

**HISTORIC DISTRICT COMMISSION**  
PUBLIC MEETING  
Town Hall  
Provincetown MA

**WEDNESDAY, MAY 10, 2018**

Members Present: Thomas Biggert (TB), Chairman, Pilgrim Monument Rep.; Marcene Marcoux (MM), Vice Chair, Chamber of Commerce Rep; Laurie Delmolino (LD), Historical Commission Rep.; Ted Jones (TJ), PAAM Rep.; Hersh Schwartz (HS), Alternate; Michela Carew-Murphy (MCM), Clerk, Alternate.

Others Present: Annie Howard (AH), Building Commissioner.

TB opened the meeting at 4:00pm by apologizing to HDC for his abrupt leaving at last week's Executive Session, citing a medical issue. MM responded that TB had no reason to apologize and that his response had been appropriate at that important meeting.

**1. Work Session: VOTES MAY BE TAKEN**

**2. Determinations as to whether the applications below involve any Exterior Architectural Features within the jurisdiction of the Commission; with Full Reviews to be placed on the Public Hearing agenda on the May 16, 2018 Public Hearing agenda and Administrative Reviews to be acted on by a subcommittee appointed by the Commission.**

- a) 5-7 Point St., #3 – To replace 1 window in kind.  
No one presented.

MCM noted this referred to windows that had already been put in; MM said there were 16, which TJ noted were all highly visible. MM remarked that HDC was seeing in a lot of applications that people were writing in-kind, which was questionable when it was not. In this case nothing had been changed in 38 years, but with other cases HDC sees wooden doors replaced by steel or wooden windows replaced with vinyl; that in-kind should be the same, which MCM concurred. TB said clad is being used for wood in-kind. MM recommended making the case for greater distinction on Administrative Review applications.

MCM noted that this applicant had already installed the windows and were now before HDC due to a stop-work order. TJ said he recalled HDC recommended applicant put in snap-in mutttons so they could do a site visit, but advised them that HDC does not advocate snap-in mutttons.

MM made a motion to rule that the applicant will state what is actually being proposed as replacement materials in their application. MCM seconded the motion and it passed, 5-0-0. MM, MCM, TB, LD, TJ.

LD questioned if it was HDC's task to make such determinations during Administrative Review.

TJ informed HDC that applicant had opted to continue his decision until the meeting of May 16<sup>th</sup>, which HDC proposed to honor.

- k) 3 School St. – To replace windows and doors in kind.  
Leif Hamnquist presented; displayed Norwood Windows model window unit with half-sash, true-light simulated, said the replacements were Norwood – an all-wood New Brunswick variety, have 20-year lifespan, energy efficient. TB noted that the emollient is correct on this window and gave a sense of the double-pane; LH said it was those small details that make historic windows pop.  
LH said he had just been in Charleston and TB referenced Savannah for great historic patina, preserved by being inland.  
TJ remarked on the silver color of the spacer as reflecting light and suggested a mate finish. LH said Norwoods were more expensive than Andersons as they were more or less customized.  
AH noted that going from aluminum to Bronze would be adding about \$150 per unit, and probably north of 1k for a unit 6-over-6, 24x22; cautioned that renewal by Anderson is part of the Mass Save program and energy-saving programs, units come in about \$250 a unit and installed at about \$400.  
LH said he was using these for some jobs but that this demonstration was just to put HDC in the loop apart from a regular meeting upstairs in the Judge Welsh Room.  
LD suggested that this model might be used for a quite pristine home.  
LM referenced the slider door that he proposed to remove the window from and replace with a four-panel slider door; said door is really tucked-away, that he had walked the block twice.  
TB made a motion to accept as Administrative Review; LD seconded the motion, and it passed, 5-0-0. TB, LD, MM, TJ, HS.  
TB made a motion to accept as presented; MM seconded the motion and it passed, 5-0-0. TB, MM, LD, TJ, HS.
- b) 6 Lovett's Ct. – To replace 5 windows in kind.  
No one presented.  
TJ said he wasn't sure why this had been turned away previously; TB replied it was because HDC did not know what a cottage window was, noted that everything looked like it was in-kind. TJ referenced casement windows which TB said stayed the same and that the applicant was looking to match windows on the 2<sup>nd</sup> floor with the ones below.  
TB made a motion to accept as Administrative Review; MCM seconded the motion, and it passed, 5-0-0. TB, MCM, MM LD, TJ. TB made a motion to accept as presented; MM seconded the motion, and it passed, 5-0-0. TB, MM, LD, TJ, MCM.
- c) 374 Commercial St. – To replace deck and steps in kind.  
No one presented.  
AH said they were given the permit based a means of egress; having issue with keeping dumpsters on the street for any length of time; weather delays.  
TB made a motion to accept as Administrative Review; HS seconded the motion and it passed, 5-0-0. TB, HS, MM, LD, TJ. TB made a motion to approve as presented; HS seconded the motion and it passed, 5-0-0. TB, HS, MM, LD, TJ.

