



Town of Carlisle

MASSACHUSETTS 01741

HISTORICAL COMMISSION

Minutes

In-Person and Remote Zoom Meeting Heald Room, Town Hall

Wednesday, April 19, 2023 7:00 pm

Members Present

Annette Lee, *Co-chair*, Chip Dewing, *Co-chair*, Krissy O'Shea, Ben Herter

Member Absent

Sara Cassidy Smith

Alternates Present

Ed Rolfe

Alternate Absent

Jack O'Connor

Others Present

Colby Mauke, *nominee for Historical Commission membership*, Christine Lear, *Public Facilities Safety Task Force (PFSTF)*, Jerry Lerman, *PFSTF member*, Lee Storrs, *PFSTF member*, Sylvia Willard, *Conservation Administrator*, Martha Feeney-Patten, *Gleason Public Library Director*, Kaitlin Waterson, *GPL Trustee*, Christine Stevens, *GPL Trustee Chair*, Karen Gettings, *GPL Trustee*, Anna Stobel and Mike Bertini, *residents of 5 Lowell Street*, Jennine Blum, *Administrative Assistant*

7:00 p.m. Co-Chair Chip Dewing called the meeting to order.

Agenda reviewed.

7:02 p.m. Historical Commission membership

Introduction of Colby Mauke, nominee for HC membership

Recognition of Ed Rolfe, current alternate member and nominee for full membership

7:08 p.m. Discussion: Plans under consideration for the Police Station and Town Hall properties

As custodians of the Historic District the HC expressed concern about what might be happening behind the scenes, and they welcome direct dialog with the Public Facilities Safety Task Force (PFSTF).

The PFSTF is no longer meeting at this point but on March 1st, it presented its recommendations to the Select Board. The next phase, which may or may not involve this task force, will certainly need to involve the Historical Commission. The Task Force felt strongly during the process that they had to respect the Historic District in any way they could. The Task Force concluded that it would be best to modify the

existing buildings, and the next step would be to engage an architect to draw up schematics to explore how to better meet the needs of the Police and Fire Stations. The Task Force doesn't know what that will look like yet, but the Police Station modifications will be made on the same footprint more or less as it is now. There is a bit more flexibility at the Fire Station because there is more available land.

An HC member mentioned that parking is an issue as well and the town hall may be involved, too. The Task Force stated that all those things are being discussed and there are no firm plans. If the Select Board creates a follow-on task force, it was recommended that a representative from the HC be included, although no formal recommendation for this has been made.

In coming to this decision, the PFSTF and architect scrutinized each building and looked at every available piece of property in Carlisle. Working with the Police and Fire Chiefs, it was determined that none of the properties were central enough to meet the needs. The purpose for developing the schematic designs is to look at all possibilities on both sites. For the Police Station, possibilities include getting a variance to extend the building closer to the street and investigate building a structure or additional parking behind the current Police Station on wetlands that might be buildable with certain conditions.

The PFSTF recommendations and other task force documents can be found on the town website at this link <https://drive.google.com/drive/folders/1kgTJDWtzyoV6BejpL8H8424J2QZd3aHj>.

7:28 p.m. Discussion: Cranberry Bog Dam #1 CPA application

The Community Preservation Committee has decided that CPA funding for the Cranberry Bog Dam #1 project will come from the Undesignated Fund if approved at Town Meeting. It was noted that originally the Open Space and Recreation Fund was expected to be the funding source. Listed by the HC as a historic site, it would also qualify for Historic Funds although there was no intention to pull those funds for this project. The Cranberry Bog has been in existence as a working bog since around 1900 and the Bog House is over 100 years old. Both are listed as historic properties. At the recommendation of Town Counsel, Sylvia Willard is seeking the support of the Historical Commission for this project.

Dam #1 was inspected in 2015 as required by the Office of Dam Safety (ODS) and was determined to be in poor condition. Its next inspection is due in 2025 and the Conservation Commission would like to be prepared with a restored dam that is in stable condition. It will be designed for a 100-year storm with an overflow basin.

The dam failed once in 2011 as a result of a combination of a very strange rain/snowstorm on Halloween at the same time water was being released from the 91-acre pond upstream in Chelmsford.

There are no other jurisdictional dam repair plans other than the Curve Street dam where Cranberry Bog water flows under Curve Street, which serves as a dam. This is considered a significant hazard dam and is inspected every five years. The next inspection will be in 2025. Once the Conservation Commission figures out what will be done with the rest of the bog, there's a possibility that the Curve Street cranberry flumes can be removed, and it would become a culvert under the road. That decision can't be made until the Conservation Commission gets all permitting done for the bog.

