

**MELROSE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
Meeting and Public Hearing
Thursday, September 6, 2018
6:15 PM
Cassidy Conference Room, City Hall, 562 Main Street**

PRESENT: Brad Hutchinson, Michael Coleman, Charlene Marinelli, and Justine Sterling

ABSENT: Judith Sullivan

Denise Gaffey, Director & City Planner, and Emma Schnur, Senior Planner, were present.

The meeting was called to order at 6:16 PM by Mr. Hutchinson.

In accordance with the Open Meeting Law, Mr. Hutchinson inquired whether anyone would be making a video or audio recording of the meeting. No one in attendance indicated that they would be making such a recording.

I. MINUTES

Ms. Marinelli MADE a MOTION to approve the minutes from May 31, 2018 and July 25, 2018. Mr. Coleman SECONDED the MOTION. All members voted in favor. None were opposed.

II. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Application for Certificate of Appropriateness: Steven Trulli, 527-535 Main Street (public hearing)

The Applicant was present to explain his application to install trim around the windows on the second floor of 527-535 Main Street and to replace four windows and an existing door, construct an additional door for ADA access, and extend wood base detail on the first floor. The proposal is associated with the Applicant's plans to convert the middle storefront, currently Whittemore Hardware, into two separate storefront units with a storage unit in the back for the Applicant. A new doorway will be constructed on the middle right storefront to provide ADA access to the middle left storefront. The Applicant will be meeting with the Architectural Access Board (AAB) at the end of September and will learn if his waiver for ADA access has been granted.

Along with constructing the new door, the proposal includes plans to replace the existing door on the middle left storefront and the four windows on the middle two storefronts with 1" tempered insulated glass and black anodized aluminum frames. The Applicant explained that the current glass is very thin and drafty, so he would like to install thicker, insulated glass that will require a thicker frame. The new doors will match the existing doors on the building. On the second floor, the Applicant proposes to frame the windows by wrapping the wood around them with black aluminum.

The Applicant explained that he will be extending the wood base detail on the left two storefronts to the middle right storefront; Members particularly liked this idea. Like in other areas, the wood paneling will be a glossy black with gold trim. Two proposals for the middle right storefront were shown: one with decorative black columns embedded to the frame and one without. The decorative columns were suggested as a way to tie in with the barbershop in the far left storefront, which has the columns. Members had concerns with how the wood columns would be affixed to the aluminum frames and they preferred the proposal without the columns.

Should the AAB grant the Applicant a waiver, he will not need to construct the new door on the middle right storefront and he will just replace the window in that location. Due to the potential for this proposal to change based on the AAB decision, Members agreed to assign Michael Coleman as a point-person for the project should the Applicant need to make a small change. This way, the Applicant can get approval without having to come back to the Commission.

Mr. Coleman MADE a MOTION to issue a Certificate of Appropriateness for the façade modifications for 527-535 Main Street as described in the application. Ms. Marinelli SECONDED the MOTION. All members voted in favor. None were opposed.

III. OTHER

Modifications to YMCA Mini-Park

Members discussed the recent modifications to the mini-park in front of the YMCA that were made without notifying the Commission, including removing all the trees, adding AstroTurf, installing pavers, and adding a raised bed and bench. Because the modifications were primarily landscaping, the attorney for the YMCA does not think they need to go through the Certificate of Appropriateness process; they would prefer to meet with the Commission informally. However, since the Commission first reviewed the design for the mini-park when it was proposed in 1987, Members feel that the YMCA needs to come back and explain how they are deviating from that approved design. They suggested asking the YMCA to hold off the rest of the work they have planned for the mini-park until they have submitted an application and can come in for a meeting with the Commission

The meeting adjourned at 7:19 PM.