- d) 22 Alden St. – To replace siding.  
No one presented.  
TB noted the application was pretty straight forward, made a motion to accept as Administrative Review. MM seconded the motion and it passed, 5-0-0. TB, MM, LD, TJ, MCM. TB made a motion to accept as presented; MM seconded the motion and it passed, 5-0-0. TB, MM, LD, TJ, MCM.
- e) 10A Bradford St. – To replace roofing shingles.  
No one presented.  
TB asked AH to explain architectural shingles. AH said it's a question of imagining the profile; demonstrated a 3-foot shingle vs. an architectural shingle as a kind of layered look that appears to have more depth as it goes on.  
TB made a motion to accept as Administrative Review; LD seconded the motion, and it passed, 5-0-0. TB, LD, MM, TJ, HS. TB made a motion to approve as presented; LD seconded the motion, and it passed, 5-0-0. TB, LD, MM, TJ, HS.
- f) 592 Commercial St. – To replace roofing shingles and 10 windows in kind.  
No one presented.  
MM noted AZEK trim, which, she said, didn't think fit the house.  
TB noted Anderson A-series windows but noted composite/wood combination and argon, made a motion to move the decision to the hearing of May 16<sup>th</sup> and request a spec sheet. MM seconded the motion and it passed, 5-0-0. TB, MM, LD, TJ, MCM.  
LD pointed out a photo of the window in the file. TB said the request would be to ascertain that it was simulated divided-light.
- g) 56 Bradford St. – To replace roofing shingles.  
No one presented.  
TJ asked of the material of the shingles. AH replied it was three-tab asphalt soon to be all covered in moss.  
TB made a motion to accept as Administrative Review; MM seconded the motion, and it passed, 5-0-0. TB, MM, LD, TJ, HS. TB made a motion to approve as presented; MM seconded the motion and it passed, 5-0-0. TB, MM, LD, TJ, HS.
- h) 29 Tremont St. – To replace and existing fence in kind.  
No one presented.  
MM said she couldn't tell if the picture was of the new fence. HDC discussed the neighborhood per applicant's location.  
TB made a motion to accept as Administrative Review; MCM seconded the motion, and it passed, 5-0-0. TB, MCM, MM, LD, TJ. TB made a motion to accept as presented; MM seconded the motion, and it passed, 5-0-0. TB, MM, LD, TJ, MCM.
- i) 337 Commercial St. – To replace damaged roofing and sidewall.  
No one presented.  
TB said he wasn't quite sure what they meant by sidewall. AH said they meant siding. TB noted hardwood, cement clapboard, wood shingle; asked if it was water-side at Land's End. HDC concurred it was.

LD asked why this would be acceptable whereas in other cases it might not be. TB replied it had to do with the water-side location, that they sit low and are subject to damage. LD said she thought Hardie Board was not the choice here as it is subject to moisture, which AH agreed on. LD said wood would hold up better.

TB made a motion to accept as Administrative Review. MC, seconded motion, no vote was taken, and discussion continued.

TB made a motion to approve the roof shingles as in-kind and not clap-board. LD seconded the motion, and it passed 5-0-0. TB, LD, MM, TJ, HS.

j) 6 Winthrop St. – To replace roofing shingles.

No one presented.

TB made a motion to accept as Administrative Review; MM seconded the motion, and it passed, 5-0-0. TB, MM, LD, TJ, MCM. TB made a motion to accept as presented; MM seconded the motion, and it passed, 5-0-0. TB, MM, LD, TJ, MCM.

### 3. Other Business

#### HDC Clerk

TB spoke of the need for a new clerk, remarking that Martin Risteen had resigned and mentioned the good work he had done both on behalf of HDC and as clerk for the board. MM mentioned that the new clerk will be helpful in processing the meeting minutes that JON has already submitted and that HDC is behind in that aspect again. TB nominated MCM for the position of clerk. MCM said she'd be happy to do it, but requested some guidance from Risteen going forward. TB spoke of MM as having taken the lead on the regulatory side of HDC's work but referenced that she would be phasing out and leaving the HDC by the end of the year, so others would need to fill that void in keeping HDC timely. TB nominated MCM for the position of HDC clerk; MM seconded the motion, and it passed, 5-0-0. TB, MM, LD, TJ, HS.

#### Community Center

TJ asked if anyone had been by and inspected the windows of the Community Center, if they were the right size. MCM said she had been by. AH said the replacement windows are from 1977 and that they removed the whole façade and had due to the rot. TB noted they'd look different with trim.

#### Letters in Provincetown Banner on the Funicular

TJ made mention of two letters in the current edition of the Banner that addressed the funicular: One was from an abutter who stated what they had perceived as the Museum's position on the matter; the other, possibly written by a man with initials, H.L. Heggley, or similar, who wrote that HDC had taken a vote at the last meeting with 3-2 in favor of the concept, which MCM said was not a vote but a poll.

