

**City of Hallowell
Planning Board Meeting
City Council Chamber
June 26, 2024
6:00 pm**

1. Call to Order

Ms. Feinstein called the meeting to order.

2. Roll Call / Quorum

Ms. Feinstein took the roll call and established a quorum.

Present: Judith Feinstein (Chair), Richard Bostwick, Darryl Brown, Melvin Morrison, Lisa Rigoulot, Keith Taylor (2nd alt.)

Melanie Weston, City Planner; Joel Greenwood, City Planner; Gary Lamb, City Manager; Daniel Kelley, Deputy City Clerk

Excused: Andrew Landry, Matthew Rolnick, Richard Seymour (1st alt.)

Mr. Taylor will be voting.

3. Public Comments (The Board has agreed to limit the time allotted to Public Comment to fifteen minutes.)

Mr. Lamb showed the Board preliminary plans for construction of a new Public Works Facility on Pinnacle Drive.

4. Approval of Minutes of the May 15, 2024 Planning Board Meeting

Motion to approve the minutes of the May 15, 2024 meeting as presented.

Moved: Brown

Seconded: Morrison

Unanimously approved

5. Certificate of Appropriateness for New Construction in the Historic District for Karen Gaker, 1 Hubbard Lane, Map 5 Lot 81

Karen Gaker, 1 Hubbard Lane, presented an application for a revised hood and door in reconstruction of the ell of her home. She explained that she met with the Historic District Consultant and has opted for a six-panel door with windows above and a hood the width of the door and trim.

Ms. Feinstein called the Board's attention to the memo from Ms. Andrews. Ms. Rigoulot pointed out that the memo notes that the proposed hood is heavier and would be more appropriate to a later period. Ms. Andrews added that it would be better with a lighter trim. Ms. Gaker said that it was the lightest example she was able to find, but she would be happy with a simpler hood.

Ms. Feinstein asked about the material for the siding; Ms. Gaker said she hadn't thought it would be an issue, but she plans to use individual clapboards of cement board or wood, not vinyl, as she wants to keep the appearance the same as the rest of the house.

Mr. Bostwick asked what material the door would be made of; Ms. Gaker said that Ms. Andrews suggested a six-panel style in fiberglass, but she may use wood. The existing front door is metal.

Ms. Feinstein asked if the Board needed more information or if there was a general understanding regarding the design.

Motion to find the application complete with additional information provided at the meeting.

Moved: Morrison

Seconded: Brown

Unanimously approved

Motion to find the application in harmony with Historic District standards and approve the application as presented with the condition that Ms. Gaker follows Ms. Andrews' recommendations without specification from the Board.

Moved: Morrison

Seconded: Bostwick

Unanimously approved

6. Certificate of Appropriateness for Installation of Heat Pumps the Historic District for Hubbard Free Library, 115 Second Street, Map 9 Lot 58

Kenneth Young and Jill Lectka represented Hubbard Free Library in presenting an application for the installation of heat pumps in the Library. Mr. Young explained that they will use the heat pumps to cool the building; they will continue to heat the building with natural gas and oil. He noted that the Library closed twice in the past week because of the Heat Index inside the building. He added that with the heat pumps they would also be able to offer the Library as a cooling center during heat waves.

Mr. Young explained that the original plan was to have the compressors in three locations on the east, south and west wings. A later plan was to install them on the south side of the west wing, which was represented in the additional photographs he supplied to the Board. Most recently they have decided to install them on the west side of the south wing so they are not visible from the street. This will also allow them to run the piping through the cellar window in the west wing rather than drilling through the foundation.

Mr. Bostwick asked if the compressors would need to be covered; Mr. Young said they will install small hoods to deflect snow falling from the roof.

Ms. Weston asked if the compressors would require pads; Mr. Young said they will install crushed stone with fiberglass pads for the compressors to sit on. This will allow for frost heaving.

Ms. Rigoulot asked about material for the hoods; Mr. Young said they would be beige aluminum to match the compressors.

Mr. Taylor noted that the location is visible only from the railroad track. Ms. Andrews suggested using gray piping to match the granite of the building; Mr. Young said that was possible.

Motion to find the application complete with additional information provided at the meeting.

Moved: Bostwick

Seconded: Taylor

Unanimously approved

Motion to find the application in harmony with Historic District standards and approve the application as amended by the information presented at the meeting.

Moved: Morrison

Seconded: Bostwick

Unanimously approved

7. Other Business

Mr. Lamb distributed a photograph from an application for installation of a swimming pool at 39 Winthrop Street. There was discussion of whether a swimming pool needed approval from the Planning Board. Mr. Kelley provided a brief history of swimming pool approvals by the Board and noted that in 2014 the Board delegated authority to the CEO to approve above-ground pools outside the Historic District, but the authority had never been renewed. There was wide-ranging discussion of swimming pools and how they should be approved. Mr. Lamb observed that an in-ground pool has mass and is not a temporary structure.

Mr. Lamb suggested having a workshop with the CEO, City Planner and Planning Board Chair to discuss the issues. Mr. Greenwood suggested that KVCOG could help with guidance on the issues.

Mr. Brown asked if there was a Building permit for the former Boynton's building because the windows on the second floor had been changed. Mr. Lamb they probably went in without approval while Mr. Ide was ill. There was a brief discussion.
