

Historic District Commission  
October 16, 2025  
Final Minutes

Call Meeting to Order: Kevin Kahn, Vice Chair, called meeting to order at 7:00 pm in the Novak Room of the Exeter Town Office Building.

Members Present: Kevin Kahn, Vice Chair, Pam Gjetum, Clerk, Gwen English, Planning Board Rep., Julie Gilman, Select Board Rep.

New Business: Public Hearing: The application of James J. Home for changes to the existing structure at 28 Front Street for the replacement of the existing clapboards and block type beveled pine with cedar clapboards. Case #25-5. No one was present so Julie made a motion to table the application.

Next is the application of Phillips Exeter Academy for changes to the existing structure at 225 Water Street for the replacement of two windows. Case #25-6.

Heather Taylor, Campus Planner and Architect for Phillips Exeter Academy spoke. We purchased this building back in 2013. It was built in 1957. It was renovated into a lawyers building in 1986. It has been used for the last several years for some administrative offices. We are planning on doing some renovations to it and bringing some more administrative people to the building to occupy the first floor. As part of this on the side elevation there are stairs and a glass block and what we are

looking to do is replace the two sections outlined in red with windows. They will be aluminum just like the existing other images. The windows will have the same aluminum finish and be similar in the sense that they have a tall piece and an operable piece on the bottom. It is the two tall windows that we are looking to replace.

Kevin said will the hinged windows work the same as the other ones and will they will push out? Heather said yes, they will be an awning window.

Kevin asked the commission members if they had any other questions. There were none so Julie made to accept the application as complete. Pam seconded. All were in favor and the application was accepted as complete.

Julie asked if the windows were set in the glass block like the current one is now?

Heather said, they will be set in but we are not going to find 1950 windows so we will get as close as we can in aluminum and if it will make you all feel better, we can do it so it is flush and in its exact location.

With no further comments, Julie made a motion to approve the project as presented with the condition of recessed face and a color to approximate the exterior headers as shown. Gwen seconded. All were in favor and the application approved.

Next is the approval of the September 18, 2025 minutes. After review and a few changes, Pam made a motion to approve as amended. Julie seconded. All were in favor and minutes were approved.

With no further business, Kevin made a motion to adjourn and the meeting was adjourned at 7:15 pm.

Respectfully submitted,

Elizabeth Herrick  
Recording Secretary