

Harvard Historical Commission
Meeting Minutes
August 3 , 2011 7:00 PM

Members present: Roseanne Saalfield, Ken Swanton, Doug Coots, Jared Wollaston, Jonathan Feist, Chris Cutler, Pam Marston, Rhonda Sprague

Guests present: Deborah Skaun Hinchcliffe, Mary Ashton , Wade Holtzman, Marie Sobalavarro, Ron Ricci, Tim Bragan, Nick Browse

Members absent: John Martin

Meeting called to order at 7:04 PM

July 6th meeting minutes were discussed, corrected and accepted unanimously

Applicant George Watkins of Shaker Village is seeking permission to replace two front windows with replacement sash of the same make and design as his other front façade windows. He is also asking for permission to construct a wood shed. After discussion the Commission voted the woodshed nonapplicable as it is a non - permanent structure. The window replacement was voted insubstantial. Chris Cutler will visit the site with George in order to confirm information on windows.

June 20th meeting minutes of Shaker Burial Ground meeting were discussed and were accepted as amended.

Roseanne S. went over her draft of procedure for meeting minutes i.e. posting them with Town Hall and who should be receiving them. Members were asked to post them as soon as possible after they are approved by the HHC.

Pam Marston handed out a draft for operating guidelines. She asked that Members please review draft and have any comments and or edits ready for our next HHC meeting.

Discussion of HHC member information i.e. phone no., email etc. Members were asked to submit any necessary changes to the current info.

Applicant Tim Bragan , Town Administrator, is seeking permission for renovation and preservation work on the front façade of the Town Hall
Tim explained that the goal is to stabilize just the front of the Town Hall because this is one area that would not impact the proposed full renovation of Town Hall. He went on to discuss the details of the work in respect to proposed materials and scope of replacement of architectural details.

There was much discussion concerning paint . Tim Bragan is still in discussion with the architect regarding the final specs.

Jared Wollaston requested a quote for replacement of all the quoins.
Move to open to public hearing

JW yes, DC yes , PM yes, RS yes, KS yes, CC yes, R Saalfield yes

Harvard resident Nick Browse, not speaking for the Harvard Unitarian Church, voiced concern about possible loss of parking due to the construction at Town Hall. Tim Bragan stated that there would be no dumpster in front of town Hall and if there are problems the church should communicate them to Town Hall. Tim estimated that construction could be complete by Nov. 15th depending on starting date.

The Commission members discussed the application and decided to amend the description of work.

“The motion was made and seconded to issue a Certificate of Appropriateness to the Town of Harvard for the work proposed on the facade (south elevation) of the Town Hall. This work is described in the document appended to the Town’s application: Exterior Conditions Assessment/ Harvard Town Hall and dated May 2011. Those documents are numbered A100, A200, A300, A301 and are dated August 1, 2011. Commissioners voted to strike bullet four (4) under option 4 (page26) of the exterior Conditions report which regards the treatment of bare wood with paint and to return to discussion of this aspect of the scope of work at their September 7 2011 meeting at which Town Administrator Tim Bragan will appear again. “

Doug Coots updated the HHC on the status of the MBC.

Commission members presented their drafts concerning strategic planning. This is a document requested by the BOS from all town committees.
The BOS’s goal is to have final draft ready by Sept. 7. Members of HHC discussed drafts and made some suggestions. It was hoped that the HHC will have our final draft ready for the next meeting in September.

Meeting was adjourned at 10:04 PM

Respectfully submitted,
Chris Cutler