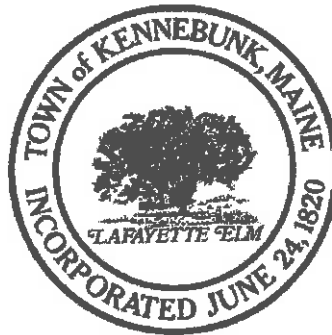


Town of Kennebunk, Maine



Historic Preservation Commission

MEETING MINUTES

April 12, 2023

In Person Meeting, 3rd Floor, Town Hall, 1 Summer Street, Kennebunk

- 1. Call to Order:** Vice Chair and presiding officer Barbara Fleshman called the meeting to order on April 12, 2023 at 6:30pm at Town Hall, Room 306, 3rd Floor, 1 Summer Street, Kennebunk. The meeting was held in-person. Those in attendance were:

Present: Barbara Fleshman [Vice Chair], Paul Bevacqua [Member], Stephen Dalzell [Alternate], and James Cartwright [Alternate];

Absent: Frances Smith [Chair], Judee Jandreau [Member], and Maria Kyriakides [Member];

Also Attending: Bryan Laverriere [Director, Public Services], Shawn McCarthy [McCarthy Restoration], and Tim Meyers [Renewal by Andersen].

B. Fleshman introduced the members in attendance and elevated J. Cartwright and S. Dalzell, both alternate members, to voting status for the purpose of this meeting. There were, therefore, four voting members present: B. Fleshman, P. Bevacqua, S. Dalzell, and J. Cartwright.

B. Fleshman then stated, for the record, that this was a public hearing at which all present had the right to hear all that was said and view all exhibits submitted unless the Board specifically voted to go into Executive Session. She asked that the Commission be notified if anyone could not see or hear.

The presiding officer further stated for the record that the meeting would be conducted in accordance with the published agenda. The Commission, she noted, is guided by the Town of Kennebunk's "*Historic Preservation Overlay District Design Guidelines*" as well as the U.S. Secretary of Interior's "*Standards for the Treatment of Historic*

Properties and Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings”.

2. Continued Applications

a. Application 23-H-03

Property owner(s): Town of Kennebunk
Applicant(s): Bryan Laverriere, Josh Jaken
Property: 19 Park Street
Application Date: February 17, 2023
Summary: Replace field dugout corral

B. Laverriere addressed the Board on behalf of the applicant, Kennebunk Little League. It sought authorization to replace its field dugout corrals at 19 Park Street. Because of setbacks, the Little League specifically sought to install two chain link corral bench areas instead of the stick-built dugouts originally proposed.

S. Dalzell asked whether grading would be needed, and B. Laverriere responded in the negative. The replacement corrals, Laverriere said, would be in exactly the same locations as the existing dugouts.

The Board briefly discussed color and agreed that the blue color proposed was suitable and would be visually appealing.

Motion: Move to Application 23-H-03 as submitted

Moved: P. Bevacqua

Second: S. Dalzell

Vote: Roll call vote. 4 votes in favor, none opposed; the motion carried.

b. Application 23-H-06

Property owner(s): One Realty Corp c/o M&T Bank
Applicant(s): Shawn McCarthy
Property: 100 Main Street
Application Date: March 7, 2023
Summary: Replace 5 windows

Shawn McCarthy, a restoration specialist representing M&T Bank, addressed the Board next. The Bank, he said, proposed to replace five [5] windows, 8 over 8. The existing ones needed repair, he explained, so the Bank sought to replace them “like for like.” He added that the Bank might also replace additional windows in the future.

B. Fleshman asked if the windows currently in place were original, and S. McCarthy responded that they were at least 40 years old -- hence presumably originals.

P. Bevacqua asked if the new windows would be sized to the existing openings, and S. McCarthy answered in the affirmative. The new windows, S. McCarthy

said, would be custom-made wooden ones made to measure at considerable expense.

J. Cartwright posed questions about the underlying wooden sills. "The sill detail," S. McCarthy answered, "will be the same." In response to other questions by P. Bevacqua, McCarthy re-affirmed that the sill extension shown on the spec sheet will match the width of the brickmould.

B. Fleshman asked if abutters or the public at large had any comments or questions, but there were none. Fleshman then proceeded to Findings of Fact, which are attached.

Motion: Move to accept Application 23-H-06 as submitted.

Moved: S. Dalzell

Second: B. Fleshman

Vote: Roll call vote. 4 votes in favor, none opposed; the motion carried.

After the vote, B. Fleshman asked Mr. McCarthy if the applicant would need an extension. S. McCarthy replied he would apply for one if needed later in time. He stated that the replacements would likely take place within the validity time frame of this approval.

