



Time: 7:30 p.m.

Location: Hybrid - Newtown Borough Hall / Zoom

Present: Mr. James McAuliffe, Chair
Mr. Michael Hutchinson, Vice Chair
Ms. Judith Ritter, Member
Ms. Karen White, Member *(via Zoom)*
Ms. Margaret Newman, Preservation Consultant
Ms. Leslie P. Dunleavy, HARB Secretary *(via Zoom)*

Absent: Mr. Robert King, Member
Ms. Marcia Lincoln-Heinz, Member
Ms. Ana Gindhart, COA Administrator
Mr. Kris Bauman, Borough Council Liaison

1. Meeting Commencement

Mr. McAuliffe called the meeting to order. He explained that this Board's recommendations will go to Borough Council for review at their work session at 7:00 pm on Wednesday, July 16, 2025 in Borough Hall at 23 N. State Street. Applicants were advised not to begin their projects until they had received final approval by Council and obtained the necessary permits. The review process for larger projects may take two (2) to three (3) meetings. It was noted that the HARB reviews applications using *The Secretary of the Interior's Standards for the Treatment of Historic Properties*, and these will be cited in the recommendations.

2. Approval of the Minutes

Mr. Hutchinson made a motion to approve the minutes from the May 28, 2025 meeting, as submitted. Ms. White seconded the motion, which was approved unanimously by the Board.

3. Application Considered

The following applications were considered at the meeting:

- 25-017 219 Court Street – Trenton Roofing & Siding
- 25-021 14 Liberty Street – William Cabo
- 25-024 501 E. Washington Avenue– Laura Shepherd
- 25-022 24 N. State Street – Sara Micklas
- 25-023 17 Sterling Street – Chris & Johanna Hager

4. Application 25-017

Applicant: Trenton Roofing & Siding

219 Court Street, Friends Meeting

The applicant was seeking a Certificate of Appropriateness for the replacement of the roof.

Contractor Drew Schreck was present via Zoom for the application.

Mr. Schreck clarified that all of the shingle portions of the building roof, and not the flat section, would be replaced. He said that they would be installing 3" PVC board on the sides of the dormers and the one sidewall that touches the roof on the parking lot side. He said that the fascia on the dormers would not be replaced. Mr. Schreck said that there will be no work done the older section of the building. There will be no other work done on the building.

Citing Standard 6, Mr. Hutchinson made a motion to recommend approval of the application as submitted, noting that the distance from the street is a consideration, that the dormer and side wall is not visible from

the public right of way, and that a 5/4" by 4" trim board would be used on the roof slopes to repair and cover the flashing. Ms. White seconded the motion, which was approved unanimously by the Board.

5. Application 25-021

Applicant: William Cabo

14 Liberty Street, Newtown Fire Association

The applicant was seeking a Certificate of Appropriateness for the installation of a hanging sign for the Firehouse Museum.

Eagle Scout William Cabo was present via Zoom for the application.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Mr. Cabo said that the new sign was his Eagle Scout Project. It was clarified that there is no existing sign. The Board had no concerns or questions.

Citing Standards 9 and 10, Mr. Hutchinson made a motion to recommend approval of the application as submitted. Ms. Ritter seconded the motion, which was approved unanimously by the Board.

6. Application 25-024

Applicant: Laura Shepherd

501 E. Washington Avenue, residence

The applicant was seeking a Certificate of Appropriateness for the replacement of the porch roof and repair or replace-in-kind of one porch column.

Homeowner Laura Shepherd was present for the application.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Ms. Shepherd said that the front porch is a wraparound, the side roof needing work also. The existing tin roof, which has been coated, has a 2 ½" slope. She said that she was told that the pitch was not correct causing the soffits to rot out, as the water doesn't drain properly. Ms. Shepherd said that she was presented with several options: to take off all the substrate and replace the roof or extend the roof to the edge and add a copper gutter along the edge of the roof. She said that she would like to replace the roof with a standing seam metal roof, noting that the pitch needs to be fixed to improve drainage.

Mr. McAuliffe said that he did not think that HARB has recommended standing seam metal roofs on flat-seamed original porch roofs, that membrane roofing would be more appropriate. Ms. Shepherd said that she does not want to use rubber. Mr. McAuliffe suggested that rolled asphalt, which looks like shingles, could be used. He said that appropriate roofing would include rubberized membrane, rolled asphalt membrane, or copper. Ms. Shepherd said that she would like an aged copper look. Mr. Hutchinson said that HARB has recommended single membrane roofing on flatter roofs or on roofs that were not very visible.

Ms. Shepherd said that she would prefer not to use asphalt and will need to consider other options.

Mr. Hutchinson made a motion to table the application for more details. Ms. Ritter seconded the motion, which was approved unanimously by the Board.

7. Application 25-022

Applicant: Sara Micklas

24 N. State Street, Salon LC

The applicant was seeking a Certificate of Appropriateness for the installation of a wall mounted sign and a hanging sign for Salon LC.

No one was present for the application.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

It was clarified that the salon name was being added to the front hanging mini directory sign. It was noted that the rear wall mounted sign was not visible from a public right of way. The board had no concerns or questions.

Citing Standards 9 and 10, Mr. Hutchinson made a motion to approve the application as submitted, noting that the rear sign was not visible from a public right of way. Ms. White seconded the motion, which was approved unanimously by the Board.

8. Application 25-023

Applicants: Chris & Johanna Hager

17 Sterling Street, residence

The applicant was seeking a Certificate of Appropriateness for the replacement of an existing steel front door with a natural wood door.

No one was present for the application.

The Board considered the application in relation to Ordinance No. 594 of the Borough of Newtown Code and *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.

The Board had no concerns or questions.

Citing Standard 6, Mr. Hutchinson made a motion to recommend approval of the application as submitted. Ms. White seconded the motion, which was approved unanimously by the Board.

9. Upcoming Meeting

The next HARB meeting is scheduled for Wednesday, July 23, 2025 in person and via Zoom.

10. Adjournment

On a motion by Mr. Hutchinson and seconded by Ms. Ritter, the meeting was adjourned at 8:21 pm.

Respectfully submitted,
Leslie Dunleavy, HARB Secretary