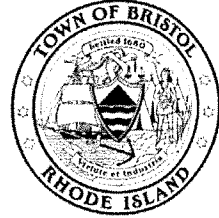


TOWN OF BRISTOL, RHODE ISLAND

HISTORIC DISTRICT COMMISSION



Historic District Commission Meeting Minutes

Thursday, June 5, 2025

at 7:00 PM

Town Hall - 10 Court Street, Bristol Rhode Island

Written comments may be submitted to the Historic District Commission via regular mail addressed to:

Historic District Commission, Bristol Town Hall, 10 Court Street, Bristol RI 02809 or via email to ntoth@bristolri.gov

1. Pledge of Allegiance

The meeting was called to order at 7:00PM, and the Pledge of Allegiance was promptly recited afterwards.

In attendance: Lima, Allen, Ponder, Millard, Church, O'Laughlin, Toth, and Teitz

Absent: Page and Bergenholtz

2. Review of Previous Month's Meeting Minutes

2A. Review of minutes of the May 1, 2025 meeting.

Lima: Are there any questions or comments?

Church: There is a typo on page 21, the second paragraph about 6 lines down where it talks about the photo that shows the attic. The second "shows" should come out.

Lima: Okay. Anything else?

Allen: On page 17. The first paragraph where Nick said "there's a chunk but I couldn't find a specific window pattern". I couldn't figure out what that meant.

Toth: I was referring to a large portion like 75 pages long of an email that was sent to me and I only took a "chunk" of it to review and couldn't find the specific pattern of the window that the applicant wanted to use.

Allen: Thanks for the clarification. On page 21 also in same paragraph where it says "you can see where they supported the four boards" it should say "floorboards". Just a little bit further down where the parentheses are it says "there is a deck that is right below the roof line and there are three door" it should be "three doors" instead. At the top of that same paragraph, it should read "redoing" the third floor. That's it.

Lima: Okay.

Millard: On page 27, the second paragraph, it is Bob Holt not Hope.

Lima: Anything else? Can we have a motion to accept the minutes?

Motion made by Church to accept the minutes of the May 1, 2025 meeting as corrected; Seconded by Allen.

Voting Yea: Millard, Church, Allen, Lima, Ponder, and O'Loughlin

2B. Review of minutes of the 14 Union and 41 Church special meeting.

Teitz: I would like to have you vote to continue this to the July meeting because I don't think these minutes adequately describe what was done there. To me it is very confusing. I would like to see it done in more detail.

Lima: Okay.

Motion made by Allen to continue the review the minutes to the July 17, 2025 meeting; Seconded by Church.

Voting Yea: Allen, Lima, Millard, Ponder, O'Loughlin, and Church

3. Application Reviews

3A. 25-25: 14 Union St, Lou Cabral Discuss and act on demolition of current garage, construction of new garage, exterior features on garage and house, additions to house.

Lou Cabral present.

Cabral: Good evening. I am here to continue the process of trying to get 14 Union Street through the process. The major change that you will see in the packet from previous submission is the garage roof design. I had been trying to accommodate a lot of interest with that garage roof design, and it was not coming out attractive at all. So, I decided to just go back to what was approved by the Zoning Board and that's what was submitted for discussion here tonight. So that's the biggest move from what I had previously put before you and I think the discussion that we had during the tour of the house my understanding was that we are going to keep the windows that are there in what I am interpreting to be the original house, and we will move forward with that. And with that I will open up to any questions from you.

Lima: Does anyone have any questions or comments?

Allen: No.

Ponder: No.

Lima: Is there anyone in the audience who would like to speak for or against this application?

Church: The original house is shingled and the addition is going to be clapboard?

Cabral: Correct.

Church: And the window configuration will match the rest of the house?

Cabral: Correct.

Church: Do we have product sheets for the windows and doors?

Cabral: The front door of the house will stay. I don't have the cut sheets for the doors to the addition or garage yet.

Church: We need to have those so they can be approved officially because right now if we approve them, we're

not specifying exactly which doors can be used and there is kind of a patio door thing in the back, correct?

Cabral: Correct.

Church: Don't you agree?

Lima: It should be here. If we approve some of the work and it be contingent upon receiving the cut sheets for our next meeting, would you be able to begin work?

Cabral: So, where we are right now the Architect is working on construction documents and to get those construction documents in front of the Building Inspector. So, right now we're waiting to get confirmation what this Commission is going to allow me to do with garage in terms of the roof because that's the biggest impediment to me being able to move forward in completing the overall design of the project. In terms of getting cut sheets, I believe that at the previous meeting Mr. Allen was appointed the Project Monitor. If the Commission would allow it, I can work with Mr. Allen and get him all of the information, and he can provide as he sees fit and we can try to move this forward.

Allen: I'm not sure that I would be comfortable with that. I think it is very pertinent material that needs to be presented to the Commission at the meeting. We can grant you permission tonight if we so vote regarding everything on the garage but just leaving out the garage door and the rear door on the patio for now if that's okay.

Cabral: Okay. I can get you that information for the next meeting.

Teitz: Also, the windows and doors for the second-floor addition as well as the bulkhead. We need cut sheets for everything. Since the Architect is working on the construction drawings then there is time to decide on what kind of windows and doors he wants to specify.

Allen: Okay.

Cabral: On second floor addition, I did bring a sample of the window to the previous meeting and that sample was also available during the tour of the house.

Lima: In order for us to have it in the record, we need to have the cut sheet and the explanation of those windows.

Cabral: I will have cut sheets. I know it's the Andersen A Series windows with fibrex exterior with wood interior. I will have it for you for next meeting. Those will be for the addition and for the garage. They will be 6 over 1 and it will be a true divided window.

Lima: So, what we need cut sheets for are the windows, the bulkhead, the garage door, and the back door.

Allen: And do you have a door into the garage other than the garage door?

Cabral: Yes.

Allen: We will need the cut sheet for that as well.

Church: Have all of the materials for this balcony been approved?

Lima: I believe so.

Cabral: It's all going to be the same materials that was used for the porch out front.

Church: And that was?

Cabral: Wood, mahogany, and accoya.

Church: And there is a door up there also?

Cabral: Correct.

Church: Is that going to be the same as the front door?

Cabral: Probably for consistency it will mimic the front door as much as possible.

