



DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING
ANDOVER TOWN OFFICES, 36 BARTLET STREET
ANDOVER, MA 01810

<http://www.andoverma.gov/cdp>

**BALLARDVALE HISTORIC DISTRICT COMMISSION
MEETING MINUTES**

Wednesday, January 7, 2026 at 7:00 P.M.

Ballardvale Fire Station

Meeting was called to order by Chair at 7:06 PM

Present: Elisabeth Hoehn, Remi Machet, Joanna Reck, Katherine Robinson, Mark Rogers,
Sabina Dowell, Alexis Winnell, Veena Kothapalli alternate
Town employees: Austin Simko, Eric Tetreault, Lisa Schwartz

Public Meetings:

8 Clark Rd. – BHC-25-18 – Stacey Joseph, Freedom Forever Solar – solar panels

Roof mounted solar system. Board asked about the connection between the different roof arrays which will be metal conduits holding electrical wire. Katherine asked if they could be painted to match the material that they are up against. Remi asked if the electrical panels and vertical conduit on the side of the house could also be painted to match the siding.

Motion: I move that the BallardVale Historic District Commission finds that the proposal of application BHC- 25-18 is consistent with the requirements of the BVHDC by-law and regulation of said Commission and is in keeping with the historic character of the neighborhood and that a COA shall issue with the condition that all conduits and electric panels are painted to match what it is against. (Machet /Hoehn 7-0-0)

Public Hearings: None

Discussion Items: Review of the Ballardvale Historic District Bylaw

Motion: I move that the Ballardvale Historic District Commission approve the amendments to the Ballardvale Historic District Bylaw, Article X11 Section 36, as proposed on January 7, 2026; and further that the Commission place an article on the 2026 Annual Town Meeting warrant seeking Town Meeting approval of the amended bylaw. (Machet/ Rogers 7-0-0)

Discussed hosting another public meeting to provide outreach and education of what was amended in the proposed bylaw. Meeting will be in February or March.

General discussion on creating and formatting future Design Guidelines

Communications, Reports, and other Commission Business:

1. Meeting minutes– December 4, 2025 (Robinson / Machet 5-2-0)
2. Town Meeting date April 28-30

Motion to adjourn the meeting (Robinson /Machet 7-0-0) at 8:33pm.

Documents Presented

1. 8 Clark Road application documents
2. Bylaw documents