



MANCHESTER-BY-THE-SEA
HISTORIC DISTRICT COMMISSION
Town Hall, 10 Central Street
Manchester-by-the-Sea, Massachusetts 01944-1399

MINUTES of the MANCHESTER-BY-THE-SEA HISTORIC DISTRICT COMMISSION
May 25, 2023

Location: Town Hall Room 7 and Virtual by Zoom

Commissioners Present: Chairperson Rosemary Costello, John Round, Richard Smith, Joe Sabella, Alison Moerland via Zoom, Tracy Gothie arrived late

Commissioners Not Present: Paul Stremple

Staff Present: Helene Shaw-Kwasie, HDC Clerk

Chair Costello called the Historic District Commission (“HDC”) of Manchester-by-the-Sea (“MBTS”) to Order at 6:00 p.m. by Zoom and in Town Hall. She introduced the Board Commissioners and explained the HDC meeting procedures, the application procedures, and the format of the meeting. She noted that at this evening’s meeting the Commission would be hearing an Application of Manchester Historical Museum for a Certificate of Appropriateness and Application for Certificate of Appropriateness of Crawford ReVision Energy for installation of (15) 405w solar modules on rooftop and assorted electrical work at 6 Ashland Avenue. She welcomed new member Alison Moerland.

Application of Manchester Historical Museum for a Certificate of Appropriateness

Application of **Manchester Historical Museum** for a **Certificate of Appropriateness** to reconstruct the original Greek Revival entry/portico from the original photo, Assessor’s Map 51, Lot 60 in District G filed with the Town Clerk on May 15, 2023.

Mr. Matt Genta, Museum President, appeared before the Commission representing the Manchester Historical Museum and reported that this is the 200th Anniversary of the Trask House and the intention is to bring back the original portico which will break up the façade which was added in 1843. The rage of the time was Greek Revival. He presented a photo taken 1890s of the original portico and stated that the portico remained on the house until about 1930. The porch was since removed. He noted that Museum Director Booth found actual columns that are over 100 years old and wood in a restoration place in New Hampshire. The only thing that would change is that the columns they purchased would not extend all the way out. The base will be a Roman footed column. A bay window was removed in 1923. Other than removal of the bay window nothing else has changed. The architectural firm of Carpenter & McNeille has put together a graphic.

Mr. Round stated for the record that he is the Museum representative of the HDC. He will not vote but can comment.

Upon motion made by Mr. Sabella and seconded by Mr. Smith, it was voted by roll call vote with Chairperson Rosemary Costello, Richard Smith, Alison Moerland and Joe Sabella voting in favor to waive the public hearing. Mr. Round abstained.

Upon motion made by Mr. Sabella and seconded by Mr. Smith, it was voted by roll call vote with Chairperson Rosemary Costello, Richard Smith, Alison Moerland and Joe Sabella voting in favor and John Round abstaining to approve the Application of **Manchester Historical Museum** for a **Certificate of Appropriateness** to reconstruct the original Greek Revival entry/portico from the original photo, Assessor's Map 51, Lot 60 in District G filed with the Town Clerk on May 15, 2023.

A Notice of Waiver will be sent to abutters after which the **Certificate of Appropriateness** will be submitted to the Town Clerk and the Building Department and a copy left in Town Hall for the Applicant.

Mr. Genta reported that the Historic Museum Fundraiser kickoff will be held on June 7 from 5:30 – 8:30. He said the work will be done next spring.

Application of Crawford ReVision Energy for Certificate of Non-Applicability

Application of Crawford ReVision Energy for **Certificate of Non-Applicability** for installation of (15) 405w solar modules on rooftop and assorted electrical work at 6 Ashland Avenue. The rooftop modules will not be visible from any public way and will be installed on rear section of building.

Mr. Clark Crawford appeared before the HDC representing Peter Creighton.

Ms. Costello advised Mr. Crawford that the proper application for this work in the Historic District is the Application for Certificate of Appropriateness and not Certificate of Non-Applicability. Mr. Clark requested that his application be changed to seek a Certificate of Appropriateness.

Members expressed concern about the visible impact on the Historic District. Ms. Costello said that it is the policy of the Commission to encourage the use of solar and protect solar access; for our purposes we are looking to see if there is any negative impact on the HDC.

Mr. Smith said this is an historic home that faces the street. Ms. Costello It would be hard to see even from the sewer treatment plant. There are a lot of trees.

Regarding whether it is noticeable from the water, Mr. Round said the house is set back and has a back yard.

Mr. Clark said there will be 15 panels and 3 separate roof panels; all panels will be black to blend in with the roof and are not visible from Ashland Avenue. Other than the panels, he is adding the conduit and box. The utility meter is next to and smaller than the gas meter.

Ms. Gothie arrived at this point.

Mr. Clark said he is eliminating all visible conduits. Equipment will be mounted on the wall.

Ms. Costello requested that he put the conduit inside if possible. Mr. Clark said he will follow along the roof line and tuck it in.

Members said they have no objection to the solar panels. Ms. Costello said HDC does not discourage solar panels and they are allowed.

Abutter Linda Crosby has said she has no problem with the application.

Upon motion made by Mr. Sabella and seconded by Ms. Gothie, it was voted by roll call note with Chairperson Rosemary Costello, John Round, Richard Smith, Tracy Gothie and Alison Moerland and Joe Sabella voting in favor to waive the public hearing.

Upon motion made by Mr. Smith and seconded by Mr. Round, it was voted by roll call vote with Chairperson Rosemary Costello, John Round, Richard Smith, Alison Moerland, Tracy Gothie and Joe Sabella voting in favor to approve the Certificate of Appropriateness of ReVision Energy for installation of (15) 405w solar modules on rooftop and assorted electrical work at 6 Ashland Avenue.

A Notice of Waiver will be sent to abutters after which the **Certificate of Appropriateness** will be submitted to the Town Clerk and the Building Department and a copy left in Town Hall for the Applicant.

Minutes

Upon motion made by Mr. Round and seconded by Mr. Smith, it was voted by roll call note with Chairperson Rosemary Costello, John Round, Richard Smith, Tracy Gothie and Joe Sabella voting in favor to approve the minutes of March 30, 2023. Alison Moerland had not yet become a member of HDC.

Guidelines Updating

Mr. Smith has drafted a revised section of the Guidelines regarding Windows and a revised section regarding Signs. He will produce a complete set of revised Guidelines and send it to Ms. Costello to distribute to Board members for their review. Ms. Costello will put it on the Agenda for the next HDC meeting.

Mr. Round recommended that the revised Guidelines be sent to Town Administrator Federspiel and the Select Board to look at. He recommended that she go directly to Sue Croft to discuss RFPs.

There being no further business to come before the Commission and upon motion made by Ms. Gothie and seconded by Mr. Smith, it was VOTED by roll call vote with Chairperson Rosemary Costello, John Round, Richard Smith, Joe Sabella, Tracy Gothie and Alison Moerland voting in favor to adjourn. Adjourned at 8:00 p.m.

Submitted,

Approved by the Commission on August 23, 2023

Helene Shaw-Kwasie
Clerk

Documents used at this meeting:
Minutes of March 30, 2023
Revision to Guidelines
Application of Manchester Historical Museum
Application of 6 Ashland Avenue