

Historic District Commission

November 2, 2021

Final Minutes

Call Meeting To Order: Curtis Boivin, Vice Chair, called meeting to order at 7:00 pm in the Wheelwright Room of the Exeter Town Office Building.

Members Present: Julie Gilman, Select Board Rep., Pam Gjettum, Doug McCallum, Gwen English, Planning Board Rep.

New Business: Public Hearing: Continued public hearing on the application of Barbara Shaw for changes to the existing structure located at 163 Water Street (Unit A4) for window replacement. Case #21-8.

Barbara Shaw spoke and said that she was here on September 23rd. She then thanked the commission for making this special meeting. After the first meeting, they actually presented an economical but acceptable material, vinyl. The same employees from Portland Glass were there again. She said she is not a technical person, but she thinks the commission is looking for something with a little bit better quality. She said that she has done a lot more homework and said that she has read the Guidelines and has been educating herself for the last six weeks about windows. She said that because of some supply chain problems, the mock up was not ready and she was hoping that they could have made a special meeting before the last one which was October 21st. since the mock up was not ready and she had an injury and could not come, and her very good neighbor and engineer, Charles Ebert was very kind and he came and chatted a little bit with the commission. She said at that time, they were pretty much up a notch from a vinyl window to an aluminum clad window. She said at the September 23rd meeting, they got the green light to go ahead and get this window. She said that safety is already a concern so it is time sensitive but also something that they have yet to present to the association and she is hoping it is something they will be able to afford. She said quality wise, it should be acceptable as far as she knows and the experts will present it to you. Barbara said that Charles was very kind and he came on October 21st on his own without me and without Portland Glass because they did not have the mock up. However, the mock up is here tonight and they would like to present the window that they believe the commission will be happy with. She said the bottom line is always in kind appearance and good quality.

Charles said that he did get one question from the commission at the October 21st meeting. The commission asked if the aluminum was extruded or rolled and it is extruded.

Chris from Portland Glass spoke and thanked the commission for making a special meeting tonight. He then handed out some print out pictures of the site. He said on the handouts, he made asterisks on the windows in question that need to be replaced. Once they have a window

that is approved, they most likely will be moving on to the remaining windows as needed. He said it is a majesty window and it is going to be dark bronze just like the windows. It will have the simulated grids. The inside will be painted white and the exterior outside of the grids will also be dark bronze. Chris then handed out a pamphlet on it for the commission to look at.

Dana from Portland Glass spoke next and said one of the questions when they were here the last time was trying to maintain daylight or as close as they could to daylight. During the day went over and did a site visit and they built a mockup of the existing trim sill that the existing building has. Dana then showed the commission the mockup and also the window. The existing window daylight is 31 & ½ and the Majesty window, the one they brought, is 28 & ½. That is about an inch and ½ per side. The vinyl daylight opening was actually wider but it doesn't need specifications.

Curtis asked if the window going to be 6 over 6. Dana said it is and will match the exiting wood pattern.

Julie asked what they do because the commission has never had an application like this before with the arched openings.

Dana said the windows are not arched, it is the trim above it and the existing trim would stay.

Gwen asked what was happening in the second column of windows because it looks like it has a vent in it. Barbara said that is the restaurant and it is a bit tricky because the ground floor on Water Street is actually the first floor on the back because it slopes down. The first floor on the back does not look as good because it is actually the back of the restaurant and the Pet Shop. Because of the safety issue, my windows and also one of the restaurant's which has no window, just plastic, will be the first batch of orders. She said there are over forty windows in the back and safety will be the first and they still have to discuss with the association about whether they need an assessment, whether the condo is paying for it, etc.

Gwen asked if Barbara knew how old the windows were. Barbara said the back ones are original. Charles said they have the rope and weights inside them.

Pam said this is wonderful and thanked them for doing all this work.

Curtis then asked if there were any additional questions from the board and there were none. Curtis then asked if they accepted the application at the last meeting. Pam said we did not because we sent her back to get more information and we certainly have that now. Pam then made a motion to accept the application. Doug seconded. All were in favor and application was accepted.

Curtis asked the board if they had any more comments or questions before asking for a motion to approve the application and there were none. He then opened it up to the public and he had a letter from Justin Rust, MBCA President of the Condo Association at 163 Water Street which he read. The letter said that he asked Barbara for date and location of this meeting and he did

not get a response from her. He said these meetings have not been in coordination with the Condo Association. He said the association has no details, bids or anything from Ms. Shaw and we have been left out of the loop on these meetings. In the future, they will have to come up with a Master Plan for the windows in the back of the building. He wants it to be clear where the association stands at this point.

Julie said we have dealt with properties that were condo association owned and an individual came in wanting to make changes to their one unit and we approved the application but they still had to work with their Condo Association before going forward with it. She told Barbara, that is your risk.

Barbara said that she was the first person who presented to the board the fact that she will be replacing her windows on July 20th when they had their meeting. At the same meeting, she was elected Secretary of the board.

Curtis said the commission does not have any purview over Condo Association rules.

Barbara said the board has three people now. She said all three have written agreements on email that they are going to have to divide and conquer because there is a lot that needs to be done. She said she has already tabled the fact that she needs to do windows on July 20th and therefore, she continues with the project. The reason that she has not kept the association abreast is because they have not even decided who is going to be the one to install. She believes she has narrowed it down to the type of window they should have, the aluminum wood clad window. She then said whatever she has done so far, she has the approval of the board. She is the one to lead the project and it has been documented. She does not wish to keep going back and forth because they have scheduled a board meeting on November 17th. This is where she plans to present everything and all the research she has done.

Julie said just for our liability, the application you presented to us is just for your unit, so we can approve just your unit.

Chris from Portland Glass as if these windows are approved for her unit and the restaurant, do they need to seek further approval for the remaining windows. Julie said yes, because they are only looking at seven windows here.

Charles said all the windows should be the same in a historical building and this product is the best that he has examined as an engineer. He thinks this process will work its way out with the help of the commission.

Barbara wanted this on the record that a note from the president, does not represent the board.

Curtis then closed the public discussion on this and asked if there were any more comments from the board. There were none so he asked for a motion to approve. Julie made a motion to approve application #21-8 representing replacing seven windows with aluminum wood clad. Pam seconded. All were in favor and application approved.

Other Business: Approval of the October 21, 2021 minutes. Curtis made a motion to table the minutes until the next meeting because some of the members did not have a copy of them.

Curtis made the motion to adjourn the meeting at 7:45 pm.

Respectfully submitted,

Elizabeth Herrick

Recording Secretary