

SALEM HISTORICAL COMMISSION  
REGULAR MEETING MINUTES  
September 20, 2023

A regular meeting of the Salem Historical Commission was held on Wednesday, September 20, 2023, at 6:00 pm. **VIRTUAL ZOOM MEETING.** Present were: Rebecca English, Vijay Joyce (Acting Chair), Mark Meche, Milo Martinez. Not present: Reed Cutting, Jamie Graham, Mark Pattison, Larry Spang.

143 Derby Street – Request for approval of revised plans – *continuation*

Peter Lutts (Owner) and Stefano Basso of VS Designs in Beverly, MA were present to discuss the project.

Mr. Basso stated that he took the two options and created three studies for providing roof access. 1) a sloped roof with access to a full height door at the roof deck, 2) a flat roof with either light siding and dark half wall to be resided and option 3. He noted that main unit access points are centrally located along the length of the building at the driveway, where it's more obscured by the roof and will be symmetrical. He noted that the sloped roof option is most successful because it's less visible when further away, while the flat roof adds extra height and increased visibility when closer to the building. Acting-Chair Joyce noted that he, Mr. Meche, Mr. Martinez, and Ms. Kelleher met on site, and asked if the roof hatch was the only change and whether the skylight roof could be at the front and the rear be flat due to visibility. Mr. Lutts replied that from a selling point, easy access to the roof deck is most feasible, but they want to make a change that works for everyone. Mr. Basso suggested mixing the options, such as a sloped roof with darker siding or a half rail rather than the cable rail at the corner unit along Derby Street.

Acting-Chair Joyce preferred option A to make the roof feel less heavy, noting that the sloped roof is best for limited visibility. Ms. English stated that option A disappears more while B stands out and looks heavier. Mr. Meche stated that a flat head house is not better, the cable rail works great but doesn't hide the head house and agreed with the use of some flexibility between the rooftop designs. Mr. Martinez stated his preference for option 3 with the glass skylight.

Mr. Basso noted that units have some yard space but lack privacy, the roof deck is the only personal outdoor space.

Ms. Kelleher noted the presence of a quorum with only 5 members present if the Commission doesn't agree.

Mr. Basso noted that the options worked well with the different roof lines and siding types, which leads to conversations. Mr. Lutts noted that they have tried to work with the Commission, but they would appreciate their flexibility on this issue.

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

Acting-Chair Joyce was in favor of painting the white trim at the roof deck Battleship Grey or similar for less visibility. Mr. Meche noted that option 1 is bothersome but the others would disappear. Acting-Chair Joyce noted the front corner unit's proximity to the street being troublesome. Ms. English suggested a visual for the option suggested. Mr. Meche asked if the façade product was a dark color or if it would be painted. Mr. Basso replied field painted.

Acting-Chair Joyce noted his preference for a flat skylight hatch at the front and flat hatch at the rear, where the cable rails would fade away, although he was unsure of restriction regarding usability of skylight hatches. Ms. English noted that they are not easy to get through like a stairway and door. Mr. Lutts agreed and noted that if the corner unit must be a hatch they will do it, but it would hurt the usability of the unit.

Acting-Chair Joyce commented on the possible agreement among the Commission on the rear façade. Mr. Martinez dissented while noting the possibility of sufficient votes to allow it.

**VOTE:** English made a motion to approve Option A with the consideration for the different color options. Meche seconded the motion. Roll Call: Martinez – was not in favor, Tyler-Lewis – abstained, English, Meche, and Joyce were in favor, the motion did not carry. Acting-Chair Joyce noted the need for a quorum of 4 people voting yes for an approval.

Mr. Lutts suggested the first unit only have a hatch. Mr. Meche noted that it would revert to a previous option. Ms. Kelleher agreed and suggested a revised motion for a flat hatch at the first unit on Derby Street, although if it wasn't supported it would also fail. The Commission was in support of that option. Mr. Meche suggested the applicant continue to the next meeting and requested the type of roof hatch proposed, hatched or slider. Mr. Basso replied hinged.

**VOTE:** English made a motion to approve option A with the modification that Unit 1, closest to the street, would be a hatch not a walk up. Meche seconded the motion. Roll Call: Martinez, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion carried.

