

**TOWN OF KINGSTON, NEW HAMPSHIRE  
HISTORIC DISTRICT COMMISSION  
Tuesday, November 14, 2017  
Public Meeting**

**Members Present:**

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

Absent: Virginia Morse, Chair

**Other Attendees:** Marlene Gillespie

Ms. Boutin called the meeting to order at 7:01 PM.

**Town Board Updates:**

**HDC:** Ms. Boutin asked for omissions, additions, and/or corrections to the transcribed Minutes of the meetings held on October 10, 2017, and October 18, 2017.

Regarding the Minutes of the meeting held on October 10, Mr. Coppelman moved to approve the minutes as written. Ms. Smoyer wanted to clarify that on page 1, the roof to be replaced is that of the Nichols Museum, not the new library. Ms. Prescott noted that the word "Lions" was spelled incorrectly as "Lyons." She also noted on page 6 in the section discussing voting, "cited" was incorrectly spelled as "sited." Ms. Smoyer also noted that "Daly" was misspelled as "Daley". She noted the building was not demolished but was disassembled and may be rebuilt. Mr. Coppelman now made a motion to accept the Minutes as amended rather than written. Ms. Prescott seconded this motion. All in favor, none opposed. Mr. Korn abstained as he was not in attendance.

For the Minutes of the meeting held on October 18, Ms. Smoyer noted on page 1, the existing barn has a green roof, not all roofs of the various buildings on the property. On page 2, in the comparison of the dimensions of the wall height of the existing barn and the new barn, the walls were 16 feet tall, not 6 feet tall. Ms. Prescott moved to accept the minutes as amended. Ms. Smoyer seconded it. All other members were in agreement other than Mr. Coppelman and Mr. Korn, who abstained as they were not in attendance.

**Board of Selectmen:** Mr. Korn requested that this be discussed at the end of the meeting. He has a presentation to share with the Board. All were in agreement that this request could be granted.

**Planning Board and CIP:** Mr. Coppelman had nothing new to report for applications.

However, for the CIP, the Committee met for the second time this past week with the third meeting planned for Monday, December 4 at 7 o'clock in the kitchen of the Town Hall. The Committee has received all of the material needed from all departments with only some clarifications needed. The CIP Committee also sat in on the Selectmen's meeting this past week to hear the presentation from the Fire Department regarding the feasibility study conducted for the possible design and location, more the location, for the new fire station. It is a significant item in the CIP, about a \$4 million item to build, and so the CIP wanted more detail before their December meeting. The Fire Department intended to put the cost of the fire station construction in 2018. However, they are not going to do that at this time but will instead pull money from their Capital Reserve Fund for next year with the cost of construction in a future year.

As stated, the CIP will meet one more time in December and maybe another time after that if needed so their work is done by the end of the year and ready for the Selectmen and the Budget Committee by the beginning of 2018.

**ZBA:** Mr. Coppelman noted that there were no ZBA members in attendance. However, he mentioned there were a couple of items related to zoning issues coming before the Planning Board. These are not in the Historic District, and both were continued to next month due to missing details and information.

Ms. Boutin also mentioned there was a special session due to Mr. Doyle's request so he could be allowed to start constructing his new building. It will be lumber construction inside with lumber construction outside with a metal roof; the color will match exactly the 3 existing buildings. She added that Mr. Doyle stated he will eventually replace the entire roof to match the color of the roof of the new structure. She isn't sure if the construction has begun. Ms. Smoyer said it wasn't supposed to start until December, and Mr. Coppelman added he saw building materials had been delivered. Ms. Boutin noted that Mr. Doyle would be gone on a business trip through November. Mr. Coppelman said he read in the minutes the construction would begin in December.

