

**TOWN OF BEDFORD  
HISTORIC DISTRICT COMMISSION MINUTES  
July 7, 2020**

A meeting of the Bedford Historic District Commission was held on Tuesday, July 7, 2020 via the Zoom meeting platform.

Present: Theresa Walker (Chairman), Phil Greazzo (Town Council Representative), Christopher Allen (regular member), Lisa Muskat (regular member), Joe Vaccarello (alternate member), Steven MacDougall (alternate member), Mark Connors (Assistant Planning Director, Staff liaison), Rebecca Hebert (Planning Director)

Absent: Judy Perry (Vice Chair), Charles Fairman (Planning Board Liaison), Lori Radke (Town Council Alternate.)

**I. Call to Order, Roll Call, and Acceptance of Agenda:**

Chairwoman Walker called the meeting to order at 7:00 pm.

Chairwoman Walker read an opening statement: Due to the Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, the Bedford Historic District Commission is authorized to meet electronically. This meeting is being conducted using the Zoom platform. All members of the commission have the ability to communicate with each other during the meeting and the public has access to listen and participate by dialing: 1-929-205-6099 and entering the meeting id: 99303804739 and password: 881919. Instructions regarding remote access to the meeting have been published in advance and are available on the Historic District Commission's agenda which is posted on the Town's website. There is no physical location for this evening's meeting which is permissible pursuant to the Governor's emergency order. The Town of Bedford is providing public access to the Zoom meeting by telephone, and the meeting will also be broadcast live on BCTV's Channel 22. Members of the public may email staff at [planning@bedfordnh.org](mailto:planning@bedfordnh.org) to ask questions during the meeting or notify us of any technological issues. Planning staff will be checking that email throughout the meeting. If you have joined the meeting using Zoom you may also ask questions when the Chair opens the hearing for public comment through your phone connection. All votes this evening will be taken as a roll call vote. If there are technical issues during the meeting, the Chair will recess the meeting and we will try to correct the problem. If the issue continues, the application will be postponed and the meeting will be adjourned.

Mr. Connors reviewed this evening's agenda.

**II. Old Business:**

- None

### **III. New Business:**

- 1. Matthew McLaughlin (Owner)** – Request for approval to install 40 additional rooftop solar panels on the residence at 12 Briar Road, Lot 20-91-5, Zoned R&A.

Mr. McLaughlin explained that in 2009 he put 11 solar panels on his roof. In 2014 he was getting ready to add more and came to the Historic District Commission and got approval to add more, but he did not pull the trigger on that project. He is now ready to pull the trigger and add more solar panels. He currently has 10 panels in a row and one straggler in a separate row which he would like to remove and add 41 new solar panels plus the 10 he already has.

Chairwoman Walker opened the floor for questions from the board in a roll call manner. Ms. Radke, Mr. Vaccarello had no questions.

Q: Mr. Greazzo noted that the solar panels will basically cover the entirety of that side of the roof and asked if it is the side of the roof that faces the road.

A: Mr. McLaughlin said the back of his house faces Route 101 and Walgreens. They are south-facing roofs that face Route 101 and they will be covered with solar panels.

Q: For clarification Mr. Allen noted that Mr. McLaughlin said in his application that the side of the roof that faces Route 101 is mostly covered by vegetation – and asked if this is true.

A: Mr. McLaughlin said the vegetation is at ground level between his house and Route 101, and the roof (which is at an angle) faces up into the sky.

Q: Mr. Allen asked if he were standing at Walgreens facing toward Mr. McLaughlin's home would there be vegetation that blocks the line of sight.

A: Mr. McLaughlin said he tries to keep as much vegetation as he can between his house and the highway and said there is absolutely a lot of vegetation between him and Route 101.

Q: Mr. Vaccarello said it looks like there is a roofline to the left, and asked if there were any other roof surfaces that would be covered with solar panels, or just the roof of the main structure?

A: Mr. McLaughlin said everything you see that faces south has the potential to have solar panels put on it. He does not think all 41 solar panels would fit on the main roof of his house in addition to the 10 panels that are already there. There are 2 extra roof lines to the left and 1 to the right. He does not think the roofline to the right will get any solar panels (perhaps only a few stragglers). The panels will primarily go on the roof of the main structure and the 2 roof lines to the left.