Mr. Basso noted the revised changes to the electric, gas meter and fire protection location at the rear, a clarification based on a previous conversation. It would be tight and low to the ground for limited visibility. Acting-Chair Joyce asked how far out the equipment would protrude. Mr. Basso replied just over a foot for the gas meters which are a Battleship Grey color, 9-inches for the electric meter that has a glass bulb over them, and the sprinkler and fire alarm panels would be housed in a cabinet. Mr. Meche asked if a backflow preventor or standpipe hook up were proposed. Mr. Basso replied yes, a standpipe hookup and annunciator panel. Mr. Meche asked if the Salem Fire Department had reviewed it. Mr. Basso replied yes, and it was moved 5-6 feet closer to the street. Mr. Meche noted that the Siamese hook-up and bell alarm should take up less space and that the backflow preventer cannot be outside because it would freeze. Mr. Basso noted the presence of partial basements that wrap round the garage area that will house utilities, and that there is no interior common space for the townhouses. Mr. Meche requested more information on the exterior units that he believe would need to be conditioned to prevent them from freezing. Mr. Basso noted that the cabinet would be heated with a sloped roof on top and that it would project 16-inches. Acting-Chair Joyce asked if the utilities would be concealed by a fence. Mr. Basso noted that the fence ended at the building, leaving a gap between the building and property line, however the fence would hit the corner board. Mr. Meche requested submittals and believed it wouldn't be a deminimus footprint. Ms. Kelleher also requested additional information.

**VOTE:** Meche made a motion to approve electric meter location. English seconded the motion. Roll Call: Martinez, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion carried.

**VOTE:** Meche made a motion to continue the gas and utility location to the next meeting. Martinez seconded the motion. Roll Call: Martinez, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion carried.

#### 275 Lafayette Street – continuation

MD Property Development, LLC submitted a Certificate of Appropriateness to renovate building and new construction

Julia Mooradian was present to discuss the project.

Ms. Mooradian stated that this project has been before the Commission several times, and they've made changes based on the Commission's comments. They've also met with the ZBA, DRB and Planning Board. The changes include modifications to the second level door above porch where posts and balusters were added to the roof, they widened the look of the door since they lack the room to install a double-door due to interior wall locations. They've added pediments above the first and second floor windows, made the windows symmetrical, aligned the posts with the porch railings, widened the entry stair at the DRB's suggestion, removed the end roof brackets,

extended cornice, and added window wells. At the rear, they matched trim color and removed the remaining roof brackets.

Acting Chair Joyce requested their goal for tonight's meeting. Ms. Mooradian replied approval for the design, mouldings, cornice, etc. although they still require PB approval. Ms. Kelleher noted that the Commission has not reviewed the details, they have approved the existing building, however, the Commission could provide a conditional approval with a final review of the details and dimensions. Acting-Chair Joyce desired to review detail drawings, approve window locations, door, etc.

Mr. Meche stated that a door with blank panels at the second floor porch is not better, and noted that he previously suggested using railing in closer pairs rather than equally spaced. The front façade rails that align with handrail posts below and a large space in the middle would make the door more visible and a better composition. The large white door, jamb, panel and a more jamb isn't as nice as the ground floor treatment. He also raised concerns with the proposed meter locations. Ms. Mooradian replied that the engineering team would determine those locations. Mr. Martinez agreed with Mr. Meche regard the second-floor balcony door, noting that Mr. Spang previously suggested adding sidelights and a thin French door the width of a full-size door to access the landing. Houses this grand should be highlighted and more visible and not a slab door. He noted that the rest is fantastic, he liked the continued pediment features and the return on the gable. He suggested that the second-floor door was upstaging the first-floor door. Acting-Chair Joyce agreed on the need for more transparency and suggested the second floor headcaps at the windows be reduced in scale. Mr. Meche suggested a 5% reduction. Ms. Mooradian agreed and suggested a return to the Commission with Design Development and Construction Documents that have more detail.

Acting-Chair Joyce noted that the white trim color choice is very stark. Ms. Mooradian replied that it was meant to match the rear building.

Ms. Tyler-Lewis noted that the façade is attractive, agreed with the second-floor door which seems more important than the first-floor main entry, and that thin French doors on second floor would be nice.

Mr. Meche noted that the Commission only approved the grey and blue colors previously. Acting-Chair Joyce suggested a historic creamy white rather than a stark white.

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

Ms. Kelleher suggested the applicant review 32 or 34 Broad Street, which has full-height windows that operate as a door. Acting-Chair Joyce requested product information, paint colors, etc. when the applicant returns for review.

