

**Town of Hamilton  
Historic District Commission  
Tuesday, June 25, 2024 at 6:30 pm**

**This is a Zoom only meeting.**  
Members of the public are invited to participate remotely by utilizing  
the zoom or phone options listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/85751373114?pwd=npR2FfOzX2b4xAdzOqsQxyGFLPj4UN.1>

Meeting ID: 857 5137 3114

Passcode: 418380

One tap mobile

+13017158592,,85751373114#,,,,\*418380# US (Washington DC)

+13052241968,,85751373114#,,,,\*418380# US

Dial by your location

- +929-205-6099

### **Agenda**

1. Call to Order
2. Consider new material for exterior steps at 595 Bay Road – Ryan Baird
3. Consider Application for Commission membership – Tom Shamshak
4. Approve the Minutes of January 23, 2024 and February 27, 2024
5. Other Business as Necessary
6. Adjourn

Items may be heard out of the listed order. The agenda items listed are those items which were reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed on the agenda may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

**Laurie Wilson**

---

**From:** Ryan Baird <rbaird@buildwithmba.com>  
**Sent:** Wednesday, June 5, 2024 9:01 AM  
**To:** Laurie Wilson; sclements65@msn.com  
**Cc:** Taylor Mugford  
**Subject:** External Email Warning 595 Bay Rd. Deck Steps

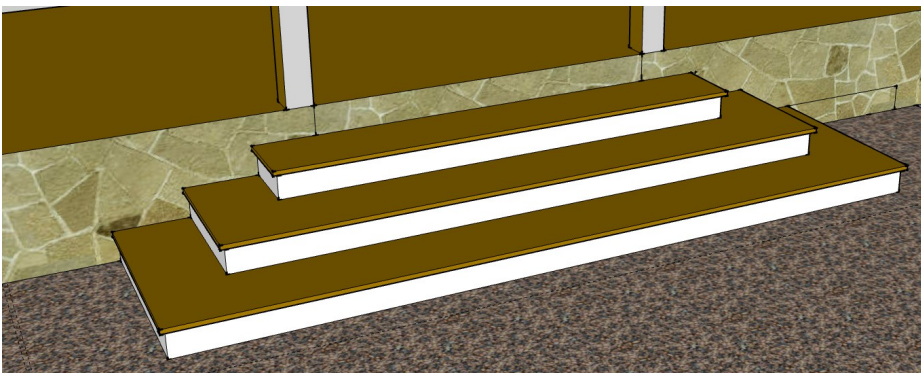
Hello Laurie and Scott,

During demo of the deck at 595 Bay Rd. we decided to remove the stone steps as they were unsafe and in bad condition. Taylor would like to replace them with wood to match the decking rather than rebuild them with stone. Is this something that will need to be reviewed and approved by the Historic District? The building inspector would like your ok before we proceed.

Old Steps:



Proposed Steps:



Thank you,

Ryan Baird  
Sr. Manager of Sales & Estimating  
[rbaird@buildwithmba.com](mailto:rbaird@buildwithmba.com)  
cell: (603) 930-1156

[www.buildwithMBA.com](http://www.buildwithMBA.com)

To: Laurie Wilson

From: Thomas P. Shamshak Jr.

Date: June 8<sup>th</sup>, 2024

Re: Historic District Commission Vacancy

Please accept this letter as my interest in one of the open Historic District Commission positions. I have lived in Hamilton for just over 14 years and have two young children that will be attending the public school system this fall and also participate in many community activities to include tee ball, H/W recreation sports, and other town events.

I wish to become more involved in the community that I have lived in for 14 years, very close to the Historical District. Hamilton is a wonderful place to live and I would love to have an opportunity to participate on a municipal level.

I have worked for the Town of Essex for 17.5 years as a police officer and currently supervise department operations as a Sergeant. I am very familiar with interpreting law and applying it to real world scenarios. I also hold a Massachusetts Real Estate Salesperson License. I have always had an interest in real estate and the law, and would love the opportunity to apply my skills on the Historic Commission.

Respectfully,

Tom Shamshak

978-580-5449

**TOWN OF HAMILTON**  
**APPLICATION FOR BOARD/COMMITTEE MEMBERSHIP**

Board/Committee of Interest:

1. Historic District Commission 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

Would you consider another Committee:      yes      no

For how long should we keep your application on file?      One year

Full Name: Thomas P. Shamshak Jr.

Nickname: \_\_\_\_\_ Title (please circle) Mr./Ms./Mrs./Other: Mr.

Home Address: 18 Crescent Road

Length of Residence in Hamilton: 14 Years

Occupation: Police Sergeant

Phone: Home \_\_\_\_\_ Cell 978-580-5449 Work \_\_\_\_\_

E-mail: Home TSHAMSHAKJR@GMAIL.COM Work \_\_\_\_\_

If you currently serve on a Board or Committee, please identify:

NONE

Special Training, Interests, Qualifications: Real Estate License

Have you been asked by a Committee to become a member?

No

How did you hear about the Committee?

Town website

Please attach a current resume, if possible. Add any comments below or on a separate page.

