

**TOWN OF CARLISLE
HISTORICAL COMMISSION**

Minutes

Remote ZOOM Meeting

**Pursuant to the Governor's Executive Order Concerning Open Meeting
Wednesday, March 24, 2021 7:00 pm**

Members Present:

Kathy Keller, Co-Chair, Annette Lee Co-Chair, Geoff Freeman, Edward Rolfe (arrived late)

Member Absent:

Eric Adams

Alternates Present:

Chip Dewing, Jack O'Connor

Others Present:

Alison Saylor, Rotary Garden Club Committee, Jane Anderson, Carlisle Garden Club, Cecile Sandwen, Carlisle Garden Club, Wanda Avril, Carlisle Mosquito, Maureen Adema, Admin. Asst.

7:02 pm Co-Chair Kathy Keller called the meeting to order.

Ms. Keller read Governor Baker's Covid-19 order and reviewed the meeting agenda.

Chip Dewing and Jack O'Connor will be voting members (until Ed Rolfe's arrival).

Discussion with the Carlisle Garden Club Rotary Restoration Committee – Continued Discussion

Alison Saylor, Rotary Garden Club Committee, Jane Anderson, Carlisle Garden Club, Cecile Sandwen, Carlisle Garden Club were logged into the meeting to discuss proposed landscaping and pathway to the statue at the Town Rotary.

This discussion is a continued discussion from last month. Since the last meeting, some of the Commissioners met for a site walk at the Rotary with Garden Club members. The site walk assisted the applicant in moving the application forward by addressing Commission questions and concerns.

Prior to the meeting the members received new documents and information from Alison Saylor, Chair of the Garden Club, with the proposed work to be done at the rotary.

The work is broken down into three projects:

1. A 4-foot perimeter to protect the Rotary from tires crushing the soil and plants. The perimeter will also assist in preventing weed growth.
2. A path to the statue, proposed for a respectful way to approach the statue and use at the annual Veteran's Day ceremony.
3. A foundation, 14x14 for A-frame signs, proposed for a location to communicate Town events and information, approved by the Select Board.

The Garden Club is removing the foundation for the A-frame temporary signs from the proposed work.

Ms. Saylor reviewed the measurements proposed for the edging and pathway.

The perimeter edging diameter proposed is about 4 feet. Ms. Saylor said Gary Davis, DPW, agreed with this size and agrees that a material which is strong enough to withstand truck tires, that will not spill rocks or gravel into the road or planting area and does not allow weeds to easily grow, along with being visually different from the granite paver apron on the road surface, is needed. Ms. Saylor said Mr. Davis will research material that will have a long life and require minimal maintenance. One of the goals of perimeter is to reduce weed growth. Materials which reduce maintenance are desired.

Geoff Freeman said he was not comfortable with the 4 ft. perimeter. Ms. Saylor replied that after the shrubs grow in the perimeter will be less than 4 ft.

The path to and around the statue is proposed to be 105 square feet. Ms. Saylor offered the following information.

The straight section of the path is 6'x 17'6" = 105 square feet. The flared section of the path is a right triangle 6'x 4', there are two of them = 24 square feet.

The path around the back of the statue is about 3' wide around the 3 sides of the square 5'2" foundation = 64.5 square feet.

The first choice for the pathway is an impervious path, smooth and wide enough for the disabled to navigate. Gary Davis will determine the material. The idea is to go with an exposed aggregate concrete or chip seal over asphalt.

The second choice for the pathway is a series of large natural rock steppingstones embedded into the soil surrounded by low growing ground-cover plantings. Mulch, perennials, and shrubs are not desired in this area as they would be in the way of the annual Veteran's Day ceremony.

Ms. Saylor provided a photo for natural stones that could be used for the pathway.

Kathy Keller questioned why the pathway went around the statue.

The DPW is to install the hardscape and the Garden Club will plant new shrubs and perennials at the rotary. There is a plan to replace the irrigation.

The Garden Club feels that the low, at-grade height of hardscape with softening of the edges from plantings will mitigate any short-term concerns that the Rotary will look too urban.

Once the work is complete the monthly maintenance of the weeding and pruning will continue by the Garden Club volunteers.

