

Minutes from the Organizational Meeting of
the Royalston Historic District Commission
Thursday, July 31, 1980

The informal organizational meeting of the Royalston Historic District Commission was convened by Dr. Royal Frye at approximately 7:40 p.m. Thursday, July 31, 1980.

Dr. Frye read from the By-Laws passed at the town meeting which pertained to the organization of a committee. A list of members and alternates selected by the Board of Selectmen was read. There was much discussion about the list and whether it reflected the wishes of the Selectmen regarding who the full members were and who would be the alternate members. There was also a question, with discussion following, as to whether a chairman could be appointed who was from the current alternate list. ,

A motion was made, seconded, and passed to select a chairman from the entire 10 names given to the committee by the Selectmen, but upon discussion of this problem it was unclear as to whether this organizational committee has the jurisdiction to do this. There was also much discussion as to whether this committee should continue with the list supplied by the Selectmen as it stands, as it seems to contain names of people who do not feel they have the time to serve on the committee, or the names of people willing to step down for new members who have expressed an interest in serving.

A motion was made, seconded and carried to appoint Art Platt as temporary chairman of this meeting.

Discussion continued regarding membership and whether this committee has the authority to choose which members are full members and which are alternates, and to choose substitute members if there are vacancies. Both Dr. Frye and Art Platt expressed willingness to step down to make space for new members. The name of Bob Gravley was mentioned as a possible new member, and Mary Jane Green expressed willingness to serve as a new member/or as secretary.

A motion was made, seconded, and passed (with 2 opposing) that this committee should bring to the next Selectmen's meeting a suggested list of committee membership designating full and alternate members.

The following is the suggested list to be presented to the Selectmen:

Alan Bowers-full member
Glen Freden-full member
Larry Siegel - full member
John Poor- full member
Weino Kirkman-full member
Dwight Stowell-full member
Bob Gravley-full member

Coleen Richardson-alternate
Tom Musco-alternate
Dr. Royal Frye-alternate
Mary Jane Green-secretary

Motion was made, seonded and passed that the selectmen pick a convener for the next meeting.

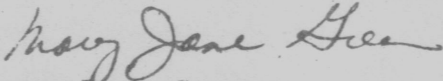
Art Platt stated that he would be happy to serve in an advisory capacity for the next few meetings.

It was suggested that the By-Laws be printed so that people could use them as references when applying for a change. The need to make an official application form was discussed. Art Platt will try to compile some copies of such forms used by other Historic Districts. It was also suggested that we have someone come from the Massachusetts Historic Commission to talk with us about the role of the commission, etc.

It was mentioned that Jennie and Peter Pap have expressed a wish to come before the commission to talk about their porch. Glen Freden volunteered to convey to the Paps that their request will be considered at the first opportunity once the organizational/and procedural policies have been established.

It was agreed that the next meeting would be held at 7:30 Wednesday, August 6th at the Town Hall.

Respectfully submitted,



Mary Jane Green
Secretary

ROYALSTON HISTORIC DISTRICT COMMISSION

AUGUST 5, 1988

Meeting convened by Dr. Royal Frye at 7:35 p.m.
Dr. Frye summarized the previous organizational meeting
and reported on results of the Board of Selectmen's
meeting held August 4th.

The Selectmen appointed the following people to the
Historic District Commission:

Alan Bowers } for 3 year term
Glen Freden }
Larry Siegel }

John Poor } for 2 year term
Waino Kirkman }

Dorothy Newton } for 1 year term
Bob Gravelley }

Appointed as alternates:

Colleen Richardson - 3 year term

Tom Musco - 2 year term

Dr. Royal Frye - 1 year term

(Dwight Stowell withdrew his name, and was replaced by
Dorothy Newton).

Decided to continue with Dr. Frye as convener and temporary
Chairman.

Discussion followed as to who would be interested in being
Chairman. It was decided that Vice-Chairman would be
appointed first. John Poor was nominated, seconded and
unanimously voted as Vice-Chairman.
Dorothy Newton nominated Bob Gravelley, seconded and
unanimously voted as Chairman.

