



Town of Carlisle

MASSACHUSETTS 01741

HISTORICAL COMMISSION

Minutes

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

Wednesday, May 17, 2023 7:00 pm

Members Present

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

Alternates Present

Ed Rolfe

Alternate Absent

Jack O'Connor

Others Present

Ed Pare, Jr. Esq., *Brown Rudnick, LLP*, Alison Saylor, *President, Friends of Center Park*, Dana Booth, *Member at Large, Friends of Center Park*, Ann James, *FRS representative*, Susan Emmons, *FRS representative*, Guillaume Blin, *82 Lowell Street*, Jennine Blum, *Administrative Assistant*

Co-Chair Chip Dewing called the meeting to order at 7:02 p.m.

Continuation of Public Hearing for Application No. 2022-08 for a Certificate of Appropriateness for the property located at 27 School Street, Carlisle, MA owned by the First Religious Society of Carlisle. This hearing is a continuation of the hearing held on March 22, 2023.

Proposed work: The application was submitted by Ed Pare, Jr., Esq. (Brown Rudnick LLC) representing DISH Wireless LLC to install new telecom equipment, which includes the collocation of 3-panel antennas (1 antenna per sector) concealed within a segment of the existing steeple at the 69 ft above-ground level antenna centerline height behind proposed radio frequency friendly fiberglass sheathing, together with related amplifiers, cables, fiber and other associated antenna equipment, including, without limitation, remote radio heads, surge arrestors, and global positioning system antennas with associated electronic equipment, and other appurtenances on proposed concrete pads located adjacent to the church building at ground level within a proposed fenced compound.

This hearing was focused on the location and appearance of the cable tray and fenced compound. Ed Pare presented the new design around the door that was suggested at the last meeting to replace the previous shed roof design. The proposed design is represented on the second sheet labeled Z-4. Brief description: the cable conduits will run from the DISH enclosure through the frieze (header the door) and behind the Verizon enclosure along the exterior wall of the church to the corner of the building

where the cables will be brought inside the building. The pilasters on either side of the door are decorative and will not house any cables.

Historical Commission (HC) members made the following suggestions to simplify the design and make it more consistent in style with the existing church doorways:

- The pilasters should be simple – no fluting is necessary.
- The ornament on the front panel of the frieze is unnecessary.
- Pull the frieze back a couple of inches to minimize its depth and make it flush with the surface of the pilasters - pad the pilasters if necessary. The intent is to match the depth of the frieze with the pilasters, so they become part of the same composition. The frieze should not hang over the pilasters.
- Widen the pilasters so that they go from the door to the enclosure wall (as the frieze does) to eliminate the transition back to the clapboards. There should be no gap between the pilasters, Frieze, and the fences.
- A photo (see page 30 in file *CHC_05-17-2023_Packet.pdf*) referencing the doorway on the south side of the church (built in the 1990s) shows the style of trim the members would like to see. The molding/trim is continuous, going up the side of one pilaster, over the frieze/header, and down the other side. The HC asked Ed P. to notice how the trim returns back to the wall. It was recommended that the doorway treatment be built first and the fence brought to it afterward.
- Gooseneck light fixture
 - The fixture will be installed above the frieze.
 - The HC recommended using a warm color temperature (Kelvin color temperature 2700) for the lighting so that it won't have the harshness of a streetlight.
 - The light fixture should be black (matte finish).
 - Concern was expressed about the reach of the fixture arm and its ability to remain horizontal with time and wear. The hopes are that bringing the frieze in a couple of inches and a shorter fixture arm will help. It was suggested that a tieback to the building could be installed after installation if needed.

The DISH enclosure fence height will be the same as the existing Verizon fence height.

Ed P. will bring this information back to the designer, confirm that the HC's requests can be met, and will come to the June HC meeting to present the new design to make sure it accurately reflects the HC's vision.

Public Hearing for Certificate of Appropriateness No. 2022-11: 42 Lowell Street, Center Park, owned by the Town of Carlisle. This hearing is a continuation of the March 22, 2023 hearing.

The originally proposed work in the application submitted by Dana Booth includes the installation of one sign (approximately 41 inches wide x 15 inches high, white with black lettering) to hang from a black metal bracket mounted on a tree.