Once the Conservation Commission receives the Order of Conditions and final plans, the project can go out for bids. The \$300,000 request includes contingency funds in case there are unforeseen issues or additional requests from the Office of Dam Safety. Some adjustments might be made after the bids come in.

After a brief discussion about supporting the project, the HC decided to take a vote. Co-Chair Chip appointed alternate member Ed Rolfe as a voting member for this meeting as one member was absent.

Ed Rolfe moved that the Historical Commission support the application by the Conservation Commission for \$300,000 of CPA funds taken from the Undesignated Fund in support of the

restoration of Cranberry Bog Dam #1 as referenced in their CPC Application dated December 9, 2022, and signed by Sylvia Willard.

Seconded by Krissy O'Shea.

No other comments.

All in favor (5 to 0), Ayes – Chip Dewing, Ben Herter, Annette Lee, Krissy O'Shea and Ed Rolfe

8:17 p.m. Discussion: Use of CPA Funds for Gleason Public Library Interior Renovation Project

Since the March meeting, it was decided by the CPC to shift requested CPA funding for the GPL Interior Renovation project from the Historic Fund to the Undesignated Fund. It was noted that the Undesignated Fund is replenished more quickly than the others. Some Historical Commission members voiced that this made their endorsement of the project easier.

With the recent change in funding source, most of the action items from the last meeting are no longer relevant.

The GPL group provided more information to the Commission about intended compliance with the [Secretary of the Interior's Standards for Rehabilitation](#). The GPL group suggested the Historical Commission have a representative on the future GPL project building committee and suggested this representative take responsibility for making sure the standards are adhered to.

The GPL group addressed several questions from the Commission members on the following topics:

- **Digital device support.** Adequate Wi-Fi and outlets/charging stations will be available.
- **Library availability during construction.** GPL will remain open during construction, closing only one area at a time while alterations are being made.
- **Construction vehicles.** Only necessary vehicles will be in the library parking lot. Unnecessary vehicles will be parked off-site, and workers will walk/shuttle to the work site. It's not been determined where that parking will be.
- **Increased parking needs.** The increase in patrons who are likely to use the new/renovated meeting spaces might be accommodated by extending the parking lot at the rear of the library to create angled parking, replacing the current parallel parking. Efforts will be made to schedule events to minimize competition for parking.
- **Determination of project elements requesting CPA funds.** Research was done to determine which elements were typically covered by CPA Historic funds in other Massachusetts library projects. There was significant community support for the teen space and additional/modified meeting spaces. Life safety/code changes are required.
- **Construction schedule.** While it's difficult to know for sure, the GPL group hopes to secure most of the funds by the end of the calendar year and hopes to start construction at the beginning of 2024. Other projections allow an additional six months for fundraising. Fundraising efforts have raised roughly \$400,000 to date.

Motion by Ed Rolfe

Recognizing that the Gleason Public Library is in the Historic District and is a historic building, the Historical Commission supports the application by the Gleason Public Library for CPA Funds to be taken out of the Undesignated Fund to be used for the Gleason Public Library Interior Renovation project as provided to us by their CPC Application dated December 8, 2022 and signed by Christine Stevens.

Seconded by Annette Lee.

All in favor (5 to 0), Ayes – Annette Lee, Chip Dewing, Krissy O'Shea, Ben Herter and Ed Rolfe

9:30 p.m. Public Hearing for Certificate of Appropriateness No. 2023-02: 5 Lowell Street owned by Anna Stoebel and Michael Bertini.

Proposed work: installation of pavers for the driveway, walkway, steps and patio; repair/replacement of storm windows, dormer awning window sashes and siding; and exterior painting.

Five awning windows on third-floor dormer: replace sashes and hardware to open and close

These windows are on the side of the house that faces 9-11 Lowell Street and are visible from the traffic circle and sidewalk. Four of the sashes no longer close properly and water is seeping in. The existing windows were manufactured by Marvin, and they offer replacement sashes. It was confirmed that the replacements would be single-paned with no muntins or grilles to match existing sashes. The sashes are made of pine, primed on both the exterior and interior. The window frames are intact. HC members suggested that future problems might be less likely if they were to use a Marvin aluminum-clad sash (Ultimate line) or fiberglass sashes (Elevate line). Anna and Mike were inclined to stay with wood sashes so as not to go through the process of an additional hearing.

Aluminum storm windows: replace four storm windows and replace only the screens for five storm windows.

It was unclear if the existing storm windows are double or triple-track, and the HC asked the homeowners to check. A typical two-track system has an upper glass panel, a lower screen panel on the outer track, and a glass panel on the inner track that slides up and down for ventilation. The triple track has 3 operable panels (two glass and one screen) each in its own track, and all moveable.

