



## **HISTORIC DISTRICT COMMISSION**

### **Minutes**

City of Rochester

**Wednesday, April 15, 2020 at 6:45 pm**

*City Hall Annex (second floor conference room)*

33 Wakefield Street, Rochester, NH

**Teams Meeting**

*(These minutes were approved on May 12, 2020)*

#### Members Present

Molly Meulenbroek, *Chair (Teams)*

Martha Wingate, *Vice Chair (Teams)*

Nancy Dibble (*Facetime*)

Peter Bruckner (*Teams joined at 7:03 pm*)

Mayor, Caroline McCarley (*Teams*)

#### Members Absent

Marilyn Jones

Matt Winders, *Alternate*

#### **Present:**

Adam Revees- *applicant (Teams)*, Michael Bezanson- *Department of Public Works (Teams)*,  
Stephanie Hubbard Wright Pierce (*Teams*), Nathan Edwards Wright Pierce (*Teams*)

**ATTENTION:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for input during the public hearings while still ensuring participant safety and social distancing. Per Executive Order by Governor Sununu, scheduled gatherings of 10 or more people will be prohibited. Therefore, those wishing to share comment with the Historic District Commission are required to do so by email ([michelle.mears @rochesternh.net](mailto:michelle.mears@rochesternh.net)) or by leaving a voicemail (603-335-1338). You may also submit written comment to the Planning Department at 33 Wakefield Street, Rochester, NH 03867. All correspondence through the mail must be received by Tuesday, April 14, 2020. Voicemail must be received no later than 12:00 pm on said meeting date in order to be transcribed and Email correspondence should be received no later than 3:00 pm of said meeting date. All email, voicemail and written communications will be included with the Planning Board packet as an addendum.

#### **The Public may call in to:**

1 585-318-2007 United States, Rochester (Toll)

Conference ID: 966 152 903#

*The public can call-in to the above number using the conference ID #. Please remember to use \*6 to mute your phones when signing into the meeting, as there will be no public input allowed during this particular meeting. If any member of the public has difficulty accessing the meeting by phone, please email michelle.mears@RochesterNH.net or call 603-335-1338.*

## **I. MEETING PREAMBLE DURING COVID-19 EMERGENCY**

Good Evening, as Chairman of the Historic District Commission, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their name, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

## **II. The meeting was Called to Order at 7 pm by Mrs. Meulenbroek**

## **III. Approval March 11, 2020 Meeting Minutes**

*The minutes from March 11, 2020 were approved by a motion from Mrs. Meulenbroek and Mrs. Jones and seconded by. All voted in favor by roll call Mrs. Meulenbroek, Chair, Mrs. Wingate, Vice Chair, Mrs. Dibble, Mr. Bruckner and Mayor- McCarley.*

## **IV. 45 Hanson Street, Certificate of Approval for demolition. Case# HDC 120-383– DTC – 20**

Adam Revees presented the application for demolition for 45 Hanson Street. The applicant stated the demolition is for the rear of the property and not seen from the street. The two rear building are in disrepair and need to be taken down. Mr. Bruckner asked if the building can be seen from Hanson Street.

*A motion was made by Mr. Bruckner and seconded by Mrs. Dibble to approve the application as submitted. There was a roll call to approve the application Mrs. Meulenbroek, Chair, Mrs. Wingate, Vice Chair, Mrs. Dibble, Mr. Bruckner and Mayor-*

*McCarley.*

**V. Wright Pierce Woodman Project Improvements: Congress, Charles, Myrtle, Woodman, Liberty Streets, Elan and Beaudoin Courts.**

Stephanie Hubbard and Nathan Edward from Wright Pierce and Michael Bezanson-Department of Public Works presented the Woodman project street improvements on Congress, Charles, Myrtle, Woodman, Liberty Streets, Elan and Beaudoin Courts. The NH Division of Historical Resources requested that the Historic District Commission review the project for any concerns. Mayor McCarley asked about the issues with parking at the Allen Street and traffic flow. Mr. Bruckner stated that he wished the powerpoint presentation was submitted with the HDC packet. The Historic District Commission had no comments about the project. Mrs. Mears stated that she will reach out the Nadine Miller from NH Division of Historic Resources stating that the HDC did not have any concerns with regards to the project.

**VI. Administrative Approval**  
**None**

**VII. Certified Local Government Grant**

**VIII. Other Business/Non-scheduled Items**

Service Credit Union will be going for a variance for an Electronic Message pole sign. The Historic District Commission voted to not support the variance request for an electronic message sign at Service Credit Union.

*There was a roll call vote to not support the variance application by Mrs. Meulenbroek, Chair, Mrs. Wingate, Vice Chair, Mrs. Dibble, Mr. Bruckner and Mayor- McCarley.*

**IX. Adjournment**

*A motion was made by Mrs. McCarley to adjourn the meeting at 7:40 pm. All voted in favor.*

Respectfully submitted,

Michelle Mears, AICP  
*Senior Planner*