BALLARDVALE HISTORIC DISTRICT COMMISSION
MEETING MINUTES DRAFT #1
Wednesday, May 8, 2019 at 7:00 P.M.
Second Floor Conference Room, Andover Town Offices

The meeting was called to order by Chair, Joanna Reck, at 7:05PM

Present: Joanna Reck, Diane Derby, Remi Machet, Bob Branca, Matt Pimentel, Gary Rowe, Ron Abraham, Alternate: Sara Sobieski Nigrelli

APPLICATIONS: None

PUBLIC MEETINGS:
174-176 Andover Street (BH-19-03), Steve + Madelyn Mitton
Replacement of siding, trim, decks, door, exterior lights + signage

Proposed lantern to be on all four corners. Discussed options for deck stair directions.

Motion: I move that the BallardVale Historic District Commission finds that the proposal of application BH19-03 is consistent with the requirements of the BVHDC by-law and regulation of said Commission and in keeping with the historic character of the neighborhood and that, therefore, a COA shall issue with the condition that the rear deck stair location may change sides. (Machet/Abraham 7-0)

6 Clark Road (BH-19-02), Sara Sobieski Nigrelli
Replacement of windows, addition of gutter

Sara recuses herself from this application.

Window grids to be 5/8". Commission asked for a stud pocket in between the double windows.

Motion: I move that the BallardVale Historic District Commission finds that the proposal of application BH19-02 is consistent with the requirements of the BVHDC by-law and regulation of said Commission and in keeping with the historic character of the neighborhood and that, therefore, a COA shall issue with the condition that the double windows are to have a stud pocket. (Machet/Rowe 7-0)
TRI-BOARD MEETING:
BVHDC was joined by the Andover Preservation Commission, Permanent Building Committee, Andrew Flanagan, Jeff Shaw, Chris Huntress

Sara recuses herself from this application

Chris Huntress introduced the project, described what has happened over the past few weeks in the smaller workshop meetings, what options were eliminated, what options remain. He asked that in this tri-board meeting we all focus on which scheme direction to proceed with.

Jeff Shaw reviewed the options that were discussed in the workshop meetings, including Craig Gibson’s latest wood design (named scheme 5).

Remi and Matt gave their observations on the workshop meetings and commented that they like Craig’s recent design and how all elevations have some design interest. Karen Herman discussed the process and stated that she thought we were in a good place. Rick Feldman agreed and stated that the Permanent Building Committee supports Craig’s design.

Diane asked about setbacks and Jeff stated that the footprint of the building is the same as the original first scheme with the closest building parts to the rear lot line being corners that are 10.4 and 10.5. Diane asked about any antennae and how tall they would be. Jeff stated that the antennae will be black whips and, in his experience, if you hide the antennae base, the whip disappears.

Ron stated that in his opinion we need to just pick one option and move on.

Bob said he likes Craig’s design; he just wishes it were smaller to fit better on the site. He raised concerns about the truck’s turning radius and the playground parking spaces that are to be lost. Jeff stated that the engineering had been done and the turning radius works. Diane later also expressed concern over the loss of ball field parking, saying the tonight there had been 9 cars parked by the ballfield in an area that will no longer be available for street parking. Andrew Flanagan added that the lost parking spaces will be substituted with new parking.

Joanna stated that she’s still concerned how close this building is to the adjacent residence at 5 Clark Road and asked for 3D modeling of the building to get a better idea of the impact. She asked about moving the apparatus support bar to the side. Diane thought that the single-story roof in the rear helped the building not appear as tall to 5 Clark Road.

Motion: I move the BallardVale Historic District Commission has agreed to move ahead and further develop Craig Gibson’s design “scheme 5.” (Machet/Rowe 7-0)

Motion: The BallardVale Historic District Commission understands that a setback variance will be required for scheme 5 at the rear and/or side setback and it will be no closer than 10 feet. (Machet/Rowe 7-0)
Note: in taking this vote, it with the Commission's assumption that the abutters, particularly, the owner at 5 Clark Road, should be reasonably satisfied with the accommodations being made by the town.

Motion: I move that the Andover Preservation Commission approve the direction of scheme 5. (Green/Gibson 4-0)

Motion: I move that Andover Preservation Commission understands and approves a variance of 10' from the setback. (Green/Gibson 4-0)

Motion: I move that the Permanent Building Committee supports scheme 5 and supports a setback variance of no more than 10'. (Feldman/Souza 5-0)

PUBLIC HEARINGS:

Town of Andover (BH-19-1), Andrew Flanagan/Jeff Shaw
Demolition of house at 161 Andover Street + the existing fire station
New building construction, retaining wall, park, signage

Public hearing is still open and continued from April 3.

Windows
Dimensions and head heights of the windows need to be noted
Garage side windows should go to rectangular, versus square, and have a vertical grid.
All windows should be 2/2 or 2/1. Grids will be permanently fixed to the exterior with spacer bars between the panes of glass.
The vent above the apparatus bays should be a window.

Trim + Siding
Window trim will be 5/4 flat stock with the trim header having horn projections
Jeff thinks the window trim will be 7 ¼” to fit the scale of the windows, but will let us know.
Corner boards were not shown on Craig’s design and there was discussion on whether they would crowd the design elements
Clapboards will be Hardiplank or similar and be the largest exposure possible. Jeff thinks 7”, but will let us know.
Joanna asked that all the trim and siding elements be drawn to scale on the elevations.
Joanna requested that a frieze board be added as shown Craig’s drawings.

