

Present: Glen Freden, Alan Bowers, Mary Jane Green, Bob Gravely, Estelle Siegmund, Guyola Shackelford

Royalston Historic District Commission  
Jan. 21, 1982 Meeting

Meeting was convened by Bob Gravely

Old Business:

Motion was made, seconded and unanimously approved to have a representative from the Commission at all selectmen meetings. Each member to attend for a month. Following months have been assigned:

Feb. Glen Freden  
May Mary Jane Green  
June Steffie Siegmund  
Sept. G. Shackelford  
Oct. Bob Gravely

By Laws; The by laws have been completed and copies are to be given to each Commission member before the next meeting.

A letter regarding straightening road in S. Royalston which was sent to Dept. of Public Works in May 1981 has never been answered by the dept.

1. Where will the road be cut through?
2. Will it eliminate access to the old school site?
3. Has it been changed, or are we now out of the picture in the matter?
4. Decided to return the correspondence to John Poor to follow up.

New business: Replacement of Dr. R. Frye on the Commission. It was unanimously agreed that the Commission should contact Virginia Frye first and ask if she would like to fill his term.

Other names were suggested for back up if she does not wish to serve.  
Skip Ciccarelli, Lionel Lizotte.

Alan Bowers has access to old glass plates, of the Royalston area and other sites. They are not labeled and there is no way of knowing which relate to Royalston. It was suggested that the Commission seek funds to reproduce these plates with Bob Gravely to check financial sources.

Meeting adjourned at 8:50

Next meeting: Feb. 18, 1982

Respectfully submitted  
*Guyola Shackelford*  
Guyola Shackelford, Secretary  
*accepted 2/18/82*  
*[Signature]*

Present: Waino Kirkman, John Poor, Bob Gravely, Virginia Frye,  
Alan Bowers, Estelle (Steffie) Siegmund, Tom Musco,  
Guyola Shackelford

Royalston Historic District Commission  
Feb. 18, 1982

Meeting called to order by Bob Gravely, chairman.

Old Business:

John Poor attended the Jan. selectmen's meeting and there was nothing of direct concern to the Commission.

Old photographic plates: Alan Bowers noted the glass negatives of Francis Dillon do not have any relation to Royalston, so it was decided not to pursue it further.

Selectmen's Meeting assignments:

March	Tom Musco
April	Waino Kirkman
July	John Poor
Aug	Alan Bowers
Nov.	Guyola Shackelford
Sept.	Virginia Frye

Regarding Rt. # 32:

John Poor will ask West Royalstons older residents I.E. Simmingtons, Don Courser, Dan Osborn, Ted Sprague and others to look at the map and see if anything of historical importance will be materially affected in re-routing the road.

John will also talk to Bill Simmington to see if he has more current information regarding Rt. # 68.

It was noted that John has not pursued further the excessive road signs, but has noted the addition of a new one.

Steffie has not received the <sup>all</sup> lists that were to be written by everyone regarding the uniqueness of the Commons. All of these must be turned in so that she can compile the information for further study.

Much discussion was presented regarding the applications, definitions, and proposed guide lines which will be posted for public approval. All were

unanimously approved.

Meeting adjourned at 8:40

Next meeting: March 18, 1982

Respectfully submitted

*Guyola Shackelford*  
Guyola Shackelford, Secretary

gs  
3/18/82

Present: Steffie Siegmund, Virginia Frye, Guyola Shackelford, Waino  
K Kirkman. Bob Gravely, Glen Freden, John Poor, Alan Bowers

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING  
MARCH 18, 1982

Meeting called to order by Bob Gravely, chairman.

Old Business:

The date for the public hearing on the proceedual guidelines was set for April 8, 1982, to be in the Phineas Newton library, Royalston.

Rt. # 32

John Poor reported that Don Courser toured Rt. 32 to locate anything of historical significance and found nothing that would be disturbed by the Rt. 32 right of way. The balanced rock will not be disturbed as the road passes to one side of it.

Rt. #68 no action has been pursued on this yet. Bill Simmington may have information which John Poor will check further.

Discussion was held regarding appropriate signs to be posted at all raads leading into Royalston Historic District. Alan Bowers presented a letter quoting prives of \$350 per sign, which was considered too expensive.

Waino Kirkman will check with a foundry at "Monty Tech" school to see if they would be able to make the signs desired, less expensively.

Alan Bowers will check further with his contact to see if a less expensive price could be quoted.

It was unanimously approved to add the following to the Proceedual Guide lines:

Signs: Existing zoning laws will apply.

