

METHUEN HISTORIC DISTRICT COMMISSION

Thursday, June 25, 2026 @ 7:00 pm
Sanborn Hall
90 Hampshire Street
Methuen, MA 01844

1) Call to order

Chair Moore called the meeting to order at 7:01 pm, noting the presence of a quorum.

2) Roll Call

Dianne Moore, Chair	Present
Thomas Lussier	Present
John Hadley	Present
Joseph Bella	Present

Others in attendance: Casey Dowgiert i3 Architects, PLLC

3) Acceptance of Meeting Minutes: Commissioner Lussier moves to approve meeting minutes for May. Commissioner Hadley second the motion. **Unanimous affirmative vote. 7:02pm**

4) New Business:

a. PUBLIC HEARINGS:

i. 203 Lawrence Street #26-08: Chairman Moore opens the meeting to the applicant @7:01pm for the Certificate of Non-Applicability:

Sister Maryalyce Gilfeather of Notre Dame Cristo Rey High School and James Rousseau of N. Boston Contracting explained the proposed roofing work. Exhibit B would replace the existing roof with a rubber membrane and the same drip edge. Exhibit A proposes a new metal roof; when Chair Moore asked whether the existing roof is metal, the contractor stated that it is a rolled roof. Sister Gilfeather noted that the roof is leaking. Exhibit C proposes replacing the slate roof with architectural shingles in Pacific Blue to match the existing building. Chair Moore asked whether the slate roof would be removed, and the contractor confirmed that it would, noting that the slate roof has copper valleys and continues to have problems.

Commissioner Hadley asked whether the applicant had considered composite material as a slate replacement. Chair Moore asked about the age of the slate roof, and Sister Gilfeather stated that it dates to approximately 1950, when the school was built.

Commissioner Lussier asked about signage and fencing. The applicant stated that signage will be submitted separately and that the fencing had previously been approved as black chain link due to the nature of the business use.

Commissioner Hadley states that Exhibit A you can't see and it will be replaced with membrane. Exhibit B states metal roof is appropriate. Exhibit C discussion with commissioners regarding composite versus architectural shingles and discussion with the color being blue roof.

Applicant states the phasing of construction is A, B and final phase is C.

Commissioner Lussier asks if the commission can approve Exhibits A& B and then give time for the applicant to submit updated plan for Exhibit C roof for next meeting.

Commissioner Moore opened the meeting for public comment. She asked for comments in favor of the Certificate of Appropriateness, noting the applicant. She then asked for comments in opposition. Seeing and hearing none, she closed the public hearing at 7:15p.m. and opened discussion among Commission members.

MOTION by Commissioner Lussier to approve the application with the following conditions.

- Approve application portions exhibit A & B and table exhibit C for more options.
- The light fixtures are submitted to the historic planner for review
- Signage package to be submitted separately.

Commissioner Bella seconds the motion. It's a **UNANIMOUS AFFIRMATIVE VOTE @ 7:17pm.**

Sister shows possible banner with sample and brochure to get initial feedback before submitting for approval.

Hadley says bring in real photos that show scale and materials.

ii. **28 Osgood Street #26-09**: Chairman Moore opens the meeting to the applicant @7:27pm for the Certificate of Non-Applicability:

The applicant describes that the proposed roof is going over the office area roof is 15'x15' office towards the right, if facing the building.

Commissioner Lussier asks if the color of the adjacent building is green. The applicant Roy answers "no, the actual building is a mix of colors".

Commissioner Hadley states the gray roof next door is more common and it would stand out less. The applicant says he's ok with it being gray, black or green.

Chairman Moore says the gray would be better because when the other tenants have to update their roof they can match the gray.

MOTION by Commissioner Bella to approve the application with the following conditions.

- Approve application with the exception that it is a gray color roofing

Commissioner Lussier seconds the motion. It's a **UNANIMOUS AFFIRMATIVE VOTE @ 7:34pm.**

+

5) Old Business

a) **PUBLIC HEARINGS:**

i.163 Broadway,Methuen#23-04: Applicant has not submitted new information and there are significant violations on this property including the existing roof that the solar panels are proposed to be installed on.

Commissioner Lussier motions to DENY this application. Commissioner Bella seconds the motions. **It's a UNANIMOUS AFFIRMATIVE VOTE @ 7:36pm.**

6) Other Business

- a) Tim Vermette: President of Rail Trail discusses the existing conditions of the depot building including the overhangs. They want the city to take over the porticos as the VFW and Union aren't maintain them. The goal of this group is a letter of recommendation that we would like those porticos fixed and that they would be the driving force. The VFW and Union want to transfer it to the city, but the deeds are a mess.

Commissioner Lussier discusses with Casey Dowgiert regarding the violation of the neglect of the maintenance of the building.

Casey recommends reviewing past reports that city completed and if not speak with John Wilson from Community Development for Casey do go on site and review existing conditions and provide report to the HDC.

Commissioner Moore asks if someone has evaluated the cost to repair and the response was not recently.

- b) 16 Ditson: Discussion regarding the existing railing and condition with new proposed ramp. Applicant is to propose option(s) for keeping railing and review with their architect. Also confirm what is ramped at the porch and with the continuous railing.
- c) Enforcements/Violations: Commissioner Lussier will update the enforcement table for next meeting.
- d) Project Updates were discussed.

7) Adjournment:

MOTION to adjourn by Commissioner Lussier. Seconded by Commissioner Bella. UNANIMOUS AFFIRMATIVE VOTE. Meeting Adjourned at 8:37