

**TOWN OF KINGSTON, NEW HAMPSHIRE
HISTORIC DISTRICT COMMISSION
Tuesday, July 9, 2019
Public Meeting**

Members Present:

Virginia Morse, Chair
Susan Prescott, Vice Chair
Glenn Coppelman, Planning Board representative
Richard Wilson, Board of Selectmen representative
George Korn
Ralph Murphy
Madelynn Ouellette
Stanley Shalett

Absent: Nancy Pratt

Other Attendees: Heidi Corson
Sandra Goodrich
Gabrielle and John Ribortone
Mary Ryan

Ms. Morse called the meeting to order.

Town Board Updates:

HDC: *Acceptance of Minutes:* Ms. Morse asked for omissions, additions, and/or corrections to the transcribed Minutes of the meeting held on June 11, 2019. Mr. Coppelman made a motion to accept the minutes as written. Ms. Prescott seconded this. All in favor, none opposed, none abstained.

Planning Board and CIP: Mr. Coppelman related that there is nothing pertaining to the HBC.

Board of Selectmen: Mr. Wilson related that there is nothing pertaining to the HDC.

Heritage Commission: Ms. Prescott related that there is nothing pertaining to the HDC.

ZBA: Ms. Morse related that there is nothing pertaining to the HDC.

**Gabrielle and John Ribortone, 150 Main Street
Front Door Steps**

Mr. Ribortone submitted documents to the Board. He previously received approval from the Board to have a vestibule removed from the front of the house. This has since been

removed, and he would now like to discuss renovating the steps to the front door. He is hoping to install 3 pieces of granite, 2 steps and a landing against the house.

Ms. Morse recognized that removing the vestibule was a complex project because of lead abatement. She asked Mr. Ribortone to clarify what his intentions are regarding the steps and landing. He stated he would like a landing with 2 steps up to the door installed flush against the house. The stairs will be granite without any handrail. The contractor provided the measurement on the drawing provided to the Board.

Ms. Morse opened this up to the Board. Mr. Shalett asked what the appearance would be and how well it would tie into the house. Mr. Ribortone stated he hoped it would be a big improvement and will match the rest of the house.

Mr. Murphy asked Mr. Ribortone to explain the usage of the term, “split face.” Mr. Ribortone stated the appearance of the granite will not be shiny, it will appear as traditional granite steps. Mr. Wilson explained that “split face” usually means that the granite is split, and it appears rough in appearance rather than polished and is cut to specifications. Ms. Ouellette stated this is very common. Mr. Ribortone stated it will be gray in color. Mr. Coppelman requested clarification on the location of these steps. Mr. Ribortone stated that the vestibule was large, and there is quite a gap between the floor and the door, requiring large steps. There were no further questions from the Board.

MOTION: Ms. Ouellette made a motion to approve the steps as discussed and presented. Mr. Shalett seconded this motion.

Members in favor: 8.

Members opposed: None.

Members abstained: None.

Members recused: None.

Heidi Corson, 167 Main Street, Unit 1 Garden/Gift Shop

Heidi Corson now approached the Board. She owns the Down to Earth Garden Shop in East Kingston. She is looking to relocate to 167 Main Street in Kingston, the old general store location. She does not anticipate changing the exterior design of the shop. She brought pictures of the signs she hopes to install. The street sign is 10 inches high by 6 feet wide. The sign next to the door is 30 inches high and 22 inches wide. Ms. Morse confirmed that the total amount of this signage is within the limit set by the town.

Mr. Coppelman requested clarification on where the signs will be displayed. Ms. Corson stated the door sign would be adjacent to the door, and there will be 2 decorative hooks on the portico that will be used to hang another sign. She does not anticipate putting anything up front.

Mr. Murphy asked if there was a problem mounting the sign to the building itself or hanging it. Mr. Coppelman stated asked if Ms. Corson had a sketch of her intent, and

although she did not bring one to this meeting, she stated that she intends to comply with the recommendations of the Board in all respects.

