

Minutes of the Harvard Historic Commission : October 5 2010

Members present: D. Coots, C. Cutler, J. Feist (Chair), J. Martin(alternate), R. Minar, R. Saalfield, J. Wollaston

Members absent: K. Swanton (alternate)

Meeting called to order: 7: 32 p.m.

- Members unanimously accepted the minutes of the September meeting.
- Feist announced that he will donate profits from a CD he is about to release, of his own music, to the restoration of Town Hall.
- Staff members at Fruitlands Museum have approached Feist for sponsorship of the museum's request for CPC funding for the preservation of historical documents. Members debated the merits of the request, Sprague arguing that 'in this tough financial time' it is inappropriate for town funds to support the museum's operations. Martin, Feist and Cutler felt that supporting a reasonable request for funds for historic preservation is, in general, the proper action for the HHC to take without undue concern about the specifics of this particular request which we do not yet have details about. Motion to support this request carried.
- Feist suggested changing the date for the perambulation of Shaker Village from Tuesday Oct 12 (when at 6:30 p.m. it will be pitch dark) to Sunday Oct 24 at 1:30 p.m. Walkers will meet at Jonathan Feist's house. (Rain date: next spring)
- Coots asked if a property owner in a historic district is improving his property without altering exterior architectural features (to paint color, siding materials) is a certificate needed. It was agreed the Chair can write letters describing why, in certain circumstances, an application is not needed without inclusion of committee members.
- Feist proposed the formation of a standing committee to address on-going procedural issues involving membership and leadership. Said committee would consist, for example, of three current committee members. Cutler suggested that a more proper description of the standing committee would be sourcing and nominating new members. Minar proposed that commissioners hold an annual meeting but was reluctant to endorse the idea of an additional layer of bureaucracy given the small size of the commission. Feist felt that having a committee 'depersonalizes' the decision making on these issues. A motion was made to form said Nominating Committee and this unanimously adopted. It was agreed that the May meeting is when elections will be held. A motion was made that HHC officers will serve

annual terms but may not serve more than three years consecutively.

Appropriate edits were made to the draft of the HHC *Handbook of Operational Procedures* that Minar has been preparing.

- Saalfield and Sprague agreed to be members of the Nominating Committee.
- Minar distributed copies of the HHC Science Fair guidelines. He has been in touch with Deb Pierce, the Bromfield AP Biology teacher who is faculty advisor to the fair and anticipates interest in some of our suggested topics by Bromfield students. The award, co-sponsored by Fruitlands and the Historic Commission, will be called the *History and Preservation Science Award*. Minar will share his write-up with appropriate officers of Fruitlands and the HHS and, with them, determine the amount of the financial award.
- Coots updated members on his progress in searching for an architect for the Town Hall renovation project.
- Cutler confirmed that he will soon be painting the historic district signs' posts as soon as the weather permits and before frost.
- Coots will complete an application for CPC funds for 2011 for the outstanding balance of our original request in 2010, approximately \$100k.

Meeting adjourned at 9:40 pm

Respectfully submitted,
Roseanne Saalfield