Church: So, you are going to have it specially constructed?

Cabral: Possibly.

Church: We will need to know one way or another and we will need to have the material list in the file.

Cabral: I thought the plans had that.

Allen: They did.

Lima: If it is here, then we may not need a list.

Cabral: If you would like me to make a list, I can certainly do that.

Lima: Consult with Nick on that.

Cabral: Just so I am clear cut sheets for the Andersen 6 over 1 windows, for the addition and the garage, cut sheets for the 3 garage bay doors, and the garage door that faces Union Street, the doors on the patio, the door on the balcony on the second floor. Am I missing anything?

Church: The lights outside the door.

Allen: You have lights for the porch?

Cabral: That will be the same lights throughout.

Allen: If there's lighting for the outside on the garage, we need all of that.

Cabral: Okay.

Church: The front door lights.

Lima: When we get the specs, then we'll know where they are. You do have enough to begin some work? Correct.

Cabral: Yes. At the last meeting, you made it very clear that I could begin work on some of the exterior. I am coordinating with contractors to look at what we can start doing on the interior right now to advance this project forward and hopefully get approval here so we can move progressively forward

Lima: Okay.

Church: The new roof on the garage, did that change the height?

Cabral: No.

Lima: Zoning had to approve that.

Cabral: Correct.

Lima: Any questions?

Ponder: Are we voting on anything tonight?

Lima: We are voting on that fact that he can begin the work on the roof of the garage and then continuing the materials and other items to the next meeting.

Ponder: Okay.

Allen: Did we ever vote on the demolition of existing garage?

Cabral: You have not voted on that.

Allen: That is something that we will need to do and have you come in front of us to do.

Toth: We have that on the agenda.

Lima: Oh, it is? Okay. We can vote on that.

Church: I don't see it on the application.

Allen: No, it's not.

Lima: It was on the previous application.

Teitz: It is on the agenda. Discuss and act on demolition of current garage, construction of new garage, exterior features on garage and house, additions to house.

Toth: It's under reconstruction.

Teitz: It says act on demolition of current garage. It's properly noticed.

Lima: Okay. Thank you. Anything else? Can we have a motion please?

Teitz: Whoever make the motion just do a finding of fact about age and historical value of the garage that you are allowing demolition for.

Allen: Do you know what the age is?

Teitz: I don't know. That's why I'm raising the question. I mean, it seems like all this attention has been based on the new one rather than the old one so there should be a finding of fact. Does the applicant have any information on that?

Cabral: I do not.

Church: I don't believe that garage is a contributing feature of that property.

Allen: I agree.

Church: I would say that it has no architectural or historical value.

Allen: Andy, can we say that.

Teitz: It's up to you if you believe that. That's why I would like you to make those findings.

Church: Does it have a horse stall in it?

Cabral: It does not.

Motion made by Church to approve demolition of the existing garage and the construction of a new garage with the installation of the windows and doors to be continued to a future meeting in order to obtain the cut sheets. A finding of fact with regard to the demolition of the existing garage that the existing garage does not have any historical or architectural features or value that would be lost with its demolition; Seconded by Allen.

Voting Yea: Ponder, Lima, Allen, Church, Millard, and O'Loughlin.

Secretary of Interior Standards: 4, 9

Project Monitor: John Allen

3B. 25-49: 62 Franklin St, 62 FRANKLIN LLC Discuss and act on replacement of vinyl double hung window with vinyl casement window.

No one present.

Motion made by Lima to continue the application to the July 17, 2025 meeting; Seconded by Allen.

Voting Yea: Lima, Millard, Allen, Church, Ponder, and O'Loughlin

3C. 25-50: 60 Court Street, Robert McKenna Discuss and act on replacement of casement window with clad wood window.

Robert McKenna present.

McKenna: Good evening. My wife and I own the property at 60 Court Street. There is a window on the driveway side of house that is in terrible disrepair and is not functioning and our purpose is to replace that particular window. You should have photographs of the window in the packet as well as the specification sheet for the proposed replacement.

Church: The window that you want to replace is an all wood window.

McKenna: Yes.

Church: And the replacement window is a?

McKenna: The goal is to do a wood frame with a vinyl clad. I asked about fibrex for that particular window style and it doesn't exist.

Church: What are the other windows in house as far as the materials?

McKenna: The original windows in the house are wood with aluminum storm window covers.

Lima: Any questions. Is there anyone in the audience who would like to speak for or against this application?

Church: I object to vinyl clad. Aluminum clad would be acceptable.

Allen: You have on the description of the work vinyl or aluminum. Does that window come in aluminum?

McKenna: When I submitted the application, I just put both to get before the Commission. I don't know the answer to that. I'm happy to do the aluminum clad if it exists. I can check. If it doesn't, then I would request use of the vinyl clad.

Millard: Is this in the kitchen area?

McKenna: Yes. It's the typical kitchen window that folds out over the sink.

Allen: Is this visible from the street?

McKenna: Yes, if you kind of stick your head down the driveway.

Allen: Okay.

McKenna: Towards that back of the house.

Church: The house is on the south side of the street.

McKenna: That's correct. The windows is on the southwest corner.

Allen: I would be okay with it. If you could get aluminum, I would rather see it, but if you can't okay with it. Since it is towards the back and not that visible.

McKenna: If Andersen manufactures one, I will use it.

Lima: Any other questions or comments and no one in the audience is jumping forward so, can we have a motion?

Motion made by Allen to accept the application for the replacement of a non-functioning casement window on the first floor on the west side of the residence as presented with an Andersen 400 series window with preferably aluminum clad, if available, and vinyl clad if the aluminum clad is not available; Seconded by Ponder.

Voting Yea: Allen, Ponder, Church, Millard, O'Loughlin,
and Lima

Secretary of Interior Standards: 9

Project Monitor: John Allen

Lima: When you receive your certificate, please put it in
the front where visible so your neighbors see that your
legal.

McKenna: I will do that.

Toth: It will be available next week.

Lima: Thank you.

McKenna: Thank you.

3D. 25-51: 125 Thames St, Bristol Lofts LLC Discuss and
act on removal of roof for building 2.

Tyler Langlois present.

Langlois: Good evening. I am here to talk about the
removal of the roof on an interior structure known as
Building 2. I have some additional information to pass
out.

Toth: Just give it to the Commission.

