

**MINUTES
TOWN OF TOPSHAM
HISTORIC DISTRICT COMMISSION MEETING
MUNICIPAL BUILDING, 100 MAIN STREET
TUESDAY, JUNE 24, 2025, 6:00 P.M.**

A meeting of the Topsham Historic District Commission was held on Tuesday, June 24, 2025 in the Donald Russell meeting room in the Municipal Building at 100 Main Street. Chairman Peter Davison called the meeting to order at 6:00 p.m.

1. **ROLL CALL** – The recording secretary conducted the roll call and noted those in attendance included:

Chairman Peter Davison
John Graham
Andrew Munsey

Member(s) Absent: Wayne Davis and Dominique Cardella

Staff in Attendance: Skye Siladi, Planning Director; Joshua Franklin, Planner

2. **MINUTES - APPROVAL OF THE MINUTES OF THE OCTOBER 23, 2024 MEETING**

Motion was made by Mr. Graham, seconded by Chairman Davison, and it was

VOTED

To approve the minutes of the October 23, 2024 meeting as written.

3. **CERTIFICATE OF APPROPRIATENESS APPLICATION**

TAX MAP U06, LOT 047. APPLICANT IS JAMES HERRICK WHO IS SEEKING TO REPLACE ALL WINDOWS IN THE RED BARN SECTION, EXCEPT THE TRIPLE WINDOW ON THE FIRST FLOOR, WITH METAL CLAD WOOD WINDOWS AT 47 MAIN STREET

Applicant James Herrick said he needs to replace 9 wooden windows in the carriage house (red barn) at 47 Main Street; 3 of the upper windows along the north façade fronting Melcher Place and 5 along the east façade fronting a parking lot and 1 double window along the west facade fronting Main Street. The windows are six-over-six, except the awning window, which is two high by five wide. He said the windows are only 25 years old but have rotted. The new windows will be wood with aluminum clad exterior with grills between the glass muntins. Window specification pages were included with the application.

Chairman Davison asked if anyone on the Board had any questions. Board member Graham asked Mr. Herrick to give some history of the carriage house. Mr. Herrick said the barn is a 2-horse barn with a carriage house. It was moved back and placed on a new foundation. He said he rebuilt it and has used it for 25 years. Board member Munsey said in general he prefers that the grills be on the outside of the windows, but at a distance one cannot really tell the difference.

Motion was made by Mr. Graham, seconded by Mr. Munsey and it was unanimously

VOTED

That the Historic District Commission approves the Certificate of Appropriateness for 47 Main Street for nine replacement windows as outlined in the application and as satisfied by §225-18B(1)(a); §225-18E(1) and §225-18E(2)(a) of the Topsham Zoning Ordinance with the following condition:

1. The Commission's review and approval refers to these Findings of Fact, Plans and Materials submitted by the applicant and the written and oral comments of the applicant, their representatives, reviewing officials and members of the public as reflected in the public record. Any changes to the approved plans not called for in these conditions shall require further review and approval in accordance with the Topsham Zoning Ordinance.

4. ADOURNMENT

At 6:15 p.m., motion was made by Mr. Davison, seconded by Mr. Graham, and it was unanimously

VOTED

To adjourn the meeting.

Respectfully submitted,

Patty Williams, Recording Secretary