects of minimal impact.

### **3) Public Comments by Visitors**

There were none.

### **4) Old Business**

There were none.

### **5) New Business**

#### **A) HDC #01-2018**

Mr. Adams described the proposed replacement of windows on the barn portion of the building, stating that they would be replaced with the same 6 over 6 style replacement windows that were installed previously throughout the house.

Mrs. Barry asked if the windows would be replacement or new construction style windows. Mr. Adams seemed unsure of which. Mr. Metivier described the difference and noted the previously installed windows were replacement. Mr. Adams stated they would be replacement style windows.

Mr. Brooks asked how many windows were being replaced for clarification. Mr. Adams stated that 5 windows on the barn were being replaced.

Mr. Brooks, Mr. Levasseur, and Mr. Poulin all complemented the building regarding the excellent condition that it has been maintained in.

Motion to approve HDC #01-2018 was submitted by Mr. Poulin and seconded by Mr. Levasseur. Motion passed unanimously.

## **B) HDC #02-2018**

Mr. Metivier provided a brief summary of the proposed project.

Mr. Bascone and Mr. Dalzell described the proposed project of creating a studio apartment in the basement level of the building. Mr. Dalzell expressed the desire to replace one existing window and add two windows along the façade facing Constitution Ave. One of which will be an egress window located in a window well to comply with code requirements. Mr. Dalzell approached the bench momentarily to clearly show the location of the proposed windows. Mr. Dalzell also expressed the desire to change landscaping in the near future.

Mrs. Barry asked a couple questions about the arrangement and style of two new windows being proposed. Mr. Dalzell noted one egress window in a window well, and two awning windows beside each other appearing as one.

Mr. Brooks asked exactly how much of the building is owned by the applicant. The unit was described as the current tax office and all floors directly above and below it.

There was significant discussion the about size and the exact placement of the egress window for code requirements.

Mr. Brooks asked if the windows would be the 1 over 1 light pattern to match the existing windows. Mr. Poulin agreed with the 1 over 1 window pattern. Applicant indicated the willingness to do so.

Motion to approve HDC #02-2018 was submitted by Mr. Levasseur and seconded by Mr. Poulin. Motion passed unanimously.

Mr. Dalzell mentioned the desire to install a heating unit that may be incorporated into future landscaping plans. Mr. Brooks noted that applicants are welcome to appear at any meeting to discuss future projects as a conceptual review prior to submitting a formal application.

## **C) Other New Business**

There were none

## **D) Closing Public Comments**

There were none

## **6) Workshop Business**

Mrs Barry stated that a HDC goal setting workshop would be scheduled for the 3<sup>rd</sup> Wednesday of March at 7:00pm.

## **7) Communications and Miscellaneous**

Mrs. Barry noted that Mr. Brooks had spoke at the Planning Board meeting about the two boards communicating or working together on projects that appear before both the Planning Board and the HDC, and seemed to be well received.

Mr. Brooks noted the the ZBA had granted a variance allowing automotive repair and sales at that property. Mr. Levasseur noted that the property was mentioned as one of the possible locations for the Fire Station if it were to be moved downtown.

Mr. Levasseur introduced Mr. McNicholas in the audience and noted that he had applied for an alternate position on the HDC.

Motion to adjourn was submitted by Mr. Poulin and seconded by Mr. Brooks. Motion passed unanimously. Meeting was adjourned at 7:38pm.

Submitted by

Richard Brooks Vice-Chair