

TOWN OF KINGSTON, NEW HAMPSHIRE
HISTORIC DISTRICT COMMISSION
Tuesday, October 10, 2023
Public Meeting

Members Present:

Susan Prescott, Chair
Virginia Morse, Vice Chair
Glenn Coppelman, Selectboard representative
Rob Tursello, Planning Board representative
Dan Doyle
Madelynn Ouellette
Stanley Shalett

Members Absent: Marissa Federico, Recording Secretary

Other Attendees: Rudy Nadilo

Susan called the public meeting to order at 7:01 p.m

TOWN BOARD UPDATES

HDC: *Acceptance of Minutes:*

- The minutes of the meeting held on 9/13/23 were discussed. The date on the minutes is 9/12/23, but Susan noted it should be 9/13/23. **MM&S:** Glenn made a motion to accept the minutes as amended. Seconded by Madelynn. All in agreement.
- The minutes of the meeting held on 9/20/23 were discussed. **MM&S:** Glenn made a motion to accept the minutes as written. Seconded by Madelynn. All in agreement. Glenn noted that he did not physically attend the meeting but watched it live via YouTube.

Planning Board and CIP: Rob noted there is nothing pertinent to the Historic Districts to report. The joint HDC/Planning Board meeting was held on 10/3/23. The definition of "residence" was discussed, and Rob said this will be addressed in the future. Virginia noted that Madelynn kept track of the agreed-upon changes at the joint meeting, and Madelynn added that she distributed this list. Members discussed the proposed changes to the Regulations. Virginia thanked Madelynn and Scott Ouellette for carefully documenting these changes.

Selectboard: Glenn stated there is concern about the delay in the installation of the new furnace in the Nichols Building/Historical Museum and the renovations of the Grace Daley Barn. In the Nichols Building, the old oil furnace has been removed, but the new propane furnace has not been fully installed yet. There is a possibility that the propane tank will need to be located underground. The wood for the Grace Daley Barn has been ordered, but there has been little progress.

Madelynn asked if Union Hall on Danville Road is owned by the town. There was a brief discussion, but members are not sure who owns the property.

Glenn also shared that there is frustration with construction delays due to inspections. He discussed this with the Selectboard, and the town will be re-opening the search for a full-time building inspector and code enforcement officer.

Glenn added that there will be an open RFP period soon to install and maintain the water treatment systems for the homes affected by PFAS contamination.

Heritage Commission: Susan shared that the HDC will be meeting in November with Phil Coombs of the DPW and Ernie Landry of the Heritage Commission regarding the Grace Daley Barn renovations and the roof replacement (planned for spring 2024). Volunteer training for the rehabilitation of the stones at the Plains Cemetery was put on hold due to inclement weather and volunteer availability.

Susan noted the Heritage Commission will be sending letters to homeowners of historic homes, not only those that are in the Historic Districts. Virginia added that the HDC did something similar, but she said many homeowners did not receive their letters. There was a discussion of when this was last done, and it was agreed it has been some time. Virginia and Glenn will try to find the letter or recreate it if necessary.

RUDY NADILO, 134 MAIN STREET
PROPOSED REHABILITATION

Rudy stated he and his wife will be purchasing this property, and the house needs extensive renovations. He added he and his wife's goal is to renovate the house, maintain the integrity of the historic nature of the home, and sell it. They have renovated older homes in the past. He already met with Kyle, the building inspector, to discuss the proposed renovations. Rudy mentioned there are some modern elements to the house that obviously do not reflect its historic nature. Rudy confirmed it will be sold as a single-family home. Professional contractors will be doing the work. Rudy hopes to start the window work and painting soon.

It was noted an application has not been submitted yet. This is an information session only for guidance.

Proposed renovations:

- *Windows:* There are many rotted windows in the rear of the home that are not visible from the street. There is a bow window that was not installed correctly, and he would like to remove this window and create a mudroom between the barn and the house. The mudroom will have a door with a window. Rudy would also like to replace the window above the kitchen sink with a larger one to bring in more natural light.
- *Painting:* He intends to keep the house white. Virginia inquired about lead paint protection; Rudy noted his painters are skilled in lead paint removal and will take the necessary precautions.
- *Front door:* He likes the front door but hopes to strip it and rehabilitate it. He is unsure if he will stain or paint it after it is stripped.
- *Front entryway:* He wants to replace the platform and install granite steps. He said there are granite steps on the side, but they are shallow. He hopes to make a more traditional-looking granite entryway.
- *Landscaping:* He provided details of his intended landscaping plan. Rudy noted the stone wall is in disrepair and will be removed. There is a cement slab where a trellis used to be, and Rudy will be removing that slab. Virginia noted that the HDC generally does not approve landscaping plans unless it affects the appearance of the property, such as a septic vent pipe.
- *Railing:* The railing is in disrepair and will be replaced.

