

SALEM HISTORICAL COMMISSION  
REGULAR MEETING MINUTES  
November 16, 2022

A regular meeting of the Salem Historical Commission was held on Wednesday, November 16, 2022, at 6:00 pm. **VIRTUAL ZOOM MEETING.** Present were: Rebecca English, Vijay Joyce (Vice Chair/Acting Chair), Mark Meche, Milo Martinez, Mark Pattison, Larry Spang (Chair). Not present: Reed Cutting, Jamie Graham.

50 Washington Square/86 Essex Street

Salem Housing Authority submitted a certificate of applicability for an exterior restoration

Documents & Exhibits

- Application: 10/31/22
- Photographs

Ray Guertin was present to discuss the project.

Ms. Kelleher stated that the application is for in-kind repairs but since CPA funding will be used for the project, the Commission should review to ensure it meets the Secretary of the Interior's Standards for Rehabilitation (SOIS). Mr. Guertin noted there will be an exterior restoration of the historic Phillips School which is now a residential building owned by the Salem Housing Authority. Most of the work is interior work which will repair masonry damage, with some ceiling replacement at a central stair hall and attic and constructing a new steel ladder for attic access. Exterior work will consist of minor repointing, power washing and spot cleaning elsewhere, flashing repair, repairs to slate roof where shingles have blown-off, minor brick and brownstone repairs, fill-in cracks, and replacement of some loose sealant and flashing along Essex Street.

Acting-Chair Joyce asked how the brownstone would be cleaned. Mr. Guertin replied that they will only focus on one side of the building, use a reduced PSI on the power washer without detergents to remove the green moss. Mr. Meche raised concerns with the SOIS calling for the use of a brush with gentler cleansers rather than a power washer. Mr. Guertin replied that spot cleaning will be done with mild cleansers and brushes, and most of the power washing will occur on the masonry. He noted that the building was constructed in 1883. The tower floor is basically a roof with a copper pan that has pulled away from the brickwork and came through the louvers. New copper pans will be installed at the interior of the building to prevent water from continuing to enter the building. The existing floor drain piped down to the first-floor will remain. The interior brick walls will be entirely repointed to keep water from entering at the mortar joints. Mr. Meche suggested the existing brick be reused wherever possible. Ms. Kelleher suggested the Commission appoint members to conduct a site and observe the cleaning of a test area or repair. Mr. Guertin replied that Div. 1 of public bids allows for the completion of sample work within a certain square footage prior to beginning the repair work.

Mr. Spang asked if more substantial brick repair were planned using ties drilled into the wall. Mr. Guertin replied no, although there will be unknowns. The exterior work is minor and the attic has the most water damage due the inability to access it and the owners being unaware that water was entering the building. More extensive exterior repairs were already completed at this building which is why the exterior brick and mortar is in such good condition.

Public Comment: No one in the assembly wished to speak.

Mr. Meche stated that he was in favor of the proposed work and agree with Ms. Kelleher's suggestion for Commission members to observe and provide comment during the test cleaning. He also requested the project architect confirm proposed mortar type.

**VOTE: Mr. Meche made a motion to approve as submitted and for Commission member to be present for an on-site meeting to observe the spot cleaning and provide comments at that time. Mr. Spang seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

Ms. Kelleher to provide wording and for temporary CPA funded project signage.

## 2 Griffin Place

Sarthak Argawal submitted a certificate of appropriateness for storm window color

### Documents & Exhibits

- Application: 10/26/22
- Photographs

Sarthak Argawal and Ashima Argawal were present to discuss the project.

Mr. Argawal stated that they own Unit 2, the storm windows do not work so they also want to replace them with white ones to match the window color, since the existing silver aluminum is no longer available. Ms. Kelleher noted that the SHC has jurisdiction over the storm color. Mrs. Argawal noted that the original windows are also being restored. Acting-Chair Joyce asked if they would be stock white or painted to match the window color. Mrs. Argawal replied that the manufacturer, Point One custom storm windows, provides a stock white color and presented an existing photo. Acting-Chair Joyce replied that he is not comfortable with using stock white. Ms. Argawal added that the company has installed windows elsewhere in Salem using stock color and they only offer five colors. She noted that they will return in 2023 with all three-unit owners to repaint the exterior. Mr. Sarthak added that the building was converted from a single residence to 3 condominiums in 2016.

