

2017 SEP 15 AM 8:59

**Belmont Historic District Commission  
MEETING MINUTES**

Tuesday, August 15, 2017

Belmont Town Hall, Conference Room 2

**Commission members present:** Lauren Meier, Co-Chair; Lisa Harrington, Co-Chair; Kathleen Fahey, member; Terry McCarthy, member; Michael Smith, alternate member

Spencer Gober, Office of Community Development

**Not present:** Nushin Yazdi, alternate member; Karl Leabo, member; Jacob Cohen, member; Michael Chesson, member; Elizabeth Pew, member; Lydia Ogilby, member emeritus

**Community members present:** Glenn Herosian; Karen Herosian; Jonathan Bays; Kathy Conaty; Naomi Okugawa; John Lynch; David Frizell; Phyllis Marshall; Paul Bell; Chet Messer; Bill Turville

**1. 7:00pm Meeting called to order**

**2. Public Hearings**

- a. (Continued from 7-18-17) 721 Pleasant Street. Case #17-10, scope: Renovation and expansion of existing deck, removal of awning and repair concrete walkway
  - Owner Jonathan Bays submitted a new site survey, a revised plot plan, construction drawings for the new proposed deck, and existing conditions photographs.
  - Following discussion, a motion was made to approve the Certificate of Appropriateness with the conditions that the guard rail at the areaway match the railing at the back deck and the spacing of the balusters be 2 to 2-1/2 inches. Motion was seconded and vote was unanimous in favor.
- b. Case #17-12 – 722 Pleasant Street, scope: Remove chimney and fireplace, replace roof, remove and replace windows and doors.
  - Contractors John Lynch and Cathy Conaty with Owner Naomi Okugawa presented a Certificate of Appropriateness Application for removal of the existing chimney and fireplace; replacement of the roof; replacement of metal windows with new vinyl windows; replacement of wood doors to match existing; and replacement of wood window glazing. The application included existing drawings and photos.
  - The owner and contractor were advised the following: the chimney through the exterior is not a character defining feature of the house and should be eligible for removal; replacement of existing metal windows with new metal windows should be investigated; a window and door schedule should be provided along with illustrations that show affected areas with photos/drawings.

**Belmont Historic District Commission**  
**MEETING MINUTES**

Tuesday, August 15, 2017

- Following discussion, a motion was made to continue the Hearing, which was seconded and the vote was unanimous in favor.
- c. Case #17-13 – 455 Concord Avenue, scope: Fire lane designation painted on driveway between Concord Ave. and Pleasant St., and no parking signage on driveway between Concord Ave. and Moore St.
- Interim Town Administrator Phyllis Marshall and Fire Chief David Frizzell presented a Certificate of Appropriateness Application with a letter and photographs describing the need to designate fire lanes, with options presented to install signs along the driveway between Town Hall and the Homer Municipal Building designating this area as a “no parking” area; and painting of fire lane designations on the driveway in front of Town Hall between Concord Ave. and Pleasant St.
  - Following discussion, a motion was made to approve the COA for three signs with black posts and for Option B lettering on the driveway, which was seconded and the vote was unanimous in favor.
- d. Case #17-14 – 642 Pleasant St., scope: Construct a small exterior landing and stairs from an existing doorway at the north of the house, and a bluestone patio at the base of stairs.
- Owner Paul Bell presented a Certificate of Appropriateness Application with photographs of existing conditions and plans, sections, elevations and details of the work to be performed.
  - Following discussion, a motion was made to approve the COA contingent upon submission of the plot plan and lattice size and paint colors to match existing, which was seconded and the vote was unanimous in favor.
- e. Case #17-15 – 582 Pleasant St., scope: Replace windows in nursery facility to achieve compliance with lead paint laws.
- Owner Chet Messer and architect Bill Turville presented a Certificate of Appropriateness Application with an “Addendum to Window Replacement Application to BHDC”, photographs of existing conditions and drawings, and window product literature for a proposal to replace some windows with new wood windows and an option to add new storm windows to other windows, all to cover and/or remove lead paint in compliance with applicable lead paint laws for the nursery school in the basement level.
  - Following discussion, a motion was made to approve the COA for the submitted Marvin window, Boral sills and Azek trim, which was seconded and the vote was unanimous in favor.
  - If use of storm windows is still considered by the applicant, the COA will need to be resubmitted including cut sheets of the proposed product.