Chairwoman Walker had no further questions and opened the floor for any questions from the public. There were none. Mr. Connors indicated there were no emails or phone calls from the public.

Lisa Muskat (regular member) joined the meeting at 7:08 pm. She indicated that she heard the last part of Mr. McLaughlin's presentation and had no further questions.

By 7:09 pm Steven MacDougall (alternate member) had also joined the meeting.

**MOTION by Mr. Allen that the Historic District Commission approve the request to install 41 rooftop solar panels at 12 Briar Road, Lot 20-91-5 in accordance with the information presented by the applicant because the applicant has demonstrated consistency with the Historic District regulations and ordinances subject to the following conditions: 1.) All work shall be completed by the applicant within 2-years of the date of Historic District Commission approval; and 2.) The applicant shall submit photos of the completed work for the file. The motion was seconded by Mr. Vaccarello. Roll call vote taken – all in favor. Motion carried 5-0.**

- 2. John & Karin Cormier (Owners)** – Request for approval to replace three second-story windows associated with a bathroom renovation to the residence at 42 Church Road, Lot 20-64-7, Zoned R&A.

Mr. Cormier explained that they are rehabbing the master bathroom and in the process have decided to put casement windows instead of double-hung to match the casement windows that are directly below it. They are putting an octagon window in for aesthetics. It was originally a rectangular shaped window, and they are just looking to make the house more aesthetically pleasing with the octagon window. It cannot be seen from the street and would only be seen by Bailey next door. The octagon window would add more ambiance to the interior of the room.

Mr. Cormier said that they were supposed to provide photographs of the new windows today; and indicated that mullions come with the windows, same as the ones located below. Mr. Connors shared current photos of the home's windows provided by Mrs. Cormier. She explained that the bottom window is a casement and they have 2 of those, and one on the other side of the mud room door which were approved by the Historic District Commission around 16-years ago, and the window to the left of the photo is their original dining room window. She said they tried to have the same type of grills.

The group viewed a photo of the two top windows that were just put in. Mrs. Cormier indicated the grills aren't in those yet.

Q: Chairwoman Walker drove by the Cormier's house today and said it appears that the windows they are looking for approval on have actually been installed. She asked if that is correct?

A: Mr. Cormier indicated that is correct. He said they didn't realize it was something that would have to go in front of the board and that it was a fault on their part not to bring it up for discussion. Mr. Connors indicated that it is also the Town's fault because the building permit was issued and the Building Department didn't realize there were exterior changes until the Cormiers had gotten pretty far along in the project.

Q: Chairwoman Walker asked if there was a photograph of the upper level windows before they were replaced.

A: Mr. Cormier indicated they were the same thing that is there now – but they were double hung. He said it is hard to distinguish other than you would see part of the sash going across the middle. Instead of being the real thin line of the grill it would have been a top part and a bottom of the sash that would show.

Q: Chairwoman Walker said she believes she read in the application that the new windows were somewhat smaller. She asked if that is correct.

A: Mr. Cormier indicated that is correct. Mrs. Cormier said that they match the ones that were put in below several years ago. Mr. Cormier corrected that they are not the same height, but the same style.

Q: Ms. Muskat asked if they were narrower windows.

A: Mr. Cormier indicated that is correct. He said they had to be narrower to fit the cabinets and the interior of the layout. He said they made the windows narrower and adjusted them so they would deliberately be offset from the bottom windows so it would be more aesthetically pleasing than balancing them off with the bottom windows.

The group viewed a photo of the Cormier's home with the original windows and a photo of what the home looks like now. The Cormiers indicated that the shutters would be added back to the top windows and there will also be grills on the windows. Mr. Cormier indicated the opening near the peak of the roof in the current photo which is where the octagon window would go. He said the octagon window, will obviously not have shutter, but it will be framed out with 4-inch trim around it.

Q: Chairwoman Walker asked if the octagon window had already been installed.

A: Mr. Cormier indicated it had not been installed because when they found out everything was "going a bit south" they held off. He said the interior is finished and he would just need to take a saw and cut out the drywall to install the octagon window.

Chairwoman Walker opened the floor for questions or comments from the Historic District Commission members in a roll call manner.

Mr. MacDougall, Mr. Allen, Mr. Vaccarello had no further questions.