Langlois: (Hands additional papers to the Commission.)
We have reviewed this with the Rhode Island Historic
Preservation and the National Park Service, and we did
receive their approval. What I have provided is a
description of the work on the second page and to give
you some context, on the third page, there is a colored
map. In the middle, in green, is Building 2.
Originally, that had been planned for interior parking,
but once we got in there structurally it was in a
condition and a dimension that it just didn't work. So,
the decision was made to remove that roof and create an
open-air interior courtyard space. And to give you a
perspective as well, the last two pages have photographs.
This will not impact the street view or any perspective
from outside of the building. What you see highlighted
in white there, that's Building 2 on Thames Street

façade, that's a four-story structure. If you go to the water side, you can see that one story five windows which is the far western end of Building 2 which will remain. So, if you were to go back to the colored map, that end piece that's called Building 2C, the one-story structure will remain, and Building 2 in the middle will be removed and the last two pages will give you a picture of what it will look like from the outside.

Lima: So, no one will see the stuff on the interior. They will just think it is all one.

Langlois: Correct.

Teitz: Building 2C will remain?

Langlois: Building 2C will remain and Building 2B will remain.

Ponder: Building 2 and 2A on the Thames Street side are going away?

Langlois: No. Building 2A is the four-story structure on Thames Street façade in that first photograph highlighted in white. That's Building 2A, the red stucco building which is the oldest building on the property is Building 1 and to the left of Building 2A is another four-story structure which is Building 7 and that will remain as well.

Ponder: Okay.

Allen: So, Building 2 is just going to become an open-air courtyard basically.

Langlois: Correct. Just Building 2. Not 2A or anything else.

Allen: Got it.

Teitz: So, I'm just trying to clarify. I'm just trying to match the plans and the color drawings and photos.

Langlois: Yes.

Teitz: The Thames Street side of Building 2 you're showing like a stairway still there?

Langlois: Correct.

Teitz: So, there's going to be like about one room step there, it's not just going to be like a wall held up with steel.

Langlois: There's brick on both sides.

Teitz: I'm looking at A1.1 and I see stairs there.

Langlois: Yes. Those stairs are in Building 2A and those remain and on the back side of the stairs you see a darker line, that's a masonry four-story wall and then that X you see there is a masonry brick elevator shaft which is four-story as well. That's all remaining.

Lima: Is anything going to change from the exterior view that we see?

Langlois: No.

Lima: So, what we see now is going to stay there. The windows, the brick, everything? It will be the same except if we were flying over it, we would see a courtyard.

Langlois: Correct. From the Thames Street façade and from the water, it will look the same.

Ponder: So, if I look at the last page of this application, I see Building 1, the one on the water side, 1C.

Langlois: Yes.

Ponder: And you'll see on the Thames Street side the back of Building 1A and the elevator shaft is that right.

Langlois: So, in this picture here highlighted in white that four-story building is 2A, that's a stairwell.

Ponder: So, on the very last one, if you look to from the water to the Thames Street side this is the back of the structure.

Langlois: The angled roof with the large masonry stack?

Ponder: Yes.

Langlois: That's Building 1. That's remaining. If you look way in the back and see those 3 little windows

Ponder: Yes.

Langlois: That's part of Building 2A. Those are remaining.

Ponder: I just wanted clarification.

Langlois: To the left of those 3 little windows, that's that masonry shaft, that's that elevator shaft.

Ponder: Okay. Thanks.

Teitz: So, Buildings 1 and 7 now look out on a roof.

Langlois: Correct.

Teitz: And instead, they will look out on an open-air courtyard.

Langlois: Correct.

Ponder: So, from this picture, the thing you want to demolish we can't see at all.

Langlois: Correct. That's the key point.

Lima: Anybody have any other questions or comments? Is there anyone in the audience who would like to speak for or against this application? Does someone want to make a motion?

Allen: Is that all we're looking at today? I note that that there's also approval for a cedar fence for the parking lot on Thames Street and I understand that was actually administratively approved.

Toth: Yes, that was all Thames Street frontage.

Allen: My concern is this is a commercial project, and we haven't seen the fence and I'm wondering if that's something that shouldn't have been approved administratively.

Church: Is the application in the file?

Toth: It is.

Church: It should be in the file showing the product sheet.

Allen: It is?

Toth: I may have shoved it in there already.

Allen: The reason I'm saying this is the neighbors have been very vocal about what they're going to be looking at and what the light is coming into their properties. I think it's something we should have looked at instead of it being approved administratively.

Toth: Okay.

Lima: I don't see it.

Toth: It's probably just online.

Church: I think anything having to do with this project should come before us.

Toth: Okay, not a problem.

Lima: Well, the fence isn't going up tomorrow, is it?

Langlois: No.

Lima: Okay. Andy, what do you think?

Teitz: I don't think. You have guidelines that allow for administrative permits. So, I don't think you can really pick and choose and say that you want to look at this one but not that one. I think you have to delegate it or not. I do know for what it's worth there's also been intense review by the Planning Board on this including the fence and the neighbors have been involved for a lot of it so if you are worried about the neighbors, I wouldn't be. It's really a question for you. If you want to change it then we look periodically at what we have as administrative review, then you should change it. I don't think you can pick and choose. Unless you want to say if it's more than 100 linear feet we want to review it, something like that, but under what your regulations are right now I don't think you can.

Lima: Okay. Thank you.

Millard: Can we ask you to describe it?

Langlois: It's a closed board red cedar fence.

Church: How tall?

Langlois: It varies. I think it's 6ft at one point and 4ft at another point on the site.

Church: Is it around the perimeter?

Langlois: It is. This was a very difficult process. There is some existing fence around the perimeter of the Thames Street parking lot. Some of which will remain. But a good amount of it we are putting in this new cedar wood fence and just so you know, I met personally with all of the neighbors that are abutting the property. We wanted to be good neighbors.

Millard: Good.

Allen: Cedar post as well?

Langlois: Cedar post.

Lima: I think since Planning and Zoning have already been through this, we should be all set.

Allen: Okay.

Lima: So, where are we Andy?

Teitz: You'll need a motion with some findings on the roof removal and I would just want to suggest that you might be able to also rely on or at least reference the approval from the Rhode Island State Historic and Preservation and Heritage Commission as far as their review under Section 106.

