

TOWN OF KINGSTON, NEW HAMPSHIRE
HISTORIC DISTRICT COMMISSION
Wednesday, November 16, 2016
Public Meeting

Members Present:

Virginia Morse, Chair
Charlotte Boutin, V. Chair
Glenn Coppelman, Planning Board representative
George Korn, Board of Selectmen representative
Stanley Shalett
Stacy Smoyer

Absent: Susan Prescott

Also in attendance:

Tricia Mills, ReVision Energy
Rick Korn, Rick's Cafe

Ms. Morse called the meeting to order at 7:02 PM.

Commission Business

First order of business is the approval of past minutes from the October 11, 2016, meeting. A motion was made by Mr. Coppelman to approve these minutes. The motion was seconded by Ms. Boutin. Mr. Shalett and Mr. Korn abstained. All others were in favor of the motion. The minutes were accepted.

Ms. Morse noted that in these minutes, there were many corrections as listed in the Commission Business section. Ms. Faulconer made these changes to the minutes.

Town Board Updates:

Planning Board: Mr. Coppelman informed the HDC that All-American Assisted Living has applied to the Planning Board as they now have a variance for use and approval from the Historic District. They are now looking for a site plan review from the Planning Board which is on the schedule for the public hearing on November 29, 2016. If anyone is interested from the HDC, this meeting will be the first public hearing and all are invited to attend.

Mr. Korn informed attendees that he will be unable to attend the Planning Board meeting on November 29th. He is concerned about number of ambulance calls and level of commitment on the part of town to provide nonemergency transport and care and what this may mean to the town. He believes it will be beneficial for the facility to provide the town a budget for needed resources/support from the town. He is not sure if the taxes received from the facility will offset these costs. He stated that he is speaking for himself, not for the Board of Selectman, after discussing this issue with Fire Chief Seaman. Mr. Coppelman concurred and mentioned to drop a note to himself and/or Ms.

Faulconer regarding the same. Mr. Coppelman also added that there has been a discussion to potentially form a Technical Review Committee consisting of the department heads for both Fire and Police, the Selectmen, and Road Agent to look at the technical aspects of the plan. Mr. Korn stated that Peter Broderick may be busy with the Budget Committee, but a representative from the Selectmen should be there. Mr. Coppelman added that the facility is expected to have a relatively low impact in some areas but may be high impact in others, including this issue.

Mr. Shalett added that this concerns the Fire Department as they would have to provide ambulances for residents. He wanted to know what the policy will be toward that issue and how it would impact the town, potentially by adding an extra ambulance. Mr. Korn agreed that maybe a private ambulance provider may need to be hired by the facility. The before-mentioned Technical Review Committee will discuss this to make sure it benefits the community. Ms. Morse ensured that Mr. Shalett had the date for this meeting, November 29th.

CIP: Mr. Coppelman updated attendees that the Committee met on October 4th and reviewed additional material and heard from Rick St. Hillaire and Ernie Landry to discuss in detail their submittals for the CIP. The largest comment is for new items submitted for the old Nichols Building, which is now overseen by the Heritage Commission. They are working with the Selectmen on a plan for capital improvements. We are close to having the information now, and the next meeting will be on December 5, 2016 at 6:30 PM in Town Hall. At that time, we will be hopefully looking at the first draft of the document and a completed spreadsheet with all compiled information. If all goes well, this should be wrapped up by December or early January. The process is that once the CIP Committee is done, this will go to the Planning Board for adoption and then to the Selectmen and the Budget Committee as an advisory document.

Board of Selectman: Mr. Korn has accepted bids for properties, one of which is 87 Main Street under the Historic Commission. The bid made at auction is appropriate and has been accepted. The Heritage Commission came in Monday and discussed the Grace Daily building. They do not have a solution for it and will contact the Isaiah 58 group one last time. If nothing else occurs by the spring, some action may be taken relative to reducing the size of the building. The voters voted to not spend money to renovate the large building, and so the town will reduce the size if we have to.

