

SALISBURY HISTORIC DISTRICT COMMISSION

REGULAR MEETING

MARCH 1, 2022 – 9:00AM (VIA ZOOM)

(A moment of silence for Ukraine was requested by Elyse Harney)

1. Call to Order. Present: Carol Mason, Elyse Harney, Tom Callahan, Robert Highsmith, Kathy Voldstad (Alternate) and Heidi Hoeller (Alternate). Absent: M. C. Taylor
2. **Approval of the Agenda. So Moved** by E. Harney, seconded by T. Callahan and unanimously **Approved.**
3. **Approval of the Minutes of February 1, 2022.** T. Callahan pointed out that the brief discussion about an inquiry received from Abby Conroy was not an item on the agenda; the inquiry had just been received earlier that morning. A **Motion to Approve the Minutes of February 1, 2022, as corrected,** was made by T. Callahan, seconded by E. Harney and unanimously **Approved.** Other comments -- R. Highsmith thanked the Commission for recognizing his Architecture firm, Workstead, as 1 of the top 100 Architecture firms in the world by AD magazine and briefly described how that honor came about.
4. Stone House – on pause for a few months, at their request.
5. COA Application #2022-002 / Leena & Loch Johnson / 58 Main Street (McMillan House) / Replace House Windows
The Johnson's described the condition of the existing windows and explained that the replacement windows had already been ordered and are ready to install. They wanted the new windows to look like the existing ones. C. Mason asked what the new window materials are; the answer was pine wood clad in aluminum frames. Mr. Johnson described the existing windows as compromised and unable to be restored. T. Callahan asked how many windows would be replaced and if the storm windows would be removed; Mr. Johnson answered all of the windows are being replaced and the storm windows would be removed. T. Callahan also asked how the Johnson's found out about the process of coming to the HDC; Mr. Johnson answered that their realtor was visiting and mentioned that they should inform the HDC about the windows. The Johnson's did not know about informing the HDC before they ordered the windows. R. Highsmith asked if the new divided light windows are the same as the existing ones; the answer was yes. He also asked about the window frame materials; the Johnson's explained that they chose the best valued option they could afford. C. Mason explained the procedure for holding a public hearing on the application which will take place at the next regular meeting in April. A **Motion to Accept Application #2022-002, as submitted,** was made

by T. Callahan, seconded by R. Highsmith and unanimously **Approved**. A **Public Hearing will be held on April 5, 2022 at 9:10am Via Zoom**. The Legal Notice will appear in the Lakeville Journal.

6. COA Application #2022-001 / Janet Andre Block / 4 Main Street (The Elizabeth M. Case House) / Rebuild Garage and Convert into a Studio / DOR: 02/03/2022

Ms. Block described the current garage space and the proposed plan to tear it down and rebuild as a 2-level building for use as a studio with storage space and potential for use as an accessory apartment. The proposed new building would be turned slightly and be a little taller on one side; the design is intended to mimic the front of the house. E. Harney asked how much visibility there would be from the road; R. Highsmith commented that part of it would be visible. Ms. Block indicated that the existing garage is not original to the date of the house, it was added on at some point. R. Highsmith asked if a fan-type window could be considered on the 2nd floor front window, similar to the one on the front of the house; Ms. Block answered yes. R. Highsmith also asked about types of materials to be used for siding and roofing. T. Callahan would like to have a site visit to understand the scale of the addition proposed; he mentioned that it would be visible from the street. He would also like to have Abeth Slotnick talk about the materials, when they are on site. R. Highsmith commented that the application lacks details and wants it to be complete with the materials they are proposing to use. C. Mason agreed that the application should not be accepted as complete, at this time. The site visit by R. Highsmith and T. Callahan will be arranged with Ms. Block and Ms. Slotnick sometime before March 16, 2022. Ms. Slotnick will add notes about materials to the drawings with the application.

7. 9 Academy Street – Review of Abby Conroy’s questions

R. Highsmith suggested that Abby Conroy (Salisbury Land Use Administrator) was informing the Commission that additional items, like lighting and signage, are in the SHDC purview and may need to be approved. T. Callahan pointed out that the parking issue had been addressed in the application that was approved; no changes had been proposed then. He added that if signage and exterior lighting is proposed, that will need to come to the SHDC, with an application. R. Highsmith noted that the HDC approved the proposed exterior of the building; the use was not considered. Both C. Mason and E. Harney appreciated the communication with Ms. Conroy. On the topic of educating the Town, R. Highsmith mentioned that there is work going on at one of the Historic houses on Main Street; he will contact the owners, leave them a Historic District brochure and contact information.

8. There was brief discussion about the RFP for the Handbook update and map completion. The Commission will look at other recent RFPs that have gone out from the Town. C. Mason will contact Mary Dunne at SHPO to find out who the RFP should go out to.

9. Other Business – None

10. **Adjournment. So Moved** by E. Harney, seconded by T. Callahan and unanimously **Approved**.