

SALEM HISTORICAL COMMISSION
MINUTES
August 5, 2026

A meeting of the Salem Historical Commission was held on August 5, 2026 at 6:00PM via **Zoom Virtual Meeting**. Present were Milo Martinez, Chair Kelly Tyler-Lewis, Mark Meche, Vice Chair Rebecca English, Emily Gonzalez. Staff: Patti Kelleher Absent: Brendan Murray, Robert Peterson, Vijay Joyce, Margarida Raka-Goncalves.

Dickson Chapel

The design team of landscape architect Martha Lyon, and architects Doug Manley, Abbey Gilligan, and Meghan Rodenhiser (project manager) of Spencer Preservation Group delivered a presentation and requested a letter of support for proposed accessibility improvements. Mr. Manley presented a slideshow on an accessible entrance proposal. Mr. Manley stated intent to receive a letter of support. The Chapel was constructed in 1893 as a gift from Walter Dickson in memory of his wife Georgia. Original designers were discussed, high Victorian Gothic architecture; one of the jewels of Greenlawn Cemetery. George F. Meachem was the architect. The Conservatory was built by Thomas W. Weathered & Sons. Renovations and history of Dickson Chapel from 1998 to present day were discussed, with images shown through this era. Current work-in-progress construction cost was \$1,006,613; architectural fee of \$101,750.

Purpose was to open the chapel for active public use and enjoyment; to provide universal access entrance and route to the conservatory entrance as an alternate to the existing historic entrance; will require a MAAB variance based on technical infeasibility. Four steps at the main entrance were the main impediment to access. Pathways in the conservatory garden are not ADA compliant with narrow widths and uneven surfaces. Landscape materials consisted of slate, concrete, granite, and cobblestone. Slate slabs slope towards the building, causing water to pool.

A preferred landscape design was shown by Ms. Lyon to provide universal access through the garden. Ms. Lyon said that the scheme attempted to maintain existing plant material growing around the Conservatory. Also attempted to make it as unobtrusive as possible, selecting a walkway on the northeast side of the garden through the conservatory wall. A preferred parking design was also shown inclusive of ADA compliant parking spaces.

Discussion shifted to code summary. Since the amount spent on current construction work was greater than 30% of the building's assessed value, the building had to become fully ADA compliant per code requirements. Interior and exterior views of the entry were shown. Inner glass door precedents were shown in keeping with Secretary of the Interior's standards. Examples included Trinity Church in Boston, MA. Renderings of the proposed glass door concept at the Chapel were shown. An accessible seating arrangement (of 38 seats) was also shown.

Design – maintain existing wood doors, respect for users with new universal entrance
Accessibility - new lighter, more easily operable door; nearby accessible parking
Egress - code approved panic hardware; with two exists, occupancy increases above 50 people
Water infiltration - add copper head flashing to the transom to reduce water penetration

Mr. Martinez confirmed that the south western facade was the main entrance. Mr. Martinez questioned if the glass should be UV glass. Mr. Manley said that the team was not concerned with letting light in on an infrequent basis. Chair Tyler-Lewis questioned if there was an energy difference differential with the

glass doors. Mr. Manley opined that the energy efficiency would increase. Vice Chair English lauded the solution to retain the wooden doors. Chair Tyler-Lewis called the solution “ingenious.” Ms. Gonzalez also commended the design.

No public comment.

Ms. Kelleher said that the team had already gone before the Cemetery Commission, Disabilities Commission, and Friends of Greenlawn Cemetery.

VOTE: Ms. English motioned to provide a letter of support for the MAAB variance. Ms. Gonzalez seconded the motion. Roll Call: English, Martinez, Meche, Gonzalez, Tyler-Lewis were in favor and the motion so carried.

14 Kosciusko Street

Michael Martin applied for a Certificate of Appropriateness for siding and windows.

Ms. Kelleher noted that this application was inadvertently advertised and will be heard at a later date when application is complete.

7 Botts Court

Brendan and Caroline Collins applied for a Certificate of Appropriateness for architectural roof shingles.

