

**Present:** Robert C. (Terry) Vose, Chair, R. Tag Carpenter, Vice-Chair, David Amory, Mark Barry, Molly Curtin, and Arthur Evans. Nicole Walters was absent.

*Note: the numbering below is chronological and may not correspond to agenda item numbering*

Chairman Vose called the meeting to order at 7:05 PM

1. **Open Forum.** The current work on the porch of the Sweetser's building was discussed, with the question raised about whether or not renovations of commercial and public buildings should come before the Commission.
2. **Minutes.** Minutes of the June 1, 2016 meeting were approved with revisions made that were brought up at the meeting.
3. **New Demolition Applications**
  - a. 30 Chapel Street. *Thomas Low House, ca. 1833. Partial Demolition/Addition.* Incomplete application; the only material received from the owner was the application for a building permit. A full application was requested, and action was deferred to the next meeting. Separately, the DRHS provided a House Research Worksheet for the property that included a dateboard file dated July 16, 1964.
4. **326 Powder Point Avenue Documentation.** Mr. Vose is to contact Ms. Wendy Frontiero of the MHC about her commitment to expand the survey of this property she prepared that is included in MACRIS. It was reported that the stable will be dismantled and relocated off the property rather used as a pool house, and the front and porch pillars will be moved. Demolition is to begin in July. Commissioner Curtin can provide back-up documentation to Ms. Frontiero's account if necessary.
5. **Instructions for Demolition Delay Bylaw/Bylaw Process Map.** A revised "Draft Instructions for the Application of the Demolition Delay Bylaw" were discussed at length and generally agreed on. After a few minor revisions are made, the draft will be circulated to DHC members and then discussed with various officials at Town Hall – the Selectman Liaison to DHC, Planning Director, Director of Municipal Services, and Town Manager.
6. **Revision to Town Website Content.** Commissioner Barry provided a draft of the "Historical Commission" landing page, which Commissioner Evans agreed to read carefully and provide edits.
7. **Revised Bylaw.** No discussion.
8. **At Risk Properties.** No discussion.

**9. New Business.** None.

**11. Adjournment.** Unanimously voted to adjourn at 9:15 PM.

New Materials Received:

1. DRHS House Research Worksheet for 30 Chapel Street
2. Building permit application for 30 Chapel Street
3. Revised draft of “Draft Instructions for the Application of the Demolition Delay Bylaw” prepared by Commissioner Curtin.
4. Draft of revision to the “Historical Commission” page on the Town Website provided by Commissioner Barry.

*Minutes prepared and submitted by Arthur B. Evans, Clerk*