The Historical Commission stated that if the homeowner wants to replace existing double-track storm windows with new double-track storm windows, no approval from the HC is necessary. If they would like to replace the double-track storm windows with triple-track storm windows, they must get approval from the HC. The HC estimated that the third track on a storm window increases the profile depth by about 3/8" as compared to a double-track storm window. The HC stated that the new storm windows must match the existing storm windows in style and function and that the burden is on the homeowners to prove that they match.

The homeowners were informed that replacement screens for their storm windows can be made at any hardware store or lumber yard. The color of the screen frame and screening material should match the existing screens.

Ben added that the storm windows are typically fastened over the face of the casing, and they're typically painted to match the trim and the homeowners indicated that was their intention.

Exterior painting – repaint the entire house the same color white.

There isn't a record of a color name/number on record. It was suggested that the HC include in the motion that the exterior paint color should match the existing color in lieu of seeing samples provided by the homeowners at another meeting.

Ben Herter moved to issue a Certificate of Appropriateness for application no. 2023-02 for the property located 5 Lowell Street for the first three projects listed in the proposed work which includes 1) replacing five dormer sashes on the third floor with a matching sash by Marvin without muntins or grilles to match the existing single light sash with a paintable exterior, 2) replace four storm windows in disrepair to match existing storm windows (with a matching number of tracks as not to introduce increased depth of storm window profile), screen color to match) with the condition that they be painted to match the home's existing trim color, 3)

repainting the exterior of the home to match the existing color. This is included because the color is unknown and paint colors/samples were not supplied.

Ed Rolfe seconded the motion.

All in favor (5 to 0), Ayes – Annette Lee, Chip Dewing, Krissy O’Shea, Ben Herter and Ed Rolfe

Anna asked to get a copy of the approved language.

Replace exterior siding that has rotted on three sides of the kitchen addition

There is rotted vertical siding up 12 to 16 inches from the bottom in various places. The extent of the damage will be clear when the rotted pine planks are removed. It was noted that the other siding on the house is cedar. The intent is to replace the rotted vertical planks to match the existing architecture and design.

The HC stated that this is considered repair/routine maintenance, and no approval is necessary. The HC noted that the use of pine is not required. Another product, whether it be wood composite, plastic, or fiberglass that is rot resistant, is fine as long as it’s painted with the same color and finish as the house and looks the same. However, putting on a skirtboard would require approval. The homeowners stated that they would not add a skirtboard. The homeowners were reminded to paint the ends well to prevent moisture wicking and rot.

Driveway, walkway, and small patio space

Currently there is rough cut stone set in grass that serves as a path to the front door which faces Lowell Street. The homeowners want to create a walkway from the driveway with two branches – one to the front door and the other to the side door. They’d like to replace the existing steps (one step at the front door, two at side door, one from driveway to path/yard) with rough-cut reclaimed granite. They noted that this area is very shady and typically muddy – grass is difficult to grow. They provided a sketch that included curves in the walkway (and possibly in patio) and are looking for feedback. Anna said that she’d like the area to have a cottage-like feel.

Materials considered by the homeowners

- **Driveway**
 - All cobblestone (first choice)
 - Cobblestone apron with pea stone, asphalt, or Chip Seal for fill for remainder of driveway
 - Bluestone
 - Pavers
 - Chip Seal
- **Walkway and patio**
 - Boston City Hall clay brick pavers (Stiles and Hart Brick Company)
Homeowners want a durable and classic walking surface, so dirt/mud won’t be tracked into the house.
 - Reclaimed brick

Additional materials suggested by individual HC members and comments

- **Chip Seal:** looks natural, provides a hard surface, a great option
- **Stone dust:** compacted with steel edging creates a low visual impact. Frequently used at museum outdoor spaces and landscaped gardens

- **Granite:** matches foundation, would relate to cobblestones, and comes in the same shapes as bluestone
- **Pavers:** Long-term HC members were unable to recall any precast pavers that have been approved in the past.
- **Brick:** a safe choice, it's small and modular and curves can be created easily
- **Bluestone:** as a practical matter, curves are difficult.
- **Grasscrete pavers:** plowable, drivable, permeable
- **Thermaled bluestone:** adds more texture to the face of bluestone and makes it look more natural

Anna asked if there were specific materials members wouldn't approve. Individual members expressed the following:

- **Asphalt:** There is a lot of asphalt in the center of town already. It's nice to draw a line where the homeowner's property begins and public asphalt space ends.
- **Precast pavers and grasscrete:** Are a hard sell rather than a natural material.
- **Gravel:** Doesn't work in the existing driveway.