Tom Musco was absent and could not report the last selectmen's meeting, but John Poor also attended the meeting and reported nothing of interest to the Commission.

Meeting adjourned at 8:15. Next meeting April 8, 1982

*g*  
Respectfully submitted,  
*Guyola Shackelford*  
Guyola Shackelford, Secretary  
*gs.*

Present: Mary Jane Green, Alan Bowers, John Poor, Bob Gravely, Glen  
Freden, Guyola Shackelford

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING  
April 8. 1982

Meeting was called to order by Bob Gravely, Chairman.

Old Business: Alan Bowers had report regarding pricing on Historic District signs. New price is \$290, signs were noted to be smaller with less wording. No action was taken at this time.

Waino Kirkman was to attend the April selectman's meetings but was not present to report anything affecting the Commission.

New Business: Application from John and Pat Poor for modification work on their kitchen received, which requires outside modification of existing windows. To replace modern windows with one compatible to the era of the house. It was unanimously approved to accept the application as presented,

Bob Gravely reported on Seminar on training programs. 3 cases were presented to be studied. Each one was studied and the various Historic Commissions determined appropriateness. Result of the seminar was that each local Historic District Commission is the best able to determine appropriateness in their own district.

A public hearing was held to present proposed procedural guide lines for Royalston Historic District Commission per Section 111, paragraph 8.

All proposed guide lines were presented at the hearing. No opposition was presented and it was unanimously voted to accept the Procedural Guide lines as presented.

Meeting adjourned at 8:45. No date set for next meeting.

Respectfully submitted

Guyola Shackelford *gs*

Present: Mary Jane Green, Bob Graveley, Waino Kirkman, Glen Freden  
John Poor, Alan Bowers, Tom Musco, Guyola Shackelford

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING  
May 14, 1982

Meeting was called to order by Bob Graveley, Chairman.

Because an Application of Approval of a modification to his home was being presented by Gerard Chiasson, which may take much discussion it was moved and approved that the minutes of the April 8, 1982 meeting be waived.

The application by Mr. Chiasson of S. Royalston Rd. was to remove the existing siding and replace it with siding of the original type used. However, a building permit was issued and work begun before a Certificate of Approval was obtained from the Historic Commission. With Mr. Chiasson being present there was much discussion regarding proper procedure for a Certificate of Approval.

It was pointed out that no building permits can be issued in the Historic District without first obtaining approval from the Commission and it was felt that the building inspector was aware of this in view of the fact he had issued such a permit in April to John Poor for his modification work.

Because work was started without approval it was felt that it should be established as to why a Certificate of Approval could be issued now. It was pointed out by John Poor that Mr. Chiasson is actually restoring his home to its original condition which is an improvement over its previous condition, and in line with the purpose of the Commission. It was the feeling of the Commission that Mr. Chiasson was not at fault in thinking that all necessary steps had been taken and approved when the building permit was issued.

It was moved and seconded that any penalty that might otherwise be levied on Mr. Chiasson be waived in this instance in view of the following mitigating factors: Gerard Chiasson property has been maintained, both buildings and grounds in an exemplary manner over the years, relative to other properties in the Historic District.

It was unanimously approved that the Certificate of Approval be issued.

After Mr. Chiasson left a letter was drafted to be sent to the Selectmen pointing out that building permit was issued in error and that the

Selectmen and building department should be notified of the Commissions willingness to cooperate with them to assure that in the future such misunderstandings do not occur. However, it was felt that since a permit has been issued within the past month, that the possibility exists that the building department was aware that the Commission approval was necessary.

A letter was drafted and will be presented at the next meeting of the Selectmen by Bob Graveley.

Meeting adjourned.

No date set for the next meeting.

Respectfully submitted

Guyola Shackelford *gs*

Present: Waino Kirkman, Alan Bowers, John Poor, Bob Gravley,  
Estelle (Steffie) Siegmund, Glen Freden, Virginia Frye,  
Guyola Shackelford

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING  
June 16, 1982

Meeting was called to order by Bob Gravley, chairman.

New Business:

Katy Kubbie, a graduate student working with the Mass. Historic Commission has indicated that she wishes to attend one of our meetings in order to discuss with the Commission how to best fill out our survey reports. Bob Gravley will contact her to establish a date for her to come.

Two Certificates for Approval were submitted, as follows:

Gene Cauthen submitted a plan to construct a screen from side of his house to the barn to screen out a work area. Wooden lattice work would be used, using old posts. All of this will be screened by flowers and vines. The Commission felt this would be an improvement and in keeping with the Commission requirements. Application was unanimously approved.

