

MELROSE HISTORIC DISTRICT COMMISSION
MEETING MINUTES
Meeting and Public Hearing
Tuesday, September 13, 2022
7:00 PM
Cassidy Conference Room
City Hall, 562 Main Street

PRESENT: Michael Coleman, Richard Curl, Kevin Erb, Brad Hutchinson, Justine Sterling, Lindsay Toghill, Liz Ryan

ABSENT: None

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

The meeting was called to order at 7:00 PM by Mr. Hutchinson.

I. APPROVAL OF MINUTES

Ms. Toghill made a motion to approve the meeting minutes from August 10, September 21, November 9, December 14 of 2021 and January 4, 2022, as written. Mr. Curl seconded the motion. All voted in favor of approving the minutes. None were opposed.

II. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

505 Main Street, Rising Eagle Publick House, Jim Turner (Public Hearing)

Jim and Kathi Turner, owners of the property and restaurant appeared to present the proposal. Mr. Turner explained that the proposed changes are to enhance the colonial feel of the exterior of the building and open up the restaurant to Main Street. The smaller mullions proposed for the windows look more appropriate than what exists today. Patrons still use the wrong door to try to access the restaurant and the change to the door will help with this issue. The existing sconces will be relocated to be on either side of the front door as is shown on the plan.

Members had questions about the proposed bi-fold windows and the window flower boxes protruding over the sidewalk. The windows fold into the building and would not project over the sidewalk. The window boxes will be the same as the ones that they have at their restaurant in Gloucester which have a depth of approximately 8 inches. The sidewalk in front of the Gloucester restaurant is narrower than the sidewalk at the Melrose location and the boxes there does not interfere with the sidewalk.

Members did not object to the proposed changes as presented.

No one appeared to speak during the public hearing portion of the meeting.

Ms. Ryan MADE a MOTION to approve the request for a Certificate of Appropriateness for storefront improvements at 505 Main Street as described in the application materials. Mr. Coleman SECONDED the MOTION. All members voted in favor. None were opposed.

Documents: Application for a Certificate of Appropriateness
 Existing Front Elevation and Proposed Front Rendering
 Picture Gloucester restaurant door with similar features to proposed
 Melrose Glass Company Info (installer)
 Floor Plan showing bi-fold windows
 Bi-fold window elevation and specifications

III. OTHER BUSINESS

Update on generator projects at Memorial Hall & City Hall

During the Commission's review of the generator projects at Memorial Hall and City Hall, Ms. Sterling had offered to be the Commission's point person as the details of the projects were finalized. She updated the Commission on the adjustment to the generator connection location at Memorial Hall. The connection is going to be located to the left of the small lower window in the same general area where the Commission had previously approved of it. In this location the stair railing will not have to be altered, which was a recommendation of the HDC because of a concern about people walking into the equipment. The revised location will not have this issue. Ms. Sterling requested that the equipment be located as low as possible and that there are plantings added in front of it to conceal it. Kathy Pigott-Brodeur, Executive Director of Memorial Hall, will work with the Trustees of the Hall to coordinate the plantings.

Members discussed if the connection could be located near the transformer on the other side of the walkway and not attached to the building. There would need to be a trench under the walkway to the electrical room in the building or a connection to the transformer. This idea will be shared with the project manager.

Ms. Sterling said that the color the Project Manager chose for the generator at City Hall is a fir/dark forest green, RAL6009, which was presented during the HDC's review of the project. The color sample that she ordered did not arrive before needing to make the final decision; however, since the Commission saw this color and it appears to be muted, she approved of it. The bollard locations and paint color, and plants will be discussed as the project progresses.

Sign on City Hall property at the corner of Main Street and Essex Street

Members suggested that the replacement "Welcome Home" sign that recently appeared in the front yard of City Hall should be relocated as it is bigger than the last sign and it blocks the existing kiosk. The sign did not go through appropriate permitting. The yard of the Armory near Pine Banks Park was discussed as a good location for the sign.

Update to Certificate of Appropriateness Application Form

The Commission had requested that the certificate of appropriateness application form more clearly state that preserving existing materials is a priority and that documentation of why this is

not possible should be submitted with the application. The Members approved of the changes proposed by Staff and requested that question 3 on the form also stated that if preserving existing materials is not proposed an explanation of why not is required.

The meeting adjourned at 8:30 PM.