Ms. Saylor said the Garden Club is having an increasingly difficult time having younger members devote time to hands on monthly work of the club.

Jan Andersen stated the Complete Street's project changed the look of the rotary and the Garden Club is working hard to bring back what was lost.

Co-Chair Annette Lee communicated to the members that she met with Carlisle Police Chief John Fisher to discuss the Rotary Restoration Proposals. She reported to the Commission comments from Chief Fisher about safety concerns with the proposed rotary restoration.

Chief Fisher is concerned about:

1. Signage in the rotary for events is distracting to drivers.
2. Adding a pathway to the statue will encourage individuals to cross into the rotary.

3. Boulders should be removed.

Co-Chair Kathy Keller reported that she met with Gary Davis, Superintendent of Public Works to discuss the Rotary Restoration Proposal. She said Mr. Davis is not in favor of using chip seal at the rotary.

The Commission stated that they were in theory favorable to the steppingstone pathway to the statue.

The applicant was asked to work on and provide more details for materials and plans for the proposed work.

The discussion is continued to April 21, 2021.

Presentation Documents Attached

Garden Club Trees on the Common – Discussion

Alison Saylor provided the members with a narrative and diagrams prior to the meeting for the proposed planting of trees on the Common.

Ms. Saylor was directed by Tim Goddard, Town Administrator, and the Select Board to consult with the Historical Commission about the trees to be planted on the Common. The Select Board approved the request from the Garden Club to plant three trees at the Town Common.

Ms. Saylor said Roy Herold and Andrew Joslin, Carlisle tree experts, are involved in the project. Mr. Herold was logged into the meeting earlier to answer questions but was no longer logged in during the discussion.

The Garden Club has a Carlisle Earth Day Celebration event on Sunday, April 25th. They would like one special tree planted at this event. The tree will showcase a native tree, likely a Scarlett Oak.

The other two trees will be planted on the Common by Ms. Saylor and Mr. Joslin sometime this spring. Ms. Saylor said Gary Davis has agreed to dig the holes for the trees.

The funding for two of the trees will come from the Town, paid from the Green Fund. And one tree will be donated from the Carlisle Garden Club.

There was a discussion about replacement trees planted by the Carlisle Garden Club about 20 years ago. Ms. Saylor believed one tree was lost to vandalism and one from root girdling.

Jack O'Connor was not in total agreement regarding the history presented. He said there was no vandalism on the common, but boys rough housing.

Jack O'Connor informed the members of the history of the trees on the Common. He stressed the need to have a care and maintenance plan for the trees and the grass. In the past, the grass has been cut too short, leading to it being burned. The reason the previous trees were lost were because they were not cared for. He and his wife watered and cared for the trees for many years.

The Commission viewed a Google map marked with the Garden Club's Preferred location for the trees. Ms. Saylor stated a Tulip Tree, a Yellowwood, and/or a Red Maple are choices for the trees because they are native, good for shade and wildlife and are beautiful trees. The deadline to purchase the trees is the week of April 12, 2021.

Kathy Keller informed the Commission that John Troast, Historic Society, shared photos, and text with her on the Common's history. Ms. Keller stated that Mr. Troast thinks the history should be considered and replacement trees should be in the same location and with the same types of trees. Ms. Keller said the Troast Family would like to donate a Spruce to the Town for the Common.

Alison Saylor asked the members if one tree could be approved for planting on the scheduled Earth Day celebration. The event has been planned with other Town boards and committees giving approval. The event is adhering to COVID guidelines.

Maureen screen shared a copy of the diagram emailed today showing Roy Herold "X" marks of proposed planting locations.

There was a discussion about where the trees could/would be planted.

Ms. Saylor questioned the Commission's jurisdiction over plants, trees and landscaping stating that the Historical Commission Rules and Regulations states these are exempt from review and approval by the Commission.

Ms. Keller said the Historical Commission is charged to preserve and the protect the distinctive characteristics and architecture of buildings and places that are significant in the Town.

Ed Rolfe stated that he would not approve any decision on the Common tonight. He said that the Historical Commission should have been part of the original dialog and presented plans prior to other approvals and discussions, and that the Commission should be the first not the last approval sought.

