



**BAY VILLAGE HISTORIC DISTRICT COMMISSION  
PUBLIC HEARING MINUTES**

*Held virtually via Zoom*

**June 13, 2023**

**Commissioners Present:** Stephen Dunwell, Thomas Hotaling, Anne Kilguss, and Kathleen McDermott  
**Commissioners Absent:** Ruth Knopf  
**Staff Present:** Joseph Cornish, Director of Design Review

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**4:03 PM:** Chair K. McDermott called the public hearing to order. She explained that, pursuant to the Commonwealth of Massachusetts Executive Order Suspending Certain Provisions of the Open Meeting Law, that the public hearing was being conducted virtually via the online meeting platform Zoom in order to review Design Review applications. She also briefly explained how to participate in the online hearing. Following this brief introduction K. McDermott called the first agenda item.

## **I. Administrative Review/Approval**

- 23.1029 BV**                      **122 Arlington Street:** At front façade replace existing signage with new signage consistent design of existing signage.
- 23.1013 BV**                      **37 Melrose Street:** At front façade replace three, second-story, six-over-six non-historic white aluminum windows with six-over-six black aluminum windows.
- 23.1014 BV**                      **37 Melrose Street:** At front façade replace two, first-story, six-over-six non-historic white aluminum windows with six-over-six black aluminum windows.

**Discussion Topics:** Staff explained that the proposed projects are all consistent with the Commission's guidelines.

**Public Comment:** There was no public comment.

**K. McDermott motioned to approve these applications as submitted.  
A. Kilguss seconded the motion. The vote was 4-0 (Y: SD, TH, AK, KM) (N: None) (Abstentions: None).**

**II. REVIEW OF REVISED REGULATORY STANDARDS** – Staff circulated the latest draft of the regulatory standards to the commissioners with edits based on the discussions from

the 6-5-2023 public meeting. Specifically revisions to sections 4.2.6 (mechanical equipment); 4.3.2 (window sash); 4.4.1 (doors and doorways); 4.4.2 (intercoms, buzzers, security cameras and mailboxes); 4.4.3 (entry and security lighting); and 5.1.5 (additions) were discussed. Staff will send the current draft to the Bay Village Neighborhood Association and post online for feedback with the goal of reviewing feedback in July.

### **III. RATIFICATION OF 5/9/2023 MEETING MINUTES**

**K. McDermott motioned to approve the Hearing Minutes as submitted. T. Hotaling seconded the motion. The vote was 4-0 (Y: SD, TH, AK, KM) (N: None) (Abstentions: None).**

**IV. Staff Updates:** Staff reported that Murray Miller has been hired as the Director of the Office of Historic Preservation. Staff also invited commissioners to attend the June 16, 2023 opening of the “Slavery in Boston” exhibit at Faneuil Hall.

### **V. Adjourn – 4:35 PM**

**K. McDermott motioned to adjourn the hearing. A. Kilguss seconded the motion. The vote was 4-0 (Y: SD, TH, AK, KM) (N: None) (Abstentions: None).**