Borough of Carlisle
Historical and Architectural Review Board

Meeting Minutes – October 5, 2026

Members present: Thomas Easterly, Chair; Alyssa DeBlasio; Josh Duarte; Doug Heineman; Jordon Holley and Martin Siefering

Members not present: Ed Hazel

Staff Members present: Jared Woolston, Director Sustainable Community and Economic Development and Christina Henry, Economic Development Coordinator

The meeting was called to order at 5:31 p.m.

Approval of Minutes:

Meeting Minutes – September 8, 2026 Regular Meeting

Mr. Heineman moved the September 8, 2026 regular meeting minutes be approved as presented. Mr. Siefering seconded the motion. The motion passed on a unanimous voice vote.

Regular Agenda:

1. **Consideration of a request for a Certificate of Appropriateness from Criston Petsinis for the property located at 10 East Louther Street to replace windows and replace adjacent siding to match the rest of the building.**

   No representative appeared for the application.
   Mr. Siefering moved that the Board table the request for a Certificate of Appropriateness from Criston Petsinis for the property located at 10 East Louther Street to replace windows and replace adjacent siding to match the rest of the building due to lack of detail. Mr. Holley seconded the motion. The motion passed on a unanimous voice vote.

2. **Consideration of a request for a Certificate of Appropriateness from Shane McQuaid for the property located at 159 East Louther Street to install a Juliet-style entry awning over the front door and steps.**

   No representative appeared for the application.
   Mr. Siefering moved that the Board table the request for a Certificate of Appropriateness from Shane McQuaid for the property located at 159 East Louther Street to install a Juliet-style entry awning over the front door and steps due to lack of detail. Ms. DeBlasio seconded the motion. The motion passed on a unanimous voice vote.

3. **Consideration of a request for a Certificate of Appropriateness from Mary Anne Foster for the property located at 106 West Pomfret Street to replace 6 windows and add decorative shutters.**

   Ms. Foster appeared to discuss the details of the request. After a lengthy discussion about replacing verses rehabilitation to the windows, it was decided that more information was needed as to the condition of the windows.

   Mr. Duarte moved the Board table the request for a Certificate of Appropriateness from Mary Anne Foster for the property located at 106 West Pomfret Street to replace 6 windows and add decorative shutters. Mr. Heineman seconded the motion. The motion passed on a unanimous voice vote.

4. **Consideration of a request for a Certificate of Appropriateness from Cumberland County Historical Society for the property located at 21 North Pitt Street to construct a new two-story addition to face West High Street.**

   Representatives appeared to discuss the application. A discussion was had about the proposed window sizes and placement relative to the historic buildings surrounding.

   Mr. Duarte moved that the Board table the request for a Certificate of Appropriateness from Cumberland County Historical Society for the property located at 21 North Pitt Street to construct a new two-story addition to face West High Street to allow the applicant to provide alternative renderings of window placement and sizes to better complement the existing historic buildings . Mr. Siefering seconded the motion. The motion passed on a unanimous voice vote.

5. **Consideration of a request for a Certificate of Appropriateness from Cumberland County Historical Society for the property located at 33 West High Street to construct a new stair and elevator tower at the rear of the existing three-story building and replace 2(two) existing third-floor white vinyl replacement windows with aluminum-clad one-over-one windows.**

   Representative appeared to discuss the application.

   Mr. Siefering moved the Board approve the request for a Certificate of Appropriateness from Cumberland County Historical Society for the property located at 33 West High Street to construct a new stair and elevator tower at the rear of the existing three-story building and replace 2(two) existing third-floor white vinyl replacement windows with

aluminum-clad one-over-one windows. Mr. Duarte seconded the motion. The motion passed on a unanimous voice vote.

6. **Consideration of a request for a Certificate of Appropriateness from Trevor Spencer for the property located at 41 South Bedford Street to replace an old damaged front door with a new solid wood door.**

   Mr. Spencer appeared to represent the application.

   Mr. Heineman moved that the Board approve the request for a Certificate of Appropriateness from Trevor Spencer for the property located at 41 South Bedford Street to replace an old damaged front door with a new solid wood door. Mr. Duarte seconded the motion. The motion passed on a unanimous voice vote.

7. **Consideration of a request for a Certificate of Appropriateness from Sky High Properties, LLC c/o Waymark Property Management for the property located at 30 West High Street to elevate the façade of the property by scraping and painting windows, decorative trim, and soffits; remove remaining broken shutters; repoint some of the bricks; replace missing bricks with matching bricks; reattach fallen trim; repair and parge broken end of precast concrete ledge; paint façade below the concrete ledge.**

   Representatives appeared to discuss the application.

   Mr. Duarte moved that the Board approve the request for a Certificate of Appropriateness from Sky High Properties, LLC c/o Waymark Property Management for the property located at 30 West High Street to elevate the façade of the property by scraping and painting windows, decorative trim, and soffits; remove remaining broken shutters; repoint some of the bricks; replace missing bricks with matching bricks; reattach fallen trim; repair and parge broken end of precast concrete ledge; paint façade below the concrete ledge. Mr. Holley seconded the motion. The motion passed on a unanimous voice vote.

8. Staff discussed the HARB article in the Gazette. Discussion was had on what items to focus on for follow-up articles to be printed in the series about the HARB process.

There being no other business, the HARB adjourned at 6:58 p.m.

Respectfully Submitted,

Jared Woolston,
Director Sustainable Community and Economic Development