

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** for a regular meeting of the Harvard Historical Commission held via Zoom and accessible to the public on Wednesday, **July 1, 2020** at 7:00 pm.

Submitted by George Triantaris, Secretary.

MEMBERS IN ATTENDANCE:

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

MEMBERS IN ABSENTIA:

AUDIENCE: Matthew McRae

TOPICS:

CALL TO ORDER:

7:01 pm

REVIEW/APPROVE MINUTES OF LAST MEETING:

Minutes of June 3, 2020 meeting approved by unanimous vote.

PUBLIC HEARING: None

NEW APPLICATIONS: None

NEW APPLICATIONS APPROVED: None

ON-GOING APPLICATIONS: None

NEW BUSINESS:

1. Discussion of Historic Harvard website

Pam reported that she had been in touch with former chair Joe Theriault, who is the webmaster for the "Harvard Historic Forum" website which was created some years ago in support of HHC efforts. The website contains valuable information on historic structures in town as well as some outdated information and forms related to HHC work. Joe is willing to turn over the website to the HHC and there was a discussion about how best to capture the information and resources on the website. Several options will be explored including removing the incorrect information and maintaining the current site with a link to it from the official HHC page, moving the content to the official page, or creating a new host for the information. As a

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first step, Pam will broker an introduction to Joe for Brandon who will discuss the best way for the HHC to take over the site.

2. Warrant article vote for Historic District overlay in GIS (PM)

Pam had a discussion with Joe Theriault about a 2015 warrant article that was approved at town meeting that apparently would update historic district maps with a GIS overlay showing the boundaries. It seems there were no budget provisions attached to the warrant and in spite of several attempts the work was not performed. There was a discussion around how much it might cost to accomplish this and whether a new survey would be required since the district goes through a number of properties rather than following existing boundary lines. As a first step it was proposed that Pam send a letter to the select board pointing out that this project was approved in 2015 and has not been completed and that the confusion about the location of the district lines has created uncertainty.

ON-GOING BUSINESS:

1. Bromfield stonewall project – update (EL)

CPC funding was approved at the spring town meeting and the project has been put out to bid. Bids will be due in July and it is hoped that the work can begin in September.

2. Town Center lighting and power lines – on hold

3. Certificates of Appropriateness – update on uploading prior certificates on HHC website (GT)

George connected with Julie to learn how to create new folders on the HHC website and will work with Brandon on this project over the next month.

4. Design Guidelines – discuss suggested revisions (EL)

Manny has prepared a draft that includes comments from commissioners on changes to the design guidelines and hopes to distribute the document for review before the next meeting.

5. Rules and Regulations (previously known as policies and procedures) – update on revisions (GT)

Second draft is done and nearly ready to share. Waiting for insubstantial changes to be defined and for new instructions on non-applicable, insubstantial and substantial changes so that these can be incorporated into the rules and regulations.

6. Insubstantial Changes – create list of alterations that will be deemed insubstantial and streamline process for their approval (BL/RC)

Insubstantial changes document reviewed. A few tweaks needed to reflect changes that are non-applicable and to ensure that while this list and criteria will enumerate cases where changes might be deemed to be insubstantial, the HHC can deem any change to be insubstantial. There was a discussion about changes that remove modern alterations to a structure and whether they would automatically be considered insubstantial.

7. Harvard Narrative History – historical survey 1993 and 1994 – on hold

8. HHC welcome packet for new homeowners – update (BL) Brochure (PM)

Pam drafted a paper version of a welcome pamphlet that would work with the web information that Brandon has developed and would be delivered to new district residents. Brandon will work to ensure that these two versions are compatible.

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9. New HHC members (MM)

Matthew McRae will be considered for appointment as a commissioner by the select board at their next meeting.

10. 92 South Shaker Road – Thayer property BOS meeting (6/30) update (PM)

Several commissioners attended a webinar about the Thayers' plans to grow marijuana on the property. The issue of where the historic district line crosses the property did not come up. Alice Thayer has not been in touch since before the last meeting. A survey may be prepared soon which will resolve the district line issue. There was a motion which was unanimously approved to table this issue until more information is available.

CORRESPONDENCE: None

REPORTS FROM COMMITTEES AND LIAISONS:

Monument Committee Still waiting for Richard to be confirmed as liaison to replace Dave CPC (PM)

Cemetery Commission

Demolition Delay Committee: (GT) Need to approach select board when appropriate

PUBLIC COMMENTARY: None

EXECUTIVE SESSION: None

SET DATE FOR NEXT MEETING: August 5, 2020

MEETING ADJOURNED:

8:07 pm

DOCUMENTS:

2015 warrant information