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Historic District Commission  
Meeting Minutes October 27, 2009

Meeting called to order at 7:35 p.m. Scott Kutil (SK), Michaela Moran (MM), Kathy Acerbo-  
Bachman (KAB), and Terra Friedrich (TF), and David Barrat (DB) were present. TOWN CLERK ACTION David Honn  
and Maya Minkin were absent. The meeting was held in room 126 in Town Hall.

Sarah and Scott Stewart attended as members of the public. They are considering purchasing the property at 430 Main Street and as prospective homeowners in a Historic District they wanted to know how the application process works. If they buy the house they want to replace two windows on the side of the house to make an egress and they showed the commission some pictures of the existing conditions. They were advised to look at the HDC website.

Jim Richards and Bob Ingraham were attending as members of the public and wanted to talk about application #0927, for a new sign for the Baptist Church. The sixty day time period for an HDC decision on this application is over on November 1<sup>st</sup> and they still need an approval for the sign from Scott Mutch and the Town Planning board. The commission asked them to request an extension of their application until November 15<sup>th</sup> and they agreed. MM will give Scott Mutch Jim Richards phone number. SK suggested that they work up two sign designs, a square sign and another similar to the Littleton Baptist Church sign.

At 8:30 p.m. Bob and Judy Werner came in to talk about their application #0931 at 64 School Street for shed demolition and #0932 for window replacement. MM recused herself from this discussion since she is an abutter. Regarding the shed demolition, the Town Building Inspector, Frank Ramsbottom, recommended that they repair the shed and that he would issue the required permits for that. The Werner's will file an amendment to application #0931 for a repair in kind instead of a demolition and they will send us a brief list of the repairs to be made by email. KAB said that we can vote on this application on November 10<sup>th</sup>. Regarding the application for window replacement, the Werner's said that the storm windows will be removed and new replacement windows will be installed. The commission said that wood sashes are required for replacement windows. The Werner's said that they will ask their window contractor to provide the spec information about the replacement windows.

TF asked for a discussion of a letter that she drafted that and that would be sent to the WAVE project. After some discussion it was decided that the commission would send a different letter to the WAVE project reminding them that some of the specifics still need to be worked out in greater detail. TF left the meeting after this discussion.

At 9:30 p.m. Walter Enright came in for application #0938 for a new business sign at 572 Massachusetts Avenue. Walter said that the business has changed hands and the new owner wants to put up a rectangular sign of painted wood with vinyl lettering. The new owner also wants to change the bracket. Walter showed the commission a drawing of the proposed sign and the new bracket. KAB objected to the purple stripes in the proposed design and thought this use of colors was not consistent with the HDC "Design Guidelines". Walter proposed a modification to the sign where the purple and white stripes only occur in a frame around a white interior. MM made a motion that the application be approved as written with the following conditions: the

modified design that Walter had presented would be used, the existing and old lettering for "Village Hairstylist" that is still over the door would be painted out, and the approval of pending abutter notification and waiver. DB seconded the motion. Anne Forbes asked if we might add a condition about the sign regarding the zoning ordinances as interpreted by Scott Mutch and the Town Planning Board. The motion passed unanimously.

At 10 p.m. Steve Su came in to discuss application #0925, a proposal to add an entrance for 18 School Street as required by the Town Building Department. For this application, MM appointed DB to vote in place of the absent David Honn. Steve showed the commission the placement of the new door, some photos of the existing conditions, and the specs for the new wood door: a 6 panel, Jeld-Wen door made of hemlock, model #05382. MM made a motion that the application be approved with the following conditions: the Jeld-Wen model #05382 hemlock door will be used; the door is to be painted to match the door trim; and the door trim on the new door will be painted to match the existing trim on the house. MM added the finding that the new entrance does not require a change in grade at the front of the house and the recommendation that the existing front door of the house be replaced with the same Jeld-Wen hemlock door. The motion was seconded and passed unanimously.

At 11:05 the Public Hearing on the Rules and Regulations was opened. There was no discussion and the Public Hearing was extended to Tuesday December 8<sup>th</sup> at 8 p.m.

MM announced that she will reject the application for the 111-114 School Street demolition for insufficient information. This is application number #0937. KAB suggested that the commission get Town Counsel involved in this matter.

MM said that she had not yet written the letter in support of the CPC application for the Windsor Building. She said that Lauren had asked her about the Woodbury Lane building and MM asked the commission to think about this issue.

The meeting was adjourned at 11:35 p.m.