

**Newburyport Historical Commission**  
City Hall Conference Room  
January 10, 2018  
Minutes

**1. Call to Order**

Chair Sarah White called a regular meeting of the Newburyport Historical Commission to order at 7:39 p.m.

**2. Roll Call**

In attendance were members Sarah White, Malcolm Carnwath, Stephen Dodge and Mark Bilodeau. Ned McGrath was absent.

**3. General Business**

**Berkeley Investments, Inc.**

1690 House, 262 Merrimac Street

Preservation Restriction, Interpretive Signage

Lisa Mead represented the applicant and reported on the progress that has been made on the interpretive signage for the Samuel Morse House. The members of the Preservation Trust who have been working to develop the content of the panels informed her they would have no progress to report on at the January 24 NHC meeting. They requested a continuance to the first meeting in February. Sarah White moved to continue the 1690 House interpretive panels to the February 7 meeting. Malcolm Carnwath seconded the motion. The motion was unanimously approved.

Attorney Mead also reported the City has signed the preservation restriction for the 1690 House and it has been submitted to the Massachusetts Historical Commission. The preservation restriction for the Towle building is in draft form. She expects to submit it for review at either the January 24 or February 7 meeting.

**Ted Epstein**

15 Pleasant Street

DOD Advisory Review

The applicant did not attend the meeting.

**Aileen Graf**

11 Center Street

DOD Advisory Review Modification

Mark Griffin represented the applicant, who wishes to modify the approved plans in order to reduce the cost of the project. Aileen Graf reviewed the modifications, which pertain to the proposed addition to the rear of the structure. A covered porch would be constructed in place of the proposed sunroom. The second floor balcony would be omitted, which would eliminate the need for the door. In its place would be a window. The two windows that had been proposed for the parking lot side of the structure would not be installed. The jog in the foundation of the shed addition would be removed. The modifications would reduce the bulk of the proposed addition.

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Ms. Graf also requested permission to install a skylight in the bedroom, which had not been a part of the approved plans. Sarah White moved to approve the changes as submitted and allow the installation of a skylight. Stephen Dodge seconded the motion. The motion was unanimously approved.

**102-104 High Street LLC**

102-104 High Street

DOD Advisory Review

Lisa Mead represented the applicant, who is proposing to modify the rear of the structure. The changes would be visible from Otis Place but not High Street. The fire escapes and decking would be removed and replaced with wood elements on a smaller scale. A portico would be added and a window would be converted to a door.

On the front of the structure the balustrade on the portico would be replaced as in the example provided from the 1912 book *Old Newburyport Houses* and glass would be added to the Palladian windows in place of the existing Plexiglass. The missing trim and moulding would be replicated in wood. Vinyl simulated divided lights are being proposed for the existing windows openings. The applicant agreed to donate any original windows that are being removed. Tom Kolterjahn requested the old bricks be reused when the sidewalk is being repaired.

Sarah White moved to approve the proposal with the inclusion of the detail for the front balustrade and the recommendation that vinyl-clad wood windows be installed. Stephen Dodge seconded the motion. The motion was unanimously approved.

**4. Minutes**

Malcolm Carnwath moved to approve the minutes of the November 8, 2017 meeting as submitted. Stephen Dodge seconded the motion. The motion was approved with Sarah White abstaining.

Malcolm Carnwath moved to approve the minutes of the December 6, 2017 meeting as amended. Mark Bilodeau seconded the motion. The motion was approved with Stephen Dodge abstaining.

**5. Adjournment**

Malcolm Carnwath moved to adjourn the meeting at 8:10 p.m. Mark Bilodeau seconded the motion. The motion was unanimously approved.