3. New Applications

a. Application 23-H-08

Property owner(s): Virginia Healey & Stephen Dalzell

Applicant(s): Stephen Dalzell

Property: 5 Park Street

Application Date: March 9, 2023

Summary: Erect 8-ft. fence

S. Dalzell recused himself as he was the applicant. The number of voting members became three (3).

S. Dalzell then addressed the Board, seeking authorization to erect an 8-ft. fence on his property for privacy. The neighbor's patio, he said, directly faces his bedroom window.

The applicant stated that the fence would be similar to an existing one on his property and be the same color. He showed a rendering of the fence. It would be 48 to 50 feet in length, Dalzell said.

B. Fleshman solicited abutter and public questions, but there were none.

Motion: Move to approve Application 23-H-08 as submitted.

Moved: P. Bevacqua

Second: J. Cartwright

Vote: Roll call vote. 3 votes in favor, none opposed, 1 abstention [Dalzell]; the motion carried.

b. Application 23-H-09

Property owner(s): Helena Gilman
Applicant(s): Greater Maine Windows and Doors LLC
Property: 1 Portland Road
Application Date: March 13, 2023
Summary: Replace 7 windows

B. Fleshman re-instated S. Dalzell as a voting member for the continuation of this meeting. The number of voting members became four (4).

Applicant H. Gilman addressed the Board next, requesting authorization to install seven [7] windows to replace existing ones. The replacements, Ms. Gilman said, are part of her overall initiative to refurbish the house, in particular the interior.

H. Gilman showed photos of the exterior of the house and pointed out the part of it that was originally a barn. The existing windows, she said, were original. The replacements would “likewise be colonial in design” and the same color. “The replacement windows,” Ms. Gilman said, “will not open.”

P. Bevacqua posed questions about the molding, and Tim Myers, representing the window manufacturer, provided that detail. Myers explained that the applicant sought to replace seven, full frame picture windows in the Great Room of the house. Two units would measure 57-1/2” x 59” and another 59” x 59”. They would have a Colonial grille pattern 5w x 4h. The largest unit (93” x 59”) would have an 8w x 4h grille pattern, as well. All of the units, he said, would have a white exterior casing, but the backs of the grilles would be painted black. The flat casings, he added, would be PVC and the windows made of composite material.

P. Bevacqua then questioned the bill nosing, and T. Myers confirmed that the nosing would be standard. Bevacqua also noted that, while the applicant had submitted “window inventory forms” with the dimensions of the new windows, the forms lacked information about the dimensions of the *existing* windows. Bevacqua asked that the applicant supply this information to the meeting clerk or Town Hall staff.

J. Cartwright posed questions about the large window [depicted on the left of the submitted photo]. T. Meyers responded that two complete windows would be used. J. Cartwright asked if the moutons or grilles would be different, and there was a brief discussion about them. T. Meyers said that small size ones would be used “all the way across” the one large window. Myers added that there would only be inside grilles, but re-iterated that they would be painted black like the existing ones.

B. Fleshman briefly formulated Findings of Fact, then the Board proceeded to entertain the following motion.

Motion: Move to approve Application 23-H-09 for seven [7] windows at 1 Portland Road with the condition that the dimensions of the existing windows be cited in the window inventory and provided to Town Hall.

Moved: B. Fleshman

Second: P. Bevacqua

Vote: Roll call vote. 4 votes in favor, none opposed; the motion carried.

4. Old Business

There was none.

5. New Business

B. Fleshman reported that she had taken a course from "Portland Landmarks" on available tax credits for historic buildings. Major renovation projects of historic buildings, she said, may qualify for important tax credits. There is also a bill which is expected to come before state legislature which would increase tax credits for historic rehabilitation projects and likewise increase the cap on rehabilitation expenses from \$250,000 to \$1 million. Smaller projects may qualify for other credits, as well.

Board members also discussed how "Findings of Fact" would be reviewed and approved in future meetings.

6. Minutes of Prior Meetings

Members then reviewed the minutes of the HPC's meetings of March 22, 2023. Several errors were identified and corrected.

Motion: Move to approve the minutes of March 22, 2023 as corrected.

Moved: B. Fleshman

Second: S. Dazell

Vote: Roll call vote. 3 votes in favor, none opposed, 1 abstention [P. Bevacqua had not attended the 3/22/223 meeting]; the motion carried.

7. Adjournment

There being no further business, B. Fleshman declared the meeting adjourned at 7:46pm.

Motion: To adjourn the meeting.

Moved: P. Bevacqua

Second: S. Dalzell

Vote: Roll call vote. 4 votes in favor, none opposed; the motion carried.

Respectfully submitted by,
J. Schlagheck, Clerk

Adopted by the Commission in its meeting
of April 26, 2022

Signed by



HISTORIC PRESERVATION COMMISSION