**Heritage Commission:** For Heritage Commission updates, Ms. Boutin stated that the roof on the Nichols Building has been finished. There is concern about the front stairs, but with the cold weather, repairs may not be possible. Ms. Smoyer will meet with the Heritage Commission tomorrow morning as well as with people in the Museum to discuss repairs to the museum and their order of importance. Mr. Korn added that this was discussed as well at the Selectmen's meeting, and this project cannot be done with the impending cold, so it will be done in the spring as soon as possible.

Ms. Boutin stated that the Lions Club put the slabs down but not the benches at the bandstand. This decision was made in consideration of the highway work being done on the road. They will be put into position at a future date. An unidentified member of the public now stated that each bench will have a different monogram; Ms. Boutin informed attendees that this speaker was a former president of the Lions Club.

Ms. Boutin also stated that Lesley was at the Heritage Commission meeting the other night, and the program for the 325th celebration in 2019 was discussed. They have broken it down into segments. The first part will be the Kingston Day program, and once that comes off, the carnival will come out. After that, the 325th will take over. There will be a bonfire and trolley rides back and forth to parking, which will be at the high school. Mr. Coppelman inquired if the 325th celebration will begin after Kingston Days. Ms. Boutin stated that Kingston Days will be from July 26-28, and then the 325th celebration will be from August 29 to September 4th. Those planning the 325th celebration will request the library, Church on the Plains, etc. have an open house during the celebration; those requests will be made soon. The Church on the Plains Committee's plans is being affected by the onset of cold weather and funding issues. The colored windows are exposed and visible, and they have had 5 weddings this year. Also, regarding the pamphlet, Jen, Gail's daughter, is making all the pictures available for a walking tour if people will open up their homes for tours; the Josiah Bartlett House may be one of these.

### **Marlene Gillespie, The 1686 House Restaurant**

#### **Application for Replacement Windows**

Mr. Coppelman asked if an application was submitted by Ms. Gillespie. She stated she submitted an application to the Building Inspector who directed her to come speak to the HDC. Mr. Coppelman explained that if an approval is needed then an application would need to be filled out. She clarified that she spoke to Ms. Morse about getting guidance from the HDC, and Ms. Morse suggested she speak with the Commission at this meeting.

Ms. Prescott asked if the new windows were similar to what is in the existing structure. She stated the new windows look the same but are insulated windows. Ms. Prescott thought it sounded like an in-kind replacement. Mr. Coppelman said it sounded like an in-kind replacement and may be considered a maintenance project, so approval would not necessarily be needed. Mr. Korn asked if the appearance is the same. Ms. Gillespie said yes. Mr. Coppelman asked if the existing windows have true divided lights or individual panes of glass. Ms. Gillespie showed a picture of the existing windows. She mentioned the new ones are double-pane which slide up and down; however, the existing windows pop in and out. Snow comes into the house with the existing windows. Ms. Smoyer said it seemed she was only replacing the windows in the house, not on all structures on the property; Ms. Gillespie said only the windows in her sun room would be replaced.

Ms. Gillespie now approached the Commission and reviewed her plans. She showed members a picture of the existing windows. The outside is glass, and the inside has screens. Two windows have screens, and two do not have screens. The grids are on the outside and are breaking apart. She showed the members details of the replacement windows. They will be the same size, just insulated and will open in a different manner. She pointed out a window that she would like to change by putting an awning window on top and boarding up the bottom with wood. This window faces the side of another building and is not visible from the road. Mr. Coppelman asked if the new windows would have interior grids, pop-ins on the inside. Ms. Gillespie said they would be pop-in.

Mr. Korn asked if they would be solid glass on both sides with grids inside and a screen on top and on bottom. Ms. Gillespie said this is correct. Mr. Coppelman asked where the windows are located from the road. Ms. Gillespie said these are visible from Scotland Road only. She showed the Board a picture of the various buildings on the property and which windows would be replaced. She noted the windows are on the add-on porch. Ms. Prescott asked if the trim around the windows would remain. Ms. Gillespie said this was correct. Mr. Coppelman asked if one could tell the difference between the old and new windows from the street, and Ms. Gillespie said no.