Since the last meeting in March, the Center Park group learned that the sign maker could not meet the requirements of the COA that was issued in March. Five-quarter-inch Azek was specified, and the sign maker can only use one-half-inch thick PVC. In addition, Alison Saylor requested that the graphic border be eliminated from the approved design. The Center Park group and the HC agreed to the following fabrication changes and specifications:

1. The PVC frame is 1x2 (actual dimensions: $\frac{3}{4}$ " x $1\frac{1}{2}$ "). The corners should be mitered and constructed to prevent gaps from forming due to expansion and contraction. Please

utilize compatible glue and fasteners to form these joints. Each side of the frame should be continuous, no joints.

2. The PVC sign is 1/2" thick.
3. The overall sign width with the added 1x2 frame will not exceed the approved 41" width. The overall sign height with the added 1x2 frame will not exceed the approved height (roughly 15 inches) and shall be proportional in terms of size and design elements (type) to the sign most recently presented. The approved sign design will need to be reduced proportionately to accommodate the added dimension from the frame.
4. The PVC must have a white matte finish. If not, it must be painted to a white matte finish.
5. The attachment of the sign to the frame should be done to prevent gaps from forming due to expansion and contraction. The sign maker may want to consider routing the 1x2 frame pieces to receive the 1/2" thick sign and applying a compatible glue.

The mounting of the sign remains unchanged.

The original COA issued on March 22, 2023 was amended to reflect these changes.

Sara Cassidy Smith made the motion to amend the COA issued on March 22, 2023 to include the changes in sign fabrication as described by items 1 through 5 in an April 23, 2023 email from Jennine Blum to Alison Saylor with the following changes:

- **Delete the type "and border" from item 3.**
- **Replace the word "border" in items 1, 3, and 5 with the more appropriate word "frame".**

(Note: these changes are reflected in the items listed above in these minutes.)

Annette Lee seconded the motion.

All in favor (4 to 0). Chip Dewing – Aye, Annette Lee – Aye, Ben Herter – Aye, Sara Cassidy Smith – Aye.

Informational Discussion: 27 School Street, owned by the First Religious Society of Carlisle

Topic: play yard fence

Ann James and Susan Emmons returned to further discuss the option of replacing the existing 50-year-old cedar play yard fence with a black aluminum fence which is considerably less expensive than a wood fence.

Ann and Susan have spoken with Reliable Fence and Fences Unlimited and provided their specifications (almost identical), photos, and a sample from Reliable Fence. Quotes from these two companies are comparable. The photos are from sales literature as well as photos taken by Ann and Susan of a black wrought iron fence at the cemetery next to the Bank of America in Concord Center as well as black railings at churches including the railing at the First Religious Society (FRS).

Pickets. The distance of $3^{13}/_{16}$ inches between pickets was discussed and it was questioned if this was a code requirement and/or to address the concern of a small child's head/neck becoming trapped. Ann mentioned that the companies do offer a fence with pickets that are much closer together at about double the cost. The question was asked how the pickets terminate at the bottom which isn't clear in the photos provided. Do they go through the bottom rail? Do they remain above the ground?

Top rail. An HC member expressed that they felt strongly about not having a top rail that covers the tops of the pickets which is typical of many residential aluminum fences but not of church and cemetery fences. The preferred style was identified as "Emerald" from Reliable Fence. The issue of

safety was raised for fences with exposed pointed pickets. This concern was countered with the thought that any horizontal rail provides a foothold making it easier to climb over.

Fence height. The HC prefers a three-foot high fence, and the FRS prefers the higher four-foot fence for safety reasons which is comparable to what currently exists. When asked, Ann stated that children climbing over the fence hasn't been an issue. It was noted that it's not clear whether the height of the fence is identified by the height of the posts, pickets, or the top rail.

Gates. There would be three gates. Two single gates would each be three feet wide. A third gate would be a double gate to allow a lawn mower in. The intent is to place the gates in the existing gate locations. HC members preferred the simpler gates without the arch.

Installation. The posts would be anchored in concrete in the ground.