Ms. Kelleher noted that the storm window profile shown in the photo sample is wider than typical, but the storms will protect the historic windows they plan to restore. Mr. Meche didn't think the storms should be repainted because the paint wouldn't last but believed bright white stock paint also wasn't appropriate. He agreed that the storm casing appears strong/wider but that is not their jurisdiction. Mr. Spang asked if they would consider black. Mr. Sarthak replied no because it would not match their dark blue front door. Mr. Spang suggested that due to the 1897 construction, a black sash may have been appropriate, and the existing off-white/cream trim would not match. Mr. Sarthak noted that the proposed material is aluminum. Acting-Chair Joyce asked why they selected Point One. Mrs. Argawal replied that their contractor suggested this manufacturer, it would meet their needs and other neighbors installed them. Mr. Meche suggested the storm sample may be for a small window which may have different proportions. Ms. Kelleher presented photo samples from the company's website which indicated that storm window proportions were more appropriate than what was shown in the smaller window sample.

Public Comment: No one in the assembly wished to speak.

Mr. Spang suggested approving a color since color is their focus and white is preferred over black. Mrs. Argawal noted that the black is also not currently in stock, and the wood window will be restored in the spring.

**VOTE: Mr. Spang made a motion to approve the storm windows in white. Mr. Meche seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

20 Hathorne Street- Continuation

Ruthy LLC submitted a certificate of appropriateness for paint colors

Documents & Exhibits

- Application: 8/2/22
- Photographs

No one was present to discuss the project.

Ms. Kelleher stated that the house was painted white without approval and the work began months ago. The applicant has requested repeated continuations but is no longer corresponding with staff and is not showing up to meetings. She recommended the application be denied and if the building is not returned to its previous condition, violation proceedings should begin.

**VOTE: Mr. Meche made a motion to deny the paint colors in white and require the applicant to restore the paint color or provide an application for an alternative paint color. Mr. Pattison seconded the motion.**

**Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

Ms. Kelleher noted that the applicant's plan was to return with plans for the porch and to review a proposed paint color at the same time. Mr. Meche noted that the contractor is part owner of the property and has a history of doing this to properties, possibly for branding purposes.

3 Federal Court – continuation

Skomurski Development submitted a Certificate of Appropriateness to renovate building and carriage house

Documents & Exhibits

- Application: 9/6/22
- Photographs
- Drawings by Seger Architects

Julia Mooradian of Seger Architects and Joe Skomurski (Owner) were present to discuss the project.

Ms. Kelleher stated that the exterior meter location would be reviewed.

Mr. Spang asked if the Commission approved moving the door and landing down to the opposite side of the addition beyond the chimney. Ms. Kelleher replied that they approved moving the door and installing a missing shutter, but not moving the door to a different location on the house.

Ms. Mooradian noted that for the carriage house, they will paint the exterior, refurbish the shutters, paint existing trim, the garage door and an upper door on south façade will be sealed in place, and install a beadboard door with 6 panel divided lite door will be installed. The new windows will be single pane windows with storms, one could be in the bathroom below the stair with single glazed windows with shutters to match at the window below and clear glass. Mr. Meche questioned whether single pane windows with storms is preferred. Mr. Skomurski noted they will match what is being done with the main house windows. Ms. Kelleher noted that the main house windows will be restored. Mr. Spang requested the new wood window manufacturer. Mr. Skomurski replied Brosco.

Mr. Spang asked if the new door would be painted or natural wood. Ms. Mooradian replied painted to match the existing black carriage house door. Mr. Pattison requested a description of the existing door. Ms. Mooradian

replied a V-groove diagonal exterior with a 4 panel interior, although the existing door is narrow and short. Acting-Chair Joyce noted that the boards don't match the carriage house door because the carriage house door has no spacing between the boards. Ms. Mooradian replied yes and noted that they will repair the existing door. The proposed door is a Therma-Tru 3070.

Mr. Meche noted that the trellis will be removed, one of the windows was blanked out and that will no longer be the case. Mr. Pattison asked if the two window openings moved down from the soffit. Ms. Mooradian replied no, the head height is existing, the lower window was lowered to a head height of 6'-8" to fit under the stairs. The door head height is 7'-0". The existing window was installed high making the door look shorter. Mr. Skomurski suggested the previous owner may have shortened the door to accommodate new concrete pours.