### 3. Updates on Other HDC Cases

#### a. Wellington Station

- L. Harrington said the Town approved a CPA application in 2014 however due to bidding delays and questions over the ownership of the project. There is an urgency to be done by December 31, 2017 or the money will be lost. S. Gober will work with members of the Belmont Historical Society to get the materials necessary for a COA application. A meeting could be held on August 31 or September 5 to expedite this.

### 4. New Business

#### a. State Zoning Bill

- S. Gober presented an outline of questions and answers regarding proposed state-level zoning reform.

#### b. Open Meeting Law

- L. Meier and S. Gober discussed a recent concern in Town over definitions of the "Open Meeting Law." Town Counsel is expected to weigh-in within two weeks to determine where the line exists requiring posting of a meeting. Until this has been determined, it was suggested by S. Gober and L. Meier that no two members of the HDC meet without S. Gober posting the meeting 48 hours in advance and assigning a public meeting place. An agenda must be posted (S. Gober will prepare an outline for agendas) and minutes must be taken of the meeting. Also, any e-mails must be sent only to S. Gober for distribution to others until further direction.

### 5. Continuing Discussions

#### a. Work Plan 2017-2018

- Discussion deferred to next meeting.

#### b. Working Group Updates

- 291 Brighton Street Local Historic District - K. Fahey and M. Chesson

#### c. CPA Funding

- Barn at Rock Meadow Stabilization - A CPA preliminary application for funding of barn stabilization is due by the end of September. L. Harrington, T. McCarthy and M. Smith will assist in preparing the application in cooperation with the Land Management Committee.

#### d. Section 106 Update

MEETING MINUTES

Tuesday, August 15, 2017

- S. Gober noted that the proposed MBTA Monopole at 33-39 Thayer Rd. and other proposed installations on the commuter rail has been postponed following objections from various communities, including Belmont. S. Gober will reach out to determine the status of MBTA Positive Train Control (PTC).
- Resident Glenn Herosian asked if the HDC is aware of a procedure to assure compliance with FTC guidelines regarding power density, including testing of as-built conditions for the new installation at the Plymouth Congregational Church. S. Gober will discuss the issue with the Community Development Department.

e. HDC Appointments

- L. Meier noted that she received letters of her re-appointment to the HDC and Land Management Committee from the Selectmen. She noted that Ellen Cushman O'Brien took issue with the LMC appointment by the Selectmen because the appointment of a representative of the HDC to the LMC should be determined by the HDC.
- L. Meier noted that, while she is willing to serve on the LMC as a landscape specialist, she would need assistance from other HDC members on other LMC issues such as the Barn at Rock Meadow.
- T. McCarthy made a motion to re-appoint L. Meier to the Land Management Committee as the HDC representative, which was seconded and the vote was unanimous in favor. S. Gober will confirm this with the Board of Selectmen and E. O'Brien.

f. Updates from the Office of Community Development – S. Gober reported:

- The Town website has been overhauled and is up and running.
- CDD has finished printing the appeals notification documents for Demolition Delay and are awaiting approval from the State Attorney General before mailing the documents.
- Municipal Light Building – CDD learned that the decommissioning process for the building will begin in December but will be a five-year process before it is complete. L. Meier noted that the HDC needs to have a seat at the table for any discussion about the future of the building.
- Inventory Forms – Corrections have been made by L. Mausolf and sent to the MHC. It was suggested by L. Meier that once per year, beginning at the end of this January we will submit corrections to MHC. S. Gober will keep an inventory of the additional corrections that will need to be made as they are discovered.

6. Minutes

a. Review and approval of minutes

- Minutes from 07/18/2017 were approved with a language correction.

**Belmont Historic District Commission**

**MEETING MINUTES**

Tuesday, August 15, 2017

b. Assignment of Minutes

- K. Fahey will take minutes at the September special meeting.
- S. Pew will take minutes at the September 12 meeting.

**The next HDC meeting will be September 12<sup>th</sup> at 7:00pm in Conference Room 4 of the Belmont Town Hall.**

Respectfully submitted,  
Michael Smith