Lima: Okay.

Church: I'll make a motion.

Motion made by Church to approve the application as presented for the removal of the roof on Building 2 with

a finding of fact that this removal was approved by the Rhode Island Historic Preservation Commission and the National Park Service. Further, the historic character of the property will be retained and preserved; Seconded by Ponder.

Voting Yea: Lima, Millard, Ponder, Church, Allen, and O'Loughlin

Secretary of Interior Standards: 2

Project Monitor: Chris Ponder

Lima: Your certificate will be available.

Toth: It will be available next week.

Lima: When it is available, please put it in the front of the building where visible so that everyone knows you have approval.

Langlois: Thank you.

3E. 25-54: 5 Milk Street, Mary Ann Pellegrino Discuss and act on replacement of windows to match previously approved windows in house.

Mary Ann Pellegrino present.

(Additional information is passed out to the Commission.)

Pellegrino: Hi. I need to replace the windows on second floor in my house because they are old and they're losing a lot of heat and they're broken. I had a fire down the stairs in 1997/1998 and, Ory, you were the monitor of that, and the windows that were approved for that are on the 3rd and 4th page and I want to match those with the windows upstairs to make it uniform in the house. It's a Harvey classic window. I know that it was wood on the inside because I can remember my father painting them.

Church: How many windows total?

Pellegrino: There are 13 upstairs, and I have 6 of these windows downstairs that I want to match upstairs.

Church: But you're just replacing upstairs right now?

Pellegrino: Yes, just upstairs. I have 6 to replace downstairs, but not right now.

Church: This product sheet doesn't state the materials of the windows. The only thing it mentions is the fiberglass frame. It doesn't state what the material of the window is.

Lima: Well, there's already this kind of window already on the house. Correct?

Pellegrino: Yes. There's 6 of them downstairs from when I had my fire.

Lima: Right. I just wanted to clarify that. We may request that you get the cut sheet from the manufacturer, or you can ask the installer to provide it to us so we can know that in fact it is the same window now that was there.

Pellegrino: Absolutely.

Teitz: What if the old ones are vinyl?

Lima: Then we approved it back then.

Teitz: I'm just raising the question.

Lima: I know.

Church: There are no muntins in the window?

Pellegrino: No.

Church: It's all one glass?

Pellegrino: Correct. I know they are wood because my father painted them.

Lima: These are pictures that we have. Can you just come and look at them so I can share them with everyone.

Pellegrino: Yes. (Approaches the Commission.)

Teitz: Just put on the record, Ory, what you are discussing.

Lima: We are discussing photographs from June 1997 5 Milk Street repair after fire photos. It's going to look like this.

Pellegrino: This one.

Lima: This is the window that was repaired after the fire she had.

Ponder: So, these pictures. The windows have been repaired?

Pellegrino: Correct.

Lima: Yes.

Ponder: And the reason you're here today is to change the old ones upstairs to match these.

Pellegrino: Yes.

Teitz: But there's no cut sheet from 1997. That would be the answer. That's why we ask for cut sheets for the future.

Allen: So, the windows here are 4 over 4.

Pellegrino: Yes.

Allen: And what you're asking to replace them with are 1 over 1.

Toth: I think they're 2 over 2.

Church: What about the window in the dormer in the attic?

Allen: Susan was asking about the window in the dormer.

Pellegrino: Yes, I'm replacing that also.

Church: With that curve on the top?

Pellegrino: They can do that.

Church: Good.

Lima: We do not have a cut sheet for the windows.

Church: So, the downstairs windows are now vinyl windows?

Pellegrino: The ones in the front are all metal. The ones that we replaced from the fire are wood.

Church: Downstairs are all wood?

Pellegrino: Yes.

Church: What about existing ones?

Pellegrino: Upstairs?

Church: Downstairs?

Pellegrino: The ones replaced from the fire?

Church: Well, it was just the fire in the back. Correct?

Pellegrino: It was 6 windows which came around from the kitchen in the back were wood.

Church: How about the front of the house.

Pellegrino: Those are all metal. Those will be replaced with the same windows later on.

Lima: Is there a possibility for a site visit or if Nick should go? Andy, what should we do? There is nothing here in the record to indicate from that time for the cut sheet.

Teitz: I would suggest to have Nick check out what's there now and also would give the owner time to provide us with a proper cut sheet of what's proposed since this does not indicate any type of materials. We may be barking up the wrong tree and a site visit may be premature. I would suggest continuing the application. Tell the contractor he needs to give you the proper information. It would also be good if you went around and take pictures of all four sides of your house and mark which windows you are talking about replacing.

Toth: If I get them far in advance I can put them in the packet.

Pellegrino: Thank you.

Lima: There's something from David Rose, in 1997. No mention of materials, just drawings.

Pellegrino: That's my contractor.

Lima: Nothing here having to do with the windows.

Church: The windows in front of the house, do they have divided light like 4 over 4?

Pellegrino: No, because I want them to match the ones downstairs. These are the newer windows. These are the ones that were replaced after the fire. These are the ones in the kitchen.

Church: But downstairs you have 4 over 4.

Teitz: This is the way the front porch looks today. (Shows image from his computer.) The door has a lot of details with side lights and so on. But the two windows on the first floor are 1 over 1 and I think that's a storm window. Is that a wooden storm window?

Pellegrino: No, aluminum.

Teitz: If it's aluminum then the window is probably a 4 pane I don't know if it's 2 over 2 or just a single because we're only seeing part of it, but they're something there because if it is an aluminum storm window it wouldn't have a cross piece like that.

Church: I think she has it halfway up.

Teitz: I'm talking about the window right in the front on the porch. There's clearly something behind the storm windows.

Church: This is a really cute house. Who knows in 1816 what the configuration may have been.

Lima: Well, we're going to have to get the proper information and pictures. Can I have everyone's packets so we can hang onto them for the next meeting.

Teitz: You'll need a motion.

Toth: Just as a note and I just discussed this with Andy just because we've been having so many site visits, going

forward just any time someone has windows they want to replace, I'm just going to start going there myself before the meetings.

Teitz: I think we really need to make sure that people have in their applications some sort of visual thing that describes or shows us which windows they are going to do. Whether they have an architect do it or if they just take photos themselves and circle it with a highlighter or magic marker. I think we need to have that to be able to see it and not just a written description.