Acting-Chair Joyce stated that the door seemed more Craftsman in style. Mr. Martinez suggested a 4-panel door. Ms. Mooradian replied that they previously discussed making the door look less formal which resulted in the current proposed design.

Mr. Pattison stated that the windows and door have a funny relationship now that elements have been relocated. Ms. Mooradian replied that the windows are narrow as are the shutters, and they wanted to keep them away from the corner board. Mr. Meche noted that there were fake windows that will not be used and noted that they reviewed the floor plan previously which lacks flexibility. Ms. Mooradian added that utility placement was also a concern. The door would be painted and could be 36-inches wide and 6'-8" high to match the first-floor window height. Acting-Chair Joyce and Ms. English agreed with 6'-8" door head height. Ms. English suggested a 6-panel window in door matches the proposed windows. Mr. Meche suggested a 9 lite door that resembles a Dutch door. Ms. Mooradian stated that the upper window configuration aligns which is good. Ms. Skomurski noted that the window will also provide some privacy.

#### Public Comment:

Jessica Herbert, 70 Webb Street. Suggested that for the door, rather than match the window lites they could use an elongated 3 panel lite with beadboard below, which may be too formal. Concerned with the simplistic infill on the door which has such grand molding, which she believed should be sympathetic to the existing. Removing the arbor minimizes so much but the front molding remains, and the theme should be kept. The doors were previously minimized. The carriage house is charming and reducing so much takes a lot away from it.

Acting-Chair Joyce agreed with including 2 flat panels at the bottom and maintaining a 6'-8" height. Ms. English and Mr. Pattison agreed. Mr. Skomurski agreed to the change.

No one else in the assembly wished to speak.

**VOTE: Mr. Spang made a motion to approve revisions show on drawing dated 11/9/22 showing the relocated windows shall be Brosco single pane with storms, new door to be 6'-9" H x 3'-0" wide, cut sheet of door and window shall be submitted, door and windows to be painted to match the building color, to infill existing window openings with toothed-in clapboard to match to minimize the appearance of the infill.**

**Mr. Spang amended the motion to include the reinstallation of the existing shutters and the installation of new shutters at the new windows. Ms. English seconded the amended motion.**

**Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

Ms. Kelleher raised concern with the new door location further down the façade. Ms. Mooradian replied that the door would be placed at an existing window opening beyond the bushes. The door and landing would be used as a second egress for the rear unit in the far-left window opening. Mr. Spang noted that he didn't recall the discussion

but noted the presence of a door head not aligned with the window heads and when removed it should be infilled, however, they felt that more information was required on a door that fits into the window surround for consideration. Mr. Skomurski agreed to select a door a new door and provide a cut sheet. He added that there were 3 doors in one area at the rear which is why they suggested this new location that would provide natural light in an area with mature trees.

**VOTE: Mr. Spang made a motion to continue the discussion to allow the applicant to provide plans, details on door, landing, treads, risers, and handrail. Ms. English seconded the motion.**  
**Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

Mr. Skomurski presented the new electric service for the three units with disconnects below and a wire that enters the house. The service is bigger due to electrical upgrades and requires a conduit extending up the façade. It could be moved but a large pipe goes underground and feeds the carriage house, or a separate meter box would be required on the carriage house. They are proposing to screen the box with vegetation. The window shutters would be reinstalled on the neighboring windows. Acting-Chair Joyce noted that vegetation is not allowed as screening. Mr. Skomurski noted that the top of box is approximately 5-feet above grade, and an existing nearby fence section was removed to provide access to the site. The curb cut is only 11-feet making it difficult to use the driveway.

Mr. Spang asked where the wiring come from. Mr. Skomurski replied from a wire in the middle of the street. 100 amp is existing, and 300 amp is proposed and was approved by National Grid. The carriage house is all electric and has no gas. It will have a dryer, stove, and mini splits which carries most of the load. They need to avoid having the power lines run across the front of the windows. Mr. Meche requested the current meter location. Mr. Skomurski replied in the basement. Mr. Spang suggested running the wire closer to the house. Mr. Skomurski replied that they need to bring it up to code and connect it between the window, where there is an approximate 15-foot difference. Mr. Meche suggested negotiating the meter location despite the recent change the code. Mr. Skomurski replied that there is no common meter location since there is no longer a common space in the main building and everyone needs to be able to access their own electrical panel. Disconnects would still be required outside the house which is also in the updated code. He was under the impression that this was the appropriate location given what he was told by the engineer at National Grid. He reiterated that it would be well shielded by landscaping.

