

These minutes are subject to possible corrections/revisions at a subsequent Exeter Historic District Commission meeting.

Exeter Historic District Commission

Draft Minutes

Wheelwright Room, Exeter Town Office Building

August 18, 2011

Introduction: *Members present were Julie Gilman, Ron Schutz, Fred Kollmorgen, Pete Cameron, and Chairwoman Pam Gjetum.*

Call Meeting to Order

Chairwoman Pam Gjetum began the meeting by introducing the members of the Historic District Commission and welcomed Pete Cameron as the newest member. The meeting was called to order at 6:59 p.m. in the Wheelwright Room of the Exeter Town Office Building

New Business: Public Hearings

1. The application of Frank Whittemore (on behalf of the Exeter Congregational Church) for window/sash replacement at the parsonage located at 12 Center Street. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #72-222. Case #11-12.

Julie Gilman recused herself from the application due to her title as Trustee for the Exeter Congregational Church. Frank Whittemore, Trustee and member of the Exeter Congregational Church, presented the application for replacement windows throughout the building. Currently, the two over two windows are either original or replacements from the 1970s and are in need of either replacement or repair. The proposed windows are two over two Marvin windows to match the original configuration with a white-painted metal exterior and wood interior. Mr. Whittemore explained that the oldest photographs of the building found show only two over two windows and they are assumed to be the original configuration. The old aluminum storms would be removed, the trim kept the same on the exterior and the sash would become slightly narrower. The Church plans to replace all windows over time but can only immediately afford to complete half, around ten windows total. Fred Kollmorgen moved to accept the application, Ron Schutz seconded: Vote unanimous.

The Board began a discussion concerning the choice of materials for the windows. Mr. Schutz explained that over time, aluminum degrades differently from wood and appears pitted. Mr. Whittemore stated that the Trustees voted for metal windows with a baked on finish in order to minimize the maintenance costs over time. Although the Board has accepted metal windows before during an application for Phillips Exeter Academy, it was to match the work from a previous application approved over ten years ago which replaced a portion of wood windows for aluminum. The guidelines currently state that windows should be replaced in kind with the original window material.

The Board discussed the time available to complete an application once it has been approved, explaining that it is between two to three years from the approved date. Ron Schutz moved to approve the application under the condition that the material be changed from aluminum to wood, Fred Kollmorgen seconded: Vote unanimous. Julie Gilman explained to the Board that due to this decision, the Trustees may vote to restore the original windows.

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2. The application of Jeff Turner (d/b/a The Green Bean on the Water) for the replacement of windows in the structure located at 33 Water Street. The subject property is located in the WC-Waterfront Commercial zoning district. Tax Map Parcel #72-38. Case #11-14.

Jeff Turner presented the application for replacement windows at 33 Water Street. Currently being used as a business rental, Mr. Turner explained that the original windows are in need of replacement and he is willing to work with the Town in order to ensure the best possible decision. The windows will have to be custom-made in order to fit the existing condition. Julie Gilman suggested that Mr. Turner speak with a window restoration contractor instead of replacing the windows completely. By keeping the original windows, this would help to reduce cost and allow the building to age consistently. Mr. Turner explained that the windows need to be addressed before winter and he would prefer an option that would allow for easy maintenance and energy efficiency. Ron Schutz stated that by adding interior storms to the windows, it may solve any existing thermal problems. After discussing this option in more detail, Mr. Turner agreed to contact a restoration contractor for a quote. Approval from the HDC is not required when restoring original windows. The application as not accepted.

2. The application of Megan Gavin-Kirk for replacement of windows in the residence located at 148 High Street. The subject property is located in the R-2, Single Family Residential zoning district. Tax Map Parcel #70-53. Case #11-15.

Megan Gavin-Kirk presented the application for replacement windows at 148 High Street. The existing metal windows to be replaced are not original and are located around the sides and back of the house. The original bay windows will remain as is. Ms. Gavin-Kirk explained that she has picked double-paned Pella windows without muntins. The Board discussed proper muntin configuration and agreed that the replacement windows should match the existing condition with muntins located on the outside of the window. Currently, the metal windows have a six by six muntin configuration and do not match the original single-pane windows. Fred Kollmorgen moved to accept the application, Julie Gilman seconded: Vote unanimous.

Julie Gilman moved to approve the application, requiring that the windows may be replaced in kind, Fred Kollmorgen seconded, Vote unanimous.

2. The application of Julie Golkowski for additional signage at 100 High Street. The subject property is located in the R-2, Single Family Residential zoning district. Tax Map Parcel #71-51. Case #11-16.

Julie Gilman recused herself from the application as an abutter to the applicant. Julie Golkowski presented an application for a new sign on 100 High Street for her business. The sign will read "Julie Golkowski Psychotherapist" and will be installed underneath the existing signage for the law firm. To match the existing sign, the materials will be wood and vinyl and will be painted white with black lettering. The hanging sign will be one and a half square feet in size. Ron Schutz moved to accept the application, Fred Kollmorgen seconded: Vote unanimous.

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Other Business

1. Approval of Minutes: April 21, May 19, June 16, and July 21, 2011.

No minutes were approved.

Julie Gilman moved to adjourn the meeting, Ron Schutz seconded.

Chairwoman Pam Gjettum adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Gillian R. Baresich
Recording Secretary