Lima: Could we have a motion.

Motion made by Allen to continue the application to the July 17, 2025 meeting; Seconded by Church.

Voting Yea: Allen, Lima, Church, Ponder, O'Loughlin, and Millard

3F. 25-55: 7 Pleasant St, Loretta Tassoni Discuss and act on replacement of basement windows.

Loretta Tassoni present.

Tassoni: Hi. I would like to replace two basement windows.

Church: I noticed that they are vinyl replacement windows.

Tassoni: Yes. I have vinyl throughout the whole house so it will match what is there already.

Allen: What are the windows that you are replacing?

Tassoni: There are two basement windows. One on the driveway side which is the west side of the house and one on the street which is the south side of the house.

Allen: What's the material of the current windows?

Tassoni: Currently they're wood and close to being sawdust.

Ponder: And you're not replacing the second one on the street side?

Tassoni: No, that's where the oil tank is.

Ponder: So, basically the one at the corner.

Tassoni: Exactly.

Lima: Are there any questions?

Teitz: What are you doing with the dryer vent?

Tassoni: They're going to put in a dryer vent. The window that's on the driveway side now is a hopper window and they don't make those anymore so they're going to shorten that window and they'll put wood there to make the windows the same size and then put the dryer vent through the wooden portion.

Ponder: So, the one you have now is 9 panes.

Tassoni: Yes, it's a huge hopper.

Ponder: And it will become 6 panes and wood to the left and that's on driveway.

Tassoni: Yes. The contractor said that he's never seen one so big. I didn't even know that's what it was until he explained it to me.

Teitz: You just want to make sure to make it clear in your approval that is not a replacement of the window exactly and that you will have a portion of the window being blocked to add the vent.

Lima: Okay.

Millard: Will he make this window 3 over 3 like this one?

Tassoni: Yes, they'll all match.

Ponder: What's the wood going to be on the left of the window.

Tassoni: I'm not sure. They didn't say.

Church: We could state that it has to be natural wood to fill in that space.

Tassoni: It will be natural wood. As opposed to what?

Allen: Plywood.

Tassoni: No, I wouldn't allow it.

Church: You say that was a coal hopper?

Tassoni: Yes.

Church: That's kind of historic.

Tassoni: Well, there's a washer and dryer there now. I don't bring in coal.

Ponder: And you said that all of your other windows are vinyl?

Tassoni: Yes, the entire house is vinyl and it has aluminum siding. I don't know when that was put on.

Lima: Any other questions? Is there anyone in the audience who would like to speak for or against this application? Could we have a motion?

Motion made by Ponder to approve the application as presented to replace two basement windows with the Harmony 100 series with a finding of fact that the rest of the windows in the house are vinyl. Also, a finding of fact that the window on the driveway will be shortened with a wood insert on left side to accommodate a dryer vent and there's no mention of the material of that covering, but it will be specified that it needs to be natural wood. Further, a finding of fact that the basement windows are a not contributing feature of the house; Seconded by Church.

Voting Yea: Church, Ponder, Lima, O'Loughlin, and Millard

Opposed: Allen

Motion carries 5 to 1.

Secretary of Interior Standards: 9

Project Monitor: Chris Ponder

Lima: When the certificate is ready, please put it up in the front where visible.

Toth: It will be available next week. Just make sure they pull the building permit.

Tassoni: Thank you.

3G. 25-58: 146 High St, Mike Fanning Discuss and act on installation of shed on property.

No one present.

Motion made by Lima to continue the application to the July 17, 2025 meeting; Seconded by Allen.

Voting Yea: Lima, Millard, Allen, Church, Ponder, and O'Loughlin

3H. 25-61: 60 Thames St, Bristol Lofts LLC Discuss and act to remove asbestos siding, repair and replace clapboard in-kind as needed, replace windows.

Tyler Langlois present.

Langlois: Hello again. This is a single-family home across the street from the mill redevelopment. This will be a single-family rental when completed. This building has been disregarded, and it has been in disrepair for a number of years now. What we are looking to do is remove the siding that's on the building and expose original clapboard and repair or replace as needed the original clapboards. Also, replacing all of the windows. There are 19 total. There are two in the photos that would be removed all together and replace the remainder. I provided some cut sheets from Sturgis windows. These would be vinyl replacements. There are vinyl windows there now and the replacements would be 6 over 6. The doors will remain as well as the trim. Same with the door on the back side. There are no dryer vents or any other ventilation on the side walls.

Lima: What are you going to do with the entrance to the basement?

Langlois: It will be cleaned up and it will remain.

Lima: Okay.

Allen: So, all of the windows are vinyl?

Langlois: I believe so. It's a mixed bag. Some are 6 over 6, some are 1 over 1, some are 2 over 1, and some have storms and some don't.

Ponder: Which windows are you removing?

Langlois: All of the windows are being replaced, but two are not being put back. One would be on the back façade above the door, that small little window

Lima: Can you bring those up and show us?

(Langlois approaches the Commission to show the photos.)

Church: When you take the siding off you might find that there's balusters on the corners.

Langlois: Whatever we find, we want to keep and restore. Repair and replace in kind.

Church: This is a Greek revival from 1840 and that's a feature you find on most of those houses.

Millard: The front door doesn't look early. What are your plans for replacing that and how about the side lights? Are those actual side lights?

Langlois: They are I believe. If the door is in decent condition, I intend to keep the door, trim and side lights.

Church: And any trim around it as well because once you take that stuff off those windows will pop out and it will be gorgeous.

Millard: I don't think it's an early door.

Langlois: It's not original.

Church: What was the second window that you're going to remove? Is it on the north elevation?

Langlois: (Shows picture to Susan.) It's right here. This little one.

Ponder: Is there a tenant in there now?

Langlois: There is not.

Ponder: Okay.

Lima: Are there any other questions? Is there anyone in the audience who would like to speak for or against this application? Can we have a motion please.

Motion made by Allen to accept the application as presented for the removal of asbestos siding, repair and replace the clapboards and other features that may be found as needed, and to replace the vinyl windows that currently exist on the house with vinyl replacement windows with 6 over 6 configuration; Seconded by Ponder.

Voting Yea: Allen, Lima, Ponder, Millard, Church, and O'Loughlin

Secretary of Interior Standards: 9

Project Monitor: Chris Ponder

Lima: Again, please put the certificate in the front of the house where visible so everyone knows you have permission to do the work.

