

DRAFT  
SALEM HISTORICAL COMMISSION  
MINUTES  
May 1, 2024

A meeting of the Salem Historical Commission was held on Wednesday, May 1, 2024 at 6:00PM via **Zoom Virtual Meeting**. Present were: Mark Meche, Kelly Tyler-Lewis, Milo Martinez, Rebecca English, Vijay Joyce, Larry Spang (Chair), Margarida Goncalves (arrived late). Staff: Patti Kelleher

55 Summer Street

Kelly Shutoff submitted an application for a Certificate of Appropriateness for architectural roof shingles.

Ms. Kelleher reported that this project was reviewed under the minor change category. No objections were received by April 29, 2024 and the certificate was issued. Therefore, the public hearing was cancelled.

3 Smith Street—continuation

Megan Valentine submitted an application for a waiver of the demolition delay to demolish more than 50% of roof on house older than 100 years.

Documents & Exhibits:

- Application: 3/5/24
- Slideshow/photographs

Ms. Valentine noted that updated drawings were made available to Commission members. Ms. Valentine noted that the roof would be raised thus creating more interior headroom and larger windows. The line of the window would then match with side windows and be somewhat enlarged to match look of downstairs windows. Chair Spang noted that revised scheme had taken suggestion to break cornice line so that windows would come down and thus become more usable. Ms. Valentine affirmed that these revisions were made and lauded the proposed alterations. Mr. Joyce suggested bringing roof slope of dormer down a bit. Chair Spang noted that this house was not in a local historic district but is a contributing resource in a National Register district.

Mr. Meche agreed with Mr. Joyce about the dormer. Mr. Meche was in favor of pulling the dormer away from the exterior wall. Ms. Valentine questioned what the Commission would propose seeing on the dormer. Chair Spang noted that Mr. Joyce's recommendation was to lower the upper eave above the second-floor windows. Mr. Joyce and Chair Spang marked up existing drawings to demonstrate recommendations.

Mr. Martinez pointed out inconsistencies between placement of windows in recently submitted drawings and current photos of the house. Mr. Joyce seconded Mr. Martinez's point that accurate drawings would be needed, as did Mr. Meche. Chair Spang advised re-submitting drawings for accuracy in advance of further discussion. Mr. Martinez questioned the cornice that was remaining between the windows, which Mr. Joyce was in favor of retaining. The applicant's contractor asked for clarification that the goal was to drop soffit down to top of window. Chair Spang noted that upper fascia board was situated fairly high above windows and lowering it would still maintain head height inside.

**VOTE:** Ms. Joyce motioned to continue the application to next meeting. Mr. Martinez seconded the motion. Roll Call: English, Meche, Tyler-Lewis, Martinez, Joyce, Raka-Goncalves, Spang were in favor and the motion so carried.

29 Washington Square North—*continuation*

Bertram Home submitted an application for a Certificate of Appropriateness to replace windows.

Documents & Exhibits:

- Application: 3/13/24
- Slideshow/photographs

John McIntire, maintenance coordinator of the Bertram House, was present. Mr. Joyce and Mr. Martinez had visited the site in the interim. Mr. McIntire turned in a new cut sheet and detail which Ms. Kelleher displayed. Chair Spang noted that three large windows facing the Commons would be replaced, one of which would have a door to exit onto existing balcony. A photograph of the façade was shown. Chair Spang questioned the structural capacity of the porch, given the stated goal of having residents occupy the balcony. Mr. McIntire noted that the entire patio had been refurbished four years ago and was structurally sound. Mr. McIntire also said that the rail was at least 42” tall and did not anticipate issues with building inspector. Mr. Joyce noted that the intent of the door to be installed would be to look like existing window, and the sill portion would be something that gets added to the kickplate of the door itself. Mr. Meche questioned if such a custom product could be procured through Pella. Mr. McIntire noted that minimal impact would occur on the bricks around the existing windows. Mr. Joyce noted that the outside frame of door would be thicker than those of a window. Chair Spang questioned how deep the balcony was in terms of its practicability to hold occupants.

Mr. Martinez noted that having a sash at the top of the middle window and a door at the bottom was not the initial expectation. Mr. Martinez expressed preference for using a window instead of a door, though this would still make the placement of bottom sill problematic. Ms. Kelleher noted that stacking a triple hung window would eliminate need for a swinging door that would ultimately take up space. Mr. Meche recommended that the applicant hire an architect. Mr. Joyce noted that different rules applied to commercial buildings rather than residential. Chair Spang also advocated checking with insurance provider.

Given the distinguished nature and location of house, Chair Spang expressed concern for the nature of the windows: any replacements should be replicas. Chair Spang requested more clarity on the balcony size, railing height, code compliance, etc. before furthering discussion.