Ms. Kelleher noted one instance on Derby Street where meters were installed without review, and the historic district guidance was to install meters in a location not visible from the main façade rather than so close to the front façade of the building. Mr. Meche suggested the project architect could have found a spot to locate in within the building rather than agreeing to National Grid's location. He noted that there are other ways to connect to the carriage house. Mr. Martinez reiterated that landscaping is not screening, if plantings die the Commission cannot say the planting must be replaced. Mr. Skomurski agreed to build a structure around it.

Mr. Spang noted that the Commission can't support it without an investigation into the options.

**Public Comment:**

Jessica Herbert, 70 Webb Street. Stated that the Commission has always had an issue with mechanical systems, raised concerned with split systems that will also need conduits, and suggested that this should have been dealt with by the Commission in the beginning. Suggested meters be located inside but the carriage house occupants would need to enter the main house to handle electrical issues or that a sub panel be placed within the carriage house. She reiterated that the Commission doesn't have jurisdiction over planting used to obscure items.

Jim Carria, 186 Federal Street. This blends nicely and exterior placement has been a need for modern convenience. It looks nice despite panels never looking nice.

No one else in the assembly wished to speak.

Mr. Meche requested the location for the new condensers. Mr. Skomurski replied that they will be located behind the addition where they will not be visible, and the lines will run along the interior face of the exterior walls. He agreed to locate the units and vent pipes on the plans and will paint units to blend in with the house. Mr. Meche requested hardware cut sheets as well. Acting-Chair Joyce requested plans, elevations, and details for the proposed screening.

Mr. Pattison asked why the electrical service comes from the wires and not the pole. Mr. Skomurski replied that it was the shortest run possible. Mr. Pattison asked how far the wiring can they run from a pole. Mr. Spang replied that it may need a reinforcing wire, but they can sometimes extend far. Mr. Meche added that it also depends on the pole. Mr. Pattison suggested running a 100-amp lines to the main buildings and separate line to the carriage house. Ms. Kelleher suggested a continuation for the applicant to explore other options and provide additional information at the next meeting.

**VOTE: Mr. Spang motion to continue to allow the applicant to provide alternatives with the electrical company. Ms. English seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

#### 186 Federal Street - continuation

Denise Carria submitted a Certificate of Appropriateness for new rear patio canopy

#### Documents & Exhibits

- Application: 9/28/22
- Photographs

Denise and Jim Carria was present to discuss the project.

Ms. Kelleher stated that this will be a continuation of the patio cover discussion where a portion of it was visible. They found a possible more appropriate example from the Pickering House with a simpler design.

Mr. Carria noted that he is in favor of the option submitted by Ms. Kelleher, including replicating the design of the corner posts and side of the roofline with shingles to match existing. Ms. English noted that the newly proposed design was a great improvement.

Public Comment: No one in the assembly wished to speak.

Mr. Spang noted the subtle trim piece in the design extending from the top of the corner post to the house rather than a flat side panel, which creates a stronger corner. Ms. Kelleher noted that the corner would be visible at an angle. Acting-Chair Joyce stated that only 1-foot of it would be seen with shingles and paint colors to match existing. Mr. Carria requested that the paint color be white to match the garage trim since the garage is grey cement block and the garage door is green. Acting-Chair Joyce agreed with the post matching the trim since there is no body color to match. Mr. Spang requested revised drawing of the new design. Ms. Kelleher requested floor plans, elevations, dimensions, overhang, and roof pitch. Mr. Spang agreed to help finalize the drawing for the applicant.

**VOTE: Mr. Spang made a motion to approve rear patio design generally consistent with the Pickering House rear porch, and for Chair Spang to review the final design. Mr. Meche seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

186 Federal Street

Denise Carria submitted a Certificate of Appropriateness for paint color and new door on garage

Documents & Exhibits

- Application: 10/27/22
- Photographs

Jim Carria was present to discuss the project.

Mr. Carria stated that they wanted to paint the dark green doors white to match the windows. Existing side entry door is an interior door and not an exterior door so it would also be replaced.