Mr. Korn informed attendees that there was a meeting with the Sanborn School District to discuss the seminary and the potential sale of the seminary and complex including Swazey gym and Chase Field. He is not sure of the prices involved or how to involve the town of Newton. This is a complex, far-reaching situation relating to the charrette created by Envision Kingston II. The first step is for the town to own the property; it is school district property involving 2 towns and different possessions. He is hoping the district can decide what to do with that.

The last item discussed by Mr. Korn is in reference to the town achieving the title of Certified Local Government (CLG). The Selectmen have authorized Debra Powers to

sign for the town interest in a project to get funds as a CLG for the Sanborn Seminary. Mr. Coppelman added that the first step is to create a Letter of Interest/Letter of Intent. Mr. Korn concurred and added the cost of an assessment will be \$10,000 to \$15,000 with a 60/40 match (60% from state, 40% from town); the Selectmen agreed. This can be a cart-before-the-horse situation, so the authorization will try to get funds to help out. Ms. Morse added that many options with different plans resulted from Envision Kingston II. It is a question of what to do first with all projects hinging together.

Ms. Boutin shared that last night, Ernie Landry was invited to the Lyons Club meeting. They would like to do the landscaping around the gazebo. Bob Pothier has advised that with the onset of cold weather, he cannot paint the gazebo until the spring. The plan is also to install poles and chains around the gazebo with granite chairs. The existing granite benches around the Plains are settling down into the ground, so the installation of new granite chairs must be planned carefully. The Lyons Club has also offered to help with this. There are many different groups around town who want to help finish the gazebo in the spring.

Heritage Commission: Ms. Morse was contacted 2 weeks ago by Jennifer Goodman of the NH Preservation Alliance. She was interested in the Seven to Save awards, moose plate grants, and LCHIP grants to see how they are progressing, she wanted to schedule a tour of Kingston. About 15 members came down to Kingston, and Ms. Morse took them around town. The visit went very well, and she shared how well the town is collaborating on improvements.

ZBA: Ms. Morse said there currently are not many cases in the purview of the HDC being discussed in the ZBA.

Application for Installation of Solar Panels on Barn and Heat Pump

Zotz Property, 172 Main Street

Tricia Mills, ReVision Energy

Ms. Mills submitted a building application/permit application for the Zotz project but was directed to the HDC before approval as the home is in the historic district. The homeowners want to install an air-source heat pump as well as a solar array on the roof of their barn. Ms. Mills requested a variance for both the pump and solar panels to be installed. Mr. Korn clarified that no variance is needed, only a certificate of approval from the HDC.

Ms. Morse heard from James at ReVision Energy last month. As he is unable to attend tonight's meeting, Ms. Mills was present. The HDC clarified which property is being discussed. Ms. Mills informed the Board that the solar panels would be installed on the roof of the barn and explained that the heat pump unit is smaller than an air conditioning unit and would sit on a concrete pad or mounted on a frame that is then mounted to the house. She described how an air-source heat pump system works. A small rendering was provided to the Board, and Ms. Morse said she saw this on the aerial shot provided as well. Ms. Morse confirmed where the heat pump unit would be installed and stated it looked like it would have low visibility from the road on the Depot Road side. Ms. Mills

concurred. She added that similar to an air conditioner unit, plantings or fencing can further reduce visibility of the unit.

Mr. Korn noted that the solar panels will be a big array, 10.8 kW system, 36 modules. Ms. Mills explained that a solar designer sizes the array based on 12 months of electric usage, and an array is sized to replace that. Mr. Korn added that the heat pump, etc. needs to be added into this sizing calculation as well, and Ms. Mills concurred.

Mr. Korn also requested information on what the solar panels will look like? Ms. Mills stated they will be black with black rails. Mr. Korn stated the house has dark roof shingles. As the property was re-roofed in the past and required HDC input, Ms. Morse was familiar with this specific property and confirmed that the roof does indeed have dark shingles.

Ms. Smoyer wanted to confirm if the vote today was for both the solar panels and the heat pump. Ms. Mills stated in the affirmative.

Mr. Korn asked Ms. Morse about the visibility of where the heat pump will be installed as she is familiar with the property. Ms. Morse stated that where the pump will be installed is not easily visible and is only visible from Depot Road, not Main Street. There is already existing fencing on the property near where this will be installed.

