



**HISTORIC DISTRICTS COMMISSION**  
**Public Meeting Minutes**  
**Thursday, January 17, 2019**  
**First Floor Conference Room, 141 Keyes Road**

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Pursuant to notice duly filed with the Town Clerk's office, the Town of Concord Historic Districts Commission held a public meeting on Thursday, January 17, 2019 at 7:00 P.M. at 141 Keyes Road, Concord, Massachusetts.

Commission Members Present: Nea Glenn, Mark Giddings, Justin King, Peter Nobile, Luis Berrizbeitia

Associate Members Present: Abigail Flanagan, Melinda Shumway, Paul Ware, Kate Chartener

Commission Members Absent: None

Staff: Heather Gill, Senior Planner  
Heather Carey, Administrative Assistant

Also Present: Brigitte Steines, 18 Main Street  
Susan Bates, 28 Concord Green #6  
Gary Pisano, 73 Monument Street  
Tom Brigiotta, 41 Lowell Road  
Jane Hotchkiss, Select Board Member  
Eve Isenberg, 833 Old Road to Nine Acre Corner  
John Battle, 52 Bedford Street  
David and Ellen Matheson, 53 Hubbard Street  
Louis Caldarella, 37 Hubbard Street  
Tom Putnam, Concord Museum

Chairperson, Nea Glenn called the meeting to order at 7:00 P.M. Voting Members for the meeting were Ms. Glenn, Mr. Giddings, Mr. Nobile, Mr. King, and Mr. Berrizbeitia.

### **NEW PUBLIC HEARINGS**

#### **41 Lowell Road – North Bridge/Monument Square Historic District, to install a chimney cap**

Chair Glenn opened the hearing and reviewed the application. Tom Brigiotta appeared for the hearing and explained that rain is washing mortar and debris into the house and that he would like approval to install chimney caps on the two chimneys in the front of the house to mitigate the debris. Commission Members discussed spray painting the caps black to minimize the appearances but ultimately decided that stainless steel left to weather would be the least obtrusive. Ms. Glenn asked if the applicant had researched any alternative options for chimney caps and gave a few examples. Mr. Brigiotta commented that a stone mason recommended the proposed cap because their chimneys are built at an angle to service multiple fireplaces.

Chair Glenn opened the hearing for public comment and there was none.

Mr. Giddings moved to approve the application of Patricia Brigiotta to install a stainless steel chimney cap at 41 Lowell Road. Mr. King seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

### **OTHER BUSINESS**

## **Approval of Minutes**

### *Documents:*

1. *Minutes from 12/6/2018 Historic District Commission Meeting*

Mr. Giddings motioned to approve the minutes as amended. Mr. Nobile seconded the motion and ALL VOTED IN FAVOR. The motion passed (5-0).

2. *Minutes from 12/20/2018 Historic District Commission Meeting*

Staff commented that the minutes had not yet been completed and will be ready for the next meeting.

## **Other**

18-26 Main Street – Brigitte Steines appeared on behalf of the owner to discuss the replacement of two entry doors, refinishing of two entry doors, and the replacement of a window at the rear of the property. Commission Members discussed the variance request from the Architectural Access Board. Ms. Flanagan stated that the proposed changes will require a formal application as they are not considered a replacement in kind. Ms. Glenn asked if the proposed doors would be custom made and the applicant confirmed that they would be custom made. Ms. Steines stated that door handles would need to be ADA compliant and asked for opinion on what the Commission would like to see. Commission Members discussed door handle options and suggested that the applicant choose several options to present with the formal application. Ms. Steines asked what type of window the Commission would consider and agreed to submit a formal application.