3I. 25-63: 437 Hope St, Jennifer Charleson Discuss and act on installation of sign for business.

Jennifer Charleson present.

Charleson: Hello. I'm the owner of Plumb Gallery and I am seeking permission to mount a projecting sign on the corner of the building that reads gallery.

Lima: And that's what you have on here?

Charleson: Correct. The person who designed the sign created that mockup.

Lima: Great.

Charleson: Proportions are exactly as shown in that photograph.

Lima: And how are you going to be mounting it on the building.

Charleson: I'm just reading his notes, and it says 1" welded square sock steel with mounting plate holder. I don't know if you know what any of that means.

Lima: I'm reading who it is, and he's done others in the district.

Charleson: Yes. It's the same sign designer and installation team that put in the next-door neighbor's sign up.

Lima: Okay. Good.

Allen: If you could have them install the bolts into the mortar.

Charleson: Yes, into the mortar.

Church: Just make it part of the motion.

Lima: Any questions or comments?

Church: Is it going to be painted?

Charleson: It's called HDU, and it will be painted with raised letters. It will have a black background with raised letters.

Lima: Is there anyone in the audience who would like to speak for or against this application? Could we have a motion please.

Motion made by Allen to accept the application as presented with a stipulation that the bolts for the sign are to be placed in the mortar joints and not in the brick; Seconded by Church.

Voting Yea: Ponder, Church, Lima, Allen, O'Loughlin, and Millard

Secretary of Interior Standards: 9

Project Monitor: Susan Church

Lima: When the certificate is ready, just place it in the front where visible. If you have any problems or questions, just let Nick know and he will let Susan know.

Toth: It will be ready next week.

Charleson: Thank you.

3J. 25-64: 221 Hope St, Nila Asciolla Discuss and act on installation of vent.

Nila Asciolla, Daniel Kusmano, and Robert Lusk

Robert Lusk: We're here to present redoing the unit that Nila has acquired which is going to be beautiful when it is finished. What we need to do is to vent the hood and to vent the bathroom. What we have done and again Greg Speith is the one who has worked on this and he wasn't able to make it tonight, but we were trying to discretely put the vents into the area where the shingles are above the brick on the building. There are some already on the building that were put on previously and we're going to match the color of those. We put them on the façade that we did because it wasn't practical put them in the other direction because it was further from where the bathroom and everything was because of the windows and the window placement and the requirements for the vent placement.

Allen: Is this venting towards the street or the water?

Lusk: Towards the street.

Asciolla: You can't see it from the street because of the brick wall and the shrubs.

Allen: Okay.

Lusk: That's why we put in photos so you can see that it cannot be seen from the street. Even when you get into it with landscaping and everything else, it won't stick out.

Allen: Okay.

Lima: Any other questions or comments? Is there anyone in the audience who would like to speak of or against this application? Can we have a motion please?

Motion made by Ponder to approve the application as presented for the installation of two exhaust vents on the street side façade with landscaping cover to block the view; Seconded by Allen.

Voting Yea: Allen, Millard, Lima, Ponder, Church, and O'Loughlin

Secretary of Interior Standards: 9

Project Monitor: John Allen

Lima: When you receive the certificate, please display it so that everyone in the association knows that you are all set.

Lusk: Thank you very much.

Asciolla: Thank you.

3K. 25-65: 244 Metacom Ave, Andrew Broten Discuss and act on installation of pickleball/basketball court, hoop, net, lighting and fencing.

Andrew Broten present.

Broten: Hello. We're interested in putting in a pickleball/half basketball court just to the north side of the home before you get to the wall where the historic farm area is. We are not altering any aspect of the home itself. It's just the landscaping.

Allen: On the north side?

Broten: Yes, on the north side of the home.

Allen: You will be able to see this from the road?

Broten: You will be able to see it from the road if you can look through the trees and bushes and over the stone wall.

Allen: Okay.

Church: There's no description of any lighting.

Broten: The lighting will be an LCD light, but it will not be on all of the time. It will only be on when someone is playing.

Church: At night?

Broten: Yes.

Church: Is this it? Is it a solar light?

Broten: We're going to connect to a power source but have a solar option on it.

Millard: Are you going to lose any parking?

Broten: We will lose some parking, but we have plenty.

Allen: Could you provide the cut sheets of the lighting you want to install to Nick. We need to have it in the folder.

Lima: Just as a reference in the future.

Broten: Okay.

Allen: Just for two lights?

Broten: Yes. It's a relatively small court so it shouldn't need too much light.

Lima: Any other questions? Is there anyone in the audience who would like to speak for or against this application? Could we have a motion?

Motion made by Allen to accept the application as presented for the installation of a basketball/pickleball court on the property of your home including the concrete base, basketball hoop, pickleball net, some fencing, and two lights, with a stipulation that the applicant provide the cut sheets for the lights to Nick; Seconded by Ponder.

Voting Yea: Lima, Ponder, Allen, Millard, O'Loughlin, and Church

Secretary of Interior Standards: 9, 10

Project Monitor: John Allen

Lima: Your certificate will be available after you provide the cut sheets on the light.

Broten: Thank you.

3L. 25-48: 276 High St, Timothy Finucane Discuss and act on replacement of exterior doors, windows, front porch.

No one present.

Motion made by Lima to continue the application to the July 17, 2025 meeting; Seconded by Allen.

Voting Yea: Lima, Millard, Allen, Church, Ponder, and O'Loughlin

3M. 25-66: 15 Church St, Deb Appleyard Discuss and act on installation of sign.

Jennifer Murray present.

Murray: Good evening. I'm here today to ask permission for commercial signage for my retail location. You should have a picture of the sign which had already been made and was in use at my other location prior in Newport, RI. The sign is 30" in diameter and made from PVC. It is very light weight. As you can see there is a bracket which is very suitable for that which we plan on adhering it to the front of the house. There is a spot at top. I want it to be flush and not on any architectural wood pieces. I noticed that being near the water, the house shakes, and I thought that I might double bracket it if allowed. I also thought that it could be possible to make the sign removable since the shop itself won't be open all of the time.

Allen: Like an open sign?

