

**TOWN OF KINGSTON, NEW HAMPSHIRE  
HISTORIC DISTRICT COMMISSION  
Wednesday, September 16, 2020  
Public Meeting – Held Virtually via Videoconference (Zoom)**

**Members Present:**

Susan Prescott, Chair  
Virginia Morse, Vice Chair  
Glenn Coppelman, Planning Board representative  
Electra Alessio, Board of Selectmen representative  
Madelynn Ouellette

**Absent:**       Ralph Murphy  
                 Stanley Shalett

**Other Attendees:**   Maureen Levesque  
                              Timothy Stephens  
                              Thomas Thibeault

Ms. Prescott called the meeting to order at 7:02 PM. The Compliance/Right to Know policy was read stating that this meeting was held virtually via Zoom due to the COVID-19 pandemic and is accessible to the public.

**TOWN BOARD UPDATES:**

**HDC:** *Acceptance of Minutes:* Ms. Prescott asked for omissions, additions, and/or corrections to the transcribed Minutes of the meeting held on August 11, 2020. Mr. Coppelman made a motion to approve the minutes as written. Ms. Ouellette seconded this motion.

***Roll call:***

Ms. Prescott: Aye  
Ms. Morse: Aye  
Ms. Alessio: Aye  
Mr. Coppelman: Aye  
Ms. Ouellette: Aye

There was no critical correspondence to share.

**Planning Board and CIP:** Mr. Coppelman stated there is nothing pertinent to the HDC. The CIP is underway with requests going out to all departments, and they are ready to schedule the first meeting to go through submittals. The meeting is not scheduled yet.

**Board of Selectmen:** Ms. Alessio shared that the BOS is actively negotiating with Eric Chinberg, the developer of the seminary property. Mr. Coppelman added that once the

BOS and the developer come to an agreement, the next step will be for him to submit a proposal/application to the HDC.

**Heritage Commission:** Ms. Prescott shared that the cemetery preservation plan is being implemented, and the HDC and the Trustees of the Trust Funds will be working together to get the Cemetery on the Plains added to the National Historic Register. The Preservation Company has been hired to assist in this process. Ms. Ouellette agreed to attend future meetings as the HDC representative.

Going forward, Ms. Morse agreed to be the ad hoc representative at future HC meetings.

**ZBA:** Ms. Alessio stated there is nothing pertinent to the HDC.

**MICHAEL AND MAUREEN LEVESQUE, 176 MAIN STREET**  
**DEMOLITION OF SHED, NEW SHED**

Ms. Morse stated she received an email today from Carol Carbonneau in lieu of attending tonight's HDC meeting in which she stated she is in full support of what Ms. Levesque plans to do. Ms. Morse also contacted the other abutter, Brian Woodworth, for comments, and none were received.

Ms. Morse stated she looked at the shed's location and had questions about the proposed privacy fence. She confirmed that the end of the slanted portion of the fence will be no more than 30 feet from the edge of the property line. It will be a wooden picket fence no more than 8 feet high and will be painted white to match the house. The drawing Ms. Morse received from Ms. Levesque stated there will be a 12-foot stretch of fence across the front of the property and another 12 feet toward Mr. Woodworth's unit. The proposal states the new shed will be constructed of wood and will be tucked behind the privacy fence. As the proposed fence is no more than 8 feet high and the shed no more than 6 feet high, the shed should be entirely hidden by the privacy fence.

Ms. Levesque stated her new proposal has the fence at 6.5 feet high with the shed at 6 feet high, so the shed will still not be seen from road. She made an error on the new drawing and clarified that there will be 24 feet of fence, not 12 feet of fence, in both directions. The shed will be 10x10 and will house trash barrels and a lawn tractor.

Ms. Ouellette asked if the shed style is still the Stratford shed as discussed in the last meeting. Ms. Levesque stated she is now having it built by a contractor instead to meet all requirements. She changed the design as she did not want the fence to be too high, that she had the impression from the last meeting that the shed was too large, and there was no stock-type of shed that could be put in the proper location that met all of the HDC's requirements. She felt that since the privacy fence will block the view of the shed from the street, the design was not an issue.

Mr. Coppelman asked if a drawing or sketch is available of this new custom-built shed. Ms. Levesque did not have one and stated it will be wooden with a flat roof pitched toward the back of the shed. The exterior will be T1-11 plywood and will be painted.