Mr. Greazzo commented that the new windows were noticeably smaller, but he thinks with the shutters added they will blend in. He is unsure about the octagon window without visually seeing how big it is going to be. Mr. Cormier said the window glass is smaller than what is there, but by the time it is framed out it will pretty much be the same size. Mr. Cormier indicated it is a 19-inch octagon.

Q: Chairwoman Walker asked about the construction of the windows that had been removed – were they wood or vinyl?

A: Mr. Cormier said they were vinyl outside and wood inside. He said they opted to replace them because they “were shot” and the seal was gone.

Q: Chairwoman Walker asked if the new windows had similar construction.

A: Mr. Cormier said the new windows have the same construction – vinyl outside and wood inside.

Q: Chairwoman Walker said that when she drove by and from looking at the photographs it appears that the trim is white and matches with all the other windows on the property – is that correct?

A: Mr. Cormier indicated that is correct.

Mr. Vaccarello commented it would be nice to see a rendering of what the octagon window would look like. To Mr. Greazzo’s point he doesn’t feel he can get a sense for size, and it will not have shutters so he is curious how much it will fill in the space we are looking at in the photograph of what is existing. Mr. Cormier said the former window was 16x19 and the octagon window will be 18-inch octagon and the vertical height of that window is 19-inches; so if you take the window plus the trim it will be about 22-inches, overall the same in that area, (once you add the former shutter width and the size of the former window). It won’t be exactly the same; but it will be very close. This was confirmed with Justin Miller from G.M. Roth (the remodeling company that is working on the project) who was present at this meeting.

Ms. Muskat asked to see the interior photo containing a rough frame of the octagon window and Mr. Connors shared it with the group. Mr. Cormier said there are 4 studs (2 on the left and 2 on the right) – and that is the original frame of the rough opening for the original window and the octagon window frame fits within that same rough opening width. Mr. Vaccarello said this helped him visualize.

Q: Ms. Muskat asked if the existing shutters would go back up on the new windows or if new shutters would be resized for these windows?

A: Mr. Cormier explained that unfortunately they are going to have to get custom shutters made-to-fit and they will be sized to match what is there.

Chairwoman Walker opened the floor for questions or comments from the public. Mr. Connors indicated an email was received reading: “Dear Chairperson and Commission members we live at 44 Church Road which is directly to the west of 42 Church Road. We strongly support the proposal of John and Karin Cormier to change several windows in their home. We believe the windows are consistent with their house and are also consistent with the spirit and rules of the Bedford Historic District. Respectfully submitted, David and Susan Bailey, 44 Church Road.” There were no further comments or questions from the public.

Mrs. Cormier asked if they would have to come back before the Historic District Commission if they wanted to put in stained glass versus plain glass in the octagon window. Mr. Connors said that was up to the commission. It could be approved to be flexible to add either; or the commission could ask them to come back if they change the style.

Chairwoman Walker opened the subject of a stain glass octagon window up for discussion with the commission members. She said she would prefer to not make the Cormiers have to come back and wanted to address it and find out if there were any comments or concerns. She opened discussion in a roll call manner.

Q: Ms. Muskat said in general she didn’t have concerns but asked the Cormiers to explain the nature of the stain glass and what the colors would be.

A: Mrs. Cormier said she didn’t know yet. It was just something she was thinking about. Mr. Cormier promised it will not be pink! Mr. Miller added that stain glass is a feature that is in the house already. He said at the opposite end of the home there is another octagonal window with a glass insert. Mrs. Cormier said in their breakfast nook facing out to their backyard they have 4 hanging stain glass there now that were put up in front of the glass (not embedded into the glass). Mr. Cormier guessed that the colors for the stain glass would be a combination of reds, blues, and greens; and indicated that Mrs. Cormier is an interior decorator, so it would be very aesthetically pleasing. Mrs. Cormier vetoed the reds, blues, and greens and said they would not be going with that.

Mr. Greazzo indicated he’d seen several older homes with stain glass. He has not gone around the Historic District looking for them but has seen them as an architectural feature and is not opposed to the Cormiers going with stain glass should they chose.

Chairwoman Walker agreed and said it is not an uncommon architectural feature and appreciates that.

Mr. Vaccarello said he would be curious to see what it looks like, but has no concerns in general because stain glass is a well-known feature in older homes and he has no issue with it in the Historic District beyond what it would look like, but trusts that it will be tastefully done.

