



Town of Carlisle

MASSACHUSETTS 01741

HISTORICAL COMMISSION

Minutes

In-Person and Remote Zoom Meeting Clark Room, Town Hall

Pursuant to the Governor's Executive Order Concerning Open Meeting
Wednesday, July 20, 2022 7:00 pm

Members Present

Annette Lee, *Co-chair*, Chip Dewing, *Co-chair*, Krissy O'Shea (Zoom), Ben Herter, Sara Cassidy Smith

Alternates Present

Jack O'Connor, Ed Rolfe

Others Present

Gregg Arsenault, *Senior Design Consultant, Renewal by Anderson*; Kendra Thyne, *Owner, 46 Concord Street*; Wanda Avril, *Carlisle Mosquito*; Jennine Blum, *Administrative Assistant*

7:00 pm Co-Chair Chip Dewing called the meeting to order.

Agenda reviewed and new member, Sara Cassidy Smith, and returning member, Ed Rolfe, were warmly welcomed.

7:10 pm Informational Discussion for Application No. 2022-07 for a Certificate of Appropriateness for property located at 46 Concord Street, owned by Anthony and Kendra Thyne
Proposed Work: Replacement of two windows with Renewal by Andersen Double Hung Fibrex Windows with full divided lights (FDL). Replacement of 1 patio door with a Renewal by Andersen Inswing A-Series Frenchwood Patio Door which is positioned between two double hung windows. The existing arched transom will remain.

Gregg Arsenault brought a sample of the proposed window which was much appreciated by the Commission and provided the following additional product and project information to the Commission during the course of discussion.

WINDOWS

- Double hung windows are made of Fibrex – a composite material similar to Trex
- Full divided lights (FDL) grill style – 3 by 2 top and bottom – to replicate existing windows. The grill is also made of Fibrex.

- Exterior side is white with a matte finish.
- Screens are included – top to bottom – similar to existing screens.
- Muntin width is ¾ inch.
- Full frame application (no inserts) will match existing glass to opaque surface ratio.
- Vertical lines of windows will match up with vertical lines in the arched transom above.
- With low-e 4-coated glass very little reflection will be seen.

DOOR

- Double Inswing French door is made of structural engineered lumber on the interior to the exterior frame.
- Exterior frame and sash panel are clad with liquid vinyl Perma-Shield – an Andersen product. Perma-Shield is paintable but will not be painted.
- Exterior color is white.
- 3 by 5 FDL on door panel to match existing door very closely.
- Vertical lines in the arched transom above will line up with vertical lines of sash panels of French door.
- Styles and rails of the A-Series door are almost exactly the same as those on the existing door.
- With low-e 4-coated glass very little reflection will be seen.
- Hardware is oil rubbed bronze.
- Threshold is made of composite material and will be left unpainted.
- Gregg noted that the new patio French door is identical to the door installed on the Thyne’s barn last year.

TRIM

- Replacement exterior trim (1 by with band mold on edge) will match existing trim.

The Commission did not vote on this application at the July meeting as it was submitted after public notice hearing deadline. Ben Herter and other members put together the following motion to be voted on at the next meeting on September 21st.

Motion to issue a Certificate of Appropriateness for application No. 2022-07 for the property located at 46 Concord Street, Carlisle, MA, owned by Kendra and Anthony Thyne, for replacement of one patio French door and the two windows that flank it. The new windows will be Renewal by Andersen Double Hung Fibrex Windows in color white with a matte finish with 3 by 2 full divided lights top and bottom, ¾” muntins and screens top to bottom. The new patio door will be a Renewal by Andersen Inswing A-Series Frenchwood Patio Door in color white with 3 by 5 full divided lights, oil rubbed bronze hardware and composite threshold. The window and French door glass will be low-e 4-coated glass. Trim to match existing in style and color. The threshold and exterior of windows and French door will remain unpainted.

Next steps:

- The Commission confirmed that the application is complete and no further action was required by the property owners or Renewal by Andersen.
- The Commission also indicated that they would approve the application on September 21st providing nothing has changed.

- The Commission informed the property owners that after approval there is a 20-day appeal period. Should the owners decide to proceed before the appeal period is up, they would be proceeding at their own risk.

Jack O'Connor noted that as an abutter, he would recuse himself from the vote in September.

7:24 pm Vote on application No. 2022-06 for a Certificate of Non-Applicability for property located at 8 Lowell Street, Fern's, Matt Herweck, Property Owner

Proposed work: Painting exterior of building at 8 Lowell Street, Fern's. Colors to be used are Benjamin Moore HC-12 (Concord Ivory), HC-122 (Great Barrington Green) and OC-65 (Neutral White/Chantilly Lace).

