

## Harvard Historical Commission

Regular Meeting

Location: Center on the Common

Wednesday Evening Sept 4, 2013 at 7:00 PM

"Oversee modifications to the Harvard Common and Shaker Village  
Historic Districts in accordance with the state and local bylaws,  
and generally support historic preservation in Harvard."

Members present were: Ken Swanton, Joe Theriault, Pam Marston, Chris Culter, Ron Ostberg, Sherry Graham, Moe Dancause, John Martin

Audience: Debbie Hinchliffe, Harvard Hillside reporter

Public Hearing home owners: Robin and Andy Hu

### Review Previous Minutes

The minutes were reviewed and accepted as written.

### CPC Request

CPC has requested that HHC document what happened to the \$100,000 warrant article from ATM several years ago. John will locate the document indicating the amount spent. It is believed to be in the order of \$13,000.

### Public Hearing for Robin and Andy Hu

Robin and Andy Hu propose to remove a window at their residence on 13 Mass Ave in order to enlarge their small kitchen. The hearing was opened with a roll call vote. Hus presented the board with architectural drawings of the proposed change in the kitchen. In question, is a window at the rear of the house that they would like to remove in order to build cabinets there. Debbie asked how they proposed to cover it over; clapboard it all as if it were not there, fill in with clapboard keeping the outline molding or fill in and cover with shutters? The public hearing was closed. A motion was made to leave the molding and place shutters over the window. Debbie said she had shutters they could use. An amendment was made allowing for closing over the window with clapboards thus giving them a choice of either option but it failed. The original motion passed 6 yea, Sherry and Pam nay.

### Town Hall Renovation and Addition

There was a discussion about the architects' drawings of the new proposed entrance and the North side of the addition. There was a question about the material on the wall behind the sign and the material on the ceiling of the porch. Also, questions on how the arch was hitting the wall, gutter and soffit. It was also reported that the light in the porch would be recessed.

Sub contractor bids will be in by September 5<sup>th</sup> and the contractor bids will be in in 10 days. A STM will have to be held if the bids are way over budget.

#### Application to Accessibility Board for Variance for Front Entrance

The local representative to the access board is Debbie Keller. She needs to sign off on our application for a variance for the old front door and then THBC will submit it to the access board.

#### Ongoing Projects

##### Historic plaque program

There was a discussion of where the homeowner should place the plaque on the structure. Should there be a particular spot? It was decided that most any place would be fine with the commission. Pam will firm up the description and application for our website. Joe will post it.

##### Removing HHC Records from the Town Hall

Pam has checked that all the HHC records have been stored in boxes in the town hall and are ready to be moved to the Appleworks building.

##### CPC application to remove tress

The commission decided to change the amount requested for tree removal from the Shaker Village burial ground. Instead of the \$16,200 originally planned, \$17,000 will be asked for, primarily to plan for any extra expenses that might be incurred with cutting trees embedded in the stone walls. Any amount not used will be returned to CPC.

##### Liaison reports

CPC - John reports that they did not meet in August

Master Plan – Joe reports that the commission issued an RFP.

Cemetery- Moe reported that nothing concerning HHC was on the agenda.

##### Establishing HHC Operating Guidelines

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Joe led the discussion regarding updating our operating guidelines. We reviewed pages 7-11 of the guidelines draft document and changed a few items. We then reviewed pages 11-14 for a first look. Commissioners will take deeper looks of these pages on their own for the next meeting.

The meeting was adjourned at 9:47

The next meeting will be October 2, 2013.

Respectfully submitted,

Pam Marston

Secretary