Apparatus Bay Doors
Garage doors need to be special and there was discussion on brands. Jeff said a typical glass and steel firehouse door is $10K. The Four Fold doors are expensive at $40K, but they look and work great. It was suggested to do all glass doors so they appear to disappear. Janet said all glass doors are extremely heavy and the Safety Center doors had to be replaced due to the weight. It was asked if there was a middle ground between the door options.
Jeff will provide options for apparatus bay doors.
Apparatus Bay Door Trim
The trim around the apparatus bays needs to be designed and detailed.
Remi said he liked Craig’s design sketch that had cap stones in the peak of the arch
It was suggested that the arches of the doors be flattened some.

Masonry
Base will be masonry with a water table cap
Jeff to bring details of what this material and look will be to the next meeting
Retaining walls will be some kind of small interlocking block. Chris will provide options for
some good retaining wall materials.

Exterior Doors
Front doors into lobby will be store front and at least the top half of all doors will be glass.
It was suggested that the front door align with the windows, possibly add a transom over the
front doors to match the windows. Jeff said the window heads may drop in the drawing.
Egress doors on the other elevations need to have glass in them, Jeff agreed

Roof, Cupola, Eaves + Gutters
Roof to be architectural asphalt shingles
Eaves and rakes need to have more detail, more shadow lines
Diane asked about the rake eave returns and Jeff thought it would be too fussy
Discussed gutter options and Jeff said he would provide options and locations of downspouts
Cupola needs to be designed and detailed as it’s an important feature. A weather-vane was also
suggested. Diane asked if rectangular windows were an option? Someone suggested an
octagon shaped cupola that is often seen on fire stations. Joanna knows of a website for pre-
made cupolas and will forward it to Jeff for design ideas.

Porch
Need much more detail on porch and columns for the next meeting
Jeff thought the columns would be square and it was asked that he design their spacing around
the windows.
Jeff said he hadn’t yet thought about specifying the railings and balusters, but he would think
they will need to be composite as opposed to metal or wood. The Commission advised him that
vinyl would not be appropriate, but a composite could be OK. Joanna said she’d email a link to
a suggested Azek alternative.
Porch decking will be some kind of composite, same with the railing
Underside of porch roof will be some kind of v groove wood. Jeff would like this to be stained.
Jeff will provide all materials and dimensions for the porch, as well as a larger separate drawing
of the porch, at the request of Chris Huntress.
It’s possible they could grade the site so a ramp and railing are not necessary. Jeff said he may
even be able to eliminate the decking, but many thought that would take away the charm of the
porch.
Lighting
Discussion on sign lighting. Jeff said the signage would be lit from above as opposed to the more modern method of back lighting.
Many board members suggested gooseneck or lantern lights over the apparatus bays
Downlights will be in the cover porch ceiling.
All lighting will be dark sky compliant and on a lighting control system so the exterior lighting isn't on 24/7 and disturbing abutters.
There will be pathway lighting.

General
Jeff stated that the overall height of the roof ridge will be brought down to 35 feet.
The Clark Street intersection elevation needs to be further designed, with more detail as that is a special elevation. It was suggested that an old-fashioned wood sign be on this elevation.
It would be nice to have lights on this elevation as it faces the intersection and is reminiscent of the old station.

All elevations need to have all dimensions noted.

Diane asked what was being done about mitigating the new stations impact on the abutters and if the town was working with abutters, particularly 5 Clark Road. Andrew Flanagan stated that they are meeting with the 5 Clark Road abutter and they are working together on mitigation.
Diane asked what screening they are going to provide with plantings and/or fencing? Jeff said that they will discuss and report back. He said they hadn't yet discussed a fence.

Gary asked about what mechanicals will be located on the outside of the building. Jeff said the main mechanicals will be above the apparatus bays, but the AC compressors will be on the back of the building facing 5 Clark Road. He said they are 4-5 feet tall and there will be 4 to 5 of them. It was asked that they be drawn onto the exterior elevations for the next meeting.

Jeff said the generator will be on the exterior, but they have yet to assign a location for it. It will have 10' stack and be a diesel generator. Jeff said any roof vents will be on the rear of the building. The kitchen exhaust vent will also be on the rear of the building facing 5 Clark Road. It was asked that they be drawn onto the exterior elevations for the next meeting.

Diane asked about the Clark Road intersection redesign. Andrew says it was on hold, but now that will resume again. Andrew will have DPW present the proposed design to the Commission at the June 5th meeting.

Diane asked about the Memorial park and monument. Andrew stated that once the intersection was designed, the park would be designed so that would be a second application submitted to the commission. It was suggested that a flag pole could go in this area.

Jeff stated that currently the parking lot has 12 total spaces (10 with 2 handicap) which includes the 2 non-public parking spots to the right of apparatus bays.
Diane asked about the RFP for the house at 161 Andover St. Andrew said it was extended a month but there had been no response.

Karen or Leo to get in 161 Andover street and photograph and document the house.

Jeff agreed to submit all materials to the Commission by end of day Friday May 31, 2019 so as to give the Commission time to review prior to the next meeting.

Public hearing to continue to June 5 meeting

CITIZEN’S “SPEAK TIME”: None

COMMUNICATIONS, REPORTS AND OTHER COMMISSION BUSINESS:

1. Motion to approve the meeting minutes from 4/6/19 as corrected with Sara’s married name added to maiden name. (Machet/Rowe 7-0)

Motion: To adjourn. (Machet/Rowe 7-0) at 9:25:m