Millie French submitted a request to remove an old, deteriorating chicken coop ~~removed~~. This was submitted under a certificate of hardship as repairs would be too costly.

The removal had already begun and was a technical violation as it was started before a Certificate of Approval had been received. In addition, a demolition permit had not been obtained from the Royalston building inspector. This is in violation of the by laws which states a levy or penalty of not less than \$10 or more than \$500 a day for each day the violation exists. Each day is considered a new violation unless adequate progress is being shown. It is the property owner's responsibility to be sure all permits are obtained. In this case a neighbor had already started to remove it for Miss French. Alan Bowers presented the idea that most people in the area consider the word "structure" to be the house or barn, whereas Commission by-laws include many other out buildings. The Attorney General has approved the Commission's definition of structure, and a change in this would have to be acted upon by the Attorney General.

It was moved that any fine that might be levied in this violation should be averted in consideration of the fact that Miss French is a very senior citizen and that there was probably no malice aforethought on her part and that the structure involved was badly in need of demolition. It was moved and unanimously approved that a Certificate of Approval be issued. Alan Bowers abstained. *HARDSHIP.*

John and Pat Poor submitted a request to replace all 2/2 Victorian windows with 6/6 windows which are compatible with the Greek Revival period of the house. Approximately 8 to 10 windows are involved. Motion was made and unanimously approved, with John Poor abstaining.

Joan and Hal Evans submitted a request to change the color of their shutters from black to dark chocolate. This is not a color suggested

by the Salem Handbook but one that seems appropriate to the house and period, and compatible to other shutter colors in the area. Motion made and unanimously approved.

Jim Willis at the Parsonage submitted a request to install a floor for a screened in tent used for summer room. Tent is removed after summer season, but the floor will remain in position. The floor will not show from the street, and is approximately 10 X 14 feet. Motion made and unanimously approved.

Because the Commission feels it needs more clarification on what denotes a structure it was suggested a sub committee be formed to determine what is a structure and what is a temporary one, and what would be considered as not being necessary for Commission approval. It was determined we should address each problem as it arises.

#### Old Business:

A request received from the Selectmen asking that the Commission determine what type and number of road signs are needed. Glen Freden will draw a street map to show locations of the signs, with John Poor helping to determine which signs are unnecessary.

Bob Gravley attended the Selectmen's meeting at which time he read a letter drafted by the Commission expressing our willingness to cooperate with the building inspector in interpreting the Historic District by-laws. It was pointed out that these by-laws were adapted in a town meeting. The response from the Selectmen was that they questioned the Historic District Commission ability to determine the appropriateness of the Commission's by-laws and indicated they were better able to determine this.

Meeting adjourned at 9:35 P.M.

Respectfully submitted

Guyola Shackelford, Secretary *g.s.*



Present: Tom Musco, Glen Freden, John Poor, Estelle (Steffie) Siegmund,  
Guyola Shackelford

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING  
Aug. 23, 1982

In the absence of our chairman, Bob Gravely, John Poor called the meeting to order. Minutes of the meeting of June 16, 1982 were not available and will be read at a subsequent meeting.

Due to absence of several regular members, Tom Musco an alternate, acted as a full member, standing in for Waino Kirkman.

New Business:

Gene Cauthern submitted a request for color approval for shutters and doors on his home. It was unanimously moved and approved that a Certificate of Approval be issued.

*apropos*  
The Fire Chief, Wayne Newton has brought to the attention of the Historic District Commission that telephone poles on the Common have temporary markings of red tape. The Fire Chief wants to make permanent markings of 6 inch red and white bands for all fire departments to see in case of a major fire on the Common. It was determined the Commission has no jurisdiction over such a problem. John Poor will attend the next selectmens meeting and advise them and the fire chief that we approve the markings and feel it is vital for the public safety on the Common.

Alan Bower attended a selectmen's meeting at which bids were being let to replace the town hall roof with asphalt shingles. He explained to the selectmen that it was in direct violation of the by laws approved by the selectmen and that any such action must first be approved by the Commission before a permit can be issued. ~~(Selectmen indicated they would proceed with their plans and disregard the Commission and the Committee forms several years ago when they had also tried to change the roof.)~~ Invitations for bids have gone out by the selectmen for asphalt roofing, of a slate like appearance. The Commission agreed to hold another meeting this month to appraise those members absent from this meeting, of the problem.