TJ said the letter-writer then stated that HDC had voted 4-1 on the design presented; that HDC had not spent enough discussion on the issue before

moving on to window muntins at a house. TJ said the letter-writer was being articulate as HDC is better equipped to deal with muntins and dormers but not good at things like funiculars, and hoped the writer was watching this tape and invited him to attend meetings and make the point.

TJ said he was hearing a lot more 'no' on the funicular around town than 'yes,' and MCM concurred. TJ said the nay-sayers needed to be as vocal, pro-active and present, as the proponents of the funicular are; added that he couldn't imagine a design solution that would be compatible from top to bottom. AH said HDC could confer with the Cape Cod Commission. MCM said she didn't think that was necessary and that she was addressing the funicular at tomorrow's Mass Historic Conference and to learn what HDC's options are.

MCM said she's done a lot more homework on funiculars since the last meeting and so will be better prepared for the decision at the May 16<sup>th</sup> meeting.

TB said he was surprised that the Banner was not at the last meeting concerning the funicular.

MM noted that the funicular had been voted down by the Provincetown Museum & Pilgrim Monument (PMPM) four years ago with a different board. AH cautioned HDC against having too much discussion on the funicular as it's not on the agenda.

#### Town Website Error Regarding HDC

LD remarked that Town's website was in error in having removed TB's position and as PMPM rep. and asked HDC if that indicated TB might not have a vote on the issue. AH said that as PMPM's designated delegate in lieu of sitting on the decision he might be well advised to consult with State Ethics Commission. MM wondered if it could be the same thing for the Chamber of Commerce, if it presented a major problem. AH said it's an easy phone call.

#### **4. Deliberations on pending decisions: VOTES MAY BE TAKEN.**

Decisions by HS, read by HS:

- a) **HDC 18-221: 177 Commercial St.**; decision from April 18, 2018.  
TB made a motion to approve the decision; LD seconded the motion and it passed, 5-0-0. TB, LD, MM, TJ, MCM.
- b) **HDC 18-222: 18 Pleasant St., #2**; decision from April 18, 2018.  
HDC discussed visibility; HS had read as not visible. LD said she thought it would be minimal. TB made a motion to approve the decision; TJ seconded the motion and it passed, 5-0-0. TB, TJ, LD, HS, MCM.

Decisions by TB, read by TB:

- a) **HDC 18-175: 3 Atkins Lane**; decision from March 21, 2018.  
TB made note that TB, MR, and HS had sat on the decision. TB made a motion to approve the decision; HS seconded the motion and it passed, 5-0-0. TB, HS, MM, LD, TJ,
- b) **HDC 18-190: 18 Priscilla Alden Rd.** ; decision from March 21, 2018.

TB made a motion to approve the decision; HS seconded the motion and it passed, 5-0-0. TB, HS, MM, LD, TJ.

### **3. Other Business, continued**

#### 53 Commercial St.

MCM said she'd been thinking about the demolition aspect of this application which, she noted, is no longer relevant, but questioned the nature of the application and suggested they submit a new one. MM responded that, even though it had gone on for a year or so, HDC had voted on everything except the tower and didn't think all that deliberation and the vote could be undone.

TB noted it was a partial approval and that he assumed they would return with some modification of the tower. MM said she thought legally there could be an issue if the applicant is voided and asked to re-submit. MCM remarked that the language is confusing to an abutter. LD pointed out that the applicant should be made aware that the board sitting on this decision is now down to three.

#### 509 Commercial St.

TB said he had some new information on 509; said he had received a recommendation from Jeffrey Ribiero, Town Planner, to turn the case over to the Cape Cod Commission as they are accustomed to dealing with messy situations and whose goal would be to retain the property as a contributing structure. HDC would not relinquish control; the applicant would be returning with options.

MCM said she was in support of the Cape Cod Commission taking control, but would be seeking information tomorrow at the Mass Historical meeting.

#### HDC Meeting Minutes

MM expressed confusion over the availability of minutes on her behalf; said that she had been receiving them but that practice then stopped and that the only minutes posted for 2018 were posted for Jan, 10, Jan, 24, Feb 7; that she had received minutes for Feb. 21 and March 7. MCM said that JON had said he wasn't sending them to MM any longer and MM then asked where they were going. TJ said people were starting to notice. MCM asked if it was her duty as Clerk to do the minutes and was told that it was not. AH said part of the problem was that they were going out to MM before they could be read at meeting. MM countered that by saying part of the issue was that there were spelling corrections to be made and JON would not be paid to make corrections after the minutes had been dispersed to the entire board and so there could be up to three weeks' delay in having them posted. AH replied that the minutes should be read by someone before the edits and asked what minutes were outstanding. HS said at one of the meetings there was a 2017 meeting minutes that JON did not do that had been approved. MCM sought clarity on her clerking duties and MM added that JON was not being replaced.

TB announced that if there wasn't any other business he would call the meeting adjourned which was approved. AH began to state that she would check what minutes she had.

Respectfully Submitted,  
Jody O'Neil