The project was presented at June meeting. Chip Dewing and Ben Herter viewed and confirmed colors from samples provided by Matt after the June meeting.

Ben Herter made motion to issue a Certificate of Non-Applicability for application number 2022-06 for the property located at 8 Lowell Street, Carlisle, MA, Fern's, owned by Matt Herweck for the exterior painting project as noted in the application.

Krissy O'Shea seconded the motion.

Roll call vote: Annette Lee – Aye, Chip Dewing – Aye, Ben Herter – Aye, Krissy O'Shea – Aye, Ed Rolfe (deputized) - Aye.

Motion carried 5 to 0

Minutes Approval

Ben Herter made motion to approve the June 15, 2022 minutes pending requested corrections.

Annette Lee seconded the motion.

All in favor – aye

Motion carried 5 to 0

Project Update Reports

FRS Play yard fence:

- Classic Structures hasn't followed through, and Susan Emmons and Ann James requested names of other contractors.
 - Chip saw a similar fence on Wood Street in Concord and will try to get contact info.
 - Jack O'Connor noted a fence on Maple Street (Cantrill's home) that is similar. Chip asked if Ed or Sara would try to identify manufacturer/contractor.
 - Jennine Blum recommended John Cortizas of Next Hill Development who expressed interest.
 - Jennine will forward names to Susan and Ann.

Old Business

Member Updates/Inputs

- Sara Cassidy Smith, new Commission member from the Planning Board, was formally introduced and will be sworn in for the next meeting.

- Ed Rolfe reminded members that they are required to take the Conflict of Interest training every two years. He informed members that the training can be done online (<https://www.mass.gov/how-to/complete-the-online-training-program-for-municipal-employees>) and that once completed they should send their Certificate of Completion to Peggy Wang, Town Clerk.
- Chip reviewed the meeting schedule with Sara and briefly described a couple of longstanding projects (update of Rules and Regulations document and creation of new HD neighbor/historic home owner letter).
- Annette Lee and other members expressed great thanks to Krissy O'Shea for accepting a position on the CPC to represent the HC.

Administrative Updates

- Minutes discussion. The decision was made to try a summary approach to writing the meeting minutes this month and see how members feel about it.
- Meeting packets. In support of Town Hall's efforts to go paperless, members decided to view future packets on their laptops during the meetings.
- Property transfer notification. Members discussed a number of ways to track property transfers for the purposes of identifying new HD and historic home owners to welcome them and provide them with information about the HC. Suggestions included Mass Registry of Deeds for Northern Middlesex County (<https://massrods.com/middlesexnorth>), outreach to realtors, GIS database, Carlisle Assessor, CPA, and the Carlisle Mosquito.
- Carlisle Historic District Map and Catalog. Members discussed how to make the book more widely available. Ideas included making it available through realtors, selling it at Town Hall, Fern's, and Gleason Public Library as well as publicizing it in the Carlisle Mosquito. The cost to produce the book is about \$10 per copy and the Commission would like to recoup the costs through sales. The book is available as a pdf on the Historical Commission's page (<https://www.carlislema.gov/DocumentCenter/View/3489/2021CHCHistoricDistrictCatalogFINALsm>)
- Covid remote meeting provision. The expiration date of the temporary provision permitting remote government meetings has been extended to March 31, 2023.
- HC webpage. Jennine Blum will take a look HC webpage and recommend improvements in how information is presented including the Historic District Map and Catalog.

Adjournment

Ben Herter made motion at 8:14 pm to adjourn the meeting.

Chip Dewing seconded the motion.

All in favor.

Motion carried 5 to 0

Next Meeting

Wednesday, September 21, 2022

Documents and Samples Submitted

- July 20, 2022 Agenda
- 46 Concord Street, Kendra and Anthony Thyne
 - Application for Certificate of Appropriateness No. 2022-07
 - Two photos of exterior with French door with flanking windows and arched transom above
 - Photos viewed at meeting of view of patio from the street.

- *A-Series Window and Door NFRC/Energy Star Information sheet*
- *Double Hung Window – Advantages and Application – Specifications and Technical Manual*
- *Renewal by Anderson contract*
- 8 Lowell Street, Fern's, Owner: Matt Herweck
 - Application for Certificate of Non-Applicability, No. 2022-06
- June 20, 2022 Minutes
- Sara Cassidy Smith Resume