Motion: Mr. Korn moved to approve the application for heat pump and solar panel installation on the barn roof of the property at 172 Main Street. The motion was seconded by Ms. Boutin.

Members in favor: Six.

Members in opposition: None

No abstentions.

Ms. Morse informed Ms. Mills that a Certificate of Approval will be sent to the homeowner. Ms. Mills requested a copy for her files as well, and Ms. Morse agreed to do so.

Rick's Café, 143 Main Street: Proposed New Sign

Rick Korn

Mr. George Korn recused himself.

Mr. Rick Korn brought a picture of the kind of sign and lighting he wanted to install in front of his restaurant, Rick's Cafe. This sign is for the Bartlett Street side of the restaurant. The sign will be wood-colored to look more natural and rustic. There will be four lights facing downward to avoid glare for neighbors. Ms. Boutin asked if the lights will be turned off when the restaurant is closed. Ms. Morse stated that there is a town ordinance that requires so when the restaurant is closed. Mr. R. Korn stated the sign is 23 square feet, and he has the check and application ready to go.

Ms. Morse opened this up to questions. Ms. Smoyer mentioned that in a previous meeting, the sign was to be black and white with black trim. Mr. R. Korn stated that it looked more natural and rustic wood-stained rather than painted. Ms. Smoyer just wanted clarification and did not have a preference. Ms. Morse had no other questions. Mr. Coppelman recommended that Mr. R. Korn print the picture of the sign and include it in the file for the town just for the record. Mr. R. Korn asked if he needed to go to the building inspector next for a sign permit, and this was affirmed by Mr. Coppelman. Ms. Morse advised that the HDC will give the Letter of Approval to Mr. Korn (Robert issues those). Catharine Grant can assist.

Ms. Morse said she will write up Letter of Approval, and she reminded Mr. R. Korn to include the picture of the sign with the application.

Motion: Mr. Coppelman moved to approve the application for the sign as requested at the property including the current changes on the condition that the applicant will provide photos/illustrations of the sign and proposed lighting for the town's file. The motion was seconded by Ms. Boutin.

Members in favor: Five.

Members in opposition: None.

Abstentions: One.

Mr. R. Korn asked if the picture can be e-mailed. Ms. Morse agreed.

HDC Updates:

1. ***All-American Assisted Living:*** There is no new application for the sign, just a discussion for suggestions, feedback. Ms. Morse recommended George Chadwick from Bedford Design not come to this as she can give him feedback directly. He made modifications from the monument sign previously presented. The sign is up on posts, and the height and size have been checked and meet requirements. Ms. Morse said the previous HDC issue was mostly style. The red, white, and blue colors are predominant, as before, with the same font and design as that is their brand. Mr. Korn thought other parts of the sign are an improvement and closer to what the HDC is looking for. Ms. Boutin stated she wanted it to look like other signs for businesses on the Plains, and the new design looks nice.

Ms. Morse shared that the All American Assisted Living is ready to go to the Planning Board. They contacted the HDC concurrent with their discussions with the Planning Board.

Mr. Coppelman stated the new design is closer to what HDC expects but that 12 feet seemed tall. He felt the HDC should recommend a shorter sign, especially since the sign will be installed in a field away from the tree line. Mr. Shalett wondered if it would obscure the view of traffic if installed closer to the road. Ms. Morse stated the sign originally was going to face on route 125, but once the facility came to the HDC, they moved the sign to the beginning of Main Street but

not next to the planned driveway and that the sign was not to be installed close to the road. Mr. Shalett thought a height of 8 feet might be better. Mr. Coppelman mentioned that the sign itself is 4 feet 4 inches tall, so even if it was lowered by 4 feet, it would still be 4 feet off the ground, providing for clearance above the snow line and which may blend better with the landscape. Ms. Morse stated that the application was missing information about the color of the steel posts, and she thought the new sign at the Library with granite posts looks nice. Ms. Morse would like Bedford Design to provide information regarding the color of the posts and to recommend that they refer to the new Library sign as a guide. Ms. Morse also reminded the board that there will also be a directional sign as well. She also noted that Bedford Design did not specify in detail how the sign would be lit. The application needs to be clearer. Mr. Coppelman stated the application should include a plan detailing the positioning of both signs. Ms. Morse reiterated this is not a vote but an informational session to provide feedback to Bedford Design.