Dorothy Newton mentioned letter from Atty Witty dated July 10th. There can be no changes made within the Historic District until the Attorney General signs the By-Laws.

Discussion followed re: the duties and role of the Historic District Commission. Alan Bowers stated that there are 4 mandatory duties of a Historic Commission.

1. inventory must be made. Completed survey of all historical buildings, sites, records, etc.
2. cooperation w/ state level archeologists
3. Coordination w/ other organizations through Mass. Historical Commission.
4. annual filing / certain records.

John Poor stated that the above list is quite time-consuming and that the District Commission should put some effort into recruiting non-members as task force.

Jennie Pap requested that the Commission act on their wish to tear down a porch and put a door in the barn. There was some question as to how to proceed as the Commission has not developed forms for this. Art Platt briefly reviewed the steps the Commission needs to take and time-limits involved.

Jennie stated that, although there is no emergency, they would like to proceed as soon as possible. It was agreed that even though the forms have not been developed, the Paps should make a formal request in writing. John Poor stated that he would help the Paps compose the letter.

By laws will be duplicated and made available for study and for people wishing to apply for various certificates.

Continued discussion about role of Commission. It was agreed that the Commission can serve as a Resource when changes are being considered. The Commission also needs to address a sensitive area regarding proper upkeep of some of the buildings especially on the Courthouse. Art Platt stated that when the study Commission was meeting it was agreed that one of the responsibilities of the Commission would be to meet w/ owners to discuss various ways to upgrade buildings of historical significance.

Bob Grooley stated that there is a definite momentum toward preservation throughout the country.

Suggestion that the Commission needs to do some public relations/communication through press releases. Bob Grooley will talk to Alan Young about this. Secretary will put in brief notice of meeting and who is on committee, etc.

Art Platt also stated that there are many resources that the Commission can tap for funding and grants, low interest loans.

Alan Bowers brought up the problem of financing this Commission as no provisions for monies has been allocated. Question: Can we draw from miscellaneous funds? Where do other Commissions

draw their monies?

Agreed that we should address the question of money to the Board of Selectmen.

Art Platt will work with Bob Cravley to develop forms.

Mail will go to Secretary.

Bob Cravley will call meetings. Alternates will be encouraged to attend on regular basis.

No date was set for next meeting.

M. J. Green

Minutes of Meeting September 8, 1980
Royalston Historic District Commission

The September 8, 1980 meeting of the Royalston Historic District Commission was convened by Chairman Robert Gravley.

Secretary read minutes of previous meeting.

Chairman Gravley read a letter received by the Commission from Peter and Jennie Pap of the Common requesting that they be granted a Certificate of Appropriateness.

Discussion followed regarding the proper steps the Commission should take. According to the By-Laws the Commission must determine whether there is need of a hearing.

A question was brought up as to what will be the Commission's criteria in making a decision; general concern of the Commission as a whole that decisions be made carefully and that a criteria be developed.

Bob Gravley reported that he had been in touch with the Mass. Historic Commission and that they are in the process of hiring a new field person and that there will be a delay in getting that person out to Royalston to talk with us because of this.

Bob Gravley also reported that there seems to be no specific form used by towns regarding Certificate of Appropriateness, etc. Each town seems to create their own or use their own general reforms. He will contact the Preservation Planner from Springfield to get copies of the ones he uses.

A discussion followed concerning what help we would like to receive from the Mass. Historic Commission representative:

Suggestions were:

- help in inventory taking
- what funding might be available for residents of historic districts
- forms used
- philosophies and responsibilities of a Commission since the Commission is charged with coordinating with other groups in a town (conservation, etc.)
- how do we set up the mechanics of this.

Records: The question of where records will be kept was brought up by the chairman. It was decided that the secretary will keep appropriate records in the Selectman's Office of the Town Hall and working copies of these records at her home. She will talk to the Town Clerk about a specific place to put records.

The need to keep a photographic record of the houses within the Historic District was expressed. It was stated that there should be photos attached to the inventories sent to the Mass. Historic Commission. Alan Bowers said that the Historical Society is making a catalogue of slides which will be made available to the Historic District Commission.