Mr. Meche suggested the proposed side door seemed too fussy for a garage and suggested a board and batten style. Ms. Kelleher noted that the garage was constructed after the house. Acting-Chair Joyce requested the front door color. Mr. Carria replied that the door is stained brown, which he would not like to match due to his desire to either replace it or add a storm door. Acting-Chair Joyce suggested that painting all the woodwork white takes away from the character and noted his preference for green rather than white and to apply the same color scheme to the garage or white trim with black doors to match the shingles. He suggested the replacement side door have 4 panels, which is less formal. Ms. English agreed. Ms. Kelleher suggested a Therma-Tru door to match the existing profile.

Public Comment:

Jessica Herbert, 70 Webb Street. Suggested Essex Green rather than Black to give the feeling of complimenting the siding color. Acting-Chair Joyce and Mr. Meche agreed.

**VOTE: Mr. Meche made a motion to approve paneled doors in Black or Essex Green and that the trim match the White on the house, and for a new thermal door. Mr. Martinez seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

90 Webb Street

Faina and Michael Snitkovsky submitted a request to Waive Demolition Delay Ordinance to demolish a house

Documents & Exhibits

- Application: 10/31/22
- Photographs

Faina and Michael Snitkovsky (owners) and Jose Urias (Contractor) were present to discuss the project.

Mr. Snitkovsky stated that the property is not in the historic district and is not structurally sound. They want to demolish the building and construct a structure similar to the elevated residential 8 building at 82 Webb Street. They are seeking guidance from the Commission on their newly purchased property.

Mr. Kelleher stated that the property is located along Collins Cove and is the first in line along the waterfront. In 1855 this section of Webb Street was just being built, and between 1874 and 1895 it was the only house constructed on the water side of the street. It has a mansard roof, most likely the original 2 over 2 windows, and would have

had a more elaborate front door. It is in a R2 district as well as a flood zone, with little to no front or rear setback and the building covers almost the entire lot. Mr. Meche questioned whether zoning-wise the owners could rebuild on such a small lot. Mr. & Mrs. Snitkovsky believed they could. Ms. Kelleher had the same reconstruction concerns. She noted that a Demolition Delay period would be 18-months if the Commission determined that the structure was historically significant and preferably preserved. She believes it is historically significant despite the lack of an inventory form, which is due to a lack of survey effort on the community's part. Mr. Meche added that site is approximately El. 10, on an AE Zone with a base flood elevation of 10 and located 30-40-feet from a VE Zone, which is a high hazard where the tide at Collins Cove is just short of the house. It doesn't need to be as high, but flooding is within the zone.

Acting-Chair Joyce suggested the applicant speak with the Building Inspector to ensure that removing the structure and rebuilding would be allowed with the zero front and rear setbacks. He suggested that the building could be saved. Mr. Meche noted his curiosity regarding the condition and requested a site visit.

#### Public Comment:

Carol Weekley, 82 Webb Street. Next door neighbor, concerned about the rat infestation that will move elsewhere when building demolished. Noted that another neighbor said he could not see the conditions he saw on his site visit. Ms. Kelleher replied that the Public Health Department is on top of the infestation during construction. Mr. Meche suggested that the Conservation Commission also has an order of condition for site control to follow and those regulations will provide protections.

Alan Hanscom, 82 Washington Square. Stated that his grandmother lived diagonal from the house in the early 1900's. Noted that Zillow lists the home as being built in 1800 and asked if any photos be found from that time period. He looked at HSI and Salem State's website but there were no photos. The home may be charming and wondered if it could be restored although more research should be done. Acting-Chair Joyce replied that a date between 1840 and 1860 would be more accurate.

Jessica Herbert, 70 Webb Street. Abutter. Hoped something would happen with the house which is in poor condition because she considered it a gem. Its name is the SD Tilton House of 1874. She compared this house to 12 Mall Street which was stripped inside and out, and a site visit determined it could be saved and it went on to win an HSI Preservation Award. The house has less than 1,500 square-feet and with 2 units the bedrooms would be very small. She noted that this is a legal 2 unit where Mall Street was a legal 3. This is tiny project and developers couldn't figure out how to make it work, however, a single family would be ideal. It's historically significant and the first house in the newly laid out street and she is working with the neighborhood about what to do with the structures on the water side of the street because they aren't tied to any other neighboring district, and they are of great concern to the historic fabric along the street. Due diligence should be done, and she is unsure if the applicant closed on the property or if there is only a P&S.