Ms. Prescott stated this new shed is very different than what was on the previous application and cannot be approved without a drawing.

Ms. Morse said she is pleased the fence is not 8 feet high, and she does not feel it will be an issue that the shed will be tucked behind the fence with the roof slanted toward the abutter.

Mr. Coppelman asked if the fence will be stockade, and Ms. Levesque concurred.

Ms. Levesque asked what she needs to do to get this approved so they can start building.

Mr. Coppelman stated that although he agrees that the shed will not be seen behind the privacy fence, he is concerned that if the fence is removed in the future, the shed will not appear commensurate with other properties in the District. He was disappointed that new drawings and specifics were not provided.

Ms. Morse asked if clapboard can be used rather than T1-11 as it would match the house better. Mr. Coppelman added that T1-11 is plywood with vertical grooves, similar to the picture provided in the application of the Stratford shed.

Ms. Prescott stated that the fence is not the preferred design, either, as stockade with a picket top does not maintain the charm of the District. She thought the new fence was going to be a replacement of the existing fence design.

Ms. Morse asked if the Board would object if the peak of the shed was 1.5 feet above the new fence. Ms. Alessio stated she likes the Stratford design with a picket fence covering 90% of the shed to keep with the appearance of the rest of the District, but she is not comfortable without a drawing. Ms. Ouellette seconded that. Mr. Coppelman, however, expressed that a shed coming up over the fence would look awkward. Ms. Alessio asked if a higher fence is okay rather than a smaller shed. Ms. Morse stated the fence would need to be 7 feet high to cover the Stratford shed. Ms. Prescott pointed out that the previous documentation showed the Stratford shed to be 8 feet 5 inches tall. Ms. Levesque stated that this large-sized shed would not allow them to put the shed where they wanted it.

Ms. Morse asked if the contractor of the new shed provided any drawings or pictures. Ms. Levesque said she does not have any. Ms. Morse stated a picture or an artist's rendering, even hand drawn, would be helpful.

Ms. Prescott stated she wants to see picture of fence as well.

Ms. Morse stated she recently received a floor plan of the new shed but not a picture/drawing. Ms. Prescott stated she would like to see the specifics of both the shed and the fence including drawings. Ms. Levesque stated the same contractor will build the fence and shed.

Ms. Alessio stated she is concerned about weather damage with the T1-11, but Mr. Coppelman stated that T1-11 is designed for exterior use. However, he added that clapboard would look better.

Ms. Prescott provided the email address for the HDC to Ms. Levesque and stated she can drop this information off to the Selectmen's office. The HDC needs 10 days to review this information before the next meeting, which will be on Tuesday, October 13, 2020. This means this additional information needs to be submitted to the HDC by Friday, October 2, 2020.

**MOTION:** Mr. Coppelman made a motion to continue the discussion of this project to next month's meeting on October 13, 2020, at 7 p.m. Ms. Ouellette seconded this motion.

***Roll call:***

Ms. Prescott: Aye

Ms. Morse: Aye

Ms. Alessio: Aye

Mr. Coppelman: Aye

Ms. Ouellette: Aye

**TIMOTHY STEPHENS, 3 SCOTLAND ROAD**

**DEMOLITION OF SHED, CONSTRUCTION OF NEW GARAGE**

Thomas Thibeault is the general contractor for this project and was present at the meeting.

Everyone agreed they received the paperwork regarding this project from Ms. Prescott.

Mr. Thibeault stated there was a lot line discrepancy for this property that predated Mr. Stephens' ownership. Before today's meeting, he sent the HDC stamped drawings which have been approved by the Planning Board that prove resolution of this discrepancy.

Mr. Thibeault stated the plan is to remove the existing steel shed and construct a one-story garage sized 24 x 26 with 2 garage doors sized 7 x 9. The garage doors will face the road. He provided the Board with a detailed plot plan including existing conditions and the proposed new structure. He does not anticipate issues regarding setbacks as the town setback is 20 feet, and the setback from the edge of the garage is 20 feet 6 inches. He explained the building process he intends to follow from excavation to completion. Once approved, he anticipates the process will be completed within 4 weeks.

Mr. Thibeault did explain a that the septic pipe going to the D-box needs to be moved. This is highlighted on the drawings provided to the HDC. This move does not require any permitting or inspections.

Ms. Prescott asked if the garage doors will be solid 5-panel without windows. Mr. Thibeault stated that is correct. The doors and shed will be white. Contrary to the drawings provided, there will be no archways above the garage doors.

