

## **HISTORIC PRESERVATION COMMISSION**

### **Meeting Minutes**

**Tuesday, March 19, 2019 @ 9:00 AM**

### **Regular Meeting**

**City Hall Council Chambers**

#### **1) Call Meeting to Order**

Geri Doyle called meeting to order at 9:04 AM

#### **2) Roll Call**

Janet Slade, Kris McNeill, Robert Abbey, Robert Lash, Geri Doyle, Clare Marron, Barb Skelton- CEO/Assistant Planner

Also in attendance: Andy Beaulieu- Contractor

Absent: Hal Norvell (communicated that he would attend meeting)

#### **3) Swearing in of new HPC member**

City Clerk Kelly Gooldrup swore in new member and member not at previous meeting.

I, Kristopher McNeill, Robert Lash, do swear that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof, so help me God.

I, Kristopher McNeill, Robert Lash, do swear that I will faithfully discharge, to the best of my ability, all the duties incumbent upon me as a member of the **Historic Preservation Commission** according to the Constitution and laws of the State, so help me God.

#### **4) Review of meeting minutes from 2/19/2019 and 2/26/2019 Discussion of notifying HPC of absence from meeting**

Geri Doyle asked if everyone had a chance to review the minutes.

Robert Lash asked to address some inaccuracies for what was reported in the minutes.

Geri Doyle asked which meeting.

Robert Lash responded February 26.

Geri Doyle stated that this would be the time to address those inaccuracies.

Robert Lash mentioned it has to do with members being absent and some saying there was no communication, but that is not accurate. It is on the second page, “Barb responded that we did not hear back from Rob Lash,” and that is not accurate. There was lots of communication.

Barb Skelton responded that it can indicate that she did not personally hear from Robert Lash, but Michael had heard.

Geri Doyle stated we can make the change in the minutes for that.

Robert Lash added that also brings up a point is there, and perhaps this would work for Kris as well, the procedure for when you need to notify to miss a meeting what exactly that procedure is.

Geri Doyle responded she was under the assumption that we had to notify at one time, Dot, but now it’s Michael (Admin Assistant) because he puts the agenda together. You could call her, and she can call Michael, but it makes sense to notify Michael.

Barb Skelton added that she needs to know also, so if you are going to be either calling or sending email and if you can copy her on whatever you get. She knows Michael has been trying to do that, but unfortunately Michael is leaving and we are going to end up with new people, so if you can let more of us know. If you do it by email that certainly gives us that track record.

Geri Doyle responded Michael right now and Barbara, that would be the protocol.

Clare Marron stated if we can hit reply all, then everyone will get it. Then everyone will know. She doesn’t mind getting the reply all responses.

Robert Lash stated that email doesn’t seem to work either. He had emailed and discussed things with Geri, spoke to Michael by phone, and emailed a group email that Michael responded to. It was still reported that there was no communication.

Geri Doyle mentioned contacting both Michael and Barb so they know there is a quorum.

Barb Skelton responded that she apologizes if she was copied on the emails, and doesn’t recall seeing them.

Robert Lash responded that he did not copy Barb, he contacted Michael.

Barb Skelton added let all of us know, and we will get the new person, whoever fills Michaels shoes, up to speed. We may start taking attendance and using an attendance sheet so we have that record and that contact, and when there is an excused absence we have that someone did contact us.

Geri Doyle asked if there are any other changes, additions, or deletions to the minutes from 2/19/2019 and 2/26/2019.

Clare Marron made motion to accept minutes with Robert Lash’s change. Robert Abbey Seconded. All in favor. So moved.

- 5) **Janet Slade is seeking an amended Certificate of Appropriateness issued June 20, 2017 for the replacement of 11 windows to reflect the use of .032 aluminum trim to enclose rotted trim and lead paint per federal guidelines at 327 Water Street on City Tax Map 037 Lot 111 in the Central Business/Downtown Historic District.**

Barb Skelton asked to note for the record that Janet Slade recused herself and is seated at the public podium for presentation, because we can't stream it the only way we will have a record is if it is verbalized and Michael gets it in the minutes.

Geri Doyle welcomed Janet and thanked her for changing seats.

