

Somerset Historic District Commission Meeting  
Wednesday, July 25<sup>th</sup>, 2018  
City Council Chambers, City Hall

1<sup>st</sup> Draft

In attendance:

Richard Brooks, Vice-Chair  
Edward Levasseur, City Councilor  
Matthew Gerding, Commissioner  
George Poulin, Commissioner  
Tim Metivier, Building Inspector

In Absentia:

Laura Barry, Chair  
Pius Charles Murray, Secretary  
David McNicholas, Alternate

Petitioners Present:

Scott Laffey, Window Installer, to represent homeowner for HDC #30-2018

- I. Call to Order:  
At 7:00pm by Vice-Chair
  
- II. Approval of Minutes
  - a) Motion to table the minutes from the Education and Outreach Committee on 7/11/18 made by Vice-Chair. Motion was adopted unanimously.
  - b) Motion to table the minutes from the Ordinance Subcommittee on 7/10/18 made by Mr. Poulin and seconded by Mr. Levasseur. Motion was adopted unanimously.
  - c) Motion to approve the minutes from the full HDC meeting on 6/27/18 made by Mr. Levasseur and seconded by Mr. Poulin. Motion was adopted unanimously.
  - d) Motion to table the minutes from the Ordinance Subcommittee on 6/21/18 made. Motion was adopted unanimously.
  - e) Motion to approve the third draft of the minutes from the full HDC meeting on 5/23/18 made by Mr. Poulin and seconded by Mr. Gerding. Motion was adopted unanimously.
  
- III. Projects of Minimal Impact  
Mr. Metivier reported the following projects of minimal impact had been submitted and approved:
  - a) Bryan Gintof, 17 Cliff Street, Assessor's Map 11, Lot 175, HDC #28-2018. Approved to install a fence.

- b) Mike McNair, 11 Noble Street, Assessor's Map 10, Lot 138, HDC #29-2018. Approved to install a fence.

IV. Public Comments by Visitors

There were none.

V. Old Business

There was none.

VI. New Business

- a) Mike Pitts is seeking a certificate of appropriateness to replace second story windows on property at 50 Prospect Street, in the Residential Single Family-A, with a Historic Overlay (R1AH) District, Assessor's Map 11, Lot 50, HDC #30-2018.

Mr. Scott Laffey was present to discuss HDC #29-2018 on behalf of the homeowner, Mr. Mike Pitts. Mr. Metivier provided a brief summary of the project. The project consists, described by Mr. Laffey, of 9 windows that need to be replaced due to heat-loss and age. The windows that were chosen as replacements were selected to match the shape of the original windows, contain the same number of lites, and maintain the characteristics of the house and the neighborhood. Mr. Poulin asked if the homeowner knew that the house was once occupied by Joseph Stickney, who was a man of importance in Somersworth, and who had been murdered in Great Falls National Bank. Mr. Brooks asked if the windows were replacement windows or full-construction windows. Mr. Laffey stated that they will be replacement windows. Mr. Brooks asked for clarity whether the trim would be disturbed during their installation, to which Mr. Laffey confirmed that it would not be. Mr. Brooks also asked whether the wooden scroll-work on the inside of the windows would be disturbed during the installation of the windows. Mr. Laffey confirmed that it would not be disturbed, but explained that there was some wooden scroll-work that was previously removed. Mr. Metivier explained that he believed there were two windows which were missing their internal scroll-work, and one window which had damaged scroll-work. Mr. Brooks asked if the wooden scroll-work could be recreated. Mr. Metivier explained that it is very detailed scroll-work, and Mr. Laffey said that he would bring it up to the homeowner. Mr. Gerding also explained that we was thankful that Mr. Laffet was saving the detailed scroll-work on the house.

Motion to approve HDC #29-2018 as submitted was made by Mr. Poulin, and was seconded by Mr. Levasseur. Motion passed unanimously.

VII. Public Comments by Visitors

There were none.

VIII. Workshop Business

a) Mr. Brooks reported that Education and Outreach Subcommittee was unable to reach a quorum at their last meeting. Mr. Brooks brought the matrix from the subcommittee for the board to exam for their next meeting, and he explained that there were new additions, including a discussion of how to reach out to the public in regards to the HDC. Mr. Brooks explained that this matrix would ne reviewed at the next Education and Outreach Subcommittee meeting in two weeks, and will then discuss when the full board is present at the August full HDC meeting.

IX. Communications and Miscellaneous

- a) Mr. Metivier updated the board on the city's new website and said that a training will be coming soon, and that the board would be notified when this training has been decided.
- b) Mr. Metivier also reported that the new HDC ordinances have been reviewed by city staff and will be returned soon to the HDC board with comments.

X. Adjournment

Motion to adjourn was made by Mr. Poulin and was seconded by Mr. Levassuer. Motion passed unanimously.