Mr. Allen said stain glass does not raise any concerns for him.

**MOTION by Mr. Vaccarello that the Historic District Commission approve the application to replace three windows at the residence at 42 Church Road, Lot “20-13” in accordance with the information presented by the applicant because the applicant has demonstrated consistency with the Historic District regulations and ordinance subject to the following conditions: All work shall be completed by the applicant within 2-years of the date of Historic District Commission approval; the applicant shall submit photos of the completed work for the file; the rectangular windows shall include internal grills such that they are similar in appearance to the existing windows on the front façade; and the octagonal window on the end of the home may have an option to include a stain glass pane. The motion was seconded by Mr. Allen. Roll call vote taken – all in favor. Motion carried 5-0.**

- 3. Olivia Magueflor-Dugan (Owner)** – Request for approval to replace all windows at the residence at 34 Meetinghouse Road, to pave an existing driveway, and to install an above-ground pool, Lot 21-43, Zoned R&A.

Ms. Magueflor-Dugan would like to replace the existing windows because of challenges she’s been having with insulation and cleaning them. She is also looking into repairing them if she can find somebody to do the repairs and if it is reasonable, but if she has to go the route of replacing the windows she would like to seek the approval of the board. She looked into a wood window replacement similar to the existing window. Most of the windows have 9-over-4, 9-over-6 and some have 6-over-6.

Ms. Magueflor-Dugan would also like to pave her existing dirt driveway. When the town paved the road, they paved the starting and ending of her driveway, but the rest of the circular driveway is not paved. She got estimates for paving the driveway and would like to pave the driveway and to the left of the house which is about a 10x24 one-car sized area near the driveway exit.

Ms. Magueflor-Dugan is also looking to install an above-ground pool that is removed when the summer concludes. She had a pool like this at one point in the past and didn’t know it was required to seek Historic District Commission approval for it.

The group reviewed an aerial view of the property.

Q: Starting with the driveway Chairwoman Walker asked if there were two curb cuts on Meetinghouse road.

A: Ms. Magueflor-Dugan indicated that is correct.

Q: Chairwoman Walker asked if the width of the gravel or dirt currently the width of a single vehicle or wider?

A: Ms. Magueflor-Dugan said it is wider than a single vehicle. The paving estimate she received was for 12-feet wide.

Q: Chairwoman Walker asked how wide the driveway is currently.

A: Ms. Magueflor-Dugan was unsure but said it is wider than 12-feet.

Q: Chairwoman Walker asked about the area to be paved near the exit.

A: Ms. Magueflor-Dugan explained at the left exit-way under the tree is where they park vehicles on an existing driveway area.

Q: Chairwoman Walker confirmed that in addition to the semi-circular driveway there would also be a rectangular-shaped parking area to be paved.

A: Ms. Magueflor-Dugan said that is correct.

Q: Mr. Vaccarello asked if the rectangular shaped parking area is parallel to the walkway.

A: Ms. Magueflor-Dugan confirmed it is parallel to the walkway.

Q: Chairwoman Walker asked how many vehicles the rectangular shaped parking area would accommodate.

A: Ms. Magueflor-Dugan said it would accommodate 2 vehicles.

Q: Chairwoman Walker asked what material it would be paved with.

A: Ms. Magueflor-Dugan said it would be paved with asphalt.

Chairwoman Walker opened the floor for questions and comments from commission members on the paving of the driveway in a roll call manner.

Mr. Vaccarello commented it would be nice to know what the path would be, but there are all kinds of driveways in town that are paved and of all different shapes and sizes, so he is not overly concerned, but would like an official rendering of what it would look like and what the rectangular parking area off the driveway would look like – more for the record. He has no particular questions or issues with it either way.

Q: Ms. Muskat asked if the existing driveway is wider than 12-feet and if the paved area will take up no more ground space than the existing driveway.

A: Ms. Magueflor-Dugan thinks it will be less than the existing.

Q: Mr. Connors asked if when paving is done with asphalt if it would be covering any more area than the driveway that we see in the aerial photo now.

A: Ms. Magueflor-Dugan said on the right side as you are going in there is a big area of gravel there so she thinks they would grow grass on the side with the gravel instead of paving it.

