

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 build-ings, 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, on 5 March 2014 at 7PM:

COMMISSION ATTENDANCE: Ken Swanton(Chair), Ron Ostberg, John Martin(Alternate), Chris Cutler, Sherry Graham, Moe Dancause, Joe Theriault (Recorder). Absent: Pam Marston.

OTHER ATTENDANCE: None.

TIME TOPICS

7:07 Call to Order

Attendance.

Review/approve minutes of last meeting. Postponed to next meeting.

Unfinished/On-Going Business

Status of Active Applications: *None.*

Status of Open Action Item: No actions.

7:10 **Historical Commission Response to MPSC:** Commission reviewed draft by JT and KS. Additional redlines were accepted. JT took action to finalize the response by Friday, 7 March.

7:45 **Town Hall Renovation:** KS reported that Town Hall team would come to HHC at next meeting to start work on their Application for COA. KS distributed copies of the "Exterior Conditions Assessment, Harvard Town Hall", May 2011 by Menders, Torrey & Spencer, Inc. (also posted in Commissioners Notebook.)

8:10 **Organizing HHC:** JT reviewed our new policy (approved at Nov2013 mtg) regarding Membership Cmte. He is looking for two Commissioners to volunteer for the Membership Cmte. Commission will appoint the two volunteers at April meeting. The Cmte will nominate the three officers for the new fiscal year 2015 at the June meeting along with two members of the Membership Cmte. Commission will vote on the nominations at June mtg in time for the new fiscal year on 1 July.

JT talked about a recruiting activity for a Volunteer staff to work e.g., as Recording Secretary under PM, also to staff a new District Mgt Cmte to help with District work and a new Historic Assets

Cmte. He noted that each cmte would be chaired by a Commissioner.

Reports from Committees and Liaisons:

Cemetery Commission Liaison : MD reported that in the Spring, he would work with Robyn Campbell to finalize the marker installations at the Shaker Cemetery. Our Cemetery Marker Inventory records will be finalized before we publish on website. Later, we will talk about actions to replace the markers that have been lost over the years.

Communications Cmte : No report.

Community Preservation Cmte Liaison : HHC's Shaker Cemetery Tree Removal CPC application was approved and scheduled for ATM. JT took an action to ask Selectman Lucy Wallace if HHC should plan on briefing the BOS on this warrant article.

Historic House Marker Program : No report.

Local Register of Historic Places Program: No report.

Master Plan Steering Cmte Liaison: No report.

Policies/Procedures Revisions: JT started review of para 3.2 of the Policies & Procedures. Review will continue at next meeting. Revisions will be posted in the Commissioners Notebook.

Powder House Restoration Project: KS reported that the documentation of the Powder House is complete. Copies would be available on the website in the Commissioners' Notebook. Town Administrator is working with Insurance company to settle the reimbursement.

Old Bromfield Stone Wall Project : RO reported that he will be coming to Commission with a proposal.

New Business (List each agenda item of new business): None

Comments from members of the public: None.

Executive Session if scheduled. None.

Set date for next meeting: 9 April

9:30 Adjournment

Respectfully submitted,

Joseph R. Theriault

Recording Secretary, pro tem