

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 via Zoom** on Wednesday, May 13, 2020 at 7:15 pm.

Submitted by George Triantaris, Secretary.

MEMBERS IN ATTENDANCE:

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

MEMBERS IN ABSENTIA:

AUDIENCE: None

TOPICS:

CALL TO ORDER:

7:15 pm

Pam spoke of recently deceased HHC member Dave Vannicola's 5 years of service, his leadership as Vice Chair, and efforts as liaison to the Monument Committee and work on the World War I monument.

REVIEW/APPROVE MINUTES OF LAST MEETING: Minutes of March 4, 2020 meeting approved by unanimous vote.

PUBLIC HEARING: None

NEW APPLICATIONS: None

George reported that he met with Matt McRae of 20 Fairbank Street as an advocate to discuss Matt's preliminary plans for renovating the two joined historic structures on the property. An application will be submitted once the plans have progressed, however, Matt indicated great interest in restoring the property. Most of the work that is contemplated will not require a certificate. There was a brief discussion as to the desirability of having homeowners work with an advocate before submitting an application.

NEW APPLICATIONS APPROVED: None

ON-GOING APPLICATIONS: None

NEW BUSINESS:

1. Discuss HHC membership and possible new members

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The HHC currently needs 1 new member and 2 alternate members. Steve will work with one possible candidate and Richard with another.

2. Discuss HHC "welcome packet" for new homeowners in the districts
There was discussion about developing a welcome packet to be presented to homeowners who purchase homes within one of the districts. The package would alert the owner to the HHC and its work, and offer resources to help them when contemplating changes or additions to their property. Steve will try to locate a copy of a packet that was used at one time. Brandon showed a framework for what the packet might look like and offered to draft further materials for the next meeting.

ON-GOING BUSINESS:

1. Bromfield stonewall project - update
Manny reported that the procurement package has been forwarded to the procurement officer. It is likely that the project will be delayed due to the coronavirus.
2. Town Center lighting and power lines – update
On hold.
3. Certificates of Appropriateness – update on uploading prior certificates on HHC website
George has access to the HHC website but needs training from Julie in order to create folders for applications and related documentation by property address. This has not been possible during the coronavirus shutdown.
4. Design Guidelines – update on revisions
Manny has drafted a supplement to the design guidelines covering topics that are not addressed in the existing guidelines. Once approved these will be incorporated into the design document. Overall the design guidelines provide some information and guidance but allow for flexibility. It was agreed that this was the best approach. Manny will try to find a word document of the exiting guidelines so they can be amended as needed. Members were asked to review the supplement and also the existing guidelines and send Manny suggested amendments before the next meeting. The guidelines will have to be approved at a public hearing but can be reviewed in advance.
5. Rules and Regulations (previously known as policies and procedures) – update on revisions
George has edited and substantially shortened the rules and regulations. He will send a draft to Richard for his review and then they will be presented to the members.
6. Insubstantial Changes – create list of alterations that will be deemed insubstantial and streamline process for their approval
Richard, Dave and Brandon were to work on this with Dave taking the lead. With Dave's passing, Richard and Brandon will work on ways to streamline the process and will check other towns for ideas.
7. Harvard Narrative History – historical survey 1993 and 1994
George will explore scanning the full document when the library reopens.

CORRESPONDENCE:

Email from Marc Seigny

Pam received an email from Marc Seigny who lives in the Shaker Village district asking about the status of

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projects at 92 South Shaker road.

Property is owned by Alice Thayer. Her nephew, Lucas, is operating a farm and has constructed fencing that is thought to be in the district and is not temporary as defined by HHC.

Other commissions are concerned about activities that are taking place on the property and have commissioned a survey. It seems that the barn is in the district as well as the existing fencing. George suggested writing a letter of inquiry to Alice Thayer asking her to appear at the next meeting or otherwise inform the HHC of her intentions with regard to the fencing and any other contemplated structures. A motion was unanimously approved to send such a letter.

REPORTS FROM COMMITTEES AND LIAISONS:

Monument Committee Pam to investigate whether Richard might take Dave's place as liaison

CPC (PM) Pam to investigate status of grants and how they will be approved.

Cemetery Commission

Demolition Delay Committee: (GT)

PUBLIC COMMENTARY: None

EXECUTIVE SESSION: None

SET DATE FOR NEXT MEETING:

June 3, 2020

MEETING ADJOURNED:

8:06

DOCUMENTS:

1. Draft supplement to design guidelines
2. Marc Seigny email