Signature: \_\_\_\_\_ eSignature :: Thomas P. Shamshak Jr. Date: 6/8/24

Received by Signature: Jamie Wilson Date: 6/10/24

# HAMILTON HISTORIC DISTRICT COMMISSION / HISTORICAL COMMISSION

## Teleconference

### MINUTES OF THE MEETING OF January 23, 2024

**HHDC Members Present:** Chair Scott Clements, Liz Wheaton, Kristen Weiss

**HHDC Coordinator:** Laurie Wilson

**Others in Attendance:** Ryan Baird, MBA Builders  
Taylor Mugford (#595)

---

#### **Call to Order**

Hamilton Historic District Commission [HHDC] Chair Scott Clements called the HHDC meeting to order at 6:34 p.m. – there was a quorum present.

#### **Discuss and Consider Application of Appropriateness for 595 Bay Road**

Project Objective – Demo entire front porch, excavate new footings, reframe and finish back to its current design. Replace trim and siding at Bay Rd. side and porch side of house. Repair other areas of rotted trim and siding around the house. All the work to be performed will match the existing building details.

Ryan Baird reviewed the details:

- The porch is detaching, would replace as is. The style of baluster proposed to be turned instead of square as it is now. The porch floor (which is mahogany), was painted at some point. Would replace with mahogany but would like to stain with a natural stain. Mr. Clements said he has no issue with staining the mahogany.
- Replace trim and siding below some windows and also some shingles around windows may need to be replaced. Would repair damaged material with same cedar shake, would match thickness of shingles and keep same staggered design.
- Bay Road side of the house has a gutter that is rotted and needs to be replaced, it is now made of wood, would it have to be replaced with wood? Mr. Clements said it would have to be replaced in kind so it would look like the original.
- Propose to take out double window in Master Bathroom and replace with a single casement. It was not flashed correctly and is against the roofline, this has created rot. The single window would also create more privacy in the bathroom.

Mr. Clements stated that repairing damaged material and replacing it in kind so that when it's completed there will be no visual difference other than it won't be rotting is considered maintenance. This is not applicable and does not need the Application of Appropriateness approved as maintenance does not apply to what the Commission is regulating.

However, the Commission would like to continue the application on February 27, 2024 to see the proposed design of the balusters and a drawing of the window in the Master Bath.

#### **Approval of Meeting Minutes of January 9, 2024**

Mr. Clements made a motion to approve the January 9, 2024 minutes as amended. Ms. Weiss seconded the motion. A roll call vote was taken with "aye" votes from Mr. Clements, and Ms. Weiss (2-0-1), Ms. Wheaton abstained as she had not reviewed the minutes.

**Other Business**

The Commission modified the letter to the Zoning Board of Appeals re: properties at Gardner Street, Bay Road and Moulton Street. Mr. Clements made a motion to approve it with modifications. Ms. Weiss seconded it. A roll call vote was taken with "aye" votes from Mr. Clements, Ms. Weiss and Ms. Wheaton (3-0). Ms. Wilson will forward the letter to the ZBA.

The Commission reviewed the HHDC Report for the Annual Town Report. Ms. Weiss made a motion to approve the report. Mr. Clements seconded the motion. A roll call vote was taken with "aye" votes from Mr. Clements, Ms. Wheaton and Ms. Weiss (3-0) unanimous among those present.

The Commission will meet again on February 27, 2024.

**Adjourn**

Ms. Weiss made a motion to adjourn the meeting at 7:50 p.m. Mr. Clements seconded the motion. A roll call vote was taken with "aye" votes from Mr. Clements, Ms. Wheaton and Ms. Weiss (3-0) unanimous among those present.

Prepared by:

*Laurie Wilson*  
Laurie Wilson, Coordinator

*6/21/24*  
Date

Respectfully submitted as approved at \_\_\_\_\_ meeting by \_\_\_\_\_



**HAMILTON HISTORIC DISTRICT COMMISSION / HISTORICAL COMMISSION**  
**Teleconference**

**MINUTES OF THE MEETING OF February 27, 2024**

**HHDC Members Present:** Chair Scott Clements, Liz Wheaton, Kristen Weiss  
**HHDC Coordinator:** Laurie Wilson  
**Others in Attendance:** Ryan Baird, MBA Builders  
Taylor Mugford (#595)

---

**Call to Order**

Hamilton Historic District Commission [HHDC] Chair Scott Clements called the HHDC meeting to order at 6:43 p.m. – there was a quorum present.

**Continuation of the Application of Appropriateness for 595 Bay Road**

1. Ryan Baird showed the proposed turned baluster for the front porch. Its design fits with the colonial revival period and is similar to the porch column

Discussion by the Commission: it is in keeping with the architecture of the house, it is not to ornate. Consensus is that the turned baluster is appropriate.

2. Ryan Baird showed the pictures of the window in the Master Bath. Also would like to change the windows in the Master Bedroom to replace double windows with single.

Discussion by the Commission: these windows would be an improvement to what is there now, they are visually appropriate and historically correct.

**Motion to approve these proposals**

Mr. Clements made a motion to approve these proposals. Ms. Weiss seconded the motion. A roll call vote was taken with “aye” votes from Mr. Clements, Ms. Wheaton and Ms. Weiss (3-0) unanimous among those present.

**Adjourn**

Ms. Weiss made a motion to adjourn the meeting at 7:10 p.m. Mr. Clements seconded the motion. A roll call vote was taken with “aye” votes from Mr. Clements, Ms. Wheaton and Ms. Weiss (3-0) unanimous among those present.

Prepared by:

  
Laurie Wilson, Coordinator

  
Date

Respectfully submitted as approved at \_\_\_\_\_ meeting by \_\_\_\_\_