A lengthy discussion of the meaning of "structure" was discussed and will be again brought up at the next meeting when more Commission members will be present.

Virginia Frye's resignation was regretfully accepted. She indicated she will continue to support the Commission. Patience Bundscuth was suggested to fill the vacancy and will be contacted.

Old Business: No action has been taken regarding the redundant and old street signs that abound on the Common, due to not having had time to pursue the matter.

Meeting adjourned at 8:45

Respectfully submitted  
*Guyola Shackelford*  
Guyola Shackelford, Secretary

Present: Tom Musco, Estelle (Steffie) Siegmund, Alan Bowers, Glen Freden  
John Poor, Bob Gravley, Guyola Shackelford, *MARY JANE GREEN*

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING.  
Sept. 23, 1982

Meeting was called to order by Bob Gravley, Chairman. Minutes of the meeting of June 16th were read and approved.

As there was a guest speaker for this meeting it was decided to waive any other business until the next meeting.

Katie Cubbie, a graduate student in Architectural Preservation discussed how to fill out the historical survey sheets.

In evaluating the sheets the following facts were considered pertinent to all surveys regarding historic sites;

1. The historic name is usually the first owner of the property, if known.
2. A source is needed to verify dates. I.E. maps, which would show first date a particular site was included on a map.  
(a) deed information may not be exact.
4. The architect could also be the builder.
5. Exterior siding is the current siding.
6. Major alternations are self explanatory. I.E. a new wing, garage, etc.
7. If structure has been moved it will be difficult to determine age, etc. from records.

Architectural significance.

1. Term "bay" means number of openings across the front of a house etc. I. E. doors and windows.
2. It is important as to how the particular house relates to others in the town.  
(a) Are there several similar structures like it? IS it the only one of its kind? Is it unique or typical of other buildings in the community?
3. When there are several houses of same era that are similar it requires a different form to be used, known as an area form. I.E. on a map it may show 10 houses that are similar and the study may only include 2 or 3 which are then explained on the usual form. In addition these houses must be located on the map.

Historic significance:

This category is self explanatory, such as first doctor's house, etc. Relate the building to the town or to other buildings in the town by its structural aspects.

What is a poor form?

1. Don't give just a list of the owners for example.
2. Form need not be too involved so long as the information is of good quality, it need not be lengthy.

Meeting adjourned at 9.

Next meeting: Oct. 7th

Respectfully submitted, *gs*  
Guyola Shackelford, Secretary

Present: G. Freden, J. Poor, S. Siegmund, T. Musco, A. Bowers  
B. Gravley, M. J. Green, G. Shackelford, W. Kirkman

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING  
Oct. 8, 1982

Meeting was called to order by Bob Gravley. Minutes of Sept. 23 meeting were read and approved. *See 1-*

Election of officers was held, with the following approved. Bob Gravley, Chairman; Steffie Sigemund, Vice-Chairman, G. Shackelford, Secretary.

It was noted that the terms of J. Poor, W. Kirkman, and T. Musco expire in 1982.

Those of A. Bowers, M. J. Green, G. Freden, and G. Shackelford in 1983.

Steffie Sigemund and Bob Gravley's term expire in 1984.

The chairman clarified membership on the Commission by stating that all members should actively participate in all meetings or remove themselves from the Commission in order to allow those more interested to become members. M. Jane Green and Tom Musco stated they would be willing to step aside if someone else would like to serve.

A letter is to be sent to the Board of Selectmen to re-appoint John Poor, Waino Kirkman and Tom Musco for two more years.

New membership: Our letter to selectmen suggesting Patience Bundschuth be appointed to fill a vacancy was set aside by the selectmen on the grounds she is not a U. S. citizen. Commission by-laws do not show any requirements of U. S. citizenship being required. Bob Gravley is to call the Mass. state district to learn if there is a U. S. citizenship requirement.

A letter is to be written to the selectmen saying that two members will step aside so the vacancies could be filled by appointments made by the selectmen. Letter to include fact that the Commission would like the selectmen to actively recruit members.

Old Business: Town hall roof was discussed at some length. At present it is now in hands of selectmen and they are responsible for calling a ~~public meeting~~ to discuss the roof. (The problem exists over putting a slate or other type of roof) The existing roof is slate and if they replace it with the same there would not be a need by this Commission to pursue it further.

John Poor contacted James Mertz who has a slate roofing company. He has looked at the town hall roof and his cost was less than what had been quoted to selectmen. It would be \$300 a square delivered and he

estimated that 30-35 squares would be needed for entire roof. \$700 a sq. was quoted for the slate and labor.

