



## **HISTORIC DISTRICT COMMISSION**

### **Minutes**

City of Rochester

**Wednesday, August 12, 2020 at 6:45 pm**

*City Hall Annex (second floor conference room)*

33 Wakefield Street, Rochester, NH

**Teams Meeting**

*(These minutes were approved on September 9, 2020)*

#### Members Present

Molly Meulenbroek, *Chair (Teams)*

Martha Wingate, *Vice Chair (Teams)*

Peter Bruckner *(Teams)*

Marilyn Jones

#### Members Absent

Nancy Dibble

Matt Winders, *Alternate (7:01)*

Mayor, Caroline McCarley *(Teams)*

Present:

Mark Revolution Tap and Grill

### **Preamble for Historic District Commission Meetings during COVID-19**

Good Evening, as Chairperson of the (Historic District Commission), I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) Providing public access to the meeting by telephone: At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the

disruptive behavior continue thereafter, that person will be removed from this meeting. The public can call-in to the below number using the conference code. This is currently set to allow the public to “listen-in” only, there will be no public comment taken during the meeting.

Phone number: 1-857-444-0744

Conference code: 689461

b.) Public Access Troubleshooting: If any member of the public has difficulty accessing the meeting by phone, please email [PublicInput@RochesterNH.net](mailto:PublicInput@RochesterNH.net) or call 603-332-1167.

c.) Public Input: Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the City Council (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:

- Mail: Planning Department/Public Input, 33 Wakefield Street, Rochester, NH 03867 (must be received at least three full days prior to the anticipated meeting date)
- email [michelle.mears@rochesternh.net](mailto:michelle.mears@rochesternh.net) or [PublicInput@rochesternh.net](mailto:PublicInput@rochesternh.net) (must be received no later than 4:00 pm of meeting date)
- Voicemail 603-335-1338 (must be received no later than 12:00 pm on said meeting date in order to be transcribed)

Please include with your correspondence the intended meeting date for which you are submitting. All correspondence will be included with the corresponding meeting packet (Addendum).

d.) Roll Call: Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Molly Meulenbroek, Chair present, Martha Wingate, Vice Chair present, Peter Bruckner present, and Matt Winders present. Matt Winders is voting as an alternate member for Mayor McCarley.

I. The meeting was Called to Order at 6:56 pm by Mrs. Meulenbroek

## **II. Approval May 13, 2020 Meeting Minutes**

The minutes from May 13, 2020 were approved by a motion from Mr. Bruckner and Mrs. Wingate seconded. All voted in favor by roll call Mrs. Meulenbroek, Chair, Mrs. Wingate, Vice Chair, Mr. Bruckner and Mrs. Jones.

## **III. 61 North Main Street, Revolution Taproom and Grill- Certificate of Approval for exterior chimney for pizza brick oven. Case# HDC 121-371– DTC – 20**

The owner of Revolution Tap and Grill Mark presented his application to the HDC. The Revolution Tap and Grill is changing the business model due to COVID and would like to have a brick oven pizza oven which requires a steel system class a heat rated high temps of pizza oven direct vent works best. There are two proposals for the project the first and preferred would be to

locate the oven in the front façade. The second is to locate it in the back of the building by the Union Street Parking lot.

Mrs. Jones had no questions. Mr. Winders had no questions regarding the proposal.

Mr. Bruckner moved to accept proposal option one as preferred option Ms. Wingate seconded.

All voted in favor by roll call Mrs. Meulenbroek, Chair, Mrs. Wingate, Vice Chair, Mr. Bruckner and Mrs. Jones.

**IV. 69 Wakefield Street, Certificate of Approval for ground mounted sign. Case# HDC 116-204-10– DTC – 20**

This was not voted on in the meeting. Applicant did not submit additional information.

**V. Administrative Approval**

Ms. Mears reviewed the administrative approvals which included the Gafney Home and 86 Wakefield Street.

**VI. Certified Local Government Grant- Request For Proposal**

The HDC members reviewed the Certified Local Government Request for Proposal. There were no concerns from the members.

**VII. Murals Draft Zoning Language**

The HDC members reviewed the draft mural language.

**VIII. Other Business/Non-scheduled Items**

Kayak launch- Mr. Bruckner mentioned that kayak launch ribbon cutting is tomorrow. HDC members are welcomed to attend.

**IX. Adjournment**

*A motion was made by Mr. Bruckner to adjourn the meeting at 7:45 pm. All voted in favor.*

Respectfully submitted,

Michelle Mears, AICP  
Senior Planner