Next steps. Susan stated that she and Ann would first like to go back to the FRS to discuss the information from this meeting and come back for a public hearing at a later meeting. Ann and Susan inquired what other information the HC would like to see before a decision can be made. HC members requested the following:

- A sample of the Emerald style fence to see how the pickets terminate.
- A sample of the post top.
- Photos (close up as well as at a distance) of installations with single and double gates, particularly of the Emerald style fence.
- To see a local installation, Emerald style preferably.
- A sample of a black matte finish, powder coated if they offer it. The HC would like to see a finish less shiny than the samples provided.
- Verification that the posts, rails, and pickets don't have any fluting or other decorative elements that are difficult to discern in the photos provided - simplicity is important.
- Clarification on how topographical differences would be handled with fence sections.

Ann mentioned that there is a fence on East Riding Drive that perhaps the members would be able to look at. She stated that she would find out if the style was Emerald. Ann added that the companies seemed to be reluctant to identify installations on private property.

The HC agreed that they felt comfortable with a 42-inch-high fence, Emerald style with pickets $3^{13}/_{16}$ " apart and $5/8$ " square pickets.

Susan asked how they should proceed if they want to submit an application for final decision and there are more questions asked of them at that meeting. Chair Chip Dewing stated that depending on how closely they can conform to the requests, the HC would be able to approve the application based on the feedback provided at the hearing. He added that some adjustments can be made if needed at the hearing if something comes up in their discovery between now and then. For a public hearing at the June 21st meeting, the most immediate deadline is the placement of a public hearing notice in the Carlisle Mosquito by noon on Tuesday, May 23rd. If more time is needed, the deadlines for future HC meetings beyond June are on the town website.

Informational Discussion for 82 Lowell Street, property owner: Guillaume Blin

Topic: repainting barn

Guillaume stated that he would like to paint the barn behind his house (visible from Lowell Street) which hasn't been painted in twenty years. He asked if approval was required by the HC and if so,

were there HC-approved red paint colors that he could choose from. The HC stated that if he painted it the same color, no approval would be necessary. If a new color is chosen, Guillaume would need HC's approval and he should provide large samples (at least 2 feet x 3 feet) for the HC to review at an onsite visit before the public hearing. The HC recommended choosing several reds from the Benjamin Moore Historical Collection for the HC to review.

Regarding the trim color, Guillaume stated that it would be white. Co-chair Chip Dewing suggested that Guillaume might also consider painting the trim red which is more suggestive of a barn than a house.

Guillaume will try to prepare for a public hearing at the June 21st meeting.

Outdoor Classroom Buildout – appointment of members to discuss construction of railing onsite as it's being built.

Sara Cassidy Smith made the motion to appoint Ben Herter and Krissy O'Shea to attend the buildout for onsite consultation regarding the Outdoor Classroom railing and ramp on June 6th or June 7th with Annette Lee as an alternate for the purpose of approving and providing input on the railing installation for application 2023-01.

Ben Herter seconded the motion.

All in favor (4 to 0). Chip Dewing – Aye, Annette Lee – Aye, Ben Herter – Aye, Sara Cassidy Smith – Aye.

Minutes Approval

Ben Herter made a motion to approve the February 15th and March 22nd, 2023 minutes.

Sara Cassidy Smith seconded the motion.

All in favor (5 to 0).

Project Updates

GPL roof shingles. The kickoff meeting for this project is scheduled for May 25th. Chip Dewing stated that Gale Associates and Capeway Roofing did their best to get as close a match as possible to the existing shingles, which proved difficult. GAF Slateline shingles, color Antique Slate was chosen and are the best match available.

Police station ramp. The HC expressed their concerns about the police station railing to MFC member Steve Hinton and are waiting for a response from Town Administrator Ryan McLane, or Steve H. about how this situation will be handled. Steve also expressed disappointment that Kneeland Construction had proceeded without any attention to the drawings that they submitted to the HC for final approval. Ed Rolfe received word from the MFC that they were going to push back on Kneeland to make it right.

Old Business/New Business

Historic District Property Survey recommendations. Historic Properties Survey recommendations for further study, listed below, were quickly reviewed.

- Further documentation of circa 1950s and 1960s subdivisions.
- Future updating of inventory forms.
- Expansion of the Great Brook Area Form.

Other preservation-related recommendations:

- Develop a plan to list properties in the National Register of Historic Places.