Ms. Muskat commented that she agrees with Mr. Vaccarello that it would have been helpful to have some type of diagram about what the new paved area will represent in reference to the scale of the house and the property so that there would be a full understanding of what people were being asked to commit to.

Mr. Allen and Mr. Greazzo had no further questions. Mr. Greazzo agreed with Mr. Vaccarello that we have many shapes and sizes of paving throughout the town, so it is not necessarily a concern for him either.

Q: Moving on to the pool, Chairwoman Walker asked where on the site it would be placed.

A: Ms. Magueflor-Dugan indicated a round shaped area on the aerial photograph to the left of the house and before the carriage house and stated that is exactly where the pool would be located.

Q: Chairwoman Walker asked if that was where a pool was located previously.

A: Ms. Magueflor-Dugan answered affirmatively and said it is located more than 50-feet away from the bog/wetlands.

Chairwoman Walker asked Mr. Connors if the wet area coincided with the tree line. Mr. Connors said we would have to check the files of where a wetland scientist marked the wetlands area. Sometimes it is very obvious, and other times it is a seasonal wetland and it is dry most of the year and wet only part of the year and something only a wetland scientist could tell for sure. He said that we do know there is a large wetland complex behind Ms. Magueflor-Dugan's home.

Q: When looking at the aerial photo, Chairwoman Walker noted that it looks like there are a number of structures on the site in addition to the main house and asked what those other structures are. Chairwoman Walker tried to drive by the property but was unable to slow down to see much because of traffic behind her.

A: Ms. Magueflor-Dugan said there is a swing set to the right of the home, and the square structure to the left of it is a tent was used for storage of items in the carriage house while her husband was working to repair the carriage house. The carriage house is to the left of the tent. To the left of the driveway there is a chicken coop.

Q: Next, Chairwoman Walker discussed the windows indicating that Ms. Magueflor-Dugan would like to replace all of the windows in the house and asked if that is correct.

A: Ms. Magueflor-Dugan said actually the big window by the kitchen has been restored and will not be replaced, but all the existing 11 smaller windows in the house are the ones she would like to replace and the ones she is having issues with.

Q: Chairwoman Walker thought that the application indicated that the existing windows may have been replaced at some time during the 70's or 80's; but from the photos the windows and shutters appear to be much older than that. She asked for any information regarding the age of the windows and their relationship to the original construction of the house.

A: Ms. Magueflor-Dugan said that she does not really know. They have been there since she moved in. She thinks the windows on the back of the house are not the same as the windows on the front and side (seen in the photos) of the main house. She emailed photos of all the windows to Mr. Connors and he pulled them up for viewing and she indicated which windows were original to the house and which were newer.

Chairwoman Walker opened the floor for questions and comments from the commission members.

Q: Mr. Allen mentioned that he lives very close to this property and it is a very busy area. He asked if there was any thought about fencing or landscaping being put around the pool to screen it from the road.

A: Ms. Magueflor-Dugan said there is currently a raised garden that blocks the pool area.

Mr. Vaccarello is unclear whether the windows will be repaired or replaced. A repair would mean they stay 9-over-6 in some cases. If she was going to replace the window he would ask things like, "are you going to put more modern shutters?" and if she was going to go with 2-over-2 and the full storm on the outside. There are lots of questions he could ask, but he is not sure where to take it yet because he is not exactly sure what is being replaced.

Chairwoman Walker thinks the application asks for the commission to consider replacement.

Mr. Vaccarello looked through the documents the group received and he did not see a sample picture of the suggested replacement windows. Ms. Muskat directed him to look at Page 5. Mr. Connors brought Page 5 up on the screen for review.

Q: Mr. Vaccarello asked what would be on the outside for shutters – a single full window shutter or a dual shutter on either side, or leaving them shutter less.

A: Ms. Magueflor-Dugan said she did not think about the shutters.

Q: Chairwoman Walkers asked about the windows being proposed to replace the existing windows with – it appears they will be 9-over-6, and that the windows in the front of the house are the ones with original shutters. She said her concern is that we have information that there may be some historical significance to the house, but it is inconclusive, but she still hesitates to consider replacement of the windows until we have a better idea of what we

would be removing. Chairwoman Walker would like to have a better consideration of what we are proposing to remove and if the windows are original to the structure, and the structure goes back to the 1700's, or if they are more contemporary. She thinks the windows, shutters and front door are the things that give the façade of the home the historical appearance and changing any of those 3 elements will drastically change the appearance of the house.