73 Monument Street Potential Addition – Architect John Battle and homeowner Gary Pisano appeared to discuss a proposal to construct an addition that will expand the house by adding a garage to the basement level and extending a porch to wrap around the side and rear of the house. An existing single-story hip roof garage will be demolished. Ms. Chartener stated that she was concerned that the garage would not be large enough to meet the needs of the current and future owners of the house. She explained that she didn't want to see a future application for another free standing garage once the existing one is demolished. Commission Members discussed the size of the garage. Mr. King asked why they are so far along in the planning process. Mr. Battle stated that they wanted to research whether their proposed garage door would be feasible before getting input from the Commission. Ms. Chartener asked what was proposed for the location of the existing garage and the homeowner stated that they would add landscaping to enhance the meadow behind it.

Concord Museum – Commission Members reviewed the draft letter and the Senior Planner gave the Commission an overview of the items that were not built according to the approved plans. Mr. Giddings asked if the Building Commissioner had comments on the project and Ms. Gill confirmed that the addition was constructed per building code. Chair Glenn asked if the Commission approved of the amended letter which included edits from Mr. Ware. She also suggested adding some wording to the letter and Mr. Berrizbeitia wanted further clarification that the Commission reserves the right to edit and expand the list if other items are found. Commission Members asked that the approved color of the window trim be investigated before sending out the letter.

Expanding the Historic Districts – Ms. Gill explained that a resident is looking to create a local historic district on Jennie Dugan Road for a mid-century modern historic district. Ms. Gill stated that the applicant came to her and was going to reach out to neighbors for their support. Ms. Gill commented that architectural inventory forms will need to be drafted for each property. Commission Members stated that they were interested in pursuing the expansion if the neighborhood was in favor.

David and Ellen Matheson of 53 Hubbard Street and Louis Caldarella of 37 Hubbard Street appeared before the Commission to discuss their interest in expanding the Main Street Historic District to include Hubbard Street or a portion of it. They explained that 48 of the 50 houses on the street are listed in the MACRIS database. Mr. Matheson commented that one house is currently under demolition review and that they are concerned for the neighborhood and its future. Mr. Caldarella gave an overview of the houses and discussed the need to preserve the architecture of the street. Commission Members had a discussion on how to proceed. Ms. Matheson commented that she is aware of the work involved in expanding a district as she was Chair of the HDC when Hubbardville became a district. Mr. King asked the Matheson's about their experience with Town Meeting and the creation of the Hubbardville Historic District. Jane Hotchkiss, Select Board Member explained to the commission that a Special Town Meeting could be held within Town Meeting with the proper signatures. Ms. Gill commented that this might not be the best course of action because of the expedited timeline. Commission Members discussed materials available to help with outreach and the residents of Hubbard Street asked for guidance on how they should proceed.

Zoning Changes to Concord Center District – Chair Glenn stated that she learned at the Chair Breakfast that the Planning Board is proposing changes to Zoning in the Concord Center District and more information will be available in the future.

Wayfinding – Ms. Chartener asked about the Wayfinding efforts and Ms. Gill gave an update stating that they are looking to move forward in a different direction.

Election of Officers – Ms. Glenn gave an overview of the election process and the duties of Officers. Mr. King motioned to nominate Mr. Nobile to the position of Chair. Ms. Chartener seconded the motion and ALL VOTED IN FAVOR. Mr. Nobile motioned to nominate Mr. King as Vice Chair. Ms. Shumway seconded the motion and ALL VOTED IN FAVOR. Mr. Giddings moved to nominate Mr. Berrizbeitia as Secretary. Mr. Ware seconded the motion and ALL VOTED IN FAVOR.

New Members – Commission Members discussed the need to bring in another Associate Member and how to proceed.

Mr. Giddings moved to adjourn. Mr. Ware seconded the motion. The motion passed (5-0).

**The meeting was adjourned at 9:45 P.M.**

The next Historic District Commission meeting is scheduled for Thursday, February 7, 2019 at 7:00pm.

Respectfully submitted by:  
Heather Carey  
Administrative Assistant

Minutes Approved on: 2/7/19

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Luis D. Berrizbeitia, Secretary