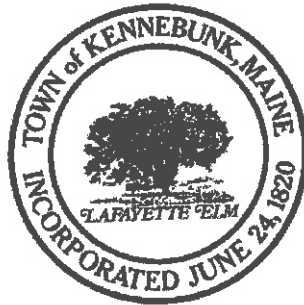


Town of Kennebunk, Maine



Historic Preservation Commission

MEETING MINUTES

July 27, 2022

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

- 1. Call to Order:** Chair and presiding officer Frances Smith called the meeting to order on July 27, 2022 at 6:30 pm at Town Hall, 1 Summer Street, Kennebunk. The meeting was held in-person. Those in attendance were:

Present: Frances Smith [Chair], Barbara Fleshman [Vice Chair], Paul Bevacqua [Member], and Judee Jandreau [Member];

Absent: Maria Kyriakides [Member]; and Stephen Dalzell [Alternate];

F. Smith 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.

F. Smith 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**

There were none.

- 3. New Applications**

Application 22-H-29

Property owner(s): Barry and Donna Farrell

Applicant(s): Same
Property: 1 Durrells Bridge
Application Date: July 1, 2022
Summary: Replace windows, install fence, repaint exterior

Applicant Donna Farrell addressed the Commission, stating that she and her husband sought authorization to (1) repaint the exterior of their house; (2) replace 15 windows, and (3) install a fence. Applicant stated that she intended to use the same colors as on the house at present: Benjamin Moore "Collingwood" [OC-28] for the exterior walls and "Terrytown Green" [HC-134] for the front door. However, the applicant did not know the name or code of the specific white paint color to be used for the trim.

In response to Commission questions, the applicant affirmed that Marvin replacement windows would be installed. However, Ms. Farrell also stated that the existing window frames and sills were rotted in many places. P. Bevacqua consequently observed that the applicants "may not be getting the right windows". Replacement windows, he explained, do not include new frames or sills. They might actually cover over parts of the existing ones, temporarily masking the rot problem.

Applicant affirmed that new sills and frames were, indeed, needed. P. Bevacqua asked if all the windows would look the same on the outside, and the applicant responded in the affirmative. However, P. Bevacqua and other HPC members urged the applicant to have assurance from her contractor that any rotted frames and sills would be replaced, not covered up. HPC members also called on the applicant to complete a "window form", providing an inventory and the specific dimensions of both the existing and proposed windows, and the applicant agreed to provide it.

Ms. Farrell then described the fence she and her husband propose to install. She called the HPC's attention to the "cut sheets" for the fence which she had previously submitted. "The fence," she said, "will be painted the same green color as the door." Ms. Farrell added that the owners of 18 Durrells Bridge had similarly painted their fence green with good visual effect.

Motion: Move to approve Application 22-H-29 as submitted with the following conditions: (1) applicant is to complete the HPC's "window forms" to provide an inventory and the dimensions of the 15 existing and proposed windows; (2) the fence will be by the Anchor Company, "Custom Lattice (Square)"; and (3) applicant is also to advise the HPC of the specific white paint color to be used for the house trim.

Moved: P. Bevacqua

Second: J. Jandreau

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

After the vote, Commission members advised the applicant to return her completed window forms and white paint chip to the Community Development Office at Town Hall.

Application 22-H-30

Property owner(s): Judith O'Donnell
Applicant(s): Same
Property: 9 Dane Street
Application Date: July 5, 2022
Summary: Remove lower deck, replace upper deck

Applicant J. O'Donnell next addressed the Commission to request approval to remove the lower section of her bi-level deck and to replace the upper section. Applicant stated that the upper deck is 24' long and 20' wide at its widest, tapering to 14'. The lower deck would be completely removed, and landscaping will eventually be installed in the lower deck's place. However, applicant said she would only submit a landscaping plan later in time.

Ms. O'Donnell then showed the HPC the composite material and color to be used for the new upper deck, and HPC members informally expressed approval. Stairs to the upper deck will be added, Ms. O'Donnell said, with a lattice apron.

Motion: Move to approve Application 22-H-30 as presented.

Moved: J. Jandreau

Second: B. Fleshman

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

Application 22-H-31

Property owner(s): Frances and Richard Smith
Applicant(s): Same
Property: 27 Summer Street
Application Date: July 6, 2022
Summary: Install kitchen vent

The Chair recused herself from this particular hearing and addressed the Commission as an applicant instead. She asked for post-fact approval for the installation of a kitchen vent on the west side of her residence. Since submitting her HPC application, she said, the vent had been installed approximately three feet above the location depicted in the submission. It is painted white and is approximately 8 by 8. The vent, Ms. Smith affirmed, is not readily visible from the street.

Motion: Move to approve Application 22-H-31 as submitted.

Moved: P. Bevacqua

Second: J. Jandreau

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

After the vote, F. Smith resumed her role as presiding and voting officer.

4. Old Business

Members were slated to elect officers for the coming 12-month period, but decided to postpone the election until more Commission members were present.

Motion: Move to postpone the election of officers until August 10, 2022 when more members are present.

Moved: B. Fleshman

Second: J. Jandreau

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

5. New Business

Workshop Items

At the HPC's prior meeting, B. Fleshman had circulated a preliminary list of Ordinance items to be discussed and definitions to be considered in a forthcoming workshop. Commission members had agreed to amend and add to the list as well as consult their calendars for possible workshop dates.

At today's hearing, B. Fleshman stated that she will propose "demolition" language for the HPC's consideration, as well. Members agreed to schedule the workshop "sometime in August or September", but did not specify a particular date.

6. Review and Approve Minutes

The Chair next led the Commission in a review of the minutes of the HPC's July 13, 2022 meeting. A wording omission was identified and the minutes duly amended.

Motion: Move to approve the Minutes of the HPC's July 13, 2022 meeting as amended.

Moved: B. Fleshman

Second: P. Bevacqua

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

7. Adjournment

There being no further business, the presiding officer declared the meeting adjourned at 7:13pm.

Motion: Move that the meeting be adjourned.

Moved: P. Bevacqua

Second: J. Jandreau

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

Respectfully submitted by,
J. Schlagheck

Adopted by the Commission in its meeting
of September 14, 2022

Signed by


HISTORIC PRESERVATION COMMISSION