Mr. Coppelman then asked the age of the structure. Ms. Gillespie thought it was added on in the 30s and 40s by the Simms, but she isn't sure when it was added. Ms. Smoyer thought it was the 1950s. Mr. Korn said if it is an in-kind replacement, this isn't an issue. Mr. Coppelman said it sounds like maintenance and therefore does not need a formal application/certificate. Ms. Prescott agreed. Ms. Boutin agreed.

Ms. Gillespie reiterated that awning window is new, though, and will face the other part of the building, not the road. This window now faces into the garden. Mr. Coppelman asked if this was an additional window or a different kind of window. Ms. Gillespie said it was a different kind of window. She has 3 of the 4 windows over there are of the same kind, and she wants to board the lower half and put an awning window with 2 panes rather than 4 with no windows below, just the awning window on the top. The awning window would be one long window with 3 individual working windows to cover the same width of the current window. Mr. Coppelman felt that was more than maintenance. Ms. Prescott said it is not visible from road. Ms. Smoyer felt the windows are not in consideration, just the awning window.

Ms. Prescott asked Mr. Coppelman if the ordinances/rules dictate if visibility from the street as a consideration in these cases or if it is just a matter of practice. Mr. Coppelman did not believe this was covered in the ordinances/rules and that it was just a judgment call.

Mr. Korn suggested that it is okay to proceed with the renovations and that the building inspector should be notified.

Mr. Coppelman said if no motion is made as there is no formal application that the Commission should at least have a consensus for the record. He was concerned about the awning window, and he reiterated that the Commission is trying to follow the rules and regulations but feels in this case there is low visibility from the street. He therefore concurred with Mr. Korn's recommendation. Ms. Prescott also concurred. Mr. Korn requested a show of hands.

Mr. Shalett then stated that he felt an application process should occur as it is more than one window. Mr. Coppelman attempted to clarify if he was concerned only about the number of windows to be replaced. Ms. Gillespie clarified which windows would be replaced in-kind and pointed out that the opposite side will have the awning window. Mr. Shalett asked if there was an existing awning. Mr. Coppelman explained, as did Ms.

Prescott and Mr. Korn, that this is not an awning but an awning window. Mr. Shalett then agreed that no certificate or application is needed.

Mr. Korn now requested a show of hands for the record. Ms. Smoyer reluctantly agreed but again expressed concern as she has no specific pictures to refer to and is having trouble visualizing what Ms. Gillespie is proposing. All other Commission members in attendance agreed with letting Ms. Gillespie move forward with her renovation project.

Mr. Coppelman asked Ms. Boutin to contact the Building Inspector/Selectmen's Office. Ms. Boutin said she would speak with Cindy about it in the morning.

**Request by Planning Board: Input Requested Regarding Types of Residences Allowed in the Historic District**

Mr. Coppelman stated the Ordinances for the Historic District, there are many allowed uses but exactly what type of residences are allowed is not specified, i.e. single family or single family and multi family. The Planning Board wanted to know if the HDC wanted the Ordinances to be more specific.

Mr. Korn felt that this was covered already with zoning as it is single-family zoning. Mr. Coppelman clarified that over recent years, there was a thought that there was an underling zone in the Historic District, but there is not. Ms. Prescott asked what was meant by "underlying zoning." Mr. Coppelman explained that there is an underlying zone and an overlay district so both rules apply. For example, across from Carriage Towne Plaza on Marshall Road, age-restricted housing at King's Landing was built. This was zoned rural residential with an overlay zone for age-restricted housing. The type of housing is specified, not the ownership type. If you have enough land in that zone, age-restricted housing is allowed. If it is considered affordable housing, there is a density bonus with a higher number of units allowed. Although Mr. Coppelman thought that there was an underlying residential zone with a Historic District zone overlaying on the residential zone, the Planning Board believes there is no an underlying zone; the Historic District is its own defined zone. The Planning Board requested that the HDC think about whether they would like this to be changed. If it needs to be changed, it would need to go in front of the voters as a warrant article.