Larry Siegel stated that there had been an inquiry from a resident of Prospect Hill who is interested in making the Prospect Hill area a designated historic district. It was brought to our attention that an inventory must be done of the town, and nothing

should be done until the inventory is completed; at that time discussion of expansion of the district, specific areas to be included, etc. will be discussed.

Budget Question was discussed: legitimate expenses (mailings, etc.) can be submitted to Theresa Bowers who can disburse from miscellaneous funds. Commission can accept contributions. It was decided to place an article on the town warrant for the special town meeting October 10th requesting an operating budget of \$100.00. The possibility of accepting an operating loan from the Historical Society was also discussed.

A motion was made by Larry Siegel that the Historic District Commission waive a public hearing on the Jennie and Peter Pap request to remove their front porch and give notice to all interested parties, residents of the district, by mailing a letter indicating the Pap's request.

An amendment to this motion was made to include the Pap's request to alter the kitchen window and to build a side barn door.

Vote on the motion made by Larry Siegel to dispense with the public hearing; all those in favor: unanimous (Gravley, Freden, Poor, Kirkman, Siegel, Newton, Bowers). No opposed

Vote on the amendment to the motion, to include barn door and window alterations in the original motion: unanimous vote to include, no opposition.

Commission decided to meet next on September 25th at 7:30 at the Town Hall.

Respectfully submitted,



Mary Jane Green
Secretary

Minutes from September 25, 1980 Meeting
of the Royalston Historic District Commission

The September 25, 1980 meeting of the Royalston Historic District Commission was convened by Chairman Bob Gravley at approximately 7 p.m.

Old Business:

Chairman Gravley reported that response from the letter sent to residents of the Historic District was fairly quiet: he received only one telephone call (Jay Richardson) which indicated concern over how long a decision was taking.

The secretary read the Pap's application letter indicating the three changes before the Commission. John Poor asked if there has been any changes in the application. Peter Pap, who was present, stated that there were no changes. He also said that when the porch is removed, they are hoping that there will be some clues to the original design, and that they will try to follow the original look as closely as possible.

The question was asked by the chairman if anyone had any strong feeling not to take the three proposed changes as a package. No strong feelings were voiced.

Motion was made by John Poor to vote to accept the request and issue a Certificate of Appropriateness to the Pap's on all three requests.

Motion seconded.

Further discussion on the motion: No further discussion.

Vote:

All in favor of the motion: Freden, Kirkman, Gravley, Poor, Newton, Bowers.

Not in favor: None

Abstentions: Siegel

Motion carried.

Bob Gravley mentioned that the next order of business should be the forms so that we can issue a proper certificate to the Paps. The Springfield planner sent some of the various forms that they used. The secretary passed around two of the forms (multi-purpose form for application and one form indicating decision made on a request). These forms followed very closely in content and lay-out the forms used by Springfield.

Motion was made to approve the forms as typed by the secretary. Motion seconded. All in favor: unanimous vote. Motion passed to accept the new forms.

New Business:

Alan Bowers reported that the Historical Society needs to install a light over the door of their building for safety. He is asking the Commission if they (the Historical Society) need to request a certificate.

Discussion followed. Alan Bowers indicated that the light would be recessed.

Weino Kirkman made a motion that the Historical Society be allowed to install their lighting.

Discussion followed regarding by-laws and whether the motion as worded was appropriate. Weino Kirkman withdraws motion.

Motion made by John Poor. I move that the Commission shall Not consider a recessed, overhead light at the Historical Society Building as "subject to public view."

Motion seconded. Discussion on motion; none.

Motion carried.

A question was asked by Peter Pap as to whether the Commission has control over temporary political banners which have been placed around the common? Consensus that the by-laws do not grant any authority to the Commission on this.

The subject of the Bundshuh's restoration project sign was brought to the attention of the Commission by John Poor. Such a sign is required when such funds are used for restoration. The Bundshuh's have expressed an unhappiness over the sign. Members present at the meeting felt that there should be no strong opposition regarding the placement of the sign by the Commission, but that when a representative from the Mass. Commission comes to speak, we should at that time express our concern over the placement of the sign.

