



## WELFLEET HISTORICAL COMMISSION

300 Main Street – Town Hall  
Wellfleet, Massachusetts 02667

The Wellfleet Historical Commission met remotely via Zoom on September 1, 2021.

Members Present: Merrill Mead-Fox, Gordon Kahn, Lucas Manning, James McAuliffe and Susan Baker  
Members Absent: Evelene Lakis. Also Present: Elaine McIlroy, Stephen Russell, Sharon Rule-Agger, David Agger, Kitty Ryan, Joseph Valley

The meeting was called to order at 5:00 pm.

Ms. Merrill-Fox welcomed new member Susan Baker whose application to join the WHC was approved by the selectboard at its August 10, 2021 meeting.

1. 91 Pine Point Road: Elaine McIlroy and Stephen Russell presented a proposal to add an 8' by 13' screened-in porch with a shed roof and knee wall on the south side of the house, facing Pine Point Way. The proposed screened-in porch addition is not visible from Pine Point Road and is barely visible from Pine Point Way. Materials matching the original building materials will be used to construct the new porch and the construction of the addition will not alter or destroy materials, features and spatial relationships that characterize the historic property and its environment.

Ms. Mead-Fox moved to approve the proposal as presented. Mr. Kahn seconded the motion, and it was approved unanimously.

2. 3544 State Highway: Susan Rule-Agger and David Agger informed the Commission of their plans to remove, restore, de-lead and reinstall antique windows on the main house; remove lead-painted shingles, shutters and clapboards on the barn/shed and replace them in kind; and replace deteriorated windows on the rear cottage with Anderson 400 series six over six windows and renovate the structure inside and out for possible occupancy.

The owners expressed uncertainty about the structural integrity and safety of the barns/shed and the feasibility and reasonableness of restoring it in the future. Mr. Kahn and Mr. Manning offered to meet with the owners on-site to assess its condition. Ms. Baker commented that determining the age of the structure could help the owners to qualify for grant funding to restore it.

No decision was required. The owners came before the Commission voluntarily and had already received a building permit for the changes to the main house and the replacement windows on the cottage.

3. 22 Way 55: Kitty Ryan and Joseph Vallely presented an amendment to their original proposal that was approved by the Commission at its March 17, 2021 meeting. The changes included substituting tall casement over fixed windows made of fiberglass for the full height wood casement windows in the original proposal; adding a small horizontal awning window on the east elevation in the laundry area; and adding solar panels to the southern exposure of the roof. The owners cited affordability as the reason for requesting substitution. The overall window height is nearly the same in the amended plan. The full height casement windows are approximately 7' high and the proposed tall casement windows are approximately 5' 6" high over the fixed units.

Commissioners discussed the possibility of positioning the fixed windows at the top rather than the bottom to harmonize with the transom windows on this elevation of the house, but it was agreed that this arrangement would interfere with the view and require locating the operating cranks too close to the floor.

The awning window in the laundry area is compatible with the other windows and consistent with the historical features of the house.

Mr. Kahn made a motion to approve the amendment as presented. Ms. Baker seconded the motion, and it was approved unanimously.

#### 5. Community Preservation/Historic Plan/Workshop/Form B Update:

Ms. Mead-Fox provided an update on the planned October 25, 2021 workshop by Lynn Smiledge entitled, Wellfleet's Historic Houses and the Stories They Tell. Wellfleet Historical Society and Museum (WHSM) Coordinator, Sheryl Jaffe, has agreed to advertise the workshop in the WHSM newsletter, which has a circulation of approximately 600 households, and Jennifer Wirtkin of the Wellfleet Public Library (WPL) will assist with the Zoom production.

Ms. Mead-Fox, Ms. Lakis and Mr. McAuliffe will work on promoting the workshop in the most cost-effective manner, such as through social media postings and articles in the local press, in lieu of paid advertisements.

Mr. McAuliffe reported that there is an unspent line item in the Commission's 2019 CPA grant for workshops in the amount one thousand dollars. These funds may be used to underwrite an honorarium for the presenter and associated expenses.

Ms. Mead-Fox reported that the Commission and the WHSM are discussing co-sponsoring

an L.D. Baker birthday celebration in March. The WHC might present information about the Wellfleet homes associated with L.D. Baker at this event, and the WHSM might offer fun activities with a banana theme.

Ms. Mead-Fox reported that Ms. Baker has offered to serve as WHC secretary and will transition into the role within the next two months. Mr. McAuliffe is currently serving as secretary in addition to other responsibilities.

Mr. McAuliffe reported that there are sufficient funds remaining in the 2018 and 2019 CPA grants to underwrite the production of approximately 28 building inventory forms (Form B's). Mr. McAuliffe, Ms. Mead-Fox and Mr. Kahn will develop the terms of a new contract with Lynn Smiledge to continue this work. The buildings to be inventoried will be listed in priority order.

Ms. Mead-Fox reported that Ms. Baker will organize the Form B's on the Commission's Google Drive to facilitate use and reference at Commission meetings. She indicated that she will organize the forms by street. Ms. Baker went on to recommend posting these forms on the WHC website for public access; since the Massachusetts Historical Commission is currently 18 months in arrears in posting Form B's on its MACRIS data base.

Ms. Mead-Fox reported that Commission members have been filing paper copies of Form B's in folders at the Wellfleet Public Library; however, this practice ceased during the pandemic. The WPL has been responsible for photocopying these forms. Commission members suggested making this task a component of Lynn Smiledge's new contract.

Ms. Mead Fox provides the Wellfleet Building Department with a summary of the decisions made at each WHC meeting, based on her notes and recollections. Since the secretary records the motions, Ms. Mead-Fox requested that the member acting as secretary provide her with a summary of the decisions as promptly as possible after the meeting. This will ensure accuracy and avoid duplication of effort.

#### 6. Follow-up with Building Department and WHC Application Process:

Commission members expressed concern about the issuance of a building permit for 355 State Highway prior to a review of the proposal by the Commission. Mr. Manning offered to meet informally with the interim building inspector to review the approval procedure.

Mr. Kahn and Ms. Mead-Fox will meet to finalize a new application that specifies the format and kind of documentation required to support the proposed changes. They will present the draft application at the October WHC meeting.

Commission members expressed the need for a support person to assist the chair and co-chair in accounting for and organizing documents for Commission meetings. Commission members commented that a request for support may need to be deferred until better times,

given the personnel shortages at Town Hall and the Town's financial uncertainties.

7. Minutes: Ms. Mead-Fox made a motion to approve the minutes of the August 4, 2021 meeting. Mr. Kahn seconded the motion, and it was approved unanimously.

The motion to adjourn the meeting was made, seconded, and approved unanimously. The meeting was adjourned at 6:15 pm.

The next meeting will be held on October 6, 2021 at 5:00 pm.

Respectfully submitted,

James McAuliffe, Secretary

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HC: Merrill Mead-Fox, Gordon Kahn, Lucas Manning, James McAuliffe, Evelene Lakis,  
Susan Baker

