



Amesbury Historical Commission Meeting Minutes

Meeting Date: July 16th, 2026

Location: Amesbury Cultural Center, 37 Upper Millyard, Amesbury MA

Commissioners Present: Jay Williamson (Acting Chair), Chris Akelian, Steve Klomps, Malcolm Rutter, Jennifer Welter

Meeting called to order at 7:00 PM.

1. Minutes for the May 7th meeting were submitted for review and approval. Chris identified one minor typographical item for review, referring to second listed item in minutes which was identified as a transposition error. Chris motioned to submit with one item corrected, Jennifer seconded. Passed 5-0.
2. Minutes for the June 4th meeting were submitted for review and approval. Steve motioned to approve as submitted, Malcolm seconded. Passed 5-0.
3. With Chris Lane being absent, no updates from Design and Review Committee (DRC) to discuss.
4. Community Preservation Committee (CPC) meeting update provided by Jay.
 - a. Jay had previously requested suggestions for comments from AHC commissioners, with respect to the rough draft for the CPC charter and any historical material or resources discussed therein. Jennifer, Steve, and Dick provided commentary, which Jay passed along to Bob Manseau and Howard Schneider, acting in his capacity as AHC representative on the CPC.
 - b. Jay also suggested during the recent CPC meeting that the forthcoming charter draft should explicitly state that use of CPC-gathered funds for historical research would be considered appropriate use of city resources.
5. 29 Water Street -- Historic Preservation Special Permit; final review of PR and vote.
 - a. Further discussion of exhibit F within the submitted PR draft, specifically concerning scope of work for windows, dormers, roofing materials and associated treatments
 - b. PR Applicant Michael Sanchez confirmed some of the agreed scope changes as previously requested by AHC commissioners in prior meetings. Matthews Bros historical line windows with black trim, 6/6 on the upper level due to size with 8/8 below. Maybach double-dip natural shakes, instead of previously suggested vinyl. All trim items are black and dark grey.

- c. All condensers/mechanical are moved to the interior. Fully traditional and architectural roof shingles.
 - d. Michael remarked that the final draft of PR would reflect all changes to scope, and Exhibit F would refer to updated items listed previously within the PR.
 - e. Chris Lane (in absentia) had some questions
 - i. regarding outer-door materials and finishes: Michael explained the main entry doors would be a custom manufactured door. Balcony doors will either be provided by Matthews Bros (same provider as windows) or manufactured to match the windows as closely as possible.
 - f. Previously listed Marvin “Elevate” window will be replaced by Matthew Bros in kind and will have black painted trim around the windows. Dormer windows will match in kind.
 - g. Jennifer wanted to confirm where all these updates will live within the PR. Meghan and Michael confirmed all submitted drawings are tied directly to the PR and will reflect the updates once the final draft is submitted for approval.
 - h. Malcolm motioned to approve the draft PR with the discussed updates/amendments to be reflected in the final submission, seconded by Chris. Passed 5-0.
6. 9 Oakland Street – Historic Preservation Special Permit, final review of PR and vote.
- a. Primary revision to PR was the discernment between historical and new building, no other questions surrounding specific work scope items.
 - b. Planning board voted to approve HPSP after previous endorsement by the AHC.
 - i. PR Applicant Jeff Roloff noted that previous PR draft was revised to reflect a narrative format with clear references to site plan and architectural plans, and one rendering update
 - c. Chris motioned to approve the PR agreement with discussed revisions, seconded by Malcolm. Passed 5-0.
7. 394 Main Street update, provided by Meghan.
- a. Building inspector issued the property owner a building permit for some outdoor work. The owner then exceeded the scope of work approved by the building permit by proceeding with removal of the exterior siding, as well as some non-historic windows (not original to the property), and a door header revision, as part of that renovation. Some AHC commissioners felt that this was a lapse in AHC review/approval.
 - b. The nature of this renovation highlights the need for a strengthened and consistent language within the demolition bylaw/ordinance; this is an ongoing discussion being undertaken by the AHC over the last several months.
 - i. This includes looking at language within demolition bylaws/ordinances of neighboring historical communities, including Newburyport.
 - ii. Jay identified establishing a “goal” timeline for bylaw revisions as a crucial next step in the process for updating Amesbury’s ordinance.

8. Additional correspondence – Powder Point Bridge in Duxbury. Town of Duxbury is seeking an endorsement and letter of support from local historical commissions for restoration of this landmark bridge (originally ca. 1892.)
 - a. Currently facing complete demolition and likely modern reconstruction, vs. preferred historical preservation. This project is also apparently eligible to receive federal funding for preservation
 - b. Steve motioned to authorize Jay to draft a letter of support on behalf of the AHC to endorse preservation of the Power Point Bridge, seconded by Jennifer. Passed 5-0.
9. Steve announced that he will be stepping down from the AHC after 24 years of service. He will remain in Amesbury and would be willing to contribute to the AHC in future endeavors on an “ad hoc” basis in a consultant role.
10. Steve motioned to adjourn, seconded by Malcolm. Passed 5-0. The meeting was adjourned at 7:54 PM.

Respectfully submitted,
Malcolm Rutter