



MANCHESTER-BY-THE-SEA
HISTORIC DISTRICT COMMISSION
Town Hall, 10 Central Street
Manchester-by-the-Sea, Massachusetts 01944-1399

MINUTES of the MANCHESTER-BY-THE-SEA HISTORIC DISTRICT COMMISSION
May 26, 2022

Hybrid—Virtual Online via Zoom and in person in Room 7, Town Hall 10 Central St
<https://us06web.zoom.us/j/83786610980?pwd=QUUwQnJpb3pSRDZKSTNrNEI0WFV0QT09>
Meeting ID: 837 8661 0980 Passcode: 058426

Commissioners Present: Chairperson Rosemary Costello, John Round, Richard Smith, Don Halgren

Commissioners Not Present: Joe Sabella, Tracie Gothie, one vacant seat.

Ms. Costello called the Historic District Commission (“HDC”) of Manchester-by-the-Sea (“MBTS”) to Order at 7:00 p.m. by Hybrid Meeting (with three members meeting in person in Town Hall and one member via Zoom). Ms. Costello then introduced the Board Commissioners to those in attendance and explained the HDC meeting procedures. She explained that if the HDC Commissioners approve an application and agree to waive the public hearing on an application, the abutters of the applicant's property will receive a Waiver of Public Hearing by US mail which has a 10-day appeal period. Once the appeal period is over, the applicant will receive the Certificate of Appropriateness. This process takes approximately two weeks. The typed minutes represent the permanent record of the Board. The format of the hearing was explained to those in attendance by the Chairperson.

New Applications

There were no new applications.

Presentation by Nate Desrosiers, DPW, on Central Street culvert project status.

DPW Engineer Nate Desrosiers appeared at the meeting and presented four options of stamped concrete façade for the proposed Central Street culvert. He said the Town is pursuing a FEMA grant which they applied for last summer. He has met with FEMA representatives. He has no idea when he will hear back from them. That is the main funding option.

He displayed 4 renderings – the original from when this process began and 3 from patterns that he recently selected for comparison. The renderings show the south façade of the culvert. The façade is made out of malleable 4’ x 8’ sheets on concrete. It looks like stone. The design engineer steered them toward square blocks; all square blocks varying in sizes called stack stones. They are described as dry stack random and are made of Marine grade concrete.

Form Liner #330 is smaller, thinner stones. The options are uni-cast or multi-cast or dura-cast.

Form Liner #454 is spring creek stones. The options are uni-cast or multi-cast, more elongated rectangular repeating pattern.

Form Liner #328 the pattern is a more standard stacked stone look

The renderings also show the actual black railing that will be used. It is crash rated on the south side.

The time line to do the work after the Town receives the grant is from Labor Day to February 15 in the water and from February 15 to June 1 out of the water.

Responding to Mr. Round's request, Mr. Desrosiers said he will find out if any towns on the North Shore or as far south as Boston have used this product and will submit photos to the HDC.

Mr. Desrosiers said the decision does not have to be finalized until the funding is awarded and they go out to bid. Fall 2022 is too soon.

Approval of Minutes: 2/24/2022

Upon motion made by Mr. Round and seconded by Mr. Halgren, it was VOTED to approve the minutes of February 24, 2022.

Discussion of amendments to Manchester Historic District Guidelines.

Deferred to a future meeting at which the entire Commission is in attendance.

Discussion of MGL c.40A, Section 3A – housing near MBTA station.

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40A/Section3a>

Members discussed the housing initiative proposed by the Department of Housing and Community Development. Mr. Round said there are 178 communities affected by the initiative which proposes denser housing near the MBTA train station. He said Manchester should hear back from the State by the end of summer. The cut off of number of units within the area is 15% or 750 units. For Manchester it is 750 which represents one-third of the housing in Town.

Mr. Smith said it would definitely have an adverse affect on our existing housing stock.

Mr. Round said the Town is not being forced to participate. It is a matter of being eligible for grant money. The purpose is to increase the number of people who take the train. One question is whether the housing that we have that meets that requirement is grandfathered. He said that we can be fairly sure that the Historic District would be excluded. The Town will know more in the next three or four months about this when the State comes back with comments. He requested that it be put on the agenda when the State gets back in touch.

Ms. Costello lead a discussion on the possibility expanding or increasing the Historic District. Mr. Round said that the new Director of the Historic Society is an expert on what needs to be done historically. Legally it would have to go to Town Meeting.

Any other administrative matters that could not reasonably have been anticipated in advance of the required 48-hour posting.

There were none.

The next meeting.

Members agreed to meet again on June 23, 2022 if there are any applications or business that need to be taken care of. Ms. Costello said that there are no candidates for the vacant seat so far. The Commission needs an architect. Expertise is more important than residency. Mr. Round said that term limits are not a problem at this time.

Upon motion made by Mr. Halgren and seconded by Mr. Smith, by roll call vote with Members Costello, Halgren, Round, and Smith voting in the affirmative, it was Voted to Adjourn at 8:00 p.m.

Respectfully submitted,
Helene Shaw-Kwasie, Clerk
Historic District Commission

Approved by the HDC on: July 28, 2022

Documents used at meeting:
Minutes of February 24, 2022
4 Culvert renderings