Janet Slade stated that she is applying to have prior certificate amended to reflect the use of .032 aluminum to encase the rot and lead paint, similar to last months with Marni Sienko. Barb Skelton responded that for Kris McNeill's benefit could you expand on that a little bit because Kris wasn't at last meeting.

Janet Slade added that the reason to apply for the amendment is due to the façade grant. Any changes to the original certificate and when a change order has been filed, it is supposed to come back before Historic Preservation to be amended.

Janet Slade introduced her contractor Andy Beaulieu.

Kris McNeill mentioned he was a contractor for 10 years and knows what they are talking about.

Andy Beaulieu explained that when lead paint was found he went back through the contract and took appropriate steps based on his interpretation of the statutes to encapsulate the lead based paint.

Janet Slade added that Andy had just been lead certified, like a month before.

Clare Marron stated because you found lead.

Janet Slade responded because we found lead in both buildings. Normally it wouldn't have been an issue except we're using federal funds for this, hopefully.

Geri Doyle asked if she is understanding this correctly, the other change is the fact that you are using aluminum trim to abate the lead paint.

Janet Slade responded yes.

Andy Beaulieu added it's a rigid commercial grade material, and that's what it took according to the guidelines, to encapsulate the lead from further deterioration happening.

Geri Doyle stated that the hard part is on April 5<sup>th</sup>, it says all original historic interior wood trim must be retained. That's part of what the state is saying.

Andy Beaulieu responded that was done. Interior trim was retained.

Clare Marron mentioned it was encapsulated because of the lead.

Barb Skelton added it was exterior trim that was encapsulated, not interior.

Andy Beaulieu added that the second floor interior trim was the architectural part of the trim in the building, the rest of it was just flat stock, and was left intact.

Barb Skelton encouraged using finding of fact worksheets provided to be utilized in whatever decision is made.

Robert Abbey mentioned he did not get one, but he is willing to repeat the motion he made for Marni Sienko, which he thinks is essentially the same thing as what they are doing now. Barb Skelton provided finding of fact worksheet to Robert Abbey.

Robert Abbey made motion that based upon the facts presented by Janet Slade Applicant, the Gardiner Historic Preservation Commission finds that the proposed project is consistent with the *Secretary of Interior Standards for the Treatment of Historic Properties with Guidelines for Rehabilitating Historic Buildings* in order to amend the Certificate of Appropriateness from September 20, 2016 reflecting the use of .032 aluminum trim to meet federal guidelines for lead paint encapsulation.

Barb Skelton mentioned that the date needs to be changed, Janet's certificate was issued June 20, 2017.

Robert Abbey altered language to amend the Certificate of Appropriateness from June 20, 2017, etc. reflecting the use of .032 aluminum trim.

Seconded by Clare Marron. All in favor. So moved.

## 6) Other

Robert Abbey mentioned Chapmans which is due to be torn down. The library archives would love to have anything they would like preserved and have been provided with some stamps, invoices, a photo of a baseball team from about the 1900's. They like to collect things like that from businesses being torn down or going out of business. These things don't happen without notice by the community.

Clare Marron mentioned a whole block of buildings that is being redeveloped and will eventually probably be coming before the Commission. Dealing with replacing windows is one thing, but we should be prepared for different issues like if someone wants to blow out the back of a building. It may be good to have a refresher on new additions to existing historic structures before something comes up.

Geri Doyle asked if it would be worth having a workshop?

Barb Skelton responded we could schedule a workshop for next month if you would like.

In response to what Clare was saying she has been in contact with downtown changes potentially replacing doors, removing back additions, and talk having a possible roof top deck.

Robert Abbey added that he and Dawn Thistle-Special Collection Librarian have been looking for historic evidence for that part of the street and haven't really found much. The one person who knows about buildings on this end is Bill Harvey, who he has been told modernized the front of the buildings. Not much to go on besides what you currently can see, so it could be interesting to discuss.

Geri Doyle asked if everyone is favorable in scheduling a workshop for next month.



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Geri Doyle, Chairperson  
Michael Foster, Administrative Assistant

Robert Lash asked if it would be at the regular time.  
Geri Doyle responded that it would be the regular time and can be adjusted if we get an applicant.  
Commission agrees to have workshop.

**7) Adjourn**

Clare Marron made a motion to adjourn. Seconded by Janet Slade. All in favor.  
Adjourned 9:25am

DRAFT