



Amesbury Historical Commission
Town Hall • Friend Street
Amesbury, MA 01913

Amesbury Historical Commission (AHC) Meetings Minutes

Meeting Date: March 5, 2026

Location: Amesbury Council on Aging Senior Center, 68 Elm Street, Amesbury MA

Commissioners Present: Joe Finn, Chair, Chris Akelian, Dick Joltes, Steve Klomps, Jennifer Welter, Jay Williamson

Also in attendance: Staff from the Office of Community & Economic Development

Meeting called to order at 7:05 PM

1. Review of past meeting minutes:
 - a. Minutes for the January 1, 2025 meeting were previously submitted by Malcolm Rutter for review. Malcolm made a motion to accept the revised meeting minutes which was seconded by Steve, after a typo correction in section 5d. The motion was passed by a vote of 6-0 with one abstention.
 - b. Minutes for the February meeting – Continued to the April meeting as a quorum of commissioners who attended that meeting was not present.
2. Correspondence:
 - a. Jay Williamson reporting on the Community Preservation Committee (CPC).
 - i. The Parks and Recreation Department recently presented to the Preservation Committee describing various community recreation initiatives including improvements to fields used for baseball, softball, and lacrosse.
 - ii. No update for the Design Review Committee as Christopher Lane is absent.
3. 19 Prospect Street – Representatives of the applicant, Eileen Graf from Graf architects, presented the project. They are seeking an HPSP for a restoration and renovation plan for the existing house to then be able to add a second dwelling on the rest of the property.

The proposal includes restoration of the historic structure and construction of a new residential structure on the same property.

Planned improvements include:

- Restoration of historic elements where possible.
- Replacement of vinyl windows with two-over-two simulated divided light windows.

- Removal of later additions and incompatible elements.
- Improvements to porches, doors, and siding while maintaining historic proportions.

Historical Context:

Commissioners noted that the building represents the first house built on the first parcel sold on Prospect Street, originally part of the Osgood property, and is connected to the early development of the area following post-Civil War industrial growth.

- a. Steve made a motion to determine that 91 Prospect Street is eligible for HPSP.
 - b. The motion was seconded by Jennifer Welter.
 - c. The motion passed with a vote of 7-0.
4. 40 Prospect Street – Staff provided an opportunity for the Commission to review the completed project to confirm compliance with previously approved preservation requirements. The AHC discussed how to ensure that applicant has adhered to the agreements in the PR. The possibility of doing a site visit during the project phases was brought up. Discussion included:
 - a. Jay Williamson suggested creating a checklist summarizing key preservation requirements which would act as the reference during construction and is included in the PR.
 - b. Improving documentation of architectural details during review.
 - c. Providing clearer guidance to developers.
5. Demolition Bylaw discussion. The AHC discussed the possibility of changing the date of historic eligibility of properties from older than 75 years to 100 years. Topics included:
 - a. Clarifying the definition of demolition.
 - b. Reviewing approaches used in other communities including Newburyport.
 - c. Considering ways to streamline the review process.

Dick Joltes motioned to continue the discussion to next month. Malcolm Rutter seconded the motion. The motion passed with a vote of 7-0.
6. Historic House Sign Program. Steve Klomps provided an update on the historic house sign initiative. The Commission is testing new materials for signs identifying historic properties including marine-grade plastic and PVC materials with laminated lettering to improve durability.
7. Adjournment.
 - a. Steve Klomps makes a motion to adjourn.
 - b. Dick Joltes seconded.

The motion passes 7-0.

The meeting was adjourned at 8:05 PM.

Respectively submitted,
Chris Akelian