

MELROSE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
Meeting and Public Hearing
Tuesday, November 9, 2021
7:00 PM
Remote

PRESENT: Michael Coleman, Kevin Erb, Brad Hutchinson, Liz Ryan, Justine Sterling, Lindsay Toghil

ABSENT: Richard Curl

Denise Gaffey, Director & City Planner, and Lori Massa, Senior Planner, were present.

The meeting was called to order at 7:05 PM by Mr. Hutchinson.

An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency signed by Governor Baker on June 16, 2021, this meeting of the Melrose Historic District Commission was conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting was found on the City of Melrose's website. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public could adequately access the proceedings in real time. An audio or video recording, transcript, or other comprehensive record of proceedings was posted on the mmtv3.org website as soon as possible after the meeting. Meeting access information was found at the following link and the plans could be requested by emailing the Senior Planner: www.cityofmelrose.org/remote-meetings.

I. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

City Hall, 562 Main Street (Public Hearing)

James Troup, DPW Deputy Director Administration & Finance, Elena Proakis-Ellis, DPW Director, Kevin Olson & Steven LaPrise of Wright Pierce, appeared to discuss the proposed electrical generator at 562 Main Street. There is a critical need for an emergency generator to provide backup power for critical city infrastructure including servers and the 911 emergency system. They will try to make it as aesthetically pleasing as possible. The exact generator will be determined by the vendor when they are chosen but the HDC reviewed two potential units. The dimensions will be at maximum 13 feet long, 3.5 feet wide, 6 feet tall and it will weigh 3,700 pounds. The generator will sit on a concrete pad that is approximately 4.5 feet deep. The generator and bollards can be painted a dark forest green or another color of the HDC's choosing. There will be an emergency stop button affixed to building that will be located behind the generator. The DPW is committed to installing landscaping to screen the unit after the generator and bollards are installed.

Members found that since there is access to all four sides of City Hall, the proposed location near the electrical room and in the side yard is the best location. A fuel truck will not block Nelson Terrace when filling up the generator because it has a long hose and does not need to be directly next to the generator.

The plans presented are schematic and the Commission asked about the distance of the generator to the building and the distance from the bollards to the curb. At the request of the Commission the final plans will include a note that the bollards will be as close to the generator as the code allows to provide space for plantings in front of the bollards if possible. The note will include that the bollard location should be

marked in the field for the review by the client to allow for a HDC member to review the conditions before installation. Ms. Sterling offered to review the marked bollard location and provide the final determination on the paint color.

Finn McSweeney of 160 West Wyoming Avenue spoke during the public comment portion of the hearing. He asked about the HDC's role in the approval of the generator. Mr. Hutchinson explained the Commission's purview.

Mr. Coleman MADE a MOTION to approve the generator for 562 Main Street as described in the application and discussed above. Ms. Sterling SECONDED the MOTION. All members voted in favor. None were opposed.

Documents: Application for a Certificate of Appropriateness
 90% Design Review plans for the generator dated September 2021
 Staff presentation dated November 9, 2021
 Bidding/Contract Documents and Technical Specifications dated September 2021
 Diesel generator set Specification Sheet

Memorial Hall, 590 Main Street (Public Hearing)

James Troup, DPW Deputy Director Administration & Finance, Elena Proakis-Ellis, DPW Director, Kevin Olson & Steven LaPrise of Wright Pierce, appeared to discuss the proposed electrical generator hookup at 590 Main Street. The proposal is to install a Cam Lock connector that would provide a hookup for a portable electrical generator. The generator would be stored at the City Yard and only placed on-site in the event of an emergency to provide power to the building.

On the exterior the connector will be a silver box installed on the northern side of Memorial Hall as shown on the 90% Design Review plans for the generator dated September 2021. A picture of this box installed at another location was provided. The HDC specified that the finish of the metal should be a dull gray as opposed to being shiny. They found that the proposed location was appropriate as it will be near the building's electrical room and minimally visible on the side of the building opposite the main entrance. The members did require that the hand railing for the stairs near the proposed connector is altered to direct people around the box. These stairs are typically only used for those servicing the building; however, members wanted to make best efforts to avoid someone walking into the box which will be 3 feet off grade and project 18 inches from the building. The railing should be shifted approximately 10 more inches from the building and an 18-inch railing return should be installed. They preferred changing the railing over covering the box with a padded cover.

No one from the public appeared to provide comments.

Mr. Erb MADE a MOTION to approve the generator connector at 590 Main Street as described in the application and discussed above. Ms. Ryan SECONDED the MOTION. All members voted in favor. None were opposed.

Documents: Application for a Certificate of Appropriateness
 90% Design Review plans for the generator dated September 2021
 Staff presentation dated November 9, 2021
 Bidding/Contract Documents and Technical Specifications dated September 2021

Memorial Hall, 590 Main Street (Public Hearing)

Brian Neeley, Samuel Wesselman, Allison O'Neil, Marc Loranger of Gale Associates, Inc, and Vonnie Reis, City Engineer, appeared to discuss the proposed façade renovations including in-kind restoration and select replacement of exterior building components at 590 Main Street. The purpose of the application is to do in-kind restoration and select replacement of exterior building components to improve the building's water tightness and thermal performance related to roofing, granite and brick masonry, historic wood windows and associated components. The details of the work are documented in the plans titled Building Envelope Improvements at the Soldiers' and Sailors' Memorial Building dated November 1, 2021 and the presentation titled Melrose Soldiers' and Sailors' Memorial Building Envelope Improvement Project dated November 9, 2021. Because of the preservation restriction on the building this project will need the Melrose Historical Commission's review and Massachusetts Historical Commission's approval.

The Board discussed the proposed changes to the design and material of the north doors. The three sets of double doors will be changed to two sets of double doors to meet the egress width required by code. The main doors on the south side were changed to this configuration approximately twenty years ago. The proposed doors will match the north doors in design. The material will be a high quality metal door that will appear to be wood. Since the southern doors are mainly service doors they get a lot of wear and the metal will hold up better than wood.

They felt that restoration of the copper elements on the building would be great to see if the budget allows.

They asked questions about the proposed shades for the windows. The exterior shades are just proposed for the clerestory and they will be under the gutter on the fascia. Shades on other windows are needed and could be possible if the budget allows. To be room darkening the shades would need a ¼ inch track along the sides of the windows and would need the Commission's approval.

Mr. Curl was not available for the hearing and submitted comments in writing. He felt that northern doors should be made of wood. No one from the public appeared to provide comments.

Members found that all of the proposed work maintains the integrity of the building. The plans are appropriate to restore the building and make the space more functional. The new materials that are proposed are considerate of appearance, durability and the cost of maintenance.

Mr. Coleman MADE a MOTION to approve the façade renovations at 590 Main Street as described in the application and discussed above. Mr. Erb SECONDED the MOTION. All members voted in favor. None were opposed.

Documents: Application for a Certificate of Appropriateness
 Building Envelope Improvements at the Soldiers' and Sailors' Memorial Building Plan
 Set dated November 1, 2021
 Melrose Soldiers' and Sailors' Memorial Building Envelope Improvement Project
 Presentation dated November 9, 2021

The meeting adjourned at 8:35 PM.