



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

MINUTES
MANCHESTER-BY-THE-SEA
HISTORIC DISTRICT COMMISSION
Meeting September 5, 2019

Members Present: Chairman John Round, Donald Halgren, Joseph Sabella, and Rosemary Costello.

Members Not Present: Tracy Gothie and Richard Smith.

Mr. Round called the Historic District Commission (“HDC”) to Order at 7:00 p.m. Mr. Round then introduced the Board members to those in attendance. It is noted that this meeting is being digitally recorded by the HDC clerk, and the typed minutes represent the permanent record of the Board. The format of the hearing was explained to those in attendance by the Chairman.

CONTINUED APPLICATIONS

Application of **Town of Manchester Town Common**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to remove and replace existing walkways and construct new walkways, remove five (5) trees based on poor condition, protection and pruning of remaining trees, new plantings and landscaping, grading changes for the proposed Honor Roll, new site lighting, relocation of existing teak benches, which will be cleaned and the addition of three (3) new teak benches—all benches will be secured to concrete pads, as well as safety and access improvements to the Town Common, at **10 Central Street**, Assessor’s Map No. 45, Lot No. 23, in District G, filed with the Town Clerk on August 14, 2019.

Ms. Susan Brown, Town Planner, introduced herself and explained that the purpose of this meeting is to follow up on questions regarding the proposed Town Common project lighting plan and tree selection. Mr. Toby Wolf, the Landscaping Architect, Mr. Thomas Henderson, Manchester-by-the-Sea Tree Warden, and Mr. Nate Desrosiers, the Department of Public Works (“DPW”) Project Manager have coordinated regarding the tree selection, and Ron and Jack regarding the Lighting plan.

Mr. Wolf explained that we are now looking at a warm white toned LED light fixture that has a more historic character, good light distribution, and it is a cut-off so it doesn't create dark skies. We are looking at lights similar to the one located at Singing Beach.

Mr. Wolf further explained that we had a good conversation with the Tree Warden and made several changes: Due to the expressed concerns, the red Maples and Cypress trees will not be part of the plan. In place of those trees, we have added two (2) Princeton Elms (along the Seaside One driveway). The Honey Locust and the Kentucky Coffee Trees that were originally in the plan will stay in the plan. The tree near Town Hall will be replaced with a small to medium Hawthorne native tree has a canopy tree feel, but is extremely tolerant, will fit in with the other trees, but also works in the fairly tight pocket of space where it is located. My overall intent is to have more continuous lines of sight on the ground and a more continuous canopy above. These trees will be planted at 2.5" to 3.0" diameter and will be 20 foot trees to start, and they may grow to 70 feet, if they have a full lifespan (Elms: 20-30 years, Oaks: 30-50 years). Sod, instead of seed will be planted, because the period between planting and July 4th is not a good time for planting seed. The contractor will be responsible for the watering until a full stand of grass/lawn is established.

Mr. Henderson stated that he is pleased with this compromise. Mr. Wolf explained that they had conversations about the tree spacing, and the large tree in the middle of the Town Common will be moved a little more from the walkway, and the total look will be that of a campus-like feel. Any tree planted is going to need water for the first few years, and we are making provisions for the watering by using watering bags that will lie flat on the ground. These bags have a gel in them, so they can absorb rain water and keep the roots moist, and these bags will be mulched over and not visible and may be removed in 3 years. If these bags get dried out, they need to be soaked in water. Once the trees are established, they will be salt and drought tolerant and will require pruning every 5 years for the first 10 to 15 years, then a little less often but that is true of any tree planted. Mr. Henderson asked if access to water will be provided. Mr. Desrosiers stated that there is a bubbler in the fountain, but he will have to look into whether or not there is a spigot, but we can hook up a garden hose. The DPW is looking into the functionality of the fountain.