- *Driveway:* He intends on removing the existing broken asphalt driveway and replace it with gravel. There was a discussion of utilizing reclaimed asphalt.
- *Lighting:* Susan noted that any changes to outdoor lighting would need to be included in the application. Virginia asked if there was a light above the front door; Rudy said he will keep the existing light.
- *Roof:* The roof is about 2 years old.
- *Basement:* He noted the basement is wet, and they have a plan that involves some landscaping work around the foundation to keep water away from it.
- *Chimneys:* He is unsure if the chimneys are functional. Virginia noted it would look better if the chimneys appear similar.

Susan informed Rudy that detailed information needs to be included in the application, including pictures. The application process was explained to Rudy.

Rudy was looking for historic pictures of the house, and members explained how to obtain these. Susan provided him with some paperwork from a past survey of historical homes in the Districts.

KINGSTON VOLUNTEER FAIR

Susan shared information about the upcoming Volunteer Fair being held at the library on Thursday, 10/12/23, from 5:30 to 7:30. This event hopes to increase volunteerism on town boards and committees. She showed attendees the flyer she created and looked for feedback.

VERIFICATION OF WORK COMPLETED

In reference to the verification of completed projects to ensure work was done according to the Certificates of Approval, Virginia collected completed paperwork from members.

- Rob was assigned 133 Main Street but is having difficulty checking the work done to the rear of the house.
- Glenn was assigned 123 Main Street. There were 2 applications, one for garage doors and one for a new shed. The shed was not put in the approved place; it was installed in the backyard but is on the wrong side. Glenn added it looks fine but was not installed as approved. There was a discussion about how best to handle this. Virginia offered to contact the homeowner in a respectful manner to inform him/her that in the future, work will need to be done in accordance with the Certificate of Approval. She will also reach out to the building inspectors to ensure they reference the Certificates of Approval when inspecting properties in the Districts.
- Stanley was assigned 4 Scotland Road. The solar collectors were installed as approved.

CHANGES TO HDC ORDINANCES/RULES & REGULATIONS

Fencing: The possibility of adding guidance on fences to the HDC's regulations was discussed. It was decided that an ordinance is not necessary. Currently, there is no building permit required to install a fence, so Virginia was concerned that a new homeowner may not know about the Regulations. It was agreed to add this to the welcome letter for new homeowners in the Districts.

Glenn suggested this be added to the design guidelines. Members agreed, and Susan will share some research she completed on fencing guidelines.

HDC Rules & Regulations Article 1202: Madelynn noted this section has not been reviewed yet. In particular, the wording for the submission of applications needs to be updated.

HDC Ordinances Article 102.9: Attorney Grandy suggested carrying over 102.9(A), 102.9(B), and 102.9(C) into HDC's Rules & Regulations. After a discussion, it was decided that this is being done already.

There was a discussion of when to have the public hearing and enact the new Regulations. It was agreed that January may be better as November already has a full agenda, and December is busy with the holidays. Susan will schedule the public hearing for the January HDC meeting and will advertise accordingly.

182 MAIN STREET, EQUIPMENT IN FRONT YARD

Susan would like to have code enforcement visit this property to ensure it is compliant with the town's Ordinances/Rules & Regulations. It is believed that the homeowner may have a small engine repair business, but there is a lot of equipment on the property.

BUDGET FOR 2024

Susan handed out the draft budget for 2024. Glenn noted the Selectboard has advertised for a recording secretary for the HDC, the Heritage Commission (HC), and the Budget Committee (BC). Susan noted a high school senior was interviewed by herself, Trish Tidd of the BC, and Ernie Landry of the HC. Susan added that overall, the BC is trying to keep the budget low.

- There was a discussion about the salary line for the recording secretary, and calculations were done.
- Virginia noted the line item for abutter notices must remain in case it is needed, but this is reimbursed by applicants.
- Virginia noted the existing fee should cover the additional cost of having the town planner review applications to assess property usage.
- The budget for books will be lowered to \$1.
- The actual spending for "Dues" in 2023 does not reflect the annual dues for membership with the NH Preservation Alliance; Susan will look into this. Rob suggested this could be a shared cost; Virginia will research this. Glenn did some research, and it costs \$60/year.
- Grant match will be kept at \$1.
- There is outstanding reimbursement owed to Madelynn for supplies, so the actual spending in 2023 will change. This is already overbudget. The budget for supplies will be increased to \$100.
- The budget for Technical Consulting will remain at \$100.
- The budget for Training will be at \$1 as many are online for free. Susan noted if any member did any seminars/webinars, she needs the backup to maintain Certified Local Government status.

PUBLIC COMMENT

There were no public comments.

MM&S: Glenn made a motion to adjourn the meeting at 8:51 p.m. Seconded by Madelynn. All in favor.