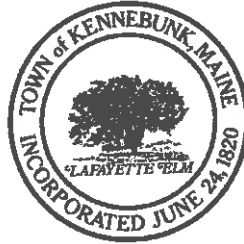


Town of Kennebunk, Maine



Historic Preservation Commission

MEETING MINUTES

January 13th, 2021

Zoom Teleconference Meeting, Kennebunk

- 1. Call to Order:** The meeting was called to order at 6:30pm by presiding officer Frances Smith via Zoom teleconferencing under the Governor's COVID-19 Executive Order and by request of the Town's Select Board. Those in attendance were:

Present: Frances Smith [Chair], Barbara Fleshman [Vice Chair], Paul Bevacqua, Stephen Dalzell, Mary Megeaski, Frank Paul

Absent: Judee Jaudreau, Maria Kyriakides

Applicants Present: Jonathan Quade, David Trottier

The presiding officer stated, for the record, that this 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 public agenda. The Commission, she formally noted, is guided by the Town of Kennebunk's "*Historic Preservation Overlay District Design Guidelines*" as well as the Secretary of Interior's "*Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*".

F. Smith designated alternates M. Megeaski and S. Dalzell as voting members for the purpose of this meeting and reiterated her [F. Smith's] policy of personally abstaining from voting unless a tie-break vote is required.

2. New Applications

Application: **21H01**

Map and Lot: 081-030

Property owner: Jonathan Quade

Applicant(s): Same as owner.

Property Location: 156 Summer Street

Requested Change(s): Application for the erection of a 50-foot post-and-rail fence with front gate, height 3 ft.

Discussion: Applicant noted that the proposed fence conforms with HPC guidelines, and Commission members concurred.

Motion: P. Bevacqua moved to approve application as submitted.

Second: B. Fleshman

Vote: Motion carried with 4 votes in favor, none opposed.

Application: **21H02**

Map and Lot: 046-041

Property owners: David and Lynn Trottier

Applicants: David Trottier

Property Location: 8 Summer Street

Requested Change(s): (1) Removal of a tree in danger of falling on roof, and (2) approval to prune other tree limbs encroaching on two buildings.

Discussion: Barbara Fleshman cited a Town ordinance requiring a letter from an arborist regarding the tree issue. Applicant was advised to obtain an arborist's letter and forward it to Karen Winton or Brian Paul so that this Application can be resolved at the Board's next meeting.

3. Continued or Amended Applications

Application: **20H17**

Map and Lot: 045-047

Property owner: Dan Weaver [not present]

Applicant(s): Same as owner.

Property Location: 31 Summer Street

Requested Change(s): (1) erection of a fence, and (2) removal of a chimney.

Discussion: In response to Commission's prior request, applicant submitted a letter confirming the expected work dates of the two projects along with photos of the fence and chimney. Members noted that the Regis™ fence depicted in the photos differed from the style which Applicant had originally reported. Members unanimously agreed that further information was needed: (a) the fence's height, (b) specific fence style or model, (c) a photo which exactly

matches the fence to be installed, and (d) re-confirmation of black color. However, members agreed that the chimney photos were sufficient for an eventual ruling.

4. Approval of Minutes of Prior Meeting

The minutes of prior meetings were not discussed.

5. Other Business

Workshop: B. Fleshman recommended that the group organize a workshop to discuss outstanding HPC issues and funding. Members agreed to set a date among themselves and notify Karen Winton.

Role of the HPC: Presiding Officer F. Smith questioned whether the HPC's approval authority is being bypassed. Ms. Smith cited the example of a homeowner who recently obtained "provisional permission" from Code Enforcement to make an emergency roof repair. The homeowner instead replaced his entire roof in a different color without a COA or HPC approval. Members voiced concern about authorizations which bypass the HPC. Ms. Smith will discuss the matter with the Town Manager to ensure the Commission's role is respected.

"Fred's Book": F. Smith also questioned the whereabouts of a compendium of home histories and survey forms for historic properties known as "Fred's Book". B. Fleshman has a scanned copy and agreed to help other HPC members gain access.

6. Adjournment: There being no further business, the presiding officer declared the meeting adjourned at 7:14pm.

Motion: B. Fleshman moved to adjourn the meeting.

Second: P. Bevacqua

Vote: Motion carried with 4 votes in favor, none opposed.

Adopted by the Board in the meeting of May 26, 2021

Signed by 
Historic Preservation Commission