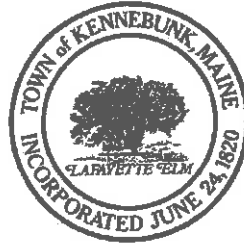


# Town of Kennebunk, Maine



## Historic Preservation Commission

### MEETING MINUTES

May 25, 2022

In Person, Town Hall Meeting

1. **Call to Order:** Vice Chair and presiding officer Barbara Fleshman called the meeting to order on May 25, 2022 at 6:30 pm at Town Hall, 1 Summer Street, Kennebunk. Those in attendance were:

Present: Barbara Fleshman [Vice Chair], Paul Bevacqua [Member], Judee Jandreau [Member], Maria Kyriakides [Member], Stephen Dalzell [Alternate], and Mary Megeaski [Alternate];

Absent: Frances Smith [Chair];

B. Fleshman stated, for the record, that this was a public hearing at which all present have the right to hear all that is said and view all exhibits submitted unless the Board specifically votes to go into Executive Session. She asked that the Commission be notified if anyone was unable to see or hear.

B. Fleshman 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*".

B. Fleshman then elevated alternate member S. Dalzell to voting status for the purpose of this meeting. The total number of voting members was, therefore, five: B. Fleshman, P. Bevacqua, J. Jandreau, M. Kyriakides, and S. Dalzell.

2. **Continued Applications**

There were none.

### 3. New Applications

#### Application 22-H-15

Property owner(s): Keith and Jeri Wallace  
Applicant(s): Keith Wallace  
Property: 9 Durrells Bridge Road  
Application Date: April 29, 2022  
Summary: Landscaping

Keith and Jeri Wallace came before the Commission with aerial depictions of their property and proposed landscaping. The applicants had a specialist design the garden and walkway. The area to be landscaped, K. Wallace said, includes land with steep slopes.

Mr. and Mrs. Wallace also sought authorization to plant shrubs and flowers symmetrically near their septic caps (not depicted in the renderings). B. Fleshman solicited public questions or comments, but there were none.

**Motion: Move to approve Application 22-H-15 as submitted.**  
**Moved: J. Jandreau**  
**Second: M. Kyriakides**  
**Vote: Roll call vote. 5 votes in favor, none opposed; the motion carried.**

#### Application 22-H-016

Property owner(s): Eamonn Hutton & Amy Hoffmaster  
Applicant(s): Eamonn Hutton  
Property: 51 Summer Street  
Application Date: May 3, 2022  
Summary: Replace French doors, siding, repaint

Eamonn Hutton spoke next, requesting authorization to repair a rotten sill, "post-fact approval" for a set of "Terma Tru" French doors (which had already been installed in the same size opening), and approval for repainting.

B. Fleshman solicited questions or comments from abutters, but there were none.

**Motion: Move to approve Application 22-H-16 as presented with the condition that the name of the manufacturer be provided for the record.**  
**Moved: P. Bevacqua**  
**Second: S. Dalzell**  
**Vote: Roll call vote. 5 votes in favor, none opposed; the motion carried.**

#### Application 22-H-17

Property owner(s): Judee A. Jandreau  
Applicant(s): Same  
Property: 44 Summer Street  
Application Date: May 3, 2022

Summary: Repaint

Judee Jandreau, the applicant as well as an HPC member, recused herself from the hearing. The presiding officer appointed M. Megeaski as a voting member for this particular hearing instead.

J. Jandreau showed the historic paint color to be used, and B. Fleshman asked for a paint chip or brochure from the manufacturer. HPC members subsequently agreed to simply reference the paint company brochure which the applicant circulated.

The presiding officer solicited public questions or comments, but there were none

**Motion:** Move to approve Application 22-H-17 as submitted using the paint indicated in the Historic Paint Chart published by Valspar.

Moved: P. Bevacqua

Second: S. Dalzell

**Vote:** Roll call vote. 5 votes in favor [Fleshman, Bevacqua, Dalzell, Kyriakides, and Megeaski], none opposed; the motion carried.

After this vote, J. Jandreau was returned to voting status and rejoined the HPC's reviews. The voting right of M. Megeaski was withdrawn.

#### Application 22-H-18

Property owner(s): Thomas Hartfield and Mimi Gurbst

Applicant(s): Same

Property: 21 Summer Street

Application Date: May 4, 2022

Summary: Change window configuration, bump out carriage house wall, repaint

Applicant Thomas Hartfield circulated a revised elevation, which had been shared with HPC members in digital form via email. The applicant sought authorizations to: (1) install windows in a symmetrical "two-and-two" configuration — i.e. two side-by-side windows and then another set of two windows side-by-side — instead of the "three-plus-one" set of windows originally proposed; (2) "bump out" the barn, insulate it from the outside, and replace siding over it; (3) install vinyl windows at the back of the barn "which will not be visible from the street"; and (4) repaint the house in the same colors.

