

Town of Chelmsford
Historic District Commission
50 Billerica Rd., Room 205
Chelmsford, MA
Meeting Minutes: May 1, 2023
Approved June 5, 2023

Present: Brenda Lovering, Donna Ready, Janet Askenburg, Debra Belden , Deb Taverna

Not Present: Jack Handley, Lisa Grasso

Call to Order

Chair Lovering called the meeting to order at 7:03PM.

Public Input

No one came forward at this time.

Continued Business

Central Congregational Church Co-op-Exterior changes

A site visit was done for this property to see where the proposed changes would happen. Ms. Taverna explained the school is expanding the play area and would put up a black fence that matches the fencing at the nearby Journey Church. The area of work is not very visible from the street. Ms. Ready agreed there were no issues with the use of chain link for this project.

The proposal was formally approved at the site meeting. The retaining wall was also approved.

Santander Bank-Exterior Sign changes

Darlene Fenstermacher from Santander Bank has been communicating by e-mail, and there is agreement that the existing signs will be replaced with new signs made of the same material.

The Applicant is waiting for their new permit. The HDC needs to sign off on it.

Motion: by Ms. Taverna to approve the proposed Santander signage, using the same sizes, the same locations and the same materials. Work should be completed by November 1, 2023. Seconded by Ms. Ready. **Motion carries, unanimous, 5-0.**

Update-Oddfellows Building, Fiske House

A site visit to the Oddfellows Building was completed prior to this meeting.

The exterior patio will be installed with a decking material, and will be same level as door opening. The patio will be used for outdoor seating. There will be a walkway from the parking lot to the patio and to the front of the building. Landscaping around the property was described.

The screening of the air conditioning units should be as high as the units. The applicant is looking into materials; he anticipates the material will be grey in color to complement the building. The applicant will get back to the Committee with the final design and other details.

The interior units are almost complete; there is still electrical work to be done. The restaurant area is being worked on. He is awaiting the delivery of a 1000 amp electrical box which was ordered over a year ago.

The applicant wants the residential units filled before restaurant is built out to make sure there are no leaks. The basement is big, and he is keeping some wood for projects in building. Some piping is exposed, an old furnace was removed and replaced with eight water heaters for the residential units. The floor was sagging and building was lifted. He was hoping to have everything done by summer, more likely fall.

A plan for a railing will be submitted. Members were impressed by the quality of the sound proofing in the upstairs units. The stone wall will remain, and will be repaired.

The Committee agreed the applicant has done a wonderful job restoring the building. There are photos available that will be displayed in the building. A sign in the front of the building will say "The Oddfellows Building". There is still work to do.

The Brook Walk behind the building will be 36" wide, and ADA complaint, as approved by Town Meeting. The area by Grist Mill Condominiums was done similarly. The proper easements have been accepted and are in place.

61 Central Square, rooftop equipment replacement discussion

No updates have been received from the property owner. There was previous discussion about signage, but they haven't done anything.

This item will be removed from future agendas until a proposal is ready.

QR Code status

No updates, the project is being worked on.

Old Business

Center Village Master Plan Implementation Committee – Update

There has not been a meeting, so there are no updates. The road and sidewalk on Cushing Place needs work, as it is very uneven and hazardous. Some trees have been planted in areas of the Center.

The Mill House Coffee shop will be having a Marketplace event on May 13, 2023.

Massachusetts Historical Commission – Certified Local Government – Update

Work is ongoing. Ms. Taverna is still awaiting resumes from several members.

Correspondence and Telephone Calls

An e-mail was received from the office manager at the dentist's office. She was provided a copy of the Historic District Guidelines. Al Lecory, a local landscaper, was asked by the property owner about replacing the fence. Ms. Lovering recalled the fencing was specifically approved when the project was developed. A building was taken down to create the parking lot.

It was noticed that Santana's Barbershop is putting out a sandwich board sign again. The sign has been there periodically for over a month.

The owner of the Fiske House has installed wreaths and planters by the doors of the home. The Historical Society is presenting Mr. Zouzas an award for both restorations he did of this house and the Grange in South Chelmsford.

Meeting Minute Approval

February 6, 2023

March 6, 2023

April 3, 2023

Motion: by Ms. Taverna to approve the Meeting Minutes of February 6, 2023, as presented. Seconded by Ms. Ready. **Motion carries, unanimous, 5-0.**

Motion: by Ms. Taverna to approve the Meeting Minutes of March 6, 2023, as presented. Seconded by Ms. Ready. Ms. Belden and Ms. Askenburg abstained, all others in favor. **Motion carries, unanimous, 3-0.**

Motion: by Ms. Ready to approve the Meeting Minutes of April 3, 2023, as presented. Seconded by Ms. Taverna. **Motion carries, unanimous, 5-0.**

Meeting Schedule

The next meeting will be on June 5, 2023. Potential topics include a discussion with the owners of the dentist office on Chelmsford St., and possible screening approval for the Oddfellows Building.

Adjournment

Motion: by Ms. Ready to adjourn the meeting at 7:39PM. Seconded by Ms. Askenburg. **Motion carries, unanimous, 5-0.**

Respectfully submitted,
Vivian W. Merrill

Supporting documents:
-Draft Minutes