**VOTE: Meche made a motion to conditionally approve as presented, general building form, main composition of elements subject to review of additional details including utility equipment, mouldings, materials, cut sections, paint colors. English seconded the motion. Roll Call: Martinez, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion so carried.**

#### 57 Warren Street- continuation

Jessica Santos submitted a Certificate of Appropriateness for new entry stairs (after the fact)

#### Documents & Exhibits

- Application: 7/26/23
- Photographs

Ian Burke, Eric Marie, and Jessica Santos were present to discuss the project.

Ms. Meche stated that at his last review, the size and scale of risers were replaced with PT lumber, two board were used per tread which isn't too prominent, the riser is framing lumber, and the stringer is saw cut to support the tread but has a visible end grain. Mr. Burke noted that the kickplate no longer exists, the stringers are visible stringers, and a city official stopped the work and would only allow them to provide egress and ingress. They planned to install kickplates with no exceptions, using 1-inch pine boards to create a ¾" overhang at each stair tread. Mr. Meche noted that while on-site he discouraged patching the knotted wood and painting what existed. Instead, he recommended wrapping both stringer and risers with finish wood, and painting the finish wood, noting that code mandates an overhang and what exists may be short of code, although it's PT wood that when painted may be okay.

Mr. Burke noted that they were using PT pine boards because he saw it being used in other neighborhoods, along with composite decking, but pine is more historical. He agreed to build the stair however the Commission would allow, to code with correct stair overhangs. Mr. Meche noted that PT pine doesn't come in a clear grade, it doesn't take paint well and the Commission would want it painted. He was also thinking finished wood would be used not PT wood. Mr. Burke noted that PT risers would need time to dry before painting or staining, unless he used a pre-primed exterior pine that could be painted immediately. Acting-Chair Joyce suggested clear pine that would be painted the existing blue color. Ms. Santos noted that the decking is grey/blue. Mr. Martinez suggested matching the siding color or painting the riser white and the tread blue/grey. Mr. Burke agreed to provide a paint chip to match the porch color.

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

**VOTE: Martinez made a motion to approve the entry stair reconstruction with the following conditions: risers to be painted white to match existing house trim color, treads to be blue to match color of porch decking, lattice to be repaired and painted to match existing in style and color, stringer and skirtboard to be painted white to match house trim color, and all finish wood to be clear pine. Meche seconded the motion. Roll Call: Martinez, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion so carried.**

### 319 Essex Street- continuation

Marijke Ameigh submitted a Certificate of Appropriateness to replace windows

#### Documents & Exhibits

- Application: 7/27/23
- Photographs

Ms. Kelleher stated that the Commission conducted a site visit, and the applicant will now restore all her windows with the Window Woman. The applicant provided specs for the work and will include new storm windows. The proposed window restoration work falls under a Certificate of Non-Applicability.

**VOTE: Martinez made a motion to issue a Certificate of Non-Applicability to restore the existing windows. English seconded the motion. Roll Call: Martinez, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion so carried.**

### 1 Pickering Street

Joseph Locke submitted a Certificate of Hardship to alter perimeter walls

#### Documents & Exhibits

- Application: 7/27/23
- Photographs

Ms. Kelleher suggested a continuation to the October 4, 2023 meeting so the Commission can conduct a site visit.

**VOTE:** English made a motion to continue to the October 4<sup>th</sup> 2023 meeting. Martinez seconded the motion.  
**Roll Call:** Martienz, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion so carried.

149 Federal Street

Joseph Archambault submitted a Certificate of Appropriateness for paint colors - *continuation*

Documents & Exhibits

- Application
- Photographs

Ms. Kelleher recommended a continuation as the applicants are not in attendance.

**VOTE:** Martinez made a motion to continue to the October 4, 2023 meeting. English seconded the motion.  
**Roll Call:** Martienz, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion so carried.

149 Federal Street

Joseph Archambault submitted a Certificate of Appropriateness for rear entry porch (after the fact) - continuation

Documents & Exhibits

- Application
- Photographs

**VOTE:** Martinez made a motion to continue to the October 4, 2023 meeting. English seconded the motion.  
**Roll Call:** Martinez, Tyler-Lewis, English, Meche, and Joyce were in favor and the motion so carried.

14 Flint Street – continued from previous meeting

Chris Anderson submitted a Certificate of Appropriateness to replace door with window

Documents & Exhibits

- Application: 8/22/23
- Photographs

Chris and Julie Anderson were present to discuss the project.

*Ms. Tyler-Lewis abstained as a neighbor.*

Mr. Anderson stated their desire to replace a door on the front façade where there used to be a landing and stairs down to grade and install a window to match the surrounding windows. He proposed installing the Andersen 400 Series double hung, true divided lite window.