Bob Gravely feels the Commission should be more involved in discussions of slate roof and do our homework on the pros, cons, costs, options and possible alternative findings. Waino Kirkman said we need to educate the town people on the slate issue. We need to make contacts to various architectural societies, etc. to see if we can get any help monetarily. M. Jane Green volunteered to make some telephone calls and will call Steffie to see if she would also become involved in this fund-seeking effort.

Alan Bowers suggested two things to be considered. Money is a key factor, and that a slater with a good track record which can be documented to show that they carry through on their commitments should be. The roofer must be a professional.

John Poor has names of three slate roofers that Mr. Mertz gave to him and will pass these names on to the selectmen. He also mentioned that if we could get some outside funding it would probably help the cause for slate roofing.

It is necessary that we keep communication lines open with Kate Collins and keep her abreast of our findings.

The definition of "structure" is to be determined by a committee of the following, John Poor, Glen Freden and Tom Musco. They will report at the next meeting.

All completed surveys are to be presented at the next meeting.

Meeting adjourned, at 9 P.M.

Next meeting: Dec. 2, 1982, 7 P. M.

Add to old business: The white flags are still on the horse fence at the Paps residence, but it was determined no action need be taken as it is of a temporary nature.

Respectfully submitted, *gs*

Guyola Shackelford

Present: B. Gravley, Steffie Siegmund, John Poor, Tom Musco, Alan Bowers  
Glen Freden, G. Shackelford, M. Jane Green

ROYALSTON HISTORIC DISTRICT COMMISSION MEETING  
Dec. 2, 1982

Meeting called to order by Bob Gravley, chairman. Minutes of Oct. 8, 1982 meeting read and approved.

Old Business: Membership. The Commissions request that Patience Bundscuth be elected to fill an existing vacancy was set aside by the selectmen on the basis she was not a U. S. citizen. Bob Gravley called the state historic commission to see if citizenship was required. It was not. Instead of a letter to the selectmen regarding membership on the Commission it was determined that a direct meeting with the selectmen will be set up in the near future to discuss membership on the Commission.

Defination of a structure. The by-laws subcommittee will write a letter listing the structure definations. The letter will be approved by Steffie Siegmund. Motion was made and carried to accept the list of structure definations as follows: toolsheds, animal enclosures, except dog houses and rabbit hutches of less than 12 sq. fwft, windmills, solar collectors, dish antennas, antenna towers, swimming pool, tennis courts and enclosures, arbors, flag poles, agricultural structures, and pet shelters.

Town hall roof: Mary Jane Green contacted Kate Collins regarding writing letters to seek funding. Boston Foundation library has a directory listing of places to seek funding. Mary Jane and Steffie will go to Boston to check futhur on this.

Kate Collins has contacted a slate roof engineer who is mildy interested in seeing the roof. She has been given 3 names of roofers that John Poor had and will pursue this with them. John is attempting to establish a town hall roofing fund to present to the selectmen at the Nov. 13 meeting.

New business: An application from the church requesting a metal belt be put on church and parsonage roof. Also request that the kitchen chimeny on the parsonage be extended. The south side of the church under the roof edge show water stains, thought to be a natural occurance and not a leak. It was suggest the church obtain an opinion from a slate roofer and also more facts on the problem before the Commission can act. It was pointed out that this should involve a public hearing and that no one from the church was present at this meeting to discuss the problems.

From the application presented by the church trustee chairman it does not appear to present the problem clearly enough for the Commission to act on it. Is it a needed change, and compatible to the Historic District. It was suggested they get a second opinion on the roof problems.

It was decided the application is incomplete and it is being returned for more explanation. Bob Gravley will write a letter to the church explaining the Commission's stand on fact they did not follow channels. Letter of re-application to include the following:

1. Commission needs to know exact reason for the request.
2. Is this the real solution for the problem.
3. We would like to assist you in finding a solution.

Re: Pipe extension to chimney at the parsonage. It is presently a temporary arrangement for this winter to see if it will accomplish what is needed for heating. Jim Willis did not contact the Commission before putting the pipe in the chimney. It was the Commission opinion that it is a temporary arrangement. ~~Application unanimously approved.~~

*Must be removed by June 30, 1983 and is to be approved by fire chief. Any further changes after this date must be re-submitted.*

Meeting adjourned at 9:10. Next meeting Jan. 20, 1983

Respectfully submitted,

*Guyola Shackelford*  
Guyola Shackelford

*gs approved,*