Ms. Morse requested clarification on where the hanging sign would be installed. Ms. Corson stated the exact location of the sign is open for discussion. She added that the sign is almost flush to the building in its current location. Ms. Morse stated the small long sign can be installed on the portico and the other sign next to the door, but the Board would need to know exactly where on the building she intends to install these signs. Ms. Corson liked the idea of having the smaller sign face Depot Road and the long sign facing Main Street. Various members of the Board agreed.

Ms. Morse explained that she also had a discussion with Ms. Corson already about allowed signage and lighting.

Mr. Coppelman asked if the new shop will be one unit or multiple. Currently, Ms. Corson only is renting one unit, the larger one on the left.

Ms. Ouellette asked if the signs are wooden, and Ms. Corson confirmed that they are.

Mr. Coppelman noted that there are multiple layers to the sign in the picture provided to the Board, and he asked how many of those layers will be removed and installed in the new location. Ms. Corson stated only the layer with her store name on it. Mr. Coppelman shared he liked the color of the sign as it matches the building well.

Ms. Morse asked if she intends to use black fixtures, and Ms. Corson confirmed she will do so. She intends to keep the appearance rustic.

Mr. Coppelman added that the project still needs approval from the building inspector before any work can begin. Ms. Corson stated she is aware that this is the case. Mr. Coppelman also shared that it might be a good idea to notify the Planning Board of the project; although approval of a new business may not necessarily be needed, the Planning Board will at least have the chance to review it and ensure the project meets Regulations/Ordinances. Ms. Corson explained that she already contacted the Board of Selectmen and was directed to the HDC, and she was told to notify the Planning Board as well at that time; as such, Ms. Corson already put that information in to the Planning Board.

MOTION: Ms. Prescott made a motion to approve the signage for this project as presented, applied for, and discussed. Mr. Wilson seconded this motion.

Members in favor: 8.

Members opposed: None.

Members abstained: None.

Members recused: None.

Sandra Goodrich, 4 Scotland Road

Roof Solar Panels

She was not present at this meeting, so this project was not discussed.

Additional Business

Changes as a Result of Recent Training for Town Employees:

Ms. Morse stated the recent training held for town employees was very helpful. As a result, changes were made related to condominiums and also the agenda format. She asked the Board if the new agenda for this meeting reflected the suggested change. Mr. Coppelman stated the accompanying RSA should be cited. Ms. Morse stated she will put that in.

A discussion was had regarding the possibility of a meeting going into a non-public session where members of the public would be required to leave the meeting. Ms. Ouellette believed this should be noted on the agenda, and Mr. Coppelman and Ms. Morse explained that NH RSA 91-A:3 will be referenced on the agenda going forward.

A discussion was had now by various Board members regarding a potential time limit on public discussion so all members of the public present have a chance to speak.

Ms. Morse now moved on to discuss condominiums. Mr. Wilson had suggested that verbiage be added to the Certificate of Approval to make it the responsibility of the applicant to ensure that all legalities of the condo document are followed. She handed out sample verbiage to the Board. Mr. Wilson asked if neighborhood covenants should also be added, but there are none of these currently in the Historic District. Mr. Coppelman stated this could occur, especially in light of the Sanborn Seminary property. Ms. Morse added language to cover this as well on the application.

Ms. Morse reiterated the importance of voting on issues before the Board rather than abstaining.

Ms. Morse was pleased with the training and stated it was very helpful.

Changes to the HDC Application:

Ms. Ouellette asked about the language on the application regarding pictures and drawing of proposed changes. Ms. Morse stated there is variety in what is submitted, especially when a professional contractor is involved as opposed to a homeowner or small business owner. Mr. Wilson asked if verbiage could be added regarding the provision of a scale picture/drawing of the existing structure. Mr. Murphy added this picture/drawing does not need to be done by a professional. Mr. Wilson believes a drawing/picture should be required before any decisions are made by the Board.

Ms. Morse stated she will update the application with this information. She will also “blind copy” correspondence via email going forward.

Update of All American Assisted Living Facility:

Ms. Ouellette asked if the All American Assisted Living facility will be opening soon. Mr. Wilson stated there is a drainage issue that the contractors are working on. The Fire Department already did the final inspection. It is anticipated to open in August.

MM&S to adjourn at 8:04 PM. Ms. Prescott moved to adjourn the meeting. Mr. Wilson seconded. All other members agreed.