



Somersworth Historic District Commission

One Government Way
Somersworth, NH 03878

Minutes of Regular Meeting on 24 March 2021 at 7:00pm: First Draft

Roll Call Vote for attendance:

<u>Name</u>	<u>Function</u>	<u>Present</u>	<u>Absent/Excused</u>
Laura Barry	Chair	X	
Lindsey Gagnon	Vice-Chair	X	
Matt Gerding	City Council Representative	X	
Richard Brooks	Commissioner	X	
George Poulin	Commissioner	X	
William Poole	Alternate Commissioner	X	
Charles Murray	Secretary	X	
Tim Metivier	<i>Ex officio Building/ Code Inspector</i>	X	

Petitioners Present:

<u>Name</u>	<u>HDC Petition #</u>
Carla Goodknight	HDC #01-2021
Paul Doloroso Jr.	HDC #02-2021

Members of the Public in attendance:

Rebecca Davis of CJ Architects

The meeting was conducted electronically via Zoom.

The Chair read the City’s policy concerning the holding of meetings electronically.

Agenda & Minutes

I. Call to Order: At 7:00pm by the Chair.

The Chair informed Mr. Poole as there was a vacancy, he could fully participate in today’s meeting.

The Chair stated that because the meeting was being conducted electronically, all votes of motions would be conducted by roll call vote.

II. Approval of previous minutes:

Motion to approve the 24 November 2020 meeting minutes as submitted was made by Mr. Murray and seconded by Councilor Gerding.

Roll Call Vote to Approve the Minutes of the 11/24/20 meeting as Submitted

<u>Name</u>	<u>“Yes” Vote</u>	<u>“No” Vote</u>	<u>Abstain</u>
Ms. Barry	X		
Mr. Murray	X		
Councilor Gerding	X		
Mr. Brooks	X		
Ms. Gagnon	X		
Mr. Poole	X		
Mr. Poulin	X		

The Chair announced that the minutes of the 24 November 2020 meeting were approved as submitted by a 7-0-0.

III. Projects of Minimal Impact:

Mr. Metivier reported on one project approved as minimal impact during November 2020 as follows:

November 2020

- A. 22 Canal Street, in the Mill Yard (MY) District, Assessor’s Map 11, Lot 190, HDC #45-2020.
Application to replace soffit in kind.

IV. Comments by Visitors: There were none.

V. Old Business:

Mr. Murray inquired if the HDC officers whose election was postponed from the December 2020 meeting would be held under Old Business; the Chair replied that these elections would be held under Workshop Business so as not to unduly delay the hearing of the petitions scheduled.

A. There was no additional Old Business

VI. New Business:

- A. Carla Goodknight of CJ Architects is seeking a certificate of appropriateness to renovate the exterior of the existing apartment buildings of a property at 120 and 146 High Street in the Residential and Multifamily with Historic Overlay (R3H) District, Assessor's Map 10, Lot 132, HDC#01-2021.**

Petitioner Present: Carla Goodknight

Discussion: Mr. Metivier reported that there was nothing significantly different from the description in the written petition submitted to the HDC to report. Carla Goodknight also referred the HDC to the submitted petition which states that HDC #01-2021 aims to: "Demolish existing building elements including wall board, flooring, cabinets, countertops, fixtures, appliances, receptacles, windows, siding, and roofing, insulation, and storm doors at unit entry doors ... Patch and repair concrete stairs and entry patios. Repair unforeseen loose masonry and mortar on exterior brick veneer. Repair and replace all unforeseen damaged and unsuitable substrates and framing on building interior walls, floors, and ceilings prior to installation of new materials. Install new PROLinX Select Building Wrap at all exposed areas. Replace all exterior doors with new insulated doors with hardware. Replace all exterior windows with new Harvey vinyl windows with integral exterior trim. ... New windows shall have a U-factor of 0.28 or less and shall meet all energy code requirements. ... This projects consists of the renovation if multiple existing residential apartments buildings on the Filion Terrace site operated by the Somersworth Housing Authority."

The Chair mentioned that these buildings were non-contributing buildings (i.e. non-historic) in the R3H District. Mr. Poulin thanked the Housing Authority and CJ Architects for a fine restoration. Councilor Gerding and Mr. Murray agreed. Mr. Brooks asked if replacements were in-kind to the originals and/or that they would fit in with the neighborhood to which the response was positive.

Disposition: Motion to approve HDC #01-2021 as submitted was made by the Chair and seconded by Mr. Brooks.

Roll Call Vote to Approve HDC #01-2021

<u>Name</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
The Chair	X		
Ms. Gagnon			X
Mr. Murray	X		
Councilor Gerding			X
Mr. Brooks	X		
Mr. Poole	X		
Mr. Poulin	X		

The Chair announced that HDC #01-2021 was approved by majority vote 5-0-2; Ms. Gagnon abstained because she works for the Housing Authority; Councilor Gerding abstained because he is an abutter to the properties.

B. Paul Doloroso Jr. is seeking a certificate of appropriateness to construct a fire egress balcony on a property located at 17-19 Highland Ave in the Historic Moderate Density (HMD) District, Assessor’s Map 10, Lot 152, HD C# 02-2021.