2. ***Open Secretary Position:*** Ellen Faulconer will not be able to record meetings anymore. Ms. Morse reached out to the previous secretary who is unable to perform this function at this time. Catherine Grant had a suggestion for members to take notes that she could briefly type up and put on the town website. Ms. Morse looked for feedback.

Mr. Coppelman thought as a land use board, the HDC needed more documentation than notes especially in light of the fact that the Commission meets with applicants and provides application approvals. The Commission also does not retain the meeting cassettes. He felt it was important to have accurate minutes and does not want to do less than what is done currently. Ms. Boutin asked if we have budget for a new secretary, and Ms. Morse stated this was already budgeted for and that Ellen was being compensated for her prior assistance in typing the minutes. Ms. Morse also shared that sometimes issues can get contentious, and we need an accurate record. Ms. Morse said she will proceed with finding a new Secretary.

3. ***Fall and winter goals:*** One of the goals was to have Mr. Coppelman create a letter, which he started. She would like him to proceed where he left off. Ms. Morse distributed the document to the members. The attendees discussed the contact information listed on the website for inquiries, and Mr. Coppelman can send his letter out as a Word document. Inquires received from the website can be processed through the open fields currently on the website without providing Ms. Morse's specific e-mail address but can be a call as well. Mr. Coppelman confirmed that the blank on his letter is where the website information will be filled in, and Ms. Morse concurred.

Mr. Coppelman mentioned we have more copies of the DVD. We only mention HD I and do not mention HD II, and he wanted input on if both should be included. The phrasing was communicated to all Historic District property owners, not just HD I. Ms. Smoyer recommended that the word "district" be

changed to “districts” for clarity to include both HD I and HD II. Ms. Morse shared that Catherine said she would help and has the list of property owners from last time.

Ms. Smoyer worked on the Prescott House auction and gave the information to Ms. Morse for the auctioneer. Jennifer Goodman put this information up on the Preservation Alliance website with a link to the auctioneer (St. Jean Auctioneers) and an updated picture. Ms. Boutin said somebody bought it as is. Ms. Morse shared that a builder, Dick Edmonds, purchased the property, and she is not sure if he will renovate or demolish the house. A permit will be needed for demolition from HDC, but we cannot tell people what to put on the footprint outside of parameters. Mr. Coppelman expressed a concern that new construction needs to follow the historic feel of neighboring homes. Ms. Morse added that we cannot specify a specific style of home, especially since there are multiple styles in the district. Ms. Smoyer inquired if the builder were to demolish, would he need a permit first so the HDC would know this, and Ms. Morse concurred. Ms. Smoyer wanted to know that if the builder does indeed want to demolish the house, could the HDC take pictures beforehand? Ms. Boutin said the was done with the Grace Daily house. Ms. Morse said we can ask if that is the case. Mr. Shalett shared that the property was sold for \$40,000, that maybe the builder can rebuild rather than demolish the home, similar to the dentist office done before, and he was concerned about the usage of the home. Ms. Morse encouraged him to contact the builder, Dick Edmonds. She also shared that she met with Dick and notified him that the home is in the Historic District and that if his plans include changes that he must contact the HDC. He replied that he has a plan and will be in contact. She reassured the HDC members in attendance that Catherine will notify anyone contacting the Selectman about a property that is in the Historic District so they are aware. Mr. Coppelman asked if the property was a nonconforming lot if any proposed rebuild would need to stay in the existing footprint, which was affirmed by Ms. Morse. If the planned rebuild did not, the builder would need to head to the ZBA.

MM&S to adjourn at 8:00 PM. Mr. Korn moved to adjourn the meeting. The motion was seconded by Mr. Coppelman. All members agreed.

Minutes submitted by Marissa Federico.