This application was reviewed as a minor change under the Historical Commission policy regarding architectural roof shingles. No abutter objection was received, and a Certificate was issued on July 24, 2026.

330 Essex Street

Courtney Libon and David Urena applied for a Certificate of Appropriateness for window boxes.

This application was reviewed as a minor change under the Historical Commission policy regarding window boxes. No abutter objection was received, and a Certificate was issued on August 5, 2026.

21 Winter Street—continuation

Sean Maher and Karla Cassidy applied for a Certificate of Appropriateness for exterior changes.

Mr. Maher noted that Vijay Joyce had assisted with determining historically appropriate proportions for the mouldings. New drawings of renovations to door entry, columns, and mouldings were shown. A product page was also shown for columns and base. Mr. Maher said that the door was salvaged and pilasters would be recreated to match the columns. Mr. Maher also said that the fanlight would be specially designed. Mr. Meche clarified that the fanlight was elliptical. Mr. Maher said that the granite steps would remain. Mr. Martinez clarified that this was the final outstanding piece for the property. Mr. Martinez and others expressed faith in the applicant’s work with Mr. Joyce.

No public comment.

VOTE: Mr. Martinez motioned to accept the application with the updated drawings; any questions or changes should be directed to Mr. Joyce. Ms. English seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

1 Pickering Street—continuation

Matthew and Ellen Marshall applied for a Certificate of Appropriateness to review the gas meter as installed.

Violation status meant 30 days to rectify or seek alternatives through SHC, Ms. Kelleher explained to Ms. Gonzalez. Vice Chair English recommended moving the item to violation. Ms. Gonzalez agreed. Ms. Kelleher clarified that this was a denial of the gas meter as installed.

VOTE: Ms. English motioned to deny the application for after the fact exterior gas meeting and to put the work in violation. Ms. Gonzalez seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

331 Essex Street—continuation

Curwen House LLC applied for a Certificate of Appropriateness to replace fencing.

Jennifer MacAllister and Richard Pabich were present on behalf of the Salem Inn. Ms. MacAllister had supplied Ms. Kelleher with a slideshow. The fence would be turned fine side toward neighboring properties (rough side inward, toward Curwen rear lot). Height would be lowered to 6ft. Pressure treated posts would be changed to cedar. Cedar pyramid caps would be added to shed rain and prevent deterioration. Photographs of all sections were shown. A lot plan of Curwen house rear fence was shown. Wood post types were shown (weathered cedar, weathered pressure treated, and stained pressure treated). Section A showed the transition of fence meeting neighboring fence at 6 Cambridge Street. Section B showed transition to 10 Chestnut Street rear fence. Contractor proposed to construct a short filler panel rather than installing another post with a fully framed out panel. Section C showed a transition fence to 12 Chestnut Street rear fence. Ms. MacAllister said that the neighbor was satisfied with this resolution.

Chair Tyler-Lewis clarified which section letters corresponded with which part of the fencing. Mr. Meche said that the pyramid caps were cuts in lieu of caps. Mr. Martinez advocated cutting them all at the same height and covering with a running cap to simulate a single run fence. Mr. Martinez said that pyramid caps were typically not approved for this type of fencing. Mr. Martinez advised looking at the red fence at the corner of Flint and Essex as a model. Chair Tyler-Lewis clarified that mimicking a concealed post construction was the goal. Ms. Kelleher showed an image of the running flat cap around the Flint/Essex corner. Mr. Martinez said that the running cap could be pitched or beveled. Mr. Martinez recommended that if painting the fence, an opaque white stain should be used, which would hold up better than paint. Chair Tyler-Lewis proposed the applicant provide a sample of cedar panel board and stained pressure treated post if that was the proposal. Mr. Meche said Option A was to change the post to match the cedar; Option B would require all components to be stained (which would need to be reviewed by the Commission). The applicants were in favor of Option A to swap out existing posts for new cedar posts. Mr. Martinez clarified that the plan was to change posts to cedar, run cap over the entire fence, and leave additional panels as-is. Mr. Martinez said the fence posts would be cut flat in line with fence panels, and then a flat board pitched on either side over the whole thing, which would eliminate any exposed end

grain of posts. Ms. Kelleher showed the fence at 384 Essex that could be emulated with the addition of transition changes in height at the subject property.