Water management

C&F (masonry contractor) stated that no grading would be necessary, but perhaps one of the gutters could be extended a bit.

Concerns and thoughts to be discussed and considered further

- The amount of hardscape versus softscape. Concern that there might be more stone/brick than grass and plantings.
- Consider that stone dust and pea stone are softer than cobblestone, and brick might be more attractive and in concert with other forecourts of Historic District properties.
- Use of too many different materials might lack a cohesive look.
- A member offered caution against using pea stone not bound in any way because snowplowing will push it to the sides of the driveway and require respreading.
- Suggestion was made for homeowners to think about prioritizing one path over the other – making the formal entrance the focus and the side door a step down aesthetically in materials used.
- These projects will be in a relatively small space and the dimensions of the parking area should be discussed.

Next Steps

The HC decided to continue the public hearing for now until a determination is made on how to best proceed with the remaining projects (driveway, walkway, patio, and steps).

Ben Herter and Krissy O'Shea were appointed by the HC to do a site visit at 5 Lowell Street if needed.

Ben Herter moved to continue the public hearing for Application 2023-02 for 5 Lowell Street, item 5 (driveway, walkway, patio, and steps) to the May 17, 2023 meeting.

Krissy seconded.

All in favor (5 to 0).

Project Updates

- **GPL/MFC Roof Shingles.** At a recent site visit with the roofer, Chip Dewing and Sara Cassidy Smith chose the color Antique Slate from the GAF Slateline asphalt shingle line. The roofer stated that it wasn't as close a match as it could be and agreed to take some existing GPL roof shingles to try to find a closer match. If none is found, the Slateline Antique Slate shingle will be used.

Members Updates

- **Recommend Colby Mauke for appointment to the HC**
Ed Rolfe moved to send a letter of recommendation to the Select Board to appoint Colby Mauke as full member of the Carlisle Historic Commission.
Annette Lee seconded.
All in favor (5 to 0).
- **Historic District Survey Recommendations and Planning**
2010 survey report and recommendations were provided to members to review. As a starting point, the *Historical Commission Long-term Initiatives* document dated January 6, 202 included the following projects: Burial Ground, Brick Building, Highland Building, Cranberry Bog, Greenough Barn and extending the Historical District. It was suggested that the Burial Ground project would be good to start with. Ed will find related project information and distribute it to members. It was agreed that the Greenough Barn, Highland Building, Brick Building and extending the Historic District can come off the list, and establishing a Demolition Bylaw can be put on the list.
- **Historic District Welcome Letter**
The stationery has been purchased and Jennine will format the letter in the next week.
- **Route to Sustainability Day**
Members were uncomfortable about the lack of time to prepare and decided not to attend. The HC decided to prepare instead for Old Home Day.
- **Printer quotes for Historic District Map and Catalog booklet**
Quotes are from MacKinnon Printing (Acton), Concord Printing, and Alphagraphics (Concord). It was noted that there are two errors in the map that should be corrected. Concord Printing, which provided a lower quote, quoted the job with a spiral binding rather than perfect bound (stapled) and without the map foldout, requiring changes to the document (not included in the quote). Awaiting one more quote from Krissy's contact. It was noted that the new owners of Fern's should be contacted to potentially sell the booklet.
- **Mass Historical Commission Workshop**
Jennine mentioned that the virtual workshop *Adopting a Demolition Bylaw or Ordinance* will be held on April 21. Use the link provided in the agenda to register.

Adjournment

- **Ben Herter moved to adjourn the meeting at 10:46 p.m.**
Annette Lee seconded the motion.
All in favor (5 to 0).

Next Meeting

Wednesday, May 17, 2023

Documents and Samples Submitted

- April 19, 2023 Agenda
- Cranberry Bog Dam #1 Project

- Carlisle's Assessor's 2020 Map 30
- Photographs
- Cranberry Bog Watershed
- Weston and Sampson 2015 Report Assessments and Recommendations
- DRAFT.Plan 5967 WPP2_FF
- Historic Designation – Historic Properties Survey
- Trails 2022-02-15 Memo to Conservation Commission
- DRAFT Dam #1 Maintenance Plan
- Dam #1 Potential Costs Updated March 3, 2023
- Gleason Public Library Interior Renovation Project
 - Slide Presentation
- 5 Lowell Street
 - Photographs of window sashes, vertical plank siding and storm window
 - Marvin Service Contract
- Historic Properties Survey 2010 Final Report, Recommendations, Index
- HC Long-term Initiatives – January 6, 2020
- Route to Sustainability Day Exhibit information
- Mass Historical Commission Resources (v1)