

TOWN OF KINGSTON, NEW HAMPSHIRE
HISTORIC DISTRICT COMMISSION
Tuesday, February 8, 2022
Public Meeting

Members Present:

Susan Prescott, Chair
Virginia Morse, Vice Chair
Electra Alessio, Board of Selectmen representative
Madelynn Ouellette
Stanley Shalett

Members Absent:

Glenn Coppelman, Planning Board representative
Marissa Federico, Recording Secretary
Ralph Murphy

Other Attendees:

Paula Newcomb, Executive Director, Housing Support, Inc.
Scott Ouellette, Abutter
Jeff Robie, Abutter

Susan called the meeting to order.

TOWN BOARD UPDATES:

HDC: Critical Correspondence: None to report.

Acceptance of Minutes: Susan asked for omissions, additions, and/or corrections to the transcribed minutes of the meeting held on 12/15/21. **MM&S: Madelynn moved to accept the minutes as written, seconded by Ellie. All in favor.**

Planning Board and CIP: No updates.

Board of Selectmen: Ellie stated the town has hired a new code enforcement officer, and the contract has been signed to digitize the town's records. The Deliberative Session was completed without issue. She encouraged voters to vote on March 8th.

Zoning Board of Appeals: Ellie stated there are no issues pertaining to the HDC.

Heritage Commission:

- Virginia reported that the Plains Cemetery has been added to the National Registry of Historic Places. As the town now has multiple properties on the Registry, the Heritage Commission would like to post signage. Virginia has offered to assist the Heritage Commission in finding new members.
- She also noted that in the past, some individuals from the town participated in a speech by Mae Bradshaw of Rye, NH regarding historic properties, and she would like to organize another event locally. This will require volunteers to get the event organized. This is particularly important as Kingston has the designation of Certified Local Government (CLG), which allows the town to be eligible for grants.

- Virginia also reported that the digitizing project is underway. Ellie explained there are department head meetings the last Monday of the month. This has streamlined the communication process. She suggested one of these meetings could be focused on the digitizing project so departments know what their role is in the process and what records should be kept/digitized.
- Ellie added that there is \$25,000 available in the CIP to improve the Town Hall meeting room, especially in light of the acoustic issues.

INFORMATIONAL MEETING: HOUSING SUPPORT INC., VETERANS' HOME
186 MAIN STREET

There was a brief discussion about the abutter status of both Virginia and Madelynn. It was decided that since this is an informational session only, they can provide input on this project.

Paula explained that Housing Support, Inc. has purchased this property with the intent of creating a 7-bedroom residence for Veterans. This project is being created with the support of the NH Department of Veterans' Affairs. She explained that the existing building is large 2-family building. It will still appear as a 2-family home but will be renovated to have multiple bedrooms inside with a shared kitchen and living spaces. One of the 7 bedrooms will be handicapped equipped including a separate kitchen. They will install multiple bathrooms so each resident has a private bathroom. They intend to renovate the barn to create a workshop and an office for usage by the home's residents. She distributed a packet to members including a site plan and the proposed renovations. They intend to rehabilitate the house and barns and do not plan to make design changes, only replace what needs to be repaired. She anticipates that it will take a year to complete all renovations to the house and the barn.

- The house will remain with white clapboard siding.
- The barn is not in good condition but will be re-sided in clapboard. The barn is not intended to house vehicles due to its location. Paula is not sure if it is post-and-beam construction, and she noted other renovations have been done to help the barn's structural integrity, but those renovations were done piecemeal.
- The existing asphalt roof needs to be replaced, and the hope is to use TAMKO heritage black walnut architectural shingles. The chimneys still need repair and will be retained. Virginia informed Paula that some of the roof has been replaced in recent history, but Paula intends to replace the entire roof so it matches.
- The porch on the right side is in bad shape and will be restored. In the front of the house, there are metal railings, and these will be replaced with a simple wooden rail. Paula was not sure if there was a side rail on the original porch. Susan asked her to check with the existing code, and Paula stated that has already been done.
- They will replace the plantings with regional-appropriate ones.
- On left side of building, there is a stone wall. They intend to wrap this around the front and side of the property.
- They hope to replace the 6-over-6 windows with vinyl or newer material with internal window grids, and Paula requested guidance in this regard. Susan expressed she prefers divided lights. After a brief discussion, it was agreed that window with divided lights can be installed on the front and sides of the house with internal grids allowed on the back of the house.
- Paula stated they found old shutters on the property, but only 20 of them are in usable shape. She is going to try to find more but will utilize the 20 they have for the front of the house. She confirmed that all shutters will be wood, not plastic. She stated in old pictures of the home, there are shutters on the sides of the house, so Paula will attempt to find wooden shutters if needed.
- The utility meters on the left side will be relocated so they are less visible.

