

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."

Following are the MINUTES of the REGULAR MEETING of the Harvard Historical Commission at the Old Library, Fireplace Room on December 3, 2014, 7PM.

TOPICS:

TIME:

CALL TO ORDER

7:00

COMMISSION ATTENDANCE. Voting members: Joe Theriault (JT), Chris Cutler (CC), Moe Dancause (MD), Ron Ostberg (RO), Sherry Graham (SG), Pam Marston (PM). New member, Alternate Commissioner Rick Veltri. Jack Guswa, HHC liaison from Town Hall Construction Cmte (THCC).

OTHER ATTENDANCE. Lynn Crowley: member of the public.

REVIEW/APPROVE MINUTES OF LAST MEETING. Minutes for three meetings of October 1, October 15, and November 5 were approved as submitted.

PUBLIC HEARING. No hearings scheduled.

OTHER APPLICATIONS.

1. JT briefed the Commission on the new Applications Status document (Ref: Commissioners' Handout, pg 9) that will be used to record the status of all applications.
2. Bike Shop application: CC has not been able to contact the applicant, Craig Kilmer. A Certificate was prepared with the conditions agreed by the Commission. RO suggested that we give him a chance to redesign a smaller sign.
3. Powder House Door Replacement: The Commission unanimously moved to determine the terms of the application as appropriate. A certificate of appropriateness (COA) approving the terms of the application will be issued immediately. A lock was discussed. MD reported that there is \$5000 left in project funds. There was a suggestion that the project should also provide for a physical protection barrier around the Powder House possibly by using boulders. MD will ask Robert Adam for suggestions.
4. Town Hall Renovation: The new liaison from the THCC, Jack Guswa was here to discuss the town hall renovation. JT noted that the Historical Commission will be interested in tracking the funding for the historical preservation tasks. Also, that the HHC will be looking for the THCC to re-apply for the Town Hall Renovation. The THCC will be presenting the application.
5. 5 Oak Hill Fence Installation. Application was not sent in time for the December meeting. We will reschedule the public hearing for January.

UNFINISHED/ONGOING BUSINESS.

Status of Open Applications

1. 13 Fairbanks Street Play Set (JT): Status. Done
2. Hildreth House Window Replacement (CC): Status. COA received \$55,000 from CPC for Hildreth restoration. PM to meet with Connie Larrabee to discuss tracking the historical preservation expenditures (Action).
3. Bromfield Stone Wall (CC): Status. In work. CC met with Wyona Lynch McWhite, new chair of Park & Rec who said that they will be working the Bromfield Stone Wall



and the Common WWI Memorial on alternating years. They will use CPC funds already awarded for the stone wall.

Status of Open Action Items: Reviewed and updated.

REPORTS FROM COMMITTEES AND LIAISONS.

- a) Admin Working Group (WG):
 - i) Policies/Procedures:
 - (1) Reviewed redlines for Action Items 2, 3. Commission unanimously approved redlines for para 3.2.3.1 including subpar 3.2.3.1.1-3.2.3.1.5.
 - (2) Redlines for 3.1.10.1.3 on Open Meeting Law will be revised for next meeting.
- b) Communications WG: JT noted the 'Cliff's Notes' section was added to the Commissioners' Notebook to summarize the changes that may and may not be reviewed by the Commission and a summary of the application review process.
- c) Historic Districts WG: - Reviewed the change called for at the last meeting (Action 4) to the new district maps. The change to the bylaw to change the references to the new maps will be made at the next ATM in a Warrant article that the HHC will sponsor. The new maps were approved unanimously. JT will coordinate warrant article with Town Administrator.
- d) Historic Properties WG :
 - i) The Local Register of Historic Places database development is complete and ready for data entry. The WG, chaired by Sherry Graham, is staffed with four volunteer members of our new Commission Staff. The WG Startup meeting was held Nov 21. SG will present its plan to the Commission at its February meeting for approval.
 - ii) Historic House Marker Program. PM noted that invoice for the Historic District sign is due payment. JT to contact Finance Dept to resolve problem.
- e) Membership Cmte (JT):
 - i) Nominations (CC) (Action 5) Cmte nominated JT as the new Chair. Nomination for Vice Chair to be made at next meeting.
 - ii) (JT) Introduced our new Alternate Commissioner Rick Veltri. Noted that the meeting with the Planning Board to approve Wendy Eldridge for the Planning Board seat on the HHC was cancelled and rescheduled for Jan 5, followed the next evening with the meeting with the BOS for nomination. Continue recruiting for 2nd Alternate Commissioner, Commission Staff: Recorder. We also need one Commissioner or Alternate to volunteer to begin work on Historic Properties WG.
- f) Cemetery Commission Liaison (MD): We (with Cemetery Commission) need to meet with DPW to discuss maintaining the Shaker Cemetery. We also should discuss maintenance around the Powder House. Next year, we will be conducting Historic Walking Tours of the Shaker Cemetery as well as the Center Cemetery.
- g) Community Preservation Cmte Liaison (PM)
- h) Master Plan Steering Cmte Liaison (JT): Devens Forum will be held Dec 6th at the Old Library.

NEW BUSINESS

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- 1) Correspondence from School Committee: School Committee is asking whether HHC has any plans or would consider adding Bromfield School Principal's House to the Historic District. The consensus was that the HHC should make plans to add the Bromfield School Principal's House and the Hildreth House to the Historic District. HHC should review our bylaw to look into how to go about adding to a historic district.
- 2) Hildreth House looking for grant money. Can HHC assist?
- 3) Conversation with Christopher Skelly, MHC Director for Local Governments. The Director has asked the HHC whether there would be any interest in participating or sponsoring a conference of neighborhood Historical Commissions.
- 4) Conflict of Interest testing. Some commissioners have been notified that they are due to take or retake the Conflict of Interest test.

PUBLIC COMMENTARY

9:50

EXECUTIVE SESSION (NOT SCHEDULED)

SET DATE FOR NEXT MEETING: January 7, 2015

ADJOURNMENT

10:00