

# HARVARD HISTORICAL COMMISSION

13 AYER ROAD • HARVARD, MASSACHUSETTS 01451



*The Harvard Historical Commission is chartered "...to preserve and protect the historic assets of Harvard, its buildings, structures, places, sites, and surrounding settings of historical or architectural significance."*

Those wishing to record any or all of the meeting must, prior to the meeting's start, alert the chair to such and the chair will announce the fact, in accordance with The Massachusetts Open Meeting Law.

Following are the **minutes** of a regular meeting of the Harvard Historical Commission, held at the Volunteers Room, in the Town Hall, on **Wednesday, March 4 at 7 pm.**

Submitted by George Triantaris, Secretary.

## **MEMBERS IN ATTENDANCE:**

Pam Marston (Chair)  
David Vannicola (Vice Chair)  
George Triantaris (Secretary)  
Steve Nigzus  
Emanuel Lindo  
Richard Cabelus  
Brandon Loughery

**MEMBERS IN ABSENTIA:** None

**AUDIENCE:** None

**TOPICS:**

**CALL TO ORDER:**

**7:02 pm**

## **REVIEW/APPROVE MINUTES OF LAST MEETING:**

Minutes of February 5 meeting were reviewed and unanimously approved. Richard and David abstained as they did not attend the meeting.

**PUBLIC HEARING:** None

**NEW APPLICATIONS:** None

**NEW APPLICATIONS APPROVED:** None

**ON-GOING APPLICATIONS:** None

## **NEW BUSINESS:**

1. Welcome new member, Brandon Loughery  
Brandon was welcomed to the commission following his appointment by the Select Board
2. Harvard Narrative History – historical survey 1993 and 1994  
George reported that he scanned the summaries and lists of houses documented in the survey conducted in 1993 and 1994. The survey was commissioned by the HHC and there are two known copies. One is held at the library and the other at the Historical Society. George will circulate an electronic copy of the survey summary for review by the commissioners. He asked for help to determine which of the house reports are

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stored on the Commonwealth register of historic places, the Massachusetts Cultural Resource Information System (MACRIS). It was decided to first explore how the full survey (including the building reports) can be scanned. The scanned version would be attached to the HHC website and available as a reference. Commissioners could then share the task of looking up individual properties. George to explore and report back

## ON-GOING BUSINESS:

1. Bromfield stonewall project - update  
Manny shared a timetable for selecting a contractor to complete the stonewall restoration project. Hopefully this can happen over the summer and early fall. He has met with representatives of the Bromfield Trust and the School Building Committee. Everyone has agreed on a plan for moving ahead and is supportive of the project as outlined.
2. Town Center lighting and power lines – update re possible funding for consultant  
Pam has tried to connect with Tim Bragan and Chris Ryan by email without success and will visit them in the town hall to try to learn how we might proceed with securing initial funding to explore this project.
3. Certificates of Appropriateness – update on uploading prior certificates on HHC website  
George will meet with Julie to learn how to access the HHC website to create new folders to store the certificates. Pam will supply copies of certificates from the past few years.
4. Design Guidelines – update on revisions  
Manny will work on the design guidelines over the next few months and propose a draft that he and Pam will prepare to bring to the other commissioners for approval.
5. Rules and Regulations (previously known as policies and procedures) – update on revisions  
George will work on this with Richard to bring a draft to the commissioners for approval. The Rules and Regulations will address and update both the process for public hearings as well as situations where a project requires review but not a public hearing (insubstantial). The goal is to streamline the process for homeowners who seek to make insubstantial changes to their homes. It was decided that going forward homeowners who make inquiries about projects will be directed to a team of two commissioners who will act as advocates to help them understand how the HHC operates, what changes are subject to review, and the application process.
6. Insubstantial Changes – create list of alterations that will be deemed to insubstantial and streamline process for their approval  
See number 5 above. Dave, Richard, and Brandon will work together to create a list of changes that the HHC would consider insubstantial moving forward. They will consult recent certificates for examples.

## CORRESPONDENCE:

1. Alice Thayer – inquiry by email regarding proposed changes to her barn and site for cannabis  
Alice asked about the boundary lines of the Shaker Village Historic District. A quick review of the map suggests that her barn is not in the district (and therefore not subject to review). A portion of her property is in the district. Pam will suggest that she visit town hall to learn exactly where the boundary lines lay so that her nephew can construct his fencing outside the district.
2. George circulated the new “Town of Harvard Residential & Commercial Permitting Guidebook” which contains a section on the HHC. Liz Allard asked that this be edited (it was drafted by Erin McBee). He made changes that are consistent with the HHC application and processes.

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## REPORTS FROM COMMITTEES AND LIAISONS:

**Monument Committee** (DV) ~ postponed until next meeting

**CPC** (PM) ~ CPC recommendations have been finalized and will be voted at the May town meeting

### **Cemetery Commission**

**Demolition Delay Committee:** (GT) Discuss demo delay for STM in the fall

The demolition delay bylaw will be placed on the agenda for the October town meeting (assuming approval by the Select Board). A proposed warrant including the bylaw has been submitted to the Select Board and will be discussed at a meeting following the May town meeting. George and Pam presented the bylaw to the Historical Society where it was well received and suggestions were made as to how to promote it. George will present the bylaw to the Planning Board in mid-March. Plans will be made over the summer to promote the bylaw and educate voters.

**PUBLIC COMMENTARY:** None

**EXECUTIVE SESSION:** None

**SET DATE FOR NEXT MEETING:** April 1, 2020

**MEETING ADJOURNED:**

**8:05 pm**

## DOCUMENTS:

1. Harvard Narrative History Summary 1993 – 1994
2. Stonewall Restoration Project timeline
3. Email from Alice Thayer
4. Town of Harvard Residential & Commercial Permitting Guidebook