John Poor reported that the Article requesting funds for the Commission has been submitted to the Town Clerk and will be on the Warrant for the next Special Town Meeting.

Meeting adjourned:

Respectfully submitted,



Mary Jane Green
Secretary

Members present:

Gravley, Greden, Kirkman, Poor, Bowers, Newton, Siegel

Not Present: Frye, Richardson, Musco

Also present: Green, Peter Pap

Minutes of Meeting held October 23, 1980
Royalston Historic District Commission

Meeting was convened by Chairman Bob Gravley at approximately 7:30 p.m. at the Town Hall, with six members of the commission present.

Reading of the minutes of the previous meeting were dispensed with: secretary will try to send copies of minutes to chairman and vice-chairman before next meeting.

Primary reason for calling this meeting is to discuss the two new certificates of appropriateness from the Paps concerning the following changes: 1. a. install two skylights in north shed roof and b. install three casement windows in shed.

2. build chimney which would extend 2-4' through barn roof on north side; chimney to extend approximately 6' high, to be cinder block faced with brick and painted white.

Discussion followed the reading of the two certificates:

- determined that changes would be visible from roadway, although just barely.
- chimney would be made compatible with two existing chimneys. JP
- question was asked to Jenny Pap regarding skylights. She stated that more light was needed. Change in window would allow placement of counters under them. Existing shed windows do not allow this.
- Re; chimney; Jenny Pap stated that they would like to heat with wood instead of relying on oil heat.
- question was asked of members if they were familiar with lay of the land at the Paps, concerning how obvious the proposed changes would be. Concern was voiced that at least one abutter would have clear view of changes from her house.
- one member voiced definite concern over the proposed style of the windows (casement) as they are a definite departure from what exists now in the rest of the house.
- Jenny Pap explained ~~was~~ what the windows would look like; they would not be crank-style.
- the commission is concerned with the visual impression of any changes. John Poor stated that he would like to see a drawing which truly represented that style.
- question was asked if there was an over-riding reason for casement rather than double-hung? Response from Jenny Pap was that existing windows do not open and that the space available seemed to lend itself to this type.
- Chairman summed up the problem that it appears that the casement windows are not appropriate to the period of the house.

Member reminder that the purpose of this particular meeting is to determine whether a hearing is in order pertaining to the applications

Continued discussion:

- why placement of chimney in barn? Jenny Pap responded that the outer wall of kitchen wall is next to barn.
- question what happened to existing chimney use plan? Jenny Pap reported that this plan was illegal and did not fit codes.

Bob Gravley commented that historically, the placement of the chimney in the barn appears to be appropriate.

--major concern that the chimney should look like a secondary chimney and not rival the two major existing chimneys

--Jenny Pap reported that she thought the dimensions would be 12" by 18" with 8" flue.

--John Poor said that he felt that we should nail down the dimensions so that there would be no problem in the future.

--Jenny Pap said that they would try to get it as close to the peak as possible.

--John Poor stated that if the Paps insist on going with the casement style, that he feels we would have to go with a hearing.

--Bob Gravley stated that in dealing with the skylights; there are many different styles, some which blend in with the existing structure of an historic house, and others which do not. Question are these to be pre-fab?

--Jenny Pap reported that the skylights would be fixed, and made of wooden fram. Not sure how finished.

--John Poor; as long as flat and only 6" he would have no objection and also would be willing to dispense with the public hearing.

--John Poor stated that the forms should be signed by the applicant in the future.

Question was raised about hearing route: talk briefly about philosophy of a hearing: hearing does not necessarily direct our decision one way or the other.

--Jenny Pap stated that she would be just as happy with double-hung windows.

Question was raised as to official position of Larry Siegel. Was his resignation accepted? Secretary to convey this question to Board of Selectmen.

Decision to have a public hearing on Monday, November 10th at 7:30 at Town Hall. Meeting will be held after hearing.

Discussion about the wording: Secretary will post in three bulletin boards.

