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Gerri Doyle, Chairperson
Angelia Christopher
Administrative Assistant

HISTORIC PRESERVATION COMMISSION
Meeting Minutes
Tuesday November 29, 2022- 9:00 AM

- 1) **Call Meeting to Order** – Chair Doyle called the meeting to order at 9:06am.
- 2) **Roll Call** –Commission members Janet Slade, Clare Marron, Robert Abbey, Geri Doyle, and Brenda Harvey. Kris McNeill, Code Enforcement Officer. Applicants- Andrew Weymouth, and Shawn Cyr. Michelle Snowden- Deputy Clerk.
- 3) **Review of meeting minutes from May 17, 2022 meeting minutes**
Robert Abbey moved to approve the May 17, 2022 meeting minutes, seconded by Janet Slade. All members present in favor.
- 4) **Fern Tsao of Thriving Harmony- Andrew Weymouth-(Contractor) of 316 Water St. Proposing to replace the second story windows, facing the street at 319 Water St. City Tax Map 034 Lot 117 in the Traditional Downtown District.**

Shawn Cyr, requested approval for the two front windows to be replaced at 318 Water St. The new windows will be vinyl, argon gas, low E, no tint (which he brought in a sample for viewing). The contractors do not plan to replace the six over six window. The trim will remain as is until painting at a later date. Wood trim will be replaced as necessary. Kris McNeill- CEO stated that when/if the contractor replaces trim/paints, they would not need to seek approval from the Commission.

Robert Abbey makes a motion based on the information presented by Andrew Weymouth- representing Thriving Harmony at 316 Water St. on City Tax Map 034 Lot 117 in the Traditional Downtown Historic District. The proposed project will include work as described in the application – replacing second story windows on the Water St side. The Commission has found that this proposal is consistent with the Secretary of Interior's Standards for Treatment of Historic Properties with Guidelines for Rehabilitating Historic Buildings. Janet Slade seconded the motion. All members present in favor.

- 5) **Other Business** – none at this time.
- 6) **Adjourn**
Claire Marron moved to adjourn at 9:27 am. Janet Slade seconded the motion. All members present in favor.