Mr. Vaccarello agrees with Chairwoman Walker and stated it is his understanding that this is one of the oldest houses in the town from readings he's done over the past 3-years or more. He drives by the house every day and thinks it is a cool-looking structure with the old-style full window shutters and it would be nice to know if it is going to stay there or what might be done differently.

Ms. Muskat felt it was important to discuss the really important history of this house. The windows, shutters and doors were most likely authentic and historically significant and dating back to the 1700's, which is pretty unique. When discussing replacement of the windows, she feels it is important to look at the scale of the components of the windows used for the replacement because the existing windows are very narrow and the sash perimeters are particularly small and that is all reflective of the date the windows were probably built. Putting in a gelled window it will really change the feel even if it's the same 9-over-6 configuration. While it is the homeowner's right to choose the product, we should be aware that dimensional differences will have a different feel for the house for those looking at it while driving by, and for those living in the home. Same thing with the shutters. Ms. Muskat would love to see the shutters stay. Even if they are not used there is probably authentic hardware.

Ms. Magueflor-Dugan thinks the intention is to make it look exactly the way it is. One of the problems she wanted to solve is the insulation. It is poorly insulated now. She started researching old window repair to see if that is possible and if they can be retained. Living with the windows as they are now insulation is a challenge, as well as cleaning the windows. She talked to someone about replacing the windows with the same look and that is the recommendation that was given to her.

Chairwoman Walker would like to propose that the commission consider is that we bifurcate Ms. Magueflor-Dugan's application and address the pool and driveway this evening and table the windows allowing the property owner to get additional information about repair or restoration. She asked the homeowner how she would feel about allowing the commission to come out and see the windows and get a better idea of the age and condition of them.

Ms. Magueflor-Dugan said she would welcome it because maybe the commission will have more knowledge about it.

Chairwoman Walker asked the commission members how they felt about her idea to bifurcate the application and deal with 2 of the pieces and tabling the windows before we can get more information and do a site view. Ms. Muskat, Mr. Greazzo, Mr. Vaccarello and Mr. Allen were all in favor. Chairwoman Walker asked Mr. Connors to work with Ms. Magueflor-Dugan and come up with a date for a 15-20 minute site visit; thereafter the

windows could be addressed at the next Historic District Commission meeting when the homeowner has had more opportunity to get some information and come up with a good plan going forward.

Chairwoman Walker asked again if there were any questions or concerns about the pool and the driveway.

Q. Mr. MacDougall asked if the pool would be a take-down pool at the end of the season.

A: Ms. Magueflor-Dugan said she would not want to take it down if possible. She and her son will be the ones probably installing it. If it is possible to leave it up and cover it, she is open to the idea. In the past she has taken the pool down at the end of the season.

Q: Seeing that the home abuts such a vast wetlands and chlorine will probably be used to maintain the pool during the course of the summer; he asked how the water would be emptied out in order to protect the wetlands and the wildlife there. He doesn't think you want to be blending the chlorinated water or whatever would be done to the pool water with the wetlands. He did hear it said that these were seasonal wetlands, and that may have some effect on things.

A: Ms. Magueflor-Dugan said the way they did it last time was not using chlorine – they used salt and sand filtration system and no chemicals were used.

Q: Mr. MacDougall felt that solution helps because it's the same thing coming in and going out, then. He said as far as the driveway goes, typically when you have a rounded circular driveway it is 12-feet at the beginning where the town has probably already prepped for paving and then it clears out a little bit, so maybe a car can get by towards the doorway that you would be getting off into, so he asked if 2 cars – wide there is the plan – because it looks like if one car is parked there, another car would be able to get by.

A: The group looked at a photograph of the home and driveway area. Ms. Magueflor-Dugan said in addition to paving the driveway she also wanted to pave to the left of the house where an RV was parked, and near the end of the driveway where a red car was parked.

Q: Mr. MacDougall asked if that would be the one-car 12x24 paving mentioned in the presentation?

A: Ms. Magueflor-Dugan said that is correct.

Q: Mr. Connors asked if the area where the RV is parked would be paved or grass.