Ms. Raka-Goncalves also expressed concern for senior residents going in and out onto this balcony space with respect to height of the rail.

No public comment.

**VOTE:** Mr. Joyce motioned to continue the application to next meeting. Mr. Martinez seconded the motion. Roll Call: English, Meche, Tyler-Lewis, Martinez, Raka-Goncalves, Joyce, Spang were in favor and the motion so carried.

8 Gifford Court—continuation

Michael Scott submitted an application for a Certificate of Appropriateness to replace wood siding with composite siding.

The applicant was not in attendance.

**VOTE:** Ms. English motioned to continue the application to next meeting. Ms. Raka-Goncalves seconded the motion. Roll Call: Meche, English, Raka-Goncalves, Tyler-Lewis, Martinez, Joyce, Spang were in favor and the motion so carried.

29 Willson Street

Stephen Lovely and Meghan Lovely submitted an application for a waiver of the Demolition Delay Ordinance to demolish garage older than 50 years.

## Documents &amp; Exhibits:

- Application: 4/4/24
- Slideshow/photographs

Steven Lovely was present on behalf of son and daughter-in-law. Mr. Lovely said the house was built around 1930, as was the garage which is too narrow and small to support a vehicle being inside. The garage was also in disrepair. Mr. Lovely said that plan was to eventually build a larger garage but the applicants still needed to meet with the Conservation Commission as the property is in a buffer zone.

Chair Spang clarified that the plan was to remove existing garage in its entirety. Ms. Kelleher noted that Willson Street had not been historically surveyed nor inventoried (neither the house nor garage). Ms. Raka-Goncalves questioned the plan for replacement garage. Mr. Lovely noted that no plans existed, citing the need to still meet with the Conservation Commission. Mr. Lovely noted that any replacement would be built to match the existing house/property; likely a two-car garage to fit a modern vehicle.

No public comment.

**VOTE:** Mr. Joyce motioned that the garage was not historically significant. Ms. English seconded the motion. Roll Call: Meche, English, Raka-Goncalves, Martinez, Joyce, Tyler-Lewis, Spang were in favor and the motion so carried to waive the demolition delay.

23 Glendale Street

Frederick J. Atkins and Patricia Connolly-Atkins submitted an application for a waiver of the Demolition Delay Ordinance to demolish storage building older than 50 years.

## Documents &amp; Exhibits:

- Application: 4/16/24
- Slideshow/photographs

Sydney Atkins and attorney Bill Quinn were present on the call. Ms. Atkins spoke to the history of the property and business, Dion's Yacht Yard, the function of which is to service and provide storage for boats. Ms. Atkins provided details on two storage sheds on south side of property: one was likely built in the 1940s or 1950s, not part of original property, and definitely older than 50 years. Adjacent to that is building that was probably rebuilt more recently (a steel structure building). The plan was to demolish existing storage building and replace with larger storage building. Chair Spang clarified that the applicants hoped to begin undertaking work in June 2024.

Interior and exterior images of existing buildings were shown. An aerial view was shown to clarify what portions of building would be demolished and replaced with large steel shed. Ms. Atkins noted that the new building would be insulated but not heated. Plans for new construction were shown. Ms. Atkins noted that new storage building would have seven bays with minimal space between them. Ms. Atkins noted that mechanical apparatuses would not feature atop the structure, in response to Chair Spang's question. Mr. Quinn noted nominal dimensional differences between the existing and replacement structures.

Ms. Kelleher noted that this property was inventoried in 1989 but clarified that the building featured in the inventory was not the one being demolished; the building being requested for demolition was not included in the inventory form. Ms. Atkins proposed providing archival materials on the properties that exist. Chair Spang proposed putting white cedar shingles on back of building facing the "Hocus Pocus" house behind it, in order to keep with the fabric of the residential neighborhood as opposed to industrial building. Ms. Raka-Goncalves agreed with Chair Spang's suggestion. Chair Spang noted that the "Hocus Pocus" house is a frequently visited landmark in the city, and called attention to the prominence of the structure in question in relation to that landmark. Ms. Atkins was receptive to the Commission's suggestions to make the side of the building look historic. Chair Spang noted that photographs of building should be taken prior to demolition.

No public comment.

**VOTE: Mr. Joyce motioned to find the structure not historically significant. Mr. Meche seconded the motion. Roll Call: Meche, Tyler-Lewis, English, Raka-Goncalves, Martinez, Joyce, Spang were in favor and the motion so carried.**

### 78 Washington Square

Estevan Martinez submitted an application for a Certificate of Appropriateness for downspouts, gutters and in-kind repairs.