Public comment:

Martha Pitman, 12 Chestnut Street, thanked everyone for efforts to beautify and make the fence appropriate. Ms. MacAllister said the applicants preferred the option to have the fence in all cedar and unpainted. The posts would be changed to cedar.

VOTE: Mr. Martinez motioned to accept application for filler panels and sloped panels as presented, posts to be changed to cedar, and running cap placed along the entire fence including posts to mimic a single run concealed post fence. Mr. Meche seconded the motion. Roll Call: English, Gonzalez, Meche, Martinez, Tyler-Lewis were in favor and the motion so carried.

41 Chestnut Street—continuation

Richard Jagolta applied for a Certificate of Appropriateness to remove fencing and install an EV charger.

The applicant requested a continuation.

VOTE: Ms. English motioned to continue the application to the next meeting. Mr. Martinez seconded the motion. Roll Call: English, Martinez, Gonzalez, Tyler-Lewis were in favor and the motion so carried.

15 Willow Avenue—continued from previous meeting

Anthony Huntley applied for a Waiver of the Demolition Delay to demolish more than 50% of roof on a building older than 50 years.

Mr. Huntley submitted plans for presentation. The applicant had already received zoning approval from the ZBA to create a two-and-a-half story garage with an attached dwelling above. The side with no windows was facing the nearest property line. An attached porch would also feature on the second level. Front and left side elevations were shown, including a stairway to the left of the garage. An engineer approved it to withstand the additional load of the structure. Mr. Martinez said that the construction date of the garage was likely turn-of-the-20th century. Ms. Kelleher opined that the garage was in place by 1936 but not in place in 1880s when the house was built. Ms. Kelleher said the property did not have an inventory form.

Mr. Martinez was pleased that the garage was not going away nor was the textured concrete block. Mr. Meche questioned if the engineer was asking for lateral bracing. Mr. Meche questioned if concrete block garages had been found historically significant in the past. Mr. Martinez felt that concrete block garages were historically significant. Chair Tyler-Lewis questioned if retaining a hip roof was considered. Mr. Huntley wanted a gable roof to have an interior vaulted ceiling for more interior space and to match the roofline of the house.

No public comment.

VOTE: Mr. Meche motioned to find the building historically significant, due to the concrete block construction. Ms. English seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

VOTE: Ms. English motioned to find the building not preferably preserved, primarily because the historic concrete block was being preserved. Mr. Martinez seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

74 Washington Square East

Susan Goniprow applied for a Certificate of Appropriateness to remove granite curbing left of driveway entrance.

Mr. Martinez recused from discussion as an abutter to an abutter.

Ms. Goniprow showed images of the rear property on Forrester Street where overgrown brush had been present. When the brush was removed, it uncovered a large granite curb. Moving the granite piece would widen the driveway. Mr. Meche advocated repurposing the granite onsite. Ms. Kelleher showed an early Cousins photo from the late 1880s where the granite curb is located. Based on the photo, Ms. Kelleher did not feel that the curbing was original. The applicant intended to add plantings between the widened driveway and adjacent property. Ms. Goniprow said that the neighbor had installed a granite post at the end of their driveway. Ms. Goniprow said crushed stone would be used for the driveway to match existing.

Public comment:

Milo Martinez said the granite block was visible in the historic Cousins photograph looking down Forrester.

VOTE: Mr. Meche motioned to approve the application. Ms. English seconded the motion. Roll Call: English, Gonzalez, Meche, Tyler-Lewis were in favor and the motion so carried.

14 Gallows Hill Road

Teresa LeBlanc applied for a Waiver of the Demolition Delay to demolish more than 50% of roof on a building older than 50 years.

Charles Barton was present. The project was to add an addition to the house going up by one story. The expansion would provide living space for current and future needs. The house has been in the family since it was built. The applicant had already presented to ZBA because of how they designate floors, which was approved. Plans of proposed addition were shown. Chair Tyler-Lewis noted the house's construction date of 1966. Ms. Gonzalez commended the project.

