CALL TO ORDER:

By: Chairman Boudreau

Time: 6:37 P.M.

Place: City Hall

ROLL CALL:

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>NAME:</th>
<th>PRESENT</th>
<th>ABSENT</th>
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<tr>
<td>REGULAR MEMBERS:</td>
<td>Robert Boudreau (Chairman)</td>
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<td>Karen Stevens (Vice Chairman)</td>
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<td>Patti Philippon (Secretary)</td>
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<td></td>
<td>Lynda Russell</td>
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<td></td>
<td>Miles Jennings</td>
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<td>X</td>
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<td>ALTERNATE MEMBERS</td>
<td>Brittany Barney (Alternate)</td>
<td>X</td>
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<td>Jason Wright (Alternate)</td>
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<td>Mary Greger (Alternate)</td>
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<tr>
<td>STAFF</td>
<td>Christopher Schaut, Assistant City Planner</td>
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PLEDGE OF ALLEGIANCE

ADMINISTRATIVE MATTERS:

1. Approval of Minutes – March 27, 2019

MOTION: Move to approve the minutes of the March 27, 2019, regular meeting.

By: Commissioner Jennings

Seconded: Commissioner Russell

For: Barney, Boudreau, Greger, Jennings, Philippon, Russell, Stevens

Against: None.

Abstained: None.

MOTION: Move to approve the minutes of the May 29, 2019, regular meeting.

By: Commissioner Stevens

Seconded: Commissioner Philippon

For: Barney, Boudreau, Greger, Jennings, Philippon, Russell, Stevens

Against: None.

Abstained: None.

2. Sign posting for public hearing

PUBLIC HEARINGS:

3. Application #2019-07-01 – Request for Certificate of Appropriateness to repair existing two-car garage with brick to match house and replacement of two garage doors with one single door at 29 Broadview Street; Assessor’s Map 25A, Lot 78; Thomas Drake, applicant.

   a. application form
   b. location map
   c. photographs (2 pages)
MOTION: Move to open hearing for Application #2019-07-01 for a Request for Certificate of Appropriateness to repair existing two-car garage with brick to match and replacement of two garage doors with one single door at 29 Broadview Street; Assessor’s Map 25A, Lot 78; Thomas Drake, Applicant.

By: Commissioner Russell
Seconded: Commissioner Philippon

For: Barney, Boudreau, Greger, Jennings, Philippon, Russell, Stevens

Against: None.
Abstained: None.

Thomas Drake, the applicant approached the Commissioners to explain in great detail what his goals and intentions are as for the construction of the repairs to the existing garage door. He would like to replace the two (2) garage doors with one single aluminum insulated door. Mr. Drake would also like to remove the wood at the bottom and replace it with brick and provided a sample brick that will be used and may seal the bricks. The door will be white; however, he may paint it blue to match the house.

MOTION: Move to close the public hearing for Application #2019-07-01 for a Request for Certificate of Appropriateness to repair existing two-car garage with brick to match and replacement of two garage doors with one single door at 29 Broadview Street; Assessor’s Map 25A, Lot 78; Thomas Drake, Applicant.

By: Commissioner Jennings
Seconded: Commissioner Stevens

For: Barney, Boudreau, Greger, Jennings, Philippon, Russell, Stevens

Against: None.
Abstained: None.

MOTION: To approve Application #2019-07-01, Assessor’s Map 25A, Lot # 78, for 29 Broadview Street to replace the current two (2) 8’x 7’ garage doors for the single 16’x 7’ door which will require the replacement or extension of the existing clapboard adjacent to the door and to replace and reuse the existing trim in the same dimension around the new door. Also to replace the rotten wood surfaces with brick to match the house to a height of 30” and to further specify that the door can be painted if the owner so desires and the brick can also be painted the same color of the foundation of the house or left natural.

By: Commissioner Stevens
Seconded: Commissioner Russell

For: Barney, Boudreau, Greger, Jennings, Philippon, Russell, Stevens

Against: None.
Abstained: None.

This Approval is subject to the following conditions:

1) Prior to a final Certificate of Occupancy being issued, the Land Use Staff will conduct an inspection to certify compliance with the terms and conditions of the approval.
2) Any deviation from the approved plans may require approval of the Commission after staff review and discussion with the Chairman.
3) Any transfer or assignment of this permit shall require approval of the Commission.
4) This permit may be revoked if the permittee exceeds the conditions or limitations of this permit or has secured the permit through deception or inaccurate information.

OLD BUSINESS

A "Special Meeting” will be August 28th in order to review the application recently received. The time will be determined in the near future.

NEW BUSINESS

CORRESPONDENCE

STAFF REPORT

PUBLIC COMMENT
**MISCELLANEOUS**

4. Commissioner Boudreau will not be renewing his term as Commissioner in January 2020.

Commissioner Stevens would like to hold a Special Meeting to review the regulations of conducting a meeting and what the Commission can and can't regulate. She would like this training session scheduled for January 2020.

**ADJOURNMENT**

**MOTION:** Move to adjourn at 7:04 P.M.

By: Commissioner Stevens

Seconded: Commissioner Jennings

For: Barney, Boudreau, Greger, Jennings, Philippon, Russell, Stevens

Against: None.

Abstained: None.

The meeting adjourned at 7:04 P.M.

Respectfully submitted,

Lisa Wilson
Recording Secretary

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Robert Boudreau, Chairman

Patti Philippon, Secretary