A: Ms. Magueflor-Dugan said it is currently dirt and there is no grass there. She would like to pave that area, but not to go beyond the front door. It will be parallel to the walkway.

Q: Mr. MacDougall asked if it would be enough to accommodate 2 cars in that area?

A: Ms. Magueflor-Dugan said that is correct.

Mr. Vaccarello feels it would be beneficial to get a mock-up with dimensions of what the driveway is going to look like, so the commission knows what they are approving. We keep asking, adding, and roughing dimensions and he doesn't feel good about that. His recommendation would be to get actual dimensions before a motion is made on it. Chairwoman Walker agrees. She said we started out with a circular driveway and then and one pad to accommodate a couple of cars, but now we are talking about potentially a second pad and she too would prefer to see a site plan with the paved areas mocked-up so we know exactly what will be covered with asphalt.

Q: Mr. MacDougall asked if Ms. Magueflor-Dugan had a proposal from a paving company which would also probably have a picture of the proposed work. That could be presented.

A: Ms. Magueflor-Dugan said, "OK".

Chairwoman Walker now indicated that the window and driveway issues would be tabled and the commission would entertain a motion regarding the pool. She opened the floor for questions and comments from the public. Mr. Connors indicated there were no emails or phone calls from the public.

Ms. Muskat asked to go back to the photograph of the street view in order to see where the pool would be positioned. She is unsure what the buffer would be and would like to understand how it will be concealed from the street.

Ms. Magueflor-Dugan explained that it is going to be located in the area behind where the RV is parked in the photograph. The group viewed the aerial view and Ms. Magueflor-Dugan said she thinks her raised garden beds would conceal the pool area. Perhaps putting a trellis there would completely cover it. She indicated on the aerial photo where the raised garden beds are located.

Ms. Muskat said the pool is about 3-½ -feet high which would be taller than most of the garden beds.

Ms. Magueflor-Dugan said that is true, but in summer the trees, bushes and garden conceal the pool area. The only time it would be exposed would probably be in winter when there is not much vegetation.

Mr. Vaccarello said that driving by at 30 mph you probably are not going to see the pool. Chairwoman Walker said it certainly won't be seen from Route 101 and the only potential visibility would be from Meetinghouse Road, but she agrees with Mr. Vaccarello that you would *really* have to be looking for it. Mr. Allen travels the road quite often and agrees it is fair to say you would be hard pressed to see back to the pool area.

Ms. Muskat agrees that is true in the summer, but thinks the pool should be taken down for the winter and it should be a seasonal approval (not that it needs to be approved every season, but that it only be used during the summer and then taken down).

Ms. Magueflor-Dugan asked if approval would be needed to put a fence by the raised garden to cover the area. Chairwoman Walker said approval would be needed for installation of a fence.

Chairwoman Walker said there are things that sway her towards being in favor of the pool: The homeowner has the right to enjoy their property and use it as they wish and there are many other pools inside and outside of the Historic District in town; there is no clearing or tree removal needed on this site for the pool to be installed; and there has been a history of having a pool in that same location. She opened the floor to commission members for discussion on the pool.

Having had those types of pools in the past, Mr. Vaccarello commented that they are not forever pools and do not last forever. Although it is still a visual thing people will see, in his mind it is a temporary structure and would not be permanently altering the property. He understands the visual standpoint that we would not want anything modern in view from public roadways without any kind of shielding.

Mr. Allen feels we should be careful about the history and existence of a pool if it existed before an approval. That is not a precedent we want to set. Chairwoman Walker can appreciate that and said it was a very good point.

Mr. MacDougall and Ms. Muskat had no additional comments.

Mr. Allen asked about a condition in the proposed motion having to do with the area where the camper is parked. Mr. Connors said that where the camper is currently parked it is a zoning violation; so, the camper would have to be parked behind the house or moved off the property.

Ms. Magueflor-Dugan said that a relative is parking the RV there temporarily. She has been asking them to take it out before she paves and is hoping the camper will be gone in the next few days. It is not their camper. She just allowed a relative to park it there as a favor.

Mr. Connors indicated we could hold off on including it as part of the motion until the driveway is dealt with at a later meeting.