In response to questions from HPC members, applicant confirmed that the vinyl barn windows would be Sanford Hills Series windows from Mathew Brothers, six over six. P. Bevacqua encouraged the applicants to match the existing historic windows to the extent possible.

B. Fleshman likewise asked applicants to obtain and complete a "window form" providing dimension details, and the meeting clerk agreed to provide the form. T. Hartfield then re-confirmed that the paint colors to be used when repainting the house would be the same as at present.

The presiding officer solicited public comments or questions, but there were none.

**Motion:** Move to approve Application 22-H-18 as submitted with the following conditions: (1) the windows are to be Sanford Hills Series by Mathew Brothers and should match, to the extent possible, existing historic windows; and (2) an inventory of window dimensions [the "window form"] is to be completed and returned to the meeting clerk.

Moved: P. Bevacqua

Second: B. Fleshman

**Vote:** Roll call vote. 5 votes in favor [Fleshman, Bevacqua, Jandreau, Kyriakides, Dalzell], none opposed; the motion carried.

### **Application 22-H-19**

Property owner(s): Kris Archer

Applicant(s): Same

Property: 21 Portland Road

Application Date: May 9, 2022

Summary: Remove tree

Applicant Kris Archer explained that a problem, diseased tree is causing her entry problems. A diseased maple tree very near her house, Archer said, is making egress difficult for her as a disabled person. A note from an arborist confirmed the poor condition of the tree. A photo also appears to show the tree being held up by a cable.

There being no public comments or questions, the Commission entertained the following motion.

**Motion:** Move to approve Application 22-H-19 as presented.

Moved: S. Dalzell

Second: M. Kyriakides

**Vote:** Roll call vote. 5 votes in favor, none opposed; the motion carried.

### **Application 22-H-20**

Property owner(s): Chris and Julie MacClinchy

Applicant(s): Same

Property: 50 Summer Street

Application Date: May 10, 2022

Summary: Amend materials for retaining wall and steps

Applicant Chris MacClinchy addressed the Commission next, seeking authorization for landscaping, a boulder retaining wall, and stone or boulder walkway. He specifically sought to change the material of the retaining wall to granite boulders for "a more natural look".

The presiding officer solicited questions or comments, but there were none.

**Motion:** Move to accept Application 22-H-20 as presented.  
**Moved:** P. Bevacqua  
**Second:** J. Jandreau  
**Vote:** Roll call vote. 5 votes in favor, none opposed; the motion carried.

#### 4. Old Business

S. Dalzell reported that his two formal complaints to the Code Enforcement Office about the cedar trees at 35 Summer Street had yet to have any reply. The residence in question is now for sale. Dalzell and other members questioned whether the house could be "black listed" in some fashion so that prospective buyers might be made aware of the tree-removal requirement. However, no vote or further action was taken. Members instead discussed the need to revise the Town's Ordinance for compliance enforcement.

#### 5. New Business

The meeting clerk then informed the Commission that Kennebunk's Select Board had recently changed its meeting policy with effect as of May 13<sup>th</sup>. The Select Board will henceforth hold meetings remotely when the Maine CDC's weekly "color code" report indicates that the COVID-19 community level of transmission is "medium" [yellow] or "high" [red]. The current York County rating, the clerk affirmed, is yellow. Hence, the Select Board's next meeting will be via Zoom. However, the Select Board also confirmed that each of the Town's other Boards, Committees, and Commissions can define or continue its own (and possibly different) policy.

HPC members expressed general interest in continuing in-person meetings, but said they would also consider hybrid meetings if and when that technology becomes available.

#### 6. Review and Approve Minutes

As several Commission members had not reviewed the HPC minutes of May 11, 2022, members entertained the following motion:

**Motion:** Move to defer review of the Minutes of the HPC's May 11, 2022 meeting until the Commission's next regular meeting in June.  
**Moved:** P. Bevacqua  
**Second:** J. Jandreau  
**Vote:** Roll call vote. 5 votes in favor, none opposed; the motion carried.

#### 7. Adjournment

There being no further business, the presiding officer declared the meeting adjourned at 7:42pm.

**Motion:** Move that the meeting be adjourned.  
**Moved:** S. Dalzell  
**Second:** P. Bevacqua

**Vote: Roll call vote. 5 votes in favor, none opposed; the motion carried.**

Respectfully submitted by,  
J. Schlagheck

Adopted by the Commission in its meeting  
of June 22, 2022

Signed by

  
HISTORIC PRESERVATION COMMISSION