

MINUTES
ST. ALBANS DESIGN ADVISORY BOARD
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
6:30 PM MONDAY, NOVEMBER 27, 2023

DRAFT

Board Members Present: Stephen Poston; John Morrie; Erik Johnson, Alternate; Caleb Menard

Board Members Absent: Evan Champagne, Vice Chair; KarenMarie Peltier, Chair; Elizabeth Reed, Alternate;

City Staff present: Sarah Macy, Director of Finance and Administration; Paul Clapps, Minute Taker;

Members of the public present: Newell Decker; Lisa Blouin, John DeMarinis

1. Begin and Record Meeting. S. Poston began the meeting at 6:31.

- Pledge of Allegiance
- No alternates tonight.
- The Public Facilities Discussion would be postponed from the agenda for tonight.

2. DAB Case 2023-020 | John and Sandra DeMarinis | 44-46 Federal Street | Parcel # 23033044. Applicant seeks design review for fence previously installed. This property is located in the B1 Central Business District and the DR2 Traditional Downtown Expansion Review District.

- S. Poston began the review of Case 2023-020.
- E. Johnson reminded the board as to the reasons it was tabled last meeting.
- J. DeMarinis gave the board additional pictures and evidence for the fence. The photos showed the fence being there for over 90 years. He also gave his reasoning for why he doesn't want a specific part of the fence taken down.
- J. Morrie asked where the setback was for this property. S. Macy clarified that there was no setback because of the zone that this building was in. There is about 3-4 feet of lawn between the fence and the sidewalk.
- The board discussed fence regulations, styles, and other information.
- J. DeMarinis mentioned the use of drugs in the area.
- S. Macy and S. Poston had a brief discussion on a 1-3 year annual review for this property.
- N. Decker gave public comment and thought the fence looked fine.

- **J. DeMarinis and N. Decker left the meeting at 6:50.**
- **E. Johnson motioned for the fence to the south of the building be accepted as installed and presented and the fence to the north be placed in a 3-year review cycle for commercial/residential status of the building next door. Seconded by J. Moorie. The motion passed with all in favor. There was no additional discussion.**

3. DAB Case 2023-021 | City Side Pub | 30 Kingman Street | Parcel # 23048030. Applicant seeks design review for temporary weather panels on outside covered. This property is located in the B1 Central Business District and the DR2 Traditional Downtown Expansion Review District.

- L. Blouin introduced herself and Case 2023-021.
- E. Johnson asked if there were any historic photos for Kingman Street. S. Macy mentioned that none could be found.
- There was a brief discussion on the porch and where the panels are. There was also a discussion on the possible colors that it could be painted. The board then discussed the timeframe for this work to be done.
- **C. Menard motioned for Case 2023-021 30 Kingman St. to approve the T-111 wood panels as a temporary condition during the winter months. The panels should be primed and painted. The board recommends painting in the same color green as the front facade or entry. The triangular portion below the shed roof should be painted the same green to match. The panels should be completed within 60-days. The triangular area should be completed by the next winter season (once warm weather is permitting). Seconded by J. Morrie. The motion passed with all in favor. There was no additional discussion.**
- **L. Blouin left the meeting at 7:04.**

4. Other Business

- No sign updates.
- S. Macy gave a few brief enforcement updates.
- September Minutes Approvals would be tabled for next month.
- **E. Johnson motioned to approve the edited Minutes from September 2023. Seconded by C. Menard. The motion passed with all in favor, no additional discussion.**
- The next meeting date of December 18th, 2023 was confirmed if they receive a case.
- There was a comment from a member of the public about meeting dates being held on holidays (Yom Kippur as an example). The board agreed that they should shift dates to accommodate holidays. The meeting could be moved to Wednesday if it conflicted with a holiday.
- There was a brief discussion about the fence on North Main St.

5. E. Johnson motioned to adjourn the meeting. Seconded by J. Morrie. The motion passed with all in favor, with no additional discussion.