~~Respectfully submitted,~~

~~Mary Jane Green
Secretary~~

Bob Gravley reported that he has heard absolutely nothing from the Mass. Historical Society.

Also, the new residents of the Johnson house, the Savoy's, have asked if they need to apply for a certificate if they are replacing their roof and taking down the shutters for winter project in barn. Consensus that he does not.

Bob Gravley feels strongly that there is a need to make up an information sheet. John Poor volunteered to make a first draft.

Question has come up if someone asks your opinion on whether commission needs to get involved on a particular issue. Comment that here is a checks and balance with the building inspector. Comment that if asked, need to check with another member.

MJG

October meeting, continued.
23rd

Alan Bowers brought up the need for us to draw on outside expertise. How do we avoid making mistakes?
How do other historic districts ascertain authenticity of facts, etc.

What procedure do we set up and proceed with to gather the best set of facts.

Mass. Historic Commission should be consulted. Do they have research library?

Respectfully submitted,

Mary Jane Green

note: Bob Gravley has copies of application for certificates of appropriateness.
Jenny Pap took drawings home.

Royalston Historic District Commission

Notes: Public Hearing held November 10, 1980
7:30 p.m. Town Hall

Subject: Pap application for 1. construction of new chimney on
barn
2. construction of skylights and
two windows.

Meeting convened by Chairman Bob Gravley at 7:40 p.m.

Applications read aloud and sketches passed among people present.

New chimney:

--in barn, not in house, will be visible. application read 7'
from ridge, north side of barn roof. brick, painted. approximate-
ly 12" x 16".

Skylights:

--two flat, raised approx. 6".

--two windows, preference is casement, 3'x30" wide, 6x9" panes,
six on each side. sketches of windows, detail of skylight
passed around.

--Peter Pap stated that there is a good chance that they may stay
with existing windows, but would be hinged and moved slightly to
the right.

Question asked: Is there any reason for size of skylights?

Peter Pap answered that they liked that size on low part of
ceiling, and that the function of these lights was basically to
let light into a dark area.

Question from Carla Rabinowitz: she is interested in criteria,
especially when not visible from Common.

Answer from Bob Gravley, stating that the By-Laws read that we
must concern ourselves with that which is visible from a public
way, which is Northeast Fitzwilliam Road in this case.

John Poor stated that the principle consideration in these issues
is compatibility.

Question asked about the brick to be used? Are they to be same as
the brick on the other chimneys? Answer: assume that they will be
the same size.

Hearing notes, November 10, 1980 Pap application chimney/skylights. continued.

Harold Newton asked how high will chimney be? Answer: approximately three feet above the ridge. Harold Newton is concerned that the chimney will need guide wires, and that basically he does not object to a chimney being there. (commented that there had been a chimney in the barn on the other side).

Purpose of the chimney: Peter Pap stated that the basic purpose would be to vent a cookstove.

Comment made that the skylights seem large in proportion (3 1/4"x76") and that they will make a large visual impact. Contractor present at the hearing explained details of skylight.

Concern over height of chimney versus narrowness: suggestion that perhaps the chimney should be a little wider. Comment made that perhaps it would be more in keeping with overall architecture to have the chimney wider.

General consensus that the chimney should be approximately 16"x21" when finished. Peter Pap and contractor change dimension figures to reflect the new 16"x21" figures.

Comment from Gene Cauthen about the problems that they faced when redoing their kitchen: essentially they have done what the Paps have done, extending a shed which was dark. He urged that the commission "Think about people who have to live in them(houses)." when making a decision. Real people have to live and work in these houses.

Comment from Carla Ravinowitz: Consider that all these houses evolved haphazardly, adding on of things that worked, changes which made things more convenient. In 1812 Royalston was a living, developing, farming community, and it still is today.

John Poor:...changes have already been allowed.

Jay Richardson: Skylights are similar to solar panels; all aware that we will eventually have to consider these changes.

Question asked about the sign in front of Bundschuh's, is it temporary? Commission members replied yes, it is temporary.

No further comments, meeting adjourned.

MJC

Present at meeting: Gravley, Poor, D. Newton, Musco, Bowers,