

Minutes of the Harvard Historic Commission

March 11, 2011

Members present: D. Coots, C. Cutler, J. Feist (Chair), J. Martin, R. Minar, R. Sprague, K. Swanton, J. Wollaston

Members absent: none

Meeting called to order at : 7: 35 p.m

- Feist circulated a draft of an article for the Harvard Press, over his name as Chair, voicing support of the **Municipal Bldg Committee (MBC)** and their work to date and request for funds at April's upcoming ATM. The MBC is asking for \$225,000 to hire an architect to design a renovation and expansion of Town Hall, the old library and Hildreth House. A citizen's petition has placed an article on the same warrant asking that funding for architectural designs for the old library and Town Hall only be approved and that the work on Town Hall be fully contained within the existing footprint of that building. This warrant article would deprive Hildreth House of funding and move Council on Aging facilities to the old library. Coots clarified that the citizen's petition plan would effectively cost the same amount of money as the MBC proposal. Commissioners unanimously voted to approve Feist's article to the paper supporting the on-going work of the MBC and the funding request they have entered in the warrant.
- A motion was made and seconded to re-consider the vote of March 1 on the properties at **2 and 6 Littleton Road owned by George Hayes**. Confusion surrounded the voting rights and duties of alternates at the March 1 meeting so today's meeting was scheduled to insure a re-vote was taken following proper procedures (See below). Only those regular and alternate members present at the March 1 meeting were allowed to vote today. Those present included alternates Martin and Swanton in addition to Feist, Sprague, Saalfield, Minar and Wollaston. Discussion preceded the vote of 4 to 3 denying a Certificate of Appropriateness for Mr. Hayes 'grid within glass' windows, already installed. Discussion of whether a hardship applies to this building and whether fines should be assessed was postponed until the April meeting by a vote of 6 : 1.
- Feist and Martin clarified the rules that govern voting: We are a commission of 7 members with 2 additional alternates attending meetings. No more than 7 members (regular or alternate) may vote. If fewer than seven regular members are present for a vote the Chair selects one (1) alternate to vote in place of the missing member. Alternates exercise their right to vote on a turn-taking basis from vote to vote so that when one alternate votes at the Chair's request, the Chair must ask the second alternate to cast a vote on the next issue before the Commission. (It will often occur that one alternate votes instead of a regular member for the entire length of one meeting. The next time an alternate's vote is required the turn must fall to the second alternate, if he or she is present.)
- One important exception to this rule applies: a Certificate of Applicability or a Certificate of Hardship vote requires 4 votes to approve (4 of 7). A simple majority of a quorum of regular members (that is, 3 of 4 present) does not suffice. In such an instance the motion to vote does not apply and the vote must be moved to a subsequent meeting.

- **Jennifer Candon** (25 Oak Hill Rd) submitted an amendment to her application to re-roof her outbuilding in asphalt shingles, to match the house roof. Unanimously accepted as an amendment to her recent application, and unanimously approved as appropriate.

Respectfully submitted,

Roseanne Saalfield