- Establish a Demo Delay Bylaw.
- Survey data may provide justification for funding of restoration or rehabilitation of significant buildings and historic landscapes.
- Map Carlisle's historic properties in the Geographic Information System (GIS).

Historical projects to be considered for CPA funding. The proposed interior renovation project for Gleason Public Library, which was removed from the spring town meeting warrant, will be included in the fall town meeting warrant for deliberation. The CPC is also seeking other project proposals to review, particularly from the HC, and is optimistic that a plan can be developed with community input for utilizing Historic and Undesignated Funds, should these projects receive approval.

The HC reviewed a list of projects that it had put together in 2020 and discussed several of them along with some possible new projects.

Central Burying Ground. A previous application for the restoration of the CBG had been submitted ten or more years ago and was not approved at Town Meeting. The removal of all the trees to return the CBG to its original state was very controversial and expensive. The application also included headstone work (reseating and cleaning), creating an inventory of head and foot markers, repairing the front wall along Lowell Street, which is bowing out, and widening the entrance for accessibility. The total request for funding was approximately \$230,000. It was suggested by the community that the DPW do a good deal of this work.

Brick Building. Members of the HC had worked on trying to get the windows replaced but the project didn't move forward.

Highland Building. The HC members agreed this was a project they'd like to advance but it's premature to ask for funding.

Preserving records in the vault. The question was raised if all the records of interest had been preserved.

Historical Property Survey – recommendations for further study. The recommendations listed above were identified as qualifying for CPA funding.

Digitizing historic records.

Historical Commission Records – making them accessible and searchable

The HC would like to have all its records made available online for all town boards as well as the public. The discussion included identifying information to make available and possible ways to store it. Jennine Blum was asked to look into this project and draft a proposal for funding.

Members Updates

Town Meeting recap. Chip Dewing was hoping to provide a summary of recommendations for the Police and Fire Station renovations and possibly the larger issues involving the Town Hall and Town Center but the discussion wasn't held.

HC member nominations. HC member nomination(s) will be included on the June agenda. Five full members have been identified and the HC is planning to fill one or two alternate positions.

Historic District Property Owner Letter. The letter will go out at the end of the week or the following week. An appeal for members has been included.

Crosswalk signage. Chip volunteered to contact the new police chief to start the conversation.

House plaques. To be discussed at the June meeting.

Historic District Map and Catalog Booklet – printer quotes. The final quote hasn't been received. Chip volunteered to talk to the new owner of Fern's about selling the booklet.

Rules and Regulations. To be discussed at a future meeting.

Next Meeting

Wednesday, June 21, 2023

Adjournment

Ben Herter made the motion to adjourn the meeting at 9:41 p.m.

Annette Lee seconded the motion.

All in favor (5 to 0).

Documents and Samples Submitted (meeting packet file: CHC_05-17-2023_Packet.pdf)

- 27 School Street, DISH Wireless/FRS
 - Application 2022-08 for a Certificate of Appropriateness
 - Drawings
 - Visual Analysis - Photo simulations
 - Photographs of existing FRS doorways
- 42 Lowell Street, Center Park
 - Application 2022-11 for a Certificate of Appropriateness
 - Original COA March 27, 2023
 - Email: proposed sign modifications
 - Sign design
 - Tree mounting - photo
- 27 School Street, FRS play yard fence
 - Photo of black metal fence as an example
- 83 School Street, Outdoor Classroom
 - Application 2023-01 for a Certificate of Appropriateness
 - COA, March 29, 2023
- 22 Bedford Road, Gleason Public Library
 - COA, June 17, 2023
 - Antique Slate Stateline Shingle
 - Existing shingle and aluminum samples
 - Building photos
- 41 Lowell Street, Police Station
 - COA, September 27, 2022
 - Ramp elevation, Sept. 28, 2022
 - Ramp layout, Sept. 28, 2022
 - Ramp photo, April 19, 2023
- Historic Properties Survey, 2010 – Final Report Recommendations
- HC Long-term initiatives
- Historic District welcome letter
- Historic District Map & Catalog Booklet – printing quotes
- February 15, 2023 meeting minutes draft
- March 22, 2023 meeting minutes draft