Murray: When I'm not open, or on vacation, I can take it down, or if it is really windy, I can take the sign down so it doesn't get broken. I could either double bracket it or leave it as is and be able to take it down in those instances.

Allen: Nobody has ever asked that question before. I understand your concern.

Murray: I don't want anybody getting knocked out.

Church: Is this a commercial zone?

Toth: It's downtown and they are already running a business out of it.

Murray: I was told that it was commercial and residential. When I came to Town Hall to pull some information, I was told that information as well.

Teitz: That is allowed zoning.

Church: My biggest concern is that the sign is not installed on the molding.

Murray: Okay. I just want it on a place where it could be easily repaired.

Church: Could you put it on the corner?

Murray: I was going to ask that. I don't have a picture, unfortunately, but I was thinking that would be a good spot for it. It is flush and I wouldn't have to worry about disturbing anything.

Lima: We have a small picture here. Do you want to come up and let us know.

Murray: My thought was to put it right here on the house.

Lima: Right here?

Murray: Correct. Front facing to the right of the driveway. There is a piece of wood here.

Lima: We're looking here. There's a small picture here, Andy.

Teitz: Right.

Murray: If you look at the side of the house on the corner. There is a piece that's probably about 3" or 4" that is flush and I think it would be the best spot.

Church: It's about 8" from the end of the building.

Murray: Correct.

Church: Along the flat part.

Murray: Correct.

Toth: I just want to note that you talk to Ed Tanner that you have the right height since that would be over the sidewalk rather than your steps.

Lima: Right.

Teitz: It is probably going to have to be high enough that you're going to have to use a ladder to take it on and off. You're not going to be able to reach it to take it down. If you were able to reach it without a ladder then it would be too low.

Murray: Right. It would have to be higher. It would be above the first window. I wasn't sure if there is a height restriction.

Toth: I think it's 10ft that is required to be above the sidewalk, and you would have to make sure that you indemnify the Town on your insurance. It basically says that the Town is not responsible if your sign falls off.

Teitz: If your sign blows in the wind and hits someone it's your problem not the Town's.

Murray: I did have a question regarding that. I lease this property from Debra Appleyard. I carry insurance for my business, but does that have to be on my insurance or hers?

Teitz: This has to be on your insurance.

Murray: Okay. Is there specific wording I would have to put in there?

Teitz: It's called an additional insured. The Town of Bristol needs to be an additional insured under your insurance.

Toth: Ed will be able to help you with that.

Lima: What's going to be in there?

Murray: So, it's called Tea and Flowers and it's a flower shop and we sell loose leaf tea and provisions, and everything is prepackaged and cookies, candles, and other fun stuff. That's the first floor and the second room is a workspace and the rest is residential.

Lima: Good luck.

Allen: You threw me off with the photo.

Murray: That was our Newport location. That really wasn't for us. It didn't work out. It was difficult to navigate.

Lima: Well, there's no one in the audience so, can we have a motion?

Motion made by Allen to accept the application as presented for the installation of a sign to be located on the southeast corner of the front of the house as discussed adjacent to the driveway at least 10ft high; Seconded by Ponder.

Voting Yea: Lima, Ponder, Allen, Millard, O'Loughlin, and Church

Secretary of Interior Standards: 9

Project Monitor: Ory Lima

Lima: Certificate will be available next week. Just display it in the front where visible.

Toth: It will be available next week.

4. Concept Review

5. Monitor Reports & Project Updates

Toth: My updates. John, you had sent me a few items. Off the top of my head, I have not heard anything again from 96 High.

Allen: You will.

Toth: I know. Bob McNamara, I just got to get back to him. He seems to be open to getting that taken care of so we can get that squared up. The fence up at Pick & Pay, I don't know if there is much I can do there. They pulled the permit. The fence down on State Street, I don't know.

Teitz: The developer is going to be coming back in for another phase 2. They are going to develop the corner and the area under the parking deck. James Roiter won the court suit although it's still on appeal to the Supreme Court, but the Superior Court basically upheld his version of the documents that he has the right to use the parking on the bottom level of the deck. So, he is going to come in. Diane Williamson, Ed Tanner, Nick, and I had a meeting with them to discuss what they were thinking about, and they wanted to know what we were thinking about and there will probably be a more formal pre-application meeting which will include a TRC meeting which will include a member of the Historic District Commission at that meeting. So, they are planning on coming back in for probably something similar to what they had the last time, a commercial building on the corner with commercial below and residences above and something residential down towards Thames Street but smaller scale than what was proposed previously. We're not pushing them yet on the fence. I did take advantage of that meeting to remind them that they were in violation, but we're trying to encourage them to do something with the whole thing as opposed to simply put up a nicer fence.

Allen: That's fine. Sounds good.

Allen: Just going back to your report, just 96 High for example.

Toth: Yes.

Allen: You have contacted him at least three or four times.

Toth: Yes.

Allen: And he's not doing anything. What is the next step because there is no ramification?

Teitz: This is the fence that was put up with no permission.

Toth: No, this was the gutters that were put up with no permission.

Allen: He claimed that they never had wood gutters, but we opened the folder and there were rotten wood gutters

that he was replacing, and he came in to talk about replacing some boards at the top of the house. So, he had replaced the wood gutters. He had taken those down and put up aluminum K gutters. We told him that he needs to come back with an application, and he said that he would only use wood gutters, and we said okay that he needed to put an application in and he never did. Now he's coming back and saying that he'll use fiberglass gutters, but he still never put in an application. This has gone on since April of last year.

Teitz: I think we've given him enough time. You said that this is 96 High Street?

Toth: Yes.

Teitz: I think we will do a notice of violation and a summons to Municipal Court.

Lima: We haven't done that in a while.

Teitz: We haven't and it's probably overdue.

Church: How about neon signs.

Toth: We're not going to touch neon signs.

Teitz: We're going to amend the regulations. So, if someone comes and it is not permanently attached to the window and removable and it's under a certain size approximately 2ft by 2ft and it's for opening and closing, then we want to make them allowable rather than fighting with shop owners everywhere. We do allow these big open and close flags and signs and if it's a small neon sign, that seems to be the best way to handle it.

Lima: It's best to pick our battles.

Allen: Okay.

Lima: How about the guy across the street.

Toth: Which guy? Right there?

Lima: Yes.

Toth: I took a walk by there a few times while they're working and I cannot figure out if they're doing anything on the exterior.