Petitioner(s) present: Carla Goodknight

Discussion: Mr. Metivier described the project as adding a necessary fire egress balcony for second floor bedroom(s). Mr. Doloroso emphasized that the renovation does not face the street (pictures attached show where the addition will be made).

Two main items were discussed by the HDC. First, the Commission wanted to know of what material the balcony would be made (e.g. wood-stained pressurized wood, metal, rock). The second item concerned whether or not the material would be painted or stained. Mr. Doloroso stated that pressurized wood is usually stained --fabricated wood is not easy to paint as the paint peels off. The Chair emphasized that the addition must blend in with the neighborhood. Mr. Poulin said that while he preferred painted, staining the wood would be acceptable. The Chair said that she thought the newly approved Rules and Procedures time limited the amount of time by which any staining or painting must be completed (a subsequent email from Mr. Metivier showed the time limit to be eight months). Mr. Doloroso replied that he would confer with his contractor as to be best way to proceed.

Disposition of HDC # 02-2021. Motion to approve HDC #02-2021 with the stipulation that the material be either stained or painted by next summer be approved was made by Mr. Poole and seconded by Councilor Gering.

Roll Call Vote to Approve HDC # 02-2021 with Stipulation

<u>Name</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
The Chair	X		
Ms. Gagnon	X		
Mr. Murray	X		
Councilor Gerding	X		
Mr. Brooks	X		
Mr. Poole	X		
Mr. Poulin	X		

The Chair announced that HDC #02-2021 with the stipulation stated above was approved unanimously.

C. Any other New Business.

VII. Workshop Business.

A. The Chair stated that a grant has been submitted on behalf of the HDC to the state for expanding its educational activities.

B. The Chair stated that the HDC would now hold its annual election of officers which had been delayed due to a lack of petitions to hold an HDC meeting since November 2020. The below listed roster of nominations has been tabled since November 2020.

<u>Office</u>	<u>Nominee</u>
Chair	Laura Barry
Vice-Chair	Lindsey Gagnon
Secretary	Charles Murray
Deputy Secretary	TDB

Motion to suspend the rules limiting the terms of all officers for the 2021 term was made by Mr. Murray and seconded by Councilor Gerding.

Vote to Suspend the Rule Limiting the Officers for 2021

<u>Name</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
The Chair	X		
Ms. Gagnon	X		
Mr. Murray	X		
Councilor Gerding	X		
Mr. Brooks	X		
Mr. Poole	X		
Mr. Poulin	X		

The Chair, although voting to support the suspension of the limitation of officers' terms of office, expressed her clear reservation of continuing this tradition every year.

The Chair announced that the motion to suspend the rules limiting officers' terms of office for 2021 was passed unanimously.

There was considerable discussion concerning the election of a Deputy Secretary; if the position was not listed in HDC official documents, then it would have to be created by an official process. The HDC decided to accept a volunteer. Mr. Brooks volunteered (or was volunteered) for the position of Deputy Secretary during 2021.

Nomination for Chair of the HDC

Nomination of Laura Barry as Chair was made by Councilor Gerding and seconded by Mr. Poole.

Vote on Motion for Laura Barry to serve as Chair

<u>Name</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
The Chair			X
Ms. Gagnon	X		
Mr. Murray	X		
Councilor Gerding	X		
Mr. Brooks	X		
Mr. Poole	X		
Mr. Poulin	X		

The Chair announced that the motion to elect Laura Barry as Chair passed by a majority vote, 6-0-1 with Ms. Barry abstaining.

Nomination of Vice-Chair

Nomination of Lindsey Gagnon to serve as Vice-Chair of the HDC was made by Mr. Poulin and seconded by Mr. Murray.

Vote of Nomination of Lindsey Gagnon to Serve as Vice-Chair

<u>Name</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
The Chair	X		
Ms. Gagnon			X
Mr. Murray	X		
Councilor Gerding	X		
Mr. Brooks	X		
Mr. Poole	X		
Mr. Poulin	X		

The Chair announced that the motion to elected Lindsey Gagnon as Vice-Chair was passed by a majority vote of 6-0-1 with Ms. Gagnon abstaining.

Nomination for Secretary

Motion to nominate Charles Murray to serve as Secretary for 2021 was made by Ms. Barry and seconded by Councilor Gerding.

Vote to Nominate Charles Murray to serve as Secretary

<u>Name</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
The Chair	X		
Ms. Gagnon	X		
Mr. Murray			X
Councilor Gerding	X		
Mr. Brooks	X		
Mr. Poole	X		
Mr. Poulin	X		

The Chair announced that the motion to elect Charles Murray as Secretary passed by majority vote, 6-0-1 with Mr. Murray abstaining.

C. No other Workshop business.

VIII. Communications & Miscellaneous

A. Mr. Metivier reported on several properties he has been monitoring.

B. Any other Communications and Miscellaneous.

X Adjournment:

Motion to adjourn at 8:20 pm was made by Mr. Poulin and seconded by Mr. Brooks

Roll Call Vote to Adjourn the HDC Meeting

<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Ms. Barry		
Ms. Gagnon		
Mr. Murray		
Mr. Poulin		
Councilor Gerding		
Mr. Brooks		
Mr. Poole		

The Chair announced that the motion to adjourn was approved unanimously.

Respectfully submitted,
Pius Charles Murray
(Mr.) Pius Charles Murray
Secretary