



## **HISTORIC DISTRICT COMMISSION**

### **Minutes**

City of Rochester

**Wednesday March 15, 2023**

*City Hall Annex (second floor conference room)*

33 Wakefield Street, Rochester, NH

*(These minutes were approved on April 19, 2023)*

#### Members Present

Molly Meulenbroek, *Chair*

Peter Bruckner, *Vice Chair*

Laura Hainey – arrived at 7:10pm

Jeremiah Minihan

Matthew Winders – via Teams

#### Members Absent

James Connor, excused

#### Alternate Members

Staff: Crystal Galloway, *Planner I*

---

### **I. Call to Order**

Chair Molly Meulenbroek called the meeting to order at 7:00 p.m.

### **II. Seating of Alternates**

No alternates were needed.

---

### **III. Public Input**

There was no one from the public present to speak.

---

#### IV. Approval of February 15, 2023 Meeting Minutes

*A motion was made by Mr. Bruckner and seconded by Mr. Minihan to approve the February 15, 2023 meeting minutes. The motion carried unanimously by a roll call vote.*

---

#### V. Continued Applications:

**A. City of Rochester, 33 Wakefield Street** Certificate of Approval to install a mural located on the front of the City Hall Annex Building.

Director of Economic Development Michael Scala presented the Commission with an alternative to the original mural for the annex building. Mr. Scala explained he found a company that can construct a stand-alone sign which will be in front of the raingarden with informational text.

The Commission reviewed the new proposal and agreed it was a better fit than the original proposal.

*A motion was made by Mr. Bruckner and seconded by Mr. Winders to approve the amended application as submitted. The motion carried unanimously by a roll call vote.*

---

#### VI. Extension Applications:

**A. Justin Gargiulo, 73-77 North Main Street** Certificate of Approval extension for restoration of windows, fire escape, paint color, and HVAC screening.

Applicant Justin Gargiulo was not present for the meeting. Ms. Galloway told the Commission the applicant is seeking a twelve to eighteen month extension for his approval sighting Covid, Federal tax credit delays, and new water line plans being updated as reasons for delays in his project moving forward. Ms. Galloway said Mr. Gargiulo stated he plans on the project being complete by the end of 2023. Ms. Hainey explained the City Council had reviewed an extension request for Mr. Gargiulo's 79E approval the week prior. She said the Council granted a six-month extension with the condition Mr. Gargiulo show significant work has been completed within that time. The Commission discussed the requested length of the extension.

*A motion was made by Mr. Brucker and seconded by Ms. Hainey to approve a six month extension with the condition the applicant must appear at the September meeting to show significant work has been completed. The motion carried unanimously by a roll call vote.*

**B. Norman and Staci Vetter, 22 South Main Street** Certificate of Approval extension for rehabilitation of the existing building.

Applicant Norman Vetter explained due to Covid and supply issues the project is further behind than originally anticipated. He said they have started work on the building and are approximately 98% complete on demolition of the interior. Mr. Vetter further explained the front façade of the building will not be changing except for the windows which he will come back to the Commission for approval once he has a sample. Ms. Hainey explained the City Council has also reviewed the 79E extension request for this project and had given the same six month approval.

*A motion was made by Mr. Bruckner and seconded by Ms. Hainey to approve a six month extension with the condition the applicant must appear at the September meeting to show significant work has been completed. The motion carried unanimously by a roll call vote.*

---

## **VII. Steeple Grant Discussion:**

Mr. Winders told the other Commission members he toured the Methodist Church steeple along with Planning staff, Trustees from the church, and New Hampshire Preservation Alliance. He said the meeting and tour went well and everyone seemed excited to move forward. Ms. Galloway explained the Director of Planning and Development Shanna Saunders would be going to the City Council as a first step in applying for two grants, the first being a grant for \$9,000 to allow New Hampshire Preservation Alliance to complete a Historic Building Assessment that will provide information on how to rehabilitate and maintain the clock and most likely the steeple as well. The second grant is for rehabilitation for up to \$500,000 and requires a match. Ms. Galloway said staff met with the Church Trustees and they are interested in fundraising for match funds.

---

## **VIII. Other Business/Non-Scheduled Items:**

There was no other business to discuss.

---

## **IX. Adjournment**

*Mr. Bruckner motioned to adjourn the meeting at 7:25pm, Mr. Minihan seconded. All were in favor.*

Respectfully submitted,

Crystal Galloway,  
Planner I