Mr. Meche did not feel that the property was historically significant, nor did Vice Chair English.

No public comment.

Ms. Kelleher said that this area had not been inventoried.

VOTE: Ms. English motioned to find the building not historically significant. Ms. Gonzalez seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

55 Warren Street

Kelly Ran and Ryan Meador applied for a Certificate of Appropriateness for windows.

Mr. Meador detailed the plans to replace eight original single-pane sunroom windows, retaining the existing opening sizes and exterior casing, sills, and trim. Respect the historic design with a wood exterior, 6-over-1 double-hung configuration, and fixed 7/8-inch SDL muntins. Would remove the exterior storm windows without replacing, revealing the primary sash and muntin profile. Match the Commission-approved Marvin Ultimate windows already installed on this house. Two on front, two on rear, and four on side of sunroom. The windows' visibilities from Warren St and Dalton Pkwy were shown. Mr. Meador said that winter storm damage forced a full sunroom repair. Photos of existing window frames were shown. Mr. Meador noted that a 2017 CoA approved this window for an addition on the east end of the house built in 2017: Marvin Ultimate wood 6-over-1 windows. Mr. Meador said that the window was pine on both exterior and interior. Mr. Meche noted that the SHC typically requires half screens not full screens as were installed on the addition. Mr. Meador was fine with this. Window specs were shown, using the serial number from already installed windows from 2017.

No public comment.

VOTE: Mr. Martinez motioned to approve the application as submitted with change that half screens instead of full screens be used. Ms. Meche seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

1 Block House Square

Luz Villarreal applied for a Certificate of Appropriateness for solar installation.

Ms. Villarreal was present as was her contractor Patrick Cyr from Solgrid Inc. Mr. Cyr explained that Ms. Villarreal was attempting to go fully electric for the house with the addition of solar. The customer's roof was shown featuring solar production design Solgrid had put together. Mr. Cyr said placement of the disconnect and electric meter was up to National Grid but it was his understanding that National Grid would require the meter to be on the exterior. Mr. Cyr said that the electrical service could be moved to the north side of property facing Fort Avenue. Electrical in the basement was said to be on Derby Street side. Lower cost to homeowner if kept inside or installed outside on the Derby Street side. In response to whether solar panels could be arranged in a more symmetrical way, Mr. Cyr stated that he would fix the design for symmetrical arrangement but noted that he was extremely limited to where panels could be placed given the construct of the roof.

Mr. Meche commended the applicant for this undertaking. The array would produce approximately 11,000kw hrs annually. Mr. Meche said the SHC would want to see the impact on the building facade. Ms. Kelleher clarified that jurisdiction was over the three sides of the house visible from Derby Street, which did not include Fort Avenue. Mr. Cyr showed what type of boxes and conduit would feature on

this particular install, using past install photos. Every panel would have an individual inverter on it. Mr. Cyr said that rafter runs could be used and that only one conduit would run down the side of the building.

Mr. Meche spoke to the visibility of the panels from Derby. Mr. Cyr proposed installing the power boxes on the Derby Street side to be most cost-effective to the customer. Mr. Martinez did not find the placement of the panels on the south facing roof to be an issue. Mr. Cyr said that the symmetry of panels had been amended. Mr. Cyr said that a request was put in to National Grid to keep the electric meter inside. Chair Tyler-Lewis noted National Grid's increased conscientiousness to work with homeowners and SHC. Ms. Villarreal said that the meters had been in the basement for 26 years of ownership and have worked fine. Conduit and shutoff, Mr. Martinez mentioned, were difficult; and proposed putting the items on the west-facing side of the building which was the rear elevation. Mr. Cyr said that a porch covered the west side, and code also needed to be respected to keep the items away from windows. Ms. English and Mr. Martinez concluded that the electrical elements should be placed on the Fort Ave side. Ms. Kelleher said that a similar solar array was approved but the equipment was placed in locations that were away from the public way. Mr. Cyr said the conduits could be placed in interior rafter runs, though one conduit would need to come down to the electrical work to be placed on Fort Ave side. Vice Chair English was uncomfortable taking a vote without learning a decision from National Grid about moving the meter from the basement. Ms. Kelleher suggested that if a motion was made on a plan but required a change, the applicants could return before the SHC.