Lima: They had taken some of the siding off.

Toth: Every time I walk by, and I walked by there this morning, I couldn't tell what they were doing. It seems like they're doing insulation.

Lima: That's what I thought.

Toth: It seems like interior work, so I don't think they're changing anything, but I have been keeping an eye on it.

Lima: Great. Anything else?

6. HDC Coordinator Reports & Project Updates

Allen: I don't have the address, but the brick house on corner of John Street and Hope Street.

Toth: 417 Hope Street.

Allen: I met with the contractor. One of the things we discussed was my overseeing where the dormers were going to be on the back of the building just so they weren't visible from Hope Street. We met and I did approve two locations, and I think they are evenly spaced on the back of the building, and I think they'll look great. There is still an issue with the roof on the portico on the front of the house. There's some kind of metal. He's not sure, but it's failing. He's looking into another metal replacement. He thinks it might be lead on there now and he wants to have something that looks like exactly like what is there so whether it is a painted metal or something like that. He will be coming back to us that. We also discussed a little bit more about the front porch and how that's being replaced but he's still not certain how it's going to go. I think he's doing a great job.

Ponder: The place looks great.

Allen: I think so too. I got a chance to go inside and it's nice.

Lima: Anything else?

Allen: No.

7. HDC Coordinator Approvals

8. Other Business

Church: The next meeting is on the 17th?

Toth: Yes. The 3rd, Town Hall is closing early, and no one wants to be fighting the traffic around the Town.

Lima: It's fireworks night as well.

Toth: The 10th has been claimed by the Planning Board. So, the next date available is the 17th.

Church: Okay.

Church: We need to tell these applicants that we need to have cut sheets, pictures and details. We keep getting applications with incomplete details and that's not good.

Toth: I will make sure to push people more on details.

Church: Yeah, it's hard to make a decision.

Toth: I'm just going to start being stricter about details. I'll get it taken care of. As I stated earlier, when it comes to applications regarding window replacements, I'm just going to start going out there myself.

Teitz: It's not expensive. Some of the best ones we've had are the ones that have been handmade where they take a picture and circle which ones they're going to be replacing and then get documents from the manufacturer regarding the materials of the window they want to use.

Allen: Having photos on the inside too so we can see the condition is helpful.

Teitz: Yes, that's the other thing. If we're not going to do a site visit, we need that as well.

Toth: I will start requiring those additional details. We'll get that taken care of.

Lima: It's a lot more convenient for the homeowner to take pictures instead of having six strangers tramping through their house.

Toth: Correct. So, that will get it taken care of.

Lima: I would say to them what would you rather have.

Toth: Take some photos or have strangers in your house.

Teitz: Can someone make a motion to talk about training on the agenda. I'll be brief.

Motion made by Lima to add a discussion regarding training to the agenda; Seconded by Church.

Church: Second.

Voting Yea: Lima, Ponder, Allen, Millard, O'Loughlin, and Church

Teitz: So, as you may know I am on the Advisory Committee for the Division of Planning when it comes to training. We are still trying to get another version with the National Association of Historic District Commissioners, they're camp program. We're still trying to get another one of those, probably in the fall. It's just been a little harder. Sarah Zurier moved up in the chain and the person doing it now has other duties so it hasn't happened yet. Also, what's likely to happen is like what we did last year an in-person Saturday morning November program at the Crowne Plaza in Warwick and the plan is to do that again. Last year's was a mock comprehensive plan hearing which actually did include historic components because there was a historic structure that they did want to demolish as part of the comprehensive permit so the historic district commissioner was involved in the advisory opinion. This year will probably be something more traditional. It will probably be with a speaker for an hour or so and then breakout sessions one for planning board, one for HDC, and one for zoning. The planning will almost certainly be the sea level rise training which they are required to get in addition to the other

training. The HDC, and I am mentioning this to you so you can think about and let me know what things you would like to see discussed if we're going to take an hour or hour and a half to have a breakout session. What questions do you have. What topics would you like to see us cover? You don't have to answer me now. Just think about it and get back to me.

Lima: Demolition. Like the Halsey House.

Millard: What's the date on it?

Teitz: It's going to be in November. I don't know the exact date yet.

Millard: Okay.

Teitz: It won't be the weekend before Thanksgiving. Demolition. How to deal with it. Which Herreshoff was the architect of that house?

Lima: I don't know.

Teitz: We're talking about Hope Street, right? Norman was the architect and the one that was living there was, who?

Lima: Halsey.

Teitz: Before him.

Church: Sidney.

Teitz: We can talk about demolition and the general idea. One is the historic occupants which is something that is often gets overlooked and we can talk about the flood zone stuff.

Lima: The other thing we need to talk about for us in general is what are we going to do with the Gutierrez school? The practical or impractical reuse of gigantic buildings.

Teitz: I think you would be involved in that at some point. The answer right now is that nobody knows yet. I hold here in my hand the Bristol downtown public building study that was done in June 2008 which interestingly a lot of what was planned has been done. Some hasn't.

Byfield is still out there as a white elephant and now we have Guiterez which, obviously, wasn't even on the radar at the time, but we are looking and thinking about it and there's been no decision yet.

Lima: There are tons of people who have already decided and come up to me and said that it's going to be senior housing and the kids aren't even out of the building yet.

Teitz: Obviously, the Town Administrator is trying to get a jump on the planning because he's thinking about heating this vacant building next winter. So, he's trying to move quickly on it, but I've looked at the legal restrictions regarding the wills of the Guiterez brother and sister. Also, I thought you were aware, they're moving forward with an application to get it listed on the national register. Someone has done it. I don't know how fast it's moving. The plan is to preserve the building no matter what. What it will be used for, I don't know.

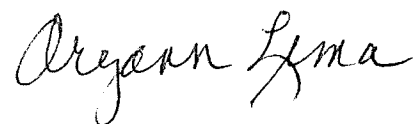
Lima: Okay. I can't believe how many people who never cared about anything are now so concerned about the Guiterez school.

Teitz: If you have anything else that you would like to hear about and get the training on, please let me know.

Lima: Motion to adjourn.

Allen: So moved.

9. Adjourned at 9:00PM

A handwritten signature in black ink, appearing to read "Oregon Lima". The signature is written in a cursive, flowing style.