Mr. Meche noted that the property is also on filled tied lands which is under Ch. 91 jurisdiction. Ms. Hebert added that the residents now have flood insurance, the Conservation Commission looked at the house and would like to eliminate it, but she wants to build on historic fabric not reduce it.

Dorothy Phillips, 89 Webb Street. Doesn't want a further diminishment of their views, once lived across the street, and has the same concerns that have already been addressed. The footprint of the house given the lot size can't exceed what exists, the interior of the house was in a state of disrepair 10-years ago, but it can be restored as a single family. Concerned with the environmental impact of construction, the infestations of rats, cats, etc. The raised building design at 82 Webb Street should not be replicated.

Laura Hagan, 2 Barton Place. Agrees with comments by the other Collins Cove neighbors, wants to preserve the building and the fabric of the neighborhood, should choose preservation not demolition.



Ms. Kelleher stated that the following public comment letters were received:

1. Jessica Herbert, 70 Webb Street
2. Hannah Diozi
3. Tim Obert, 170 Federal Street
4. Historic Salem, Inc. (HSI), 9 North Street

Acting-Chair Joyce requested the applicant explore their options with Building Inspector and the Conservation Commission, and an immediate site visit.

Mrs. Snitkovsky asked how to move forward with the flood zone concerns and needing to add exterior stairs to comply with the requirements of a 2-family egress. Mr. Meche replied that on-line data indicated that the building is 1-foot away vertically from complying and the building could be raised up, but it needs an engineered design. He suggested they speak to local attorneys so you don't find yourself at a dead end that you cannot return from, such as the path of least resistance which would be easiest.

Ms. Kelleher to coordinate a site visit for the Commission.

Mr. Snitkovsky questioned the two determinations the Commission needs to make. Ms. Kelleher replied that if the Commission finds that the building is historically significant demolition would be delayed for 18-months, and after that point it would expire. The intent of the Demolition Delay is to find an alternative to demolition and preserve the house either in whole or in part and the Commission could release the delay early if its determined that it can be saved.

**VOTE: Ms. English made a motion to continue to December 7, 2022. Mr. Spang seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

#### Vote on SHC representative to the Community Preservation Committee

Ms. Kelleher stated that Mr. Pattison would like to step down from his role as SHC representative to the Community Preservation Committee. Ms. English agreed to take on the role.

**VOTE: Mr. Meche made a motion to approve Rebecca English as the SHC representative to the Community Preservation Committee. Mr. Pattison second the motion. Roll Call: Pattison, Meche, Spang, English abstained, Martinez, and Joyce were in favor and the motion so carried.**

#### Continued discussion and vote – Proposed design guidelines for sidewalks and paving

Colleen Brewster and Louis Sirianni, Co-Chairs of Historic Salem, Inc.'s (HSI) Brick Coalition were present to discuss the draft guidelines.

Ms. Kelleher stated that the Brick Coalition presented proposed paving guidelines that could be added to the Commission's Design Guidelines. Comments and edits were suggested, and the document has been revised. Ms. Brewster stated that the major changes included eliminating pea stone, which is not a preferred material, adding a brief description of the make-up of a paving surface, and adding a statement in bold noting that the guidelines are for suggestive purposes and the Commission does not have jurisdiction over sidewalks and paving materials.

Ms. English and Mr. Meche noted their preference to include the document in the guidelines vs. having no information. Ms. Kelleher noted that when this topic first came up, she didn't get the sense that the Commission was ready to make at grade changes within their purview. The Commission agreed. Acting-Chair Joyce and Mr. Martinez agreed that the process for reviewing paving would need to be determined with a minimum threshold or

square-footage requirement. Ms. Kelleher noted that this decision is up to the City Council who would need to change the ordinance. Ms. English noted that nothing has come up in recent years that was so egregious that they haven't been able to deal with. Mr. Martinez noted that the replacement of brick sidewalks with asphalt is most common and typically is installed by the city. Ms. Kelleher suggested the addition of these guidelines would encourage a change in practice by the City. Mr. Meche noted that if the majority of landowners in local historic districts were allowed to opt-in for the change in preferred paving material by requesting it from the Commission, the City Council might be more inclined to allow the change in purview. Ms. Kelleher was unsure of whether the added jurisdiction would include public sidewalks, despite changing brick sidewalks to an alternative material is a concern which diminishes the character of the streetscape. She noted the inclusion that brick sidewalks can be considered ADA accessible, because they can be when laid properly. Ms. English agreed. Mr. Meche noted that the recent work at Hamilton Hall mirrors what has been included in the draft, to provide porous sub-base so bricks can filter stormwater into the ground.

