

MINUTES  
**Hamilton Historic District Commission / Historical Commission**

July 29, 2020  
Meeting Held via Zoom Video Conference

MEMBERS PRESENT: Elizabeth Wheaton, Olivia Hyde, Kristen Weiss, Scott Clements, Mary Green, Katherine Mittelbusher (arrived at 7:00 p.m.)

TOWN STAFF IN ATTENDANCE: Joe Domelowicz, Patrick Reffett, Pat Shannon

HHDC CONSULTANTS IN ATTENDANCE: Eric Dray

OTHERS IN ATTENDANCE: Drayton Fair, Mark Ritz, Bill Haugh, Christopher Davis, Jeffrey Allsopp, Lee Sollenberger

---

The Hamilton Historic District Commission called the meeting to order at 6:31 p.m.

Mr. Clements asked that the order of agenda items be changed to move the consideration of the 138 Echo Cove Drive Demolition Application, the discussion of the proposed solar panels at 587 Bay Road and the review of the Guidelines for the Historic District ahead of the update on the cell tower.

### **Election of HHDC Chair and Vice-Chair**

Ms. Wheaton made a motion to nominate Mr. Clements as Chair. Ms. Weiss seconded the motion. A roll call vote was taken, with “aye” votes from Mr. Clements, Ms. Hyde, Ms. Wheaton, Ms. Green and Ms. Weiss. Ms. Mittelbusher was not present on the call for this vote. The motion passed (5-0).

Ms. Green stated that she has the time and would be willing to take on the Vice-Chair Role. Ms. Wheaton made a motion to nominate Ms. Green as Vice-Chair. Mr. Clements seconded the motion. A roll call vote was taken, with “aye” votes from Mr. Clements, Ms. Hyde, Ms. Wheaton, Ms. Green and Ms. Weiss. Ms. Mittelbusher was not present on the call for this vote. The motion passed (5-0).

### **138 Echo Cove Road – Demolition Application**

Mr. Clements noted that the only reason that this demolition application is being considered by the HHDC is that the home was built prior to 1940. Mr. Clements noted that the home is outside of the Historic District, has been modified over the years, is not a vital part of character of neighborhood and is not of historic significance.

Mr. Clements moved that the Commission deem that 138 Echo Cove Road does not fit the criteria for a demolition delay. The motion was seconded by Ms. Weiss. A roll call vote was taken, with “aye” votes from Mr. Clements, Ms. Hyde, Ms. Wheaton and Ms. Weiss. Ms. Green abstained as she has not seen the pictures of the property and Ms. Mittelbusher was

not present for the vote. The vote passed 4-0. Mr. Shannon will let the Building Department and Clerk know of the Commission's decision.

### **587 Bay Road –Solar Panels**

Ms. Mittelbusher and Ms. Green noted that they have not had the opportunity to see the building in question. Mr. Clements stated that the Commission needs to keep in mind the new guidelines that they will be adopting when considering whether solar panels should be approved.

The Commission reviewed the photos of the property and existing solar panels, elevation plans and the site plan via screen share. Mr. Allsopp, the property owner, answered questions from the Commission. Ms. Hyde noted that the panels seem highly visible from Bay Road. Ms. Wheaton, Ms. Mittelbusher and Mr. Clements agreed. Mr. Allsopp said that he understood this project would most likely not be in line with the Commission's new guidelines and stated that he would like to withdraw the request for new solar panels at 587 Bay Road.

### **Review and Consider Approval of the Minutes of the 3/5/2020 Meeting**

Ms. Weiss noted that residents should be referred to the Historic New England website for historic paint colors, rather than the Peabody Essex Museum website as stated in the draft minutes. Ms. Weiss moved to approve the minutes of the 3/5/2020 HHDC Meeting. Ms. Wheaton seconded the motion. A roll call vote was taken, with "aye" votes from Mr. Clements, Ms. Hyde, Ms. Wheaton, Ms. Green, Ms. Weiss and Ms. Mittelbusher. The motion passed (6-0).

### **Review of Guidelines for Historic District**

Mr. Dray stated that the Commission had already reviewed Sections I and II and only needed to review Section III. Mr. Dray noted that Ms. Green and Ms. Hyde have reviewed Section III and their revisions and comments are reflected as tracked changes in the document sent to the Commission.

The Commission reviewed the revisions suggested by Ms. Green and Ms. Hyde and made further revisions to Section III. Mr. Dray stated that he will make the revisions as discussed and send to Ms. Green for a final review. Mr. Dray suggested that the Commission hold a public hearing to approve the guidebook at their 9/22/20 meeting. Mr. Dray also asked that Mr. Shannon send a map of the District to be included in the Guidebook. Mr. Dray will send the revised version of Section III to Ms. Green by mid-August.