After doing some research during the meeting, Mr. Coppelman stated that rural residential zoning permits both single family and multi family homes (Title I: Ordinances, Section 100, 104.4-J). He stated that an "accessory apartment" could be an in-law apartment either attached or detached. There are restrictions to the size. With this information, Mr. Korn thought that may not be wanted in the HDC. Ms. Prescott shared that her property is located in HDII, and Russell was told by Robert Stewart that an in-law apartment would be allowed on their property on the second floor of her garage as a caretaker's apartment, but there are size restrictions. Mr. Coppelman said he wasn't sure if it was prohibited and began doing research during the meeting. Ms. Smoyer said on the property next to the Josiah Bartlett House, there are 2 houses on the same property with an apartment in the middle, but she believes the property is large enough to accommodate that.

Mr. Coppelman completed his research and discovered that the town voted in March of this year to allow for “accessory apartments” in the Historic District after receiving a special exception (Title I: Ordinances, Section 200, 203.2-D).

Mr. Korn felt that it isn’t a problem right now and that it isn’t an issue. Ms. Prescott agreed. Ms. Smoyer asked if members were worried if something could come up that is a concern. Mr. Korn felt there were enough rules and regulations and that no changes are needed. Ms. Prescott asked if this decision could be postponed. Mr. Coppelman stated that there are time limits for a public hearing, so if changes are requested, the Planning Board should be notified now. It could always be brought forth for next year if necessary.

Mr. Coppelman suggested they think about the house built by Mr. Edmunds that replaced a single-family home; he could have proposed a duplex. Ms. Smoyer asked if a multi-family house or townhouse would be barred. Ms. Prescott asked if it would be an issue if he wanted to build a house with the same appearance but had 2 residences inside as the look of the multi-family house would fit with the correct architecture. Mr. Coppelman stated if the same design standards are used...

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Ms. Prescott stated she agrees with not making the Ordinances more restrictive. Mr. Korn and Ms. Smoyer concurred. Mr. Coppelman confirmed that there is consensus to not make any changes to the Ordinances. All agreed.

#### **Board of Selectmen’s Notes/Presentation by George Korn**

Mr. Korn informed the Commission regarding the Sanborn Seminary property negotiations. A negotiating team was authorized by the town and the school district to see about Kingston acquiring the building and lands of the high school complex. There have been six meetings thus far. The negotiating team for the Town consists of Ellie Alessio, Mr. Korn, and Lynn Gainty, and at this point, they are optimistic they may come to some sort of solution for the entire property, not just the Seminary building. The lease-backs of the athletic fields, tennis court, and Swazey gym all still need to be considered. The new Superintendent is very astute. This will take the vote of the towns of Newton and Kingston as well as the school district. A portion of the money will need to come from the town of Kingston and will go to Newton as they are part of school district. Mr. Korn is cautiously optimistic something can be worked out, hopefully by the end of this year so this can be on the warrant by March. The second appraisal of the property is due at the end of December, so this is a tight timeframe. The Superintendent’s office is working on this as well.

Mr. Korn also shared that he is also planning for the future of the property. If this goes through, the property needs a lot of TLC, and a plan is needed to figure out how that will be done. Deb Powers and Ernie Landry from the Heritage Commission were at the

Selectmen's meeting last night. There is going to be lot of massaging of what needs to be done. There are 3 warrant articles being drafted to provide a structure for funding of historic resources in the town:

1. There is a general concept for a national historic registry, so there is a proposal to start a historic registry for the town of Kingston to setup specific funding. Mark Heitz and Peter were worried about the amount of money in this proposal. It charges the Heritage Commission to decide what buildings are worthy of keeping in town. Immediately, both the Sanborn Seminary and the Nichols Library building should be put on this list. They need TLC and care and are in need of the most funds. This list will define these historic properties as town-owned assets and will serve as a bargaining chip with the school district so the town owns what happens to the Sanborn Seminary, not the school district. This proposal would support the Envision Kingston movement, and this property should be available for development. A list of qualifying assets will need to be made. Other possible additions to this list may be the bandstand and the carriage shed near Town Hall. Once on this list, these historic resources will qualify for funding from the Capital Reserve Fund for historic assets. Mr. Korn has suggested a preliminary budget of \$500,000.

