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Billerica Historic Districts Commission  
Plan Description

FEB 04 2021

Signed:

**BILLERICA HISTORIC DISTRICTS COMMISSION**

2021 FEB -11 A 0.00  
2/4/21 @8:38

Zoom Virtual Meeting  
Meeting Minutes  
January 6, 2021  
7:00pm

Members	Present	Absent	Excused
William Bulens, Chairman	X		
Michael Rea, Vice-Chairman	X		
Barbara Flaherty, Secretary	X		
Mary McBride	X		
Charlene McCarthy	X		
John J. McKenna	X		
David Gagliardi, Alternate	X		
Travis Brown, Alternate	X		

**CALL TO ORDER:**

Chairman William Bulens called the Billerica Historic Districts Commission meeting to order at 7:00pm.

**ALSO IN ATTENDANCE:**

- Kerri Ruffo, Town of Billerica Liaison to HDC
- John Curran, Billerica Town Manager
- Clancy Main, Billerica Management Analyst
- Mark LaLumiere, Building Commissioner
- Kyle Larabee, Preston Richards Architects
- Aaron Eisenberg, Preston Richards Architects
- Eileen Long, Preston Richards Architects
- Judy Selwyn, Preston Richards Architects
- Chris Kilborn, St. Matthew The Evangelist Church

**PUBLIC COMMENT:**

N/A

**PUBLIC HEARING OPENING:**

A motion to open the Public Hearing at 7:02 p.m. as made as follows:

Motioned by:	David Gagliardi
Seconded by:	Mary McBride
In Favor:	8
Opposed:	0
Abstained:	0

There was unanimous approval of this motion.

**38 CONCORD ROAD # 2021-01:**

Kyle Larabee of Preston Richards Architects of 700 Massachusetts Avenue, Cambridge 02139, gave a thorough and an extremely informative slide presentation including both the interior and exterior renderings.

The presentation regarded the Preston Richards' proposed repairs, replacements, brickwork and addition to the former Howe School located at 390 Boston Road. The Howe School is on the National Register.

Some of the high points of Mr. Larabee's presentation were:

- The building is in overall good condition.
- The slate roof was replaced in 2015-2016 and will remain.
- The wrought iron balcony will be re-installed over the front door.
- The elevations will remain the same.
- None of the existing windows are original to the building.
- The exterior materials are primarily brick and brownstone, some of which must be replaced.
- The dental brickwork will remain.
- The additional footprint to the structure will be 40' x 40' rather than 40' x 60'.
- The driveway will be In / Out.
- There will be as closely as possible replication of the former front fence.
- The basement will have space for Billerica archived information.

Level 1 will have a large meeting room with a BATV area.  
The wood staircase will be restored.  
Level 2 will have additional BATV space.  
The roof will be screened to protect equipment placed on it.  
The brick on the west front of the building will be repointed.  
The brick on the east rear of the building will be replaced.  
The Memorial Garden will be restored.  
The millstone, which is not original, will be placed in the rear of the building and lay on its side instead of flat to the ground.

There was much discussion among Committee members regarding the glass windows on the addition. Some members felt that the windows did not match the original windows.

There was also discussion regarding the paint color of the front fence. It was decided that the fence would be Colonial White.

Please see the Preston Richards Architects presentation at Attachment 'A'.

Attachment 'A'



Howe School  
Presentation 1-6-21.

**PUBLIC HEARING CLOSING:**

A motion to close the Public Hearing at 8:10 p.m. as made as follows:

Motioned by:	David Gagliardi
Seconded by:	Mary McBride
In Favor:	8
Opposed:	0
Abstained:	0

There was unanimous approval of this motion.

A motion to approve #2021-1 as a Major including the repairs, replacements, brickwork and the building addition as presented by Preston Richards Architects was made as follows:

Motioned by:	Charlene McCarthy
Seconded by:	Mary McBride
In Favor:	8
Opposed:	0
Abstained:	0

There was unanimous approval of this motion.

**45 TALBOT AVENUE # 2021-02:**

Chris Kilborn, Finance & Operations Manager, St. Matthew the Evangelist Church, came before the Committee requesting an emergency approval for a roof repair. The roof of the rectory is leaking and requires immediate repair.

A motion to approve #2021-2 as a Minor was made as follows:  
(Please note that member David Gagliardi recused himself from the vote.)

Motioned by:	Charlene McCarthy
Seconded by:	Michael Rea
In Favor:	7
Opposed:	0
Abstained:	0

There was unanimous approval of this motion.

**APPROVAL OF MINUTES:**

A motion to approve the Minutes of November 18, 2021 was made as follows:

Motioned by:	David Gagliardi
Seconded by:	Mary McBride
In Favor:	8
Opposed:	0
Abstained:	0

There was unanimous approval of the motion.

**APPROVAL OF 2021 HDC REVISED CALENDAR:**

A motion to approve the 2021 HDC Revised Calendar was made as follows:

Motioned by:	Barbara Flaherty
Seconded by:	Mary McBride
In Favor:	8
Opposed:	0
Abstained:	0

There was unanimous approval of the motion.

**OPEN ISSUES:**

None

**NEXT MEETING:**

The next meeting TBA.

**ADJOURNMENT:**

A motion to adjourn the meeting was made as follows:

Motioned by:	Barbara Flaherty
Seconded by:	Mary McBride
In Favor:	8
Opposed:	0
Abstained:	0

There was unanimous approval of the motion.

Chairman, William Bulens, adjourned the meeting at 8:21 p.m.

**Respectfully submitted,  
Bee Magliozzi, Recording Secretary**