**MOTION by Mr. Allen that the Historic District Commission approve the installation of a 20' 48-inch tall aboveground pool at 34 Meetinghouse Road, Lot 21-43, Zoned R&A, as requested by the applicant in accordance with the information submitted, because the applicant has provided evidence that demonstrates consistency with the HDC ordinance and regulations, subject to the following conditions:**

- 1. The applicant shall submit documentation showing that the proposed pool location is at least 50-feet from the nearest wetland boundary.**

2. **The applicant shall submit photos of the completed work for the file.**

There was no seconding of the motion.

Mr. Vaccarello amended the application that the Historic District Commission approve the installation of a 20' 48-inch tall aboveground pool at 34 Meetinghouse Road, Lot 21-43, Zoned R&A, as requested by the applicant in accordance with the information submitted, because the because the applicant has provided evidence that demonstrates consistency with the HDC ordinance and regulations, subject to the following conditions:

1. **The applicant shall submit documentation showing that the proposed pool location is at least 50-feet from the nearest wetland boundary.**
2. **The applicant shall work with the Planning Staff to install landscaping and/or fencing to help screen the pool from the road frontage.**
3. **The applicant shall submit photos of the completed work for the file.**

**The motion was seconded by Ms. Muskat. Roll call vote taken – all in favor. Motion carried 5-0.**

Chairwoman Walker summarized that the application for the pool has been approved and the applications for the driveway and windows have been tabled as per earlier discussion. A site plan is needed for the driveway, and Mr. Connors will be in touch with Ms. Magueflor-Dugan to set a date for a site visit on the windows and she will provide more information on repairing or replacing the existing windows. Mr. Connors indicated the application for the driveway and windows could be postponed and heard at the August 2020 meeting of the Historic District Commission.

#### **4. Election of Historic District Officers for 2020-2021**

Mr. Connors indicated that the Chair and Vice-Chair for 2020-2021 need to be elected. Chairwoman Walker has volunteered to serve as Chair for one more year and if that is agreeable to the commission. The Chair runs the meetings. Judy Perry is the current Vice-Chair. The Vice-Chair runs the meetings if the Chair is unable to participate in the meeting. Ms. Perry has asked to step down from that position, so the Commission needs to elect a regular member to serve in that role. Mr. Connors spoke with Mr. Allen who said he is not asking to be appointed as Vice-Chair but would not object if the commission has confidence in him.

**MOTION by Mr. Vaccarello that Theresa Walker continue as Chair for another year term. The motion was seconded by Ms. Muskat. Roll call vote taken – all in favor. Motion carried 5-0.**

**MOTION by Chairwoman Walker that Chris Allen serve as Vice-Chair for the upcoming year 2020-2021. The motion was seconded by Mr. Vaccarello . Vote taken – all in favor. Motion carried.**

Mr. Vaccarello brought up that we have many alternate members, and not very many regular members on the commission and wanted to address that. Chairwoman Walker explained that she and Mr. Connors had a brief email exchange on the topic, and it is up to the Town Council to appoint regular members as opposed to alternates. Chairwoman Walker and Mr. Connors will work together to draft a letter to Town Council asking them to appoint Mr. Vaccarello as a regular member.

It was also noted that there is one vacancy on the Historic District Commission. Chairwoman Walker asked Mr. MacDougall if he wished to be appointed as a regular voting member as opposed to an alternate. Mr. MacDougall indicated he was in agreeance with that. Mr. Connors corrected that if Mr. Vaccarello was appointed as a regular member there would be no further regular member vacancies to fill. There would only be a vacancy for an alternate member.

**5. Other Business:**

- None

**6. Approval of Minutes from Previous Meeting – June 2, 2020**

**MOTION by Mr. Vaccarello to accept the June 2, 2020 minutes. The motion was seconded by Ms. Muskat. Roll call vote taken – (1 abstention, Mr. Allen who was absent) all others in favor. Motion carried 5-0.**

**7. Communications:**

Mr. Connors noted that this was Ms. Muskat's first meeting and welcomed her to the Historic District Commission.

**8. Members Comments and Concerns:**

- None

**9. Adjournment:**

**MOTION by Mr. Vaccarello to adjourn meeting at 8:40 pm. The motion was seconded by Mr. Allen. Roll call vote taken – all in favor. Motion carried 6-0. Meeting adjourned.**

Respectfully submitted,  
Tiffany Lewis