**Public Comment:**

Lou Sirianni, Botts Court. Commended the Commissioners on the decision he presumed they were about to make, Ms. Kelleher for working with Ms. Brewster to refine the document, Ms. Brewster for her commitment to this issue, and to Tim Obert for drafting the initial document. He believed this is an important step to maintain brick sidewalks in the historic districts and this issue will be addressed in other venues around the city.

Jessica Herbert, 70 Webb Street. Suggested there should be a discussion or guidelines on who makes that decision and how. She used 97-99 Essex Street as an example, where a short sidewalk was concrete, the sidewalk was removed 1 year ago, and now 97 has a concrete sidewalk and 99 has brick. It could be important in the decision making of which sidewalk gets what material, but that would be a later step in the process.

Ms. Kelleher asked if the document includes a statement about the continuity of sidewalks, because if a property owner is willing to cover the costs for their portion of the sidewalk, there is a program for that. Ms. Brewster replied that there seems to be a program in name only and there are guidelines such as your brick sidewalk cannot be an island and it must be a continuation of a neighboring brick sidewalk, the installer must be city approved, as well as other requirements. Ms. Kelleher suggested that if this were accepted it could be sent to Public Services and Engineering with a letter stating the Commission is excited to introduce this new guidance in historic districts or throughout the city and they would encourage the city to follow these guidelines whenever possible. Ms. English, Mr. Meche and Mr. Spang agreed. Ms. Brewster stated that the Brick Coalition would welcome the support since the city engineers haven't responded to their letters.

Hannah Diozzi. Noted her difficulty traversing brick sidewalks and pain she developed in her arm from the vibrations made by the brick. She finds concrete much easier to navigate. Asked if the community will be brought in on these talks and believes many would like to be able to use every sidewalk in the city and noted that brick-like sidewalks can be walkable like at the Christian Science Center near Symphony Hall, but she hasn't found anything like that in Salem and believes that concrete should remain until a more walkable surface can be used. Salem has been designated a City for All Ages and it should remain that way.

Ms. Kelleher asked if members of the Disabilities Commission were active in the conversation. Ms. Brewster replied that early on someone was a member of the Coalition, but they needed to leave the group due to their busy schedule. Ms. Kelleher stated that the sidewalks in front of Hamilton Hall were done to ensure that the brick surface remained level. Ms. Brewster noted that the sidewalk at the library has an asphalt base and the sidewalk at Hamilton Hall used stone dust, although both look good.

**VOTE: Ms. English made a motion to include it in the design guidelines. Mr. Martinez seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried.**

Other Business:

a. Meeting Minutes;

**VOTE:** English made a motion to approve the August 17, 2022 regular meeting minutes. Meche seconded.  
**Roll Call:** Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried

**VOTE:** English made a motion to approve the September 14, 2022 regular meeting minutes. Meche seconded.  
**Roll Call:** Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried

**VOTE:** English made a motion to approve the September 21, 2022 regular meeting minutes. Meche seconded.  
**Roll Call:** Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried

b. Violations;

c. Correspondence

Ms. Kelleher stated that the Commission received a letter about Pioneer Village and Camp Naumkeag. She expects a formal presentation to be made in the coming months.

d. Other:

Ms. Kelleher stated that Mayor Driscoll submitted an appointment for a new alternate member to the Commission, Kelly Tyler-Lewis who lives on Warren Street in the McIntire District. She is an historian and producer, and her appointment will go before the City Council tomorrow. Reed Cutting's spot will end early next year, and she does not anticipate that he will renew, so there will be another vacancy.

**Adjournment**

**VOTE:** Ms. English made a motion to adjourn. Mr. Spang seconded the motion. Roll Call: Pattison, Meche, Spang, English, Martinez, and Joyce were in favor and the motion so carried

**The meeting ended at 9:30PM**

Respectfully submitted,

Patti Kelleher  
Community Development Planner