Public comment:

Louie (last name not known), representative for the project, thanked the SHC for the opportunity to work with SHC.

Chair Tyler-Lewis expressed her preference for delaying the vote until full information was available to the SHC, such as from National Grid, and potentially to conduct a site visit.

VOTE: Mr. Martinez motioned to approve the solar panel array as presented with change of lower most easternmost panel moving down to be symmetrical with opposite side of roof face, electric meter to remain in interior, all of conduits to be placed inside of roof, all other conduit and switches and cutoffs and meters to be placed on Fort Ave side of building. Ms. English seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis (no) were in favor and the motion so carried.

142 Derby Street

Derby Properties LLC (i.e. Wolf Next Door) applied for a Certificate of Appropriateness for new signage.

The applicant was not present. Ms. Kelleher presented the application. A paint chip of the planned brown was shown. Current decals on windows would be removed. A new blade sign was shown, 33.5" round to be placed on an existing bracket. An additional sign 50" by 15" spanning two bays above the entry door was planned, conforming to all of the City's guidance on signage. The proposed transom level sign was shown. Mr. Meche stated he would prefer that it hang on hooks rather than touching the building. Ms. Kelleher said that the means of attachment were not specified in the application. Mr. Martinez suggested that the signage could be installed on each of the three transom windows at the entrance - (i.e. [1] Wolf [2] Next [3] Door).

VOTE: Mr. Meche motioned to continue the application to the August 19 meeting. Ms. English seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

42 Warren Street—continuation

Applicant requested to revise previously issued Certificate for fencing.

Ms. Kelleher affirmed that the applicant was comfortable with the changes proposed by the Commission to allow exposed posts on some elements of the fence. Ms. Kelleher read a draft of revised Certificate language to feature fence posts on street facing section of fence and associated corner to be hidden behind fence panels; remaining sections of fencing along sides and rear property lines may have visible posts in cedar. Chair Tyler-Lewis said the “fence to be oriented with finish side out” should be amended because the applicants were told that rough side out was acceptable for sides C and D.

VOTE: Ms. English motioned to approve the revised language as proposed with Chair Tyler-Lewis’s proposed revisions. Mr. Meche seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

21 Webb Street

Applicant requested to extend Waiver of the Demolition Delay Ordinance.

Ms. Kelleher showed a series of garage bays that were unanimously found not historically significant. Demolition was not started within six months.

VOTE: Ms. English motioned to extend the WDDO by six months. Mr. Meche seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

21 Chestnut Street

Applicant requested to extend Certificate of Appropriateness.

Application was approved in 2021 and extended to January 2026 back in January 2024. The applicants were finally ready to begin work to replace existing rear addition with new addition per drawings by Helen Sides.

VOTE: Ms. English motioned to extend the Certificate for one year (August 2027). Mr. Martinez seconded the motion. Roll Call: English, Gonzalez, Martinez, Meche, Tyler-Lewis were in favor and the motion so carried.

Other Business

Correspondence

Ms. Kelleher said MHC reviewed the House of Seven Gables Climate Adaptation Project and found it will have no adverse effect. Gables ensured they would have an archaeologist onsite for survey work prior to any excavation.

Kernwood Bridge replacement between Salem and Beverly. The team offered to deliver a presentation to solicit SHC comments and feedback.

MHC made initial comments on Lifebridge Redevelopment, submitting a letter to Harborlight Homes saying that copies of project materials shall be provided to SHC for review and comment.

A letter from HSI regarding Shetland Park was available to members to review.

Adjournment

VOTE: Ms. English motioned to adjourn. Mr. Martinez seconded the motion. All were in favor and the motion so carried.

The meeting adjourned at 9:28 PM.

Respectfully submitted,
Dan Graham, Historical Commission Clerk