- The house will be converted to propane heating, so the fill lines for the oil tanks will be removed.
- The light fixture to the right side of porch near the flag will be removed.
- The granite steps will need to be re-set and leveled, but they will be retained.
- A handicap railing and ramp will be built in the rear of the house. The architect suggested to use vinyl for this railing. They will install a walkway from the front of the house to the ramp in the back. Virginia noted that the old kitchen entrance is at the rear of the house and inquired if this door will be accessed by the handicap ramp; Paula confirmed this is correct, and the door may need to be widened. Susan reminded Paula that the HDC will need to approve the door design.
- The existing gravel driveway will remain in place. They do not anticipate that many of the residents will have vehicles, possibly only 2 or 3 residents. Paula added that there will be a van service, and they are working with the Manchester VA for guidance. Madelynn expressed concern about parking as there were issues in the past at that property. There was a discussion about possibly adding a driveway that leads to the rear of the house. Paula did not believe this is possible due to the septic design, but she will research this possibility.
- The property was surveyed to ensure all property boundaries are respected.
- There is structural work to be done as well in both the house and the barn.
- Paula would like to install an address sign on the building with the original date of construction. Susan informed Paula that this signage would need to be approved by the HDC. Paula believes it will be 18x18 and would like it centered if possible, although after a brief discussion, it was felt that it may be better placed on one side of the house rather than centered.
- Paula stated the front doors do not currently match. She intends to submit a door plan with detailed information on this part of the renovation. Madelynn emphasized that the lights beside the doors should be maintained, and Paula agreed.
- Paula is working with local personnel regarding whether the septic system is adequate for the proposed number of residents.
- Madelynn also informed Paula about the lighting ordinances for her reference. Paula stated they intend to keep the existing exterior lights.
- There was a discussion regarding if town regulations allow this property to be used as intended with multiple residents. Paula was provided with the appropriate references for her research.

Susan encouraged Paula to bring detailed brochures or actual samples when it comes time for approval. She also emphasized that the materials approved by the HDC must be used after approval and that any substitutions or changes would need to be approved by the HDC prior to installation. Virginia explained the conditional approval process in the event that is needed.

The hearing was now opened to the public:

- Scott Ouellette, 189 Main Street: He was also concerned about parking. He prefers the placement of the driveway on the left side as the handicap ramp is on the right side. He was also concerned about lighting. He appreciated that they plan to restore the property. He suggested the address sign be installed on the right side near the flag rather than centered.
- Jeff Robie, 184 Main Street: He was concerned about the number of bathrooms as in the past, there were multiple people using the property, and there was septic runoff onto his property. He believes the existing driveway may currently cross over the property line and questioned the results of the surveyor. Paula will discuss this with her surveyor. He also expressed that he is happy the property is being renovated.

Susan described the application process including the appropriate deadlines and the required detail needed in the application.

CALENDAR FOR 2022

There was a discussion about the dates of HDC meetings in 2022. There were 4 dates that needed to be moved from the usual 2nd Tuesday of each month. These dates were 3/8, 9/13, 11/8, and 12/13. The Commission agreed upon new dates for these 4 meetings.

TERM EXPIRATION

Currently, Madelynn, Stanley, and Susan's terms are expiring in March. They must submit a Letter of Intent to the BOS. There also is a vacancy as Ralph is leaving the HDC. The HDC has 3-year terms. As Virginia noted earlier in the meeting, she will spread the word about the vacancies and encourage residents to participate.

Susan adjourned the meeting at 8:49 p.m.

****MINUTES VOTED AS FINAL 5/31/22 WITHOUT AMENDMENTS****