Acting-Chair Joyce asked if each window pane was separate. Mr. Anderson did not know. Ms. Kelleher noted that the Andersen website had minimal details.

Acting-Chair Joyce asked if the header would be aligned. Mrs. Anderson replied yes and added that they would re-shingle this side and the surrounding the area, due to the necessary carpentry work.

Mr. Meche raised concerns that the window may not be a true divided lite creating a muntin challenge, while acknowledging that Andersen is a good window. Ms. Kelleher was unclear on whether the exterior was Fibrex or wood, although the Commission has approved Fibrex. Mr. Meche noted that Fibrex is a good product, that is not

shiny and slick like fiberglass. Acting-Chair Joyce noted that the materials would need to be painted to match the neighboring sash and trim color.

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

**VOTE: English made a motion to approve the application as presented with the condition that trim and paint match window above. Meche seconded the motion. Roll Call: Martinez, English, Meche, and Joyce were in favor and the motion so carried.**

*Ms. Tyler-Lewis rejoined the meeting.*

### 23 Winter Street

Michael Gunning submitted a Certificate of Appropriateness to replace porch decking

#### Documents & Exhibits

- Application: 8/24/23
- Photographs
- TimberTek decking brochure

Michael Gunning was present to discuss the project.

Mr. Gunning presented his application to install TimberTek decking for his entry porch, noting the limited visibility of the decking from the street.

The Commission discussed reviewing this product as a test case, particularly due to its limited visibility in this installation.

Public Comment: There was no public comment.

**VOTE: Meche made a motion to approve the application as submitted. English seconded the motion. Martinez made motion to amend certificate to note that approval was as a test case. Meche and English accepted the amendment. Roll Call: Martinez, Tyler-Lewis, English, Meche and Joyce were in favor and the motion so carried.**

### 78 Washington Square

Estevan Martinez submitted a Certificate of Appropriateness to install posts and statues

#### Documents & Exhibits

- Application: 8/25/23
- Photographs

Estevan Martinez was present to discuss the project.

*Mr. Martinez recused himself as the applicant.*

Mr. Martinez noted that the house is oddly shaped with an angled driveway and the proposed hitching posts would delineate the driveway entrance since drivers do not obey the No Parking sign. The posts are a matching set with a twist center, floral design, and an octagonal base. The original owners had a son who operated a business in the garage, where they believe Gilbert Jr. used to store his horses. Ms. English asked if the hitching posts previously existed. Mr. Martinez replied that he wasn't sure. Acting-Chair Joyce asked if both hitching posts had mounting heads. Mr. Martinez replied yes, one is being repaired. Acting-Chair Joyce asked how they will be set. Mr.

Martinez replied that they will remove the “No Parking” sign and reuse the hole to the left of the driveway by countersinking rebar, place the hitching post, and fill-in the hole with concrete making it into a bollard.

Public Comment:

Jennifer MacGregor, Abutter. In support of the two dog statues which would be a phenomenal addition to the neighborhood, excited about the posts because they see people block the driveway, and in full support of the cast iron installations.

No one else in the assembly wished to speak.

Ms. Martinez requested an option to approve only the left hitching post or both over at the ‘No Parking’ sign location given the timing of October and finances.

**VOTE: English made a motion to approve as submitted with the left hitching post and the right on to follow. Meche seconded the motion. Roll Call: Tyler-Lewis, English, Meche, and Joyce were in favor and the motion so carried.**

Mr. Meche suggested the use of epoxy coated rebar for the hitching post installation.

#### 14 Broad Street

Ellen Schiller submitted a Certificate of Appropriateness to install charging station

#### Documents & Exhibits

- Application: 8/29/23
- Photographs

Jeremy Shiller and Ellen Shiller were present to discuss the project.

Mr. Shiller stated that they purchased a Tesla and want to install a charging station, located at the other side of the electrical boxes to make them less visible.

Acting-Chair Joyce requested specifications on dimensions and look of the charging box. Ms. Shiller replied 6-inches-wide x 12-inches-tall, and Tesla calls them a wall connector. Ms. Tyler-Lewis noted that the wall connector is 13.6-inches-high x 6.1-inches-wide x 4.3-inches-deep. Mr. Meche noted that it projects as much as an electrical box. Ms. Kelleher asked if the cord could be detached and only used when charging. Ms. Shiller replied no, the cord is fixed. Ms. Schiller noted that if backed into the driveway the cord would not reach.

