

**MINUTES of the January 19, 2021 MEETING of the Commission
(via Zoom)**

**February 5, 2021
Adopted: XXXX**

Members Present: Bob Booher, Gail Littlefield, Mimi Styles, Jeff McCrehan, Liaison Darrell Anderson

Bob Booher and Jeff McCrehan took minutes.

Approval of Agenda and Adoption of Minutes

The proposed agenda was revised by deferring topics 3.4.1, 3.5.2 and 3.7 and was adopted unanimously. Draft minutes from the November and January meetings were approved as drafted.

Project Review

There were no projects submitted.

Old Business:

3.1 Woods Protection Ordinance:

The ordinance was adopted by the Council with edits that removed elements which were then to be delineated in a resolution in order to make the administration of the requirements more focused and adaptable to our needs, as resolutions are easier to update. Wendy and Bob worked with Dave Cosson to generate the resolution and Wendy also generated a corresponding application requirements document. The Commission voted to endorse both with the further minor edits suggested by Wendy.

3.2 Racial Equity Committee:

Nothing to report

3.3 Historic landscape resources:

3.3.1 A draft map of historic landscape resources was produced by Jeff and reviewed. The direction appears to be on the right track. Members will review further and suggest edits for Jeff to incorporate by the next meeting. There was a discussion of who would be likely to use it and in what format. Gail suggested posting it in the Town Hall and Maintenance Shed for easy reference by Town officials. It would also be useful in digital form for ease of updating. Darrell indicated it would indeed be useful to the Council.

3.3.2 Gail will publish the list of committees that members have volunteered to monitor for HPC related issues.

3.3.3 A next step will be making a list of resource types and work actions that would likely be covered by the Public Ways Permits. Gail will start developing such a list along with the character-defining elements and suggested guidelines. The first element will be the walkways.

3.4 National Register Status:

3.4.1 Publishing in other media – nothing to report– item deferred

3.4.2 Mimi printed and will distribute the printed copies of the NR Studies (Appendices) to the members and the Town office.

3.4.3 Wendy and Jeff worked with Marida to come up with ways to revise the Town Website to make the NR documents more accessible. Two options were discussed and one selected for development.

3.5 Comprehensive plan update:

3.5.1 Bob introduced the new Sustainability Section and took questions. Gail suggested investigating preservation references for climate related efforts. (She subsequently forwarded several sources).

3.5.2 Orphan resource review deferred by Gail – item deferred

3.6 Joint meeting with PC :

3.6.1 Meeting not yet scheduled. Gail will finalize her letter to Fred Stachura (MAHDC) regarding resources about conservation districts.

3.7 Guidelines: No issues discussed – item deferred

3.8 Bulletin Material:

Mimi will provide the second section of a history of the Commercial Corner

3.9 PC Meeting Report

Mimi summarized issues discussed in the PC meeting including their intended review of the permitting process. HPC should participate. Georgette is developing a Public Ways Permit application for driveway aprons.

Town Council Report

Darrel summarized his report provided via email.

New Business:

4.1 Border Committee:

Bob reported on this committee's efforts to make the roadways edging the Town feel more included. They have developed new signs based on the existing wooden ones but larger and meant to be read by motorists. They have coordinated with Crag English and a sign company and suggested 3 locations. In addition, they are discussing introducing some sections of "identity fencing" that would make the wooded areas of Washington Grove Lane and Railroad Street appear more included. They also are looking at the intersections of the Avenues with Railroad Street and the intersections of Oak Street, Center Street, Chestnut Avenue and 4th Avenue with Washington Grove Lane as opportunities to provide welcoming elements such as street signs and fence/gateway sections. They have asked the HPC to review the fencing types. Bob will pursue.

4.2 Annual Budget:

The annual budget session starts in March. The HPC is generally requested to provide their proposed budget items before then. Gail has suggested adding funding for the masonry restoration and for any zoning assistance by MAHDC. Bob will circulate last years' budget for review in anticipation of a discussion at the February Meeting.

4.3 Shady Grove Sector Hearing

Gail will communicate with the Mayor and Charlie Challstrom regarding intended testimony at this Hearing and whether the Town should provide input regarding the expansion of the MARC to include a third rail.

Adjournment

The meeting was adjourned at roughly 9:30 pm. The next meeting will be Tuesday, February 16 at 7:30pm via Zoom.

Robert Booher and Jeff McCrehan