### **Update on Proposed Cell Tower**

#### **a. Appoint HHDC representative to negotiate and execute MOA with EIP**

Mr. Reffett provided an overview of the current status of the cell tower project, noting that the project has been at the federal court level due to a split vote of the Planning Board and

an appeal by Varsity. Mr. Reffett stated that the FCC has determined that the tower must be built due to the lack of cell service in the area, but has recognized the HHDC's concerns of the impact of the visibility of the cell tower in the Historic District. The FCC has ruled that the HHDC and Everest must work together to create a Memorandum of Agreement (MOA) within 30 days to determine a visual mitigation plan.

Mr. Domelowicz added that the FCC's correspondence to the town stated that they want the Commission to appoint a representative work with Everest to negotiate on an acceptable mitigation strategy for the MOA. Mr. Clements asked when the 30 day time line starts. Mr. Domelowicz stated that FCC has agreed to start the 30 days as of this meeting.

Mr. Clements shared a Landscaping Options site plan, showing the cell tower view shed on Bay Road, with the Commission. Mr. Fair noted that the site plan shown on the Landscaping Options plan has since changed and shared the most recent site plan with the Commission.

Mr. Clements noted that the view would be blocked by bringing trees closer to the road and that to get two large Pin Oak trees that could achieve goal of blocking the view would cost around \$30,000. Mr. Clements stated that Everest initially offered \$15,000 for mitigation. Mr. Reffett noted that Everest is aware that additional funds may be necessary to accomplish the goals.

Ms. Wheaton made a motion to appoint Mr. Clements to represent the HHDC in negotiating a MOA with Everest. A roll call vote was taken, with "aye" votes from Mr. Clements, Ms. Hyde, Ms. Wheaton, Ms. Weiss and Ms. Mittelbusher. Ms. Green recused herself as she is an abutter to the property. The motion passed (5-0).

## **Review Town Hall Renovation Plans**

Mr. Fair reported that an application to remove the ramp on the side entrance of the Town Hall was denied by the Architectural Access Board (AAB), even though the ramp is not currently ADA compliant.

Mr. Fair shared renderings of the building design. The Commission discussed the decaying capitals on the pillars of the side entrance. Mr. Clements and Ms. Weiss stated that they would prefer that the pillars be repaired rather than replaced. Ms. Weiss noted that Historic New England strives to repair as much as possible and that a patched original is often better than an attempt at reconstruction. Mr. Clements asked that the original capitals be kept if possible, barring a structural problem.

Ms. Weiss asked if the AAB wants the ramp maintained in addition to the new elevator. Mr. Fair said they do and that if the current front and side entrances are kept accessible without ramp, must receive a variance. Mr. Fair asked the Commission for a letter of recommendations to remove the ramp based on the historic value to the building and that the Commission request a letter of support from the State Historic Commission as well.

Mr. Fair reported that the existing rear chimney will need to be removed to connect the new addition in the back of the building. Mr. Fair noted that they can structure the chimney by steel so that it can be seen on the exterior but will no longer function as a chimney. Mr. Clements stated that, since the chimney is not a defining architectural feature and will no longer be functional, he does not see problem removing it. Ms. Weiss agreed. Mr. Clements noted that the original design attempted to hide the chimney.

Mr. Fair asked at what point the Commission would like to approve the design documents. Mr. Clements said that the commission would like to see a 75% drawing. Mr. Fair will send the 75% design documents to Mr. Shannon for distribution to the Commission. Mr. Shannon will set a meeting for Thursday, August 6th at 6:30 p.m. Mr. Clements will transmit the Commission's comments to Mr. Fair following the meeting.

### **Appoint Representative to the Community Preservation Committee**

Mr. Shannon reported that the Community Preservation Committee (CPC) has asked that the HHCD appoint a representative to the CPC. Mr. Shannon noted that Ms. Mittelbusher already serves on the CPC in an at-large capacity. Ms. Weiss made a motion to appoint Ms. Mittelbusher as the HHDC representative on the CPC. Ms. Hyde seconded the motion. A roll call vote was taken, with "aye" votes from Mr. Clements, Ms. Hyde, Ms. Wheaton, Ms. Green, Ms. Weiss and Ms. Mittelbusher. The motion passed (6-0).

### **Discuss Future Meeting Schedule**

Ms. Hyde suggested that the Commission meet on August 25th and September 22<sup>nd</sup>, as scheduled by Mr. Shannon, and then schedule future meetings as needed. Mr. Shannon will also set a meeting for Thursday August 6<sup>th</sup> at 6:30 p.m. to review the Town Hall design plans.

### **New Business**

No new business was discussed.

### **Adjourn**

Mr. Clement made a motion to adjourn the meeting at 9:28 p.m. Ms. Wheaton seconded the motion. A roll call vote was taken, with "aye" votes from Mr. Clements, Ms. Hyde, Ms. Wheaton, Ms. Green, Ms. Weiss and Ms. Mittelbusher. The motion passed (6-0).

Prepared by:



---

Pat Shannon