Kathy Keller confirmed she would not approval any tree planting for the Common tonight. She said having only one meeting to discuss and decide is not okay.

Annette Lee confirmed she would not approval any trees for the Common tonight. Annette said a Master Plan is required.

Jack O'Connor was not in support of the request of the trees being planted on the Common on short notice.

The discussion is continued to April 21, 2021.

Presentation Documents Attached

Open Space and Recreation Plan – Vote to accept relevant Historical Commission data
Geoff Freeman made a motion to accept the 2021 Open Space and Recreation Plan with the edits made by the Co-Chairs. Jack O'Connor seconded. Roll Call Vote: Geoff Freeman – Yes, Ed Rolfe -Yes, Jack O'Connor – Yes, Annette Lee – Yes, Kathy Keller – Yes. Motion carried 5 to 0.

District Map

Chip Dewing informed the Commissioners that Edgar Stewart was not able to attend tonight's meeting, so he will update the Commission on the District Map project.

Chip shared his screen showing the watercolor rendering done by Edgar Stewart. Chip stated that the laying of color is adding better contrast to the watercolor. He is happy with how the watercolor

rendering is taking shape. The details that are being added, like the roofs on the homes, will help identify the properties in the district.

Members expressed satisfaction with the progress.

Chip shared his screen showing the Historic District Catalog. He scanned through the pages of the booklet as the members discussed the booklet.

Kathy Keller stated that she is happy with how much work has been done but wants to be sure a there will be great attention given to the editing of the booklet to confirm the accuracy of the information.

Geoff Freeman told the members that more proofing and editing will be done on the catalog. He stated a final review is needed.

A final review and vote to adopt the watercolor rendering and district property catalog will be on next month's agenda.

Maureen will forward the District Map and Catalog documents to the members in order that they may review before next month's meeting.

Project Update Reports

- **21-23 Bedford Street** - No update

Old Business

- **28 Concord Street** – Maureen contacted the owners of 28 Concord Street, who confirmed photos will be sent to the Commission of front entrance/door install after the painting is complete.
- **49 Concord Street** – There will not be an application for HVAC/Mechanical placement, and the project will not be moving forward. Co-Chair Kathy Keller stated for the record that the Certificates of Appropriateness issued for the addition at 49 Concord Street are non-transferable to a new owner.

It was noted all Historical Commission certificates expire 3 years after being issued and are non-transferable.

Minutes Approval/Vote

Annette Lee made a motion to accept the minutes of February 24, 2021 as amended. Geoff Freeman seconded. Roll call vote, Annette Lee - Yes, Ed Rolfe - Yes, Kathy Keller-Yes, Geoff Freeman -Yes, Chip Dewing – Yes. Motion carried 5 to 0.

Members Updates/Input

- Kathy Keller told the members that she and Annette will be getting town emails for Commission use and other town business. She asked the other members to let her know if they would like a town email.
- Kathy Keller asked the members if there was interest in scheduling a meeting dedicated to the Historical Commission Rules and Regulations review agenda.
 - The members agreed to start the April meeting at 6:30 pm, dedicating 6:30 pm to 7:00 pm to Rules and Regulations.
- Kathy Keller informed the members that John Troast met with Dan Gaines, the developer of Woodward Village, to discuss the preservation of the stone walls at Woodward

Village. Mr. Gaines was agreeable to doing what could be done to preserve the stonewalls.

- Kathy Keller asked the members if there was interest in doing a site walk at the Woodward Village to view the stone walls.
 - The members agreed to a site visit. Kathy will set up a meeting day and time.

Admin Updates

- 46 Lowell Street contacted the Commission stating the fence at the property will be repaired and painted in kind.
- 46 Concord Street, April hearing for a Certificate of Appropriateness for doors.
- Madeleine Blake will be at the April meeting to discuss the proposed Carlisle Marijuana Ban.

Next Meeting

April 21st

Adjournment

Motion made by Ed Rolfe at 8:50pm to adjourn. Jack O'Connor seconded the motion. Roll call vote, Geoff Freeman – Yes, Annette Lee - Yes, Ed Rolfe – Yes, Jack O'Connor - Yes, Kathy Keller – Yes. Motion carried 5 to 0.