Mr. Jack Burke of the Community Preservation Committee, voiced concern over the fact that there is no design for a sprinkler system and asked Mr. Wolf if this should be considered, and if money was not an object would you have one installed. Mr. Wolf replied that if money wasn't an object, there are definitely benefits to having an irrigation system in place, if it is really well tuned. There are a lot of irrigation systems that are doing more damage than good. Mr. Burke stated that all the Manchester-by-the-Sea parks have sprinkler systems in place that are maintained by private contractors, so the precedence has already been set. Mr. Wolf stated that he has participated in site inspections with irrigation specialists and seeing how much of a system can be installed incorrectly, it would be wise to consult an Irrigation Consulting Company and install a professionally designed system, so that when the construction is done we can have them come in and make sure that the irrigation system is set up properly in order to balance conservation and keeping things "green."

Mr. Wolf suggested installing sleeves/conduits under the walks, so if we don't install an irrigation system at this time, we will not have to dig up walks to install the system in the future.

Mr. Ronald Mastrogiacomo, 9 Masconomo Street, explained that the large pine tree on the Town Common is lighted up during the holidays and asked if any of the light fixtures will be located near that pine tree. If so, would you consider installing an electrical outlet there to avoid having cords all over the Town Common? Mr. Wolf replied that we don't have a light pole on that side of any of the locks, so we would have to have a separate line run through there. Mr. Round explained that the holiday lights on that tree are lighted through the box on the left rear side of the First Parish Church. However, that tree is not part of this proposed project.

Mr. Wolf explained the existing light fixtures on the Town Common will be removed. The new lighting plan is to have one light fixture near the Town Hall stairs, one near the handicap ramp for safety, one close to the fountain, and another one closer to Central Street. The new light fixtures do not have the same light spread, so the spacing will be determined by the light, rather than the architecture of the light fixtures, so there is a chance that we may need to add a light fixture to get the same lighting levels that we had before, and I haven't been able to resolve that yet. The posts will be 12 feet, maybe 10 feet high. Mr. Desrosiers stated that the post tops around town are 16 feet high.

Mr. Coppola asked about the frosted versus clear glass for the lighting, and Mr. Wolf replied that these LEDs will not be bulbs but clear lights embedded in the top surface and just cast light down.

The HDC members had a discussion about the light poles being 12 feet in height, instead of the current specifications—4 light poles at 16 feet in height). The 4 foot reduction in height will result in the need for a 5th or possibly a 6th light pole. Mr. Desrosiers stated that they can dim the cobra heads.

There were no further questions, issues, or concerns on the part of the HDC members or members of the public.

Mr. Halgren made a motion to approve the application of **Town of Manchester Town Common**, for a Certificate of Appropriateness from the Historic District Commission, or other such relief as may be necessary, to remove and replace existing walkways and construct new walkways, remove five (5) trees based on poor condition, protection and pruning of remaining trees, new plantings and landscaping, grading changes for the proposed Honor Roll, new site lighting, relocation of existing teak benches, which will be cleaned and the addition of three (3) new teak benches—all benches will be secured to concrete pads, as well as safety and access improvements to the Town Common, at **10 Central Street**, Assessor's Map No. 45, Lot No. 23, in District G, filed with the Town Clerk on August 14, 2019. This decision is based upon the proposed project to proceed according to the revised plans submitted this evening and the addition of a spigot for irrigation. Also based upon the decision that there be five (5) or six (6), if necessary, light poles, no higher than 12 feet in height (originally specified for 4 light poles at 16 feet in height).

Mr. Sabella seconded the motion. Vote: Mr. Round, Mr. Halgren, Mr. Sabella, Ms. Costello, and Mr. Coppola voted unanimously in favor of approving this application.

Documents Produced: Revised plans regarding the proposed Town Common project lighting plan and tree selection.

ADMINISTRATIVE MATTERS

August 22, 2019 HDC Minutes: Review and possible approval of the minutes. Tabled to the September 26, 2019 HDC meeting.

Adjournment: Mr. Halgren made a motion to adjourn the meeting, and Ms. Costello seconded the motion. Vote: Mr. Round, Mr. Halgren, Mr. Sabella, Ms. Costello, and Mr. Coppola voted unanimously in favor of adjourning the meeting. The meeting was adjourned at 7:43 p.m.

Respectfully submitted,
Adele Ardolino, Clerk
Historic District Commission
Manchester-by-the-Sea, MA