Ms. Prescott asked for clarification on the roof pitch as the pitch on the scale drawing is 12/12 but is 6/7 on the specifications. Mr. Thibeault clarified that the specifications are correct.

Mr. Thibeault then explained that there are 3 windows: Two windows on the side profile and one window on the opposite wall. There is a rear 5 x 7 garage door as well and one entry door. The garage doors will be facing the road with the walk-in door on the right side of the garage. There are 2 windows facing the house and one on the opposite side facing the Kingston 1686 House.

Ms. Ouellette asked if the windows will be centered. Mr. Thibeault stated the owner has not decided that yet.

There now was a discussion about window grills. The pictures of the home provided by Mr. Thibeault showed that some windows are 4 over 4, and some windows are without grills. The homeowner has requested a 6-pane grill on top without grills on the bottom. Ms. Morse stated that she prefers 4-over-4 grills as the windows can be seen from the street. Ms. Prescott concurred. Mr. Thibeault stated he is willing to change the grill design if needed and does not want to hold up the project.

Ms. Prescott asked the Board if members were comfortable that the scale drawing differs from the specifications. Ms. Alessio felt that the design is in keeping with the District. Ms. Prescott stated she prefers the 6/7 roof pitch and did not necessarily feel a new drawing is necessary as the specifications listed are correct. Ms. Ouellette stated she is generally okay with what was presented but believes the window grills should match those of the house.

Ms. Ouellette asked about the placement of the garage. Mr. Thibeault demonstrated this on a drawing he provided, which shows the same distance as the existing shed. The garage will be wider on both the left and the right.

Ms. Prescott had question about trim. Mr. Thibeault said it will be white aluminum wrap, as with the existing house.

Ms. Morse asked about roofing. Mr. Thibeault stated it will be asphalt in black to match the house and will be architectural shingles.

Ms. Prescott asked about exterior lighting, and Mr. Thibeault confirmed there is no electrical work in the scope of this project.

**MOTION:** Ms. Alessio moved to accept the proposal as discussed today with the caveat of 4-over-4 grills on all windows. Ms. Ouellette seconded. All in favor.

***Roll call:***

Ms. Prescott: Aye

Ms. Morse: Aye

Ms. Alessio: Aye

Ms. Ouellette: Aye

Mr. Coppelman: Abstain.

Ms. Prescott shared the process now that the Certificate of Approval passed. Ms. Morse went over the required fees owed to the town and stated once these fees are received, she will provide the required paperwork to get the process moving.

**ALL AMERICAN ASSISTED LIVING  
REQUEST FOR NEW SEASONAL SIGNAGE**

Ms. Prescott received a letter from Deborah Green from All American Assisted Living dated September 10th. It requests approval to place 2 stand-up signs at the entrance of the driveway stating the facility is accepting new residents. These signs will be portable and temporary and will be seasonal and decorated. The signs will be 4 feet tall and 30 inches wide. They desire to put these signs out as soon as possible.

Mr. Coppelman expressed concern that in consideration of the existing signage, they risk being noncompliant with the signage Ordinances. Ms. Alessio concurred. Mr. Coppelman stated Glenn Greenwood, the Town Planner, would be the best person to talk to about this. Ms. Prescott will discuss this with Mr. Greenwood and update the Board.

Ms. Alessio stated that the people who run this facility have been very good to the town. She believes a temporary sign would not be a problem for a particular occasion, especially since the building is so far back from the street.

**DOWN TO EARTH GARDEN SHOP  
SIGNAGE**

Ms. Morse asked the Board about the many flags hung on the building where the Down to Earth Garden Shop is located. Although she favors supporting the shop, she was wondering if this could be considered signage. These flags are mostly American flags or flags similar in design to the American flag and do not have any words printed on them. Ms. Ouellette was not sure if these flags were for sale. Ms. Alessio stated that as the building is not in good condition, the flags look good. She will take a look but generally feels that if there are no words on the flags then they are not signs. Mr. Coppelman

added that the large amount of merchandise outside the building may be a concern. Ms. Prescott will also discuss this with Glenn Greenwood.

**MM&S to adjourn at 8:50 PM.** Ms. Morse moved to adjourn the meeting.

***Roll call:***

Ms. Prescott: Aye

Ms. Morse: Aye

Ms. Alessio: Aye

Ms. Ouellette: Aye

Mr. Coppelman: Aye