2. Once this fund is created, the funding needed for a town historic asset would be treated the same way as needing a fire engine. Currently, 1/4 to 1/3 of the town consists of environmentally-protected open space so the town is not overbuilt. Instead of buying more open space, Mr. Korn suggests this money be moved to the Capital Reserve Fund for the management of buildings. Warrant articles requesting money for a historic property can fail, so the town needs a mechanism to put this in perspective logically and maintain these historic properties as an asset to the town as defined by the Heritage Commission. Mr. Korn suggests \$495,000 from the Lump Fund to be earmarked for historic structures. The town can buy property and have it included in the Envision Kingston movement.

Also of consideration is that a new fire station is still being planned. Funding for both the fire station and historic buildings will likely not happen. Mr. Korn admits that the Fire Department likely will not like this new proposal, but the town needs a structure to fund historic assets.

Mr. Coppelman thinks this is a good plan. He noted an RSA was cited for creating this fund, and Mr. Korn confirmed that he is intending this to be a legally viable option in accordance with State rules.

Mr. Korn also stated he wants to find a better way to fund the new fire department. He suggested to the Board of Selectmen to self-fund this through the Trustees, who can bond the project against our own \$4 million capital reserve. If we borrow against our own trust fund, we will be getting back our own money. Mr. Coppelman and Ms. Boutin think this is a good idea but feel it could be challenging to put through. Mr. Shalett shared he liked this plan but feels they need to beat the Fire Department to the punch and get it on the warrant in March. Mr. Korn shared that there are currently 3 members on the Board of Selectmen, but this will go up to 5 at the election in March. His objective is to get this done now as it will likely not happen next year. Mr. Shalett asked who would be the

investors if we have to pay ourselves back for the bond to pay for the fire department. Mr. Korn clarified it will come through tax money just as it would if the town borrowed money from an outside source.

Mr. Shalett asked how willing the town of Newton is to give up the Seminary property. Mr. Korn stated the Sanborn Regional District decides whether to sell, not the town of Newton itself. Newton would have to be paid off their portion of the property value if the sale goes through. The school district would need to be paid as well, but we would expect a commensurate drop of the school budget to allow the taxpayer to recoup the money.

Ms. Smoyer stated that this plan shows the school board that something will be put in place to do something with the Seminary property, not just let it sit. Mr. Korn concurred.

Per Mr. Korn, the Heritage Commission will manage the historic registry.

Mr. Coppelman applauded Mr. Korn for attempting to do this. There is currently a lack of structure. Mr. Korn's plan provides structure.

#### **Question Regarding HDC Participation**

#### **Budget Committee Meeting, Sunday, November 14, 2017, at 4 PM**

Ms. Prescott had questions about the Budget Committee meeting to be held on Sunday. Mr. Coppelman explained that 6 departments will be present to have representation there to field questions from the Committee. Ms. Smoyer stated she will be present to represent the Museum Committee as Ruth Albert is on vacation. Mr. Coppelman stated he will be there representing the Planning Board, and he believed Ms. Morse was to attend but has no confirmation of this. He confirmed that the Budget Committee did send a notice to departments to have a representative attend this meeting. Ms. Boutin was not sure if Ms. Morse could attend as she may still be away, but Mr. Coppelman and Ms. Smoyer agreed to discuss the HDC budget with the Committee if necessary at that meeting.

**MM&S to adjourn at 8:20 PM.** Mr. Korn moved to adjourn the meeting. Mr. Coppelman seconded. All other members agreed.