#### Documents & Exhibits:

- Application: 4/16/24
- Slideshow/photographs

Mr. Martinez was present. Photographs of house were shown. Mr. Martinez planned to have foundation repointed to seal up against infiltration, as well as to carry out in-kind repairs on window jambs facing Washington Square. Water infiltration issues along roofline would also be repaired. Mr. Martinez said that two seams on front gutter had failed. An aerial view was shown to indicate gutter removals and replacements. Two long runs of gutter would be replaced with aluminum seamless gutter and painted to

match. Locations of downspouts to be replaced and added were also shown. Planned downspout product was shown; aluminum round corrugated downspouts. Planned aluminum leader heads were also shown. Neighborhood examples were shown, e.g. 12 Mall Street and 21 Washington Sq North. Mr. Martinez noted that leader heads would be positioned between last set of brackets. A Photoshopped markup of downspouts was shown.

No public comment.

**VOTE: Mr. Meche motioned to approve application. Mr. Joyce seconded the motion. Roll Call: Meche, English, Raka-Goncalves, Joyce, Spang were in favor and the motion so carried.**

### 6 Monroe Street

6 Monroe Street LLC submitted an application for a Certificate of Appropriateness to relocate fire alarm bell and strobe.

#### Documents & Exhibits:

- Application: 4/16/24
- Slideshow/photographs

Patrick Reddy was present. Mr. Reddy noted new fire alarm system was installed as part of renovation. The applicant requested relocation of existing fire alarm bell and strobe on building façade to side elevation and removal of existing conduit from facade. Mr. Reddy noted that this was a relocation of existing items, to be fed by conduit from inside home (the existing outside conduit would be removed). Mr. Reddy identified property as a lodging house. Mr. Reddy noted that the property does have a sprinkler system which is not being changed. Chair Spang clarified that existing devices would essentially be moved to side cornerboard.

#### Public comment:

Peter J. Atkinson, 362 Essex, identified as neighbor to property, and had no objection. Mr. Atkinson questioned where strobes would be placed. Mr. Atkinson also remarked on the floodlight in rear of property and requested that the owner reposition light. Mr. Atkinson cast support for Mr. Reddy's work on the house.

Ziggy Hartfelder, 10 Monroe Street, also cast no objection and expressed enjoyment for Mr. Reddy's renovation and restoration of property as new landlord.

**VOTE: Ms. English motioned to approve the application. Ms. Raka-Goncalves seconded the motion. Roll Call: Meche, English, Raka-Goncalves, Tyler-Lewis, Martinez, Joyce, Spang were in favor and the motion so carried.**

6 Kosciusko Street

Scott Coughlin submitted an application for a Certificate of Appropriateness to install AC condenser.

Documents & Exhibits:

- Application: 4/17/24
- Slideshow/photographs

Mr. Coughlin expressed desire to install ductless minisplit in home. Planned location of condenser unit was shown. Chair Spang noted that rear of house faced an historic site. Fence behind house was 42” tall. Ms. Kelleher noted that the Commission had previously reviewed this property. Mr. Meche noted that the condenser unit would also be covered by an overhang on the property. Ms. Tyler-Lewis noted that raising condenser units was done to prevent snow accumulation. Mr. Meche encouraged routing the line sets inside house rather than on exterior. Mr. Martinez clarified that the line set was going on the side of house between two houses, not facing the park, which Mr. Coughlin affirmed. Ms. Kelleher confirmed that the lines would run horizontal from the condenser around the side of the house and then vertical.

No public comment.

**VOTE: Mr. Meche motioned to approve as submitted with the additional clarification that line sets project horizontal around the corner before going vertical; if practicable to be installed inside; painted to match color of clapboards (added by Ms. Tyler-Lewis). Ms. Tyler-Lewis seconded the motion. Roll Call: English, Meche, Tyler-Lewis, Martinez, Joyce, Raka-Goncalves (recused), Spang were in favor and the motion so carried.**

Other Business

Minutes

Ms. English reviewed minutes for December 20, 2023; March 20, 2024; and April 3, 2024.

**VOTE: Ms. English motioned to approve the minutes for December 20, 2023; March 20, 2024; and April 3, 2024. Mr. Joyce seconded the motion. Roll Call: Meche, English, Raka-Goncalves, Tyler-Lewis, Martinez, Joyce, Spang were in favor and the motion so carried.**

Adjournment

**VOTE: Mr. Meche motioned to adjourn. Mr. Joyce seconded the motion. All were in favor and the motion so carried.**

The meeting adjourned at 8:39 PM.

Respectfully submitted,  
Dan Graham, Historical Commission Clerk