Acting-Chair Joyce asked if the last box post of the fence returned to the house. Mr. Shiller replied yes but there is a slight gap. Mr. Martinez asked if the fence box post lines up with the corner of the house. Mr. Schiller replied yes. Acting-Chair Joyce asked if the mounting height would match the electrical box. Mr. Schiller replied that the two could align at the top or be mounted lower. Mr. Martinez suggested the fence could shield it, if placed it between the fence and electrical box, although the farther back it is mounted the more visible it would become. Mr. Schiller noted that it must meet electrical requirements.

Ms. English requested the fence height. Ms. Schiller estimated 4-feet. Ms. English suggested mounting the wall connector below the top of the fence. Mr. Shiller noted that Commissioner Mark Pattison built the fence. Mr. Meche suggested a flush mounted connect into the exterior wall, like a dryer outlet or one that can be removed for reduced visibility.

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

Ms. Kelleher reminded the Commission that they will continue to see them, so it is important to layout the rationale for approving it. Acting-Chair Joyce noted that this one would be concealed by the fence, and he was comfortable with Mr. Martinez's suggestion. Mr. Martinez suggested a site visit and for the applicant to determine how low it could be installed. Mr. Shiller understood the predicament but encouraged the Commission to be encouraging not discouraging for applicants, and requested it expedited due to the limited visibility. Acting-Chair Joyce agreed with Mr. Martinez in the event that Tesla says it must be installed 5-feet above the ground. Mr. Meche noted that there are specific connector mounting heights although there was some flexibility within the national electric code. Mr. Martinez suggested a conditional approval with a review in the field.

Ms. English noted that with no return on the fence post, and if there was one it would better conceal the connector. Acting-Chair Joyce replied that a fence post should not die into a corner board, it should end a fence post. Ms. Kelleher suggested deputizing a Commission member to work on screening with owners.

Mr. Martinez suggested the black plastic sides of the connector be spray painted white to help screen it. Ms. Kelleher suggested boxing it out as stated in the Design Guidelines. Ms. Tyler-Lewis suggested the fence builder, Mark Pattison, suggest a method to conceal the connector.

Mr. Schiller stated that they were commended for going to the Commission for approval, which is a meticulous process, and reiterated that the Commission should also be flexible and show that they should be open to this new reality. Mr. Meche noted the dilemma of regulating private property, the Commission must be careful because he doesn't want them to lose their voice if they aren't accommodating. He noted that boxing out the connector would make it more visible.

**VOTE: Meche made a motion to approve in this general area, in a precise location to be determined by a deputized commissioner to be determined. Tyler-Lewis seconded the motion. Roll Call: Martinez, Tyler-Lewis, English, Meche and Joyce were in favor and the motion so carried.**

Mr. Shiller stated that he would encourage others to come before the Commission.

Mr. Martinez agreed to conduct a site visit.

Other Business:

- a. Meeting Minutes;

**VOTE: English made a motion to approve the June 21, 2023 regular meeting minutes. Meche seconded. Roll Call: Martinez, Tyler-Lewis, English, Meche and Joyce were in favor and the motion so carried.**

- b. Other:

90 Webb Street: Ms. Tyler-Lewis noted that the property is on the market again. Ms. Kelleher stated that she receives questions and encourages potential electric car buyers to do their due diligence with complicated parcels. She noted that the Demolition Delay application was withdrawn so if a future owner came before them they would need to start the process over. Mr. Martinez asked if a Demolition Delay would stay with the property. Ms. Kelleher replied that she would review the determination with the city's legal department.

Commission Membership: Ms. Kelleher stated that the Commission is down to 6 active members since Jamie Graham moved and submitted her resignation. Ms. English suggested Ian Popken who was knowledgeable on the fountain at the Salem Library. Mr. Martinez noted that Mr. Popken is also an HSI Board member which could be a concern having too many Commissioners tied to both. He suggested Joseph Kaye, who lives on Warren Street, but may be too close to Mr. Tyler-Lewis when needing to abstain.



Ms. Kelleher and the Commission discussed changing the site visit from September 23<sup>rd</sup> to September 30<sup>th</sup> for Joseph Locke.

Adjournment

**VOTE:** Meche made a motion to adjourn. English seconded the motion.

Roll Call: Martinez, Tyler-Lewis, English, Meche and Joyce were in favor and the motion so carried.

The meeting ended at 9:00PM

Respectfully submitted,

Colleen Brewster  
Clerk