

NEWBURY HISTORICAL COMMISSION

MEETING MINUTES

THURSDAY, DECEMBER 18, 2014

CALL TO ORDER: 7:08 WITH THE PLEDGE OF ALLEGIANCE

A regular monthly meeting of the Newbury Historical Commission was held at the Newbury Town Hall.

Members present: Channing Howard, Nancy Thurlow, Lon Hachmeister, and Jan Forrest.

Members absent: Sue Nagle, Eva Jackman.

APPROVAL OF MINUTES

The minutes of the November 2014 meeting were presented.

Nancy made a motion to accept the minutes; seconded by Lon. *The motion carried with a unanimous vote.*

CORRESPONDENCE

MVPC – Letter on Public Transportation. No action required.

MHC – e-mail on Preservation Awards nomination. No action required.

Comm. of Mass Museum – Memo from Francis Galvin, Mass. Secretary of State with an informational brochure. No action required.

TREASURER'S REPORT

Lon reported the bill from Wilkinson for \$405.00 is still not paid. He will follow up with Town Accountant.

As of December 18, 2014

<i>General Fund</i>	\$ 545.65
<i>Gift Fund</i>	\$1,766.78
<i>Special Article Fund</i>	\$6,718.50
<i>Total</i>	\$ 9,030.93

COMMITTEE REPORTS: NONE

OLD /CONTINUING BUSINESS

1. Jan will type up the inventory of the School House taken in October.
2. The Library has 2 lateral files we are using. They are not locked at this time. Jan will get an inventory done at a later date.
3. Follow up with Sam Joslin about getting repairs done at the School.
4. Sue Noyes is continuing to work on getting the committee access to the 1635 website.
5. A suggestion was made to talk about a Plaque for the School House in Chris' memory in the near future.

DISCUSSIONS:

1. Nancy distributed a list of the items in the box from Chris' office at Governor's.
2. Lon/Nancy introduced the fact that there are squirrels nesting in the School House. The problem was discussed. Lon will notify Sam Joslin of this added problem and ask about the clapboards being replaced also.
3. Lon has located a large block of granite to level off the School House stairs. It will need to be buried. Channing explained the old stone has sunk into the ground and it is strewn with rocks underneath. Lon will update the HC at a later date on progress.
4. Channing raised the need for all HC members to be able to handle calls quickly for any demos possibly triggering the DDB. He wants us all to have 3-ring binders, with tab separators, clear, plastic sheets, and checklists. We will need to have a checklist for each site, it is created. We will also need a digital camera, hanging files, and a filing cabinet. This will need to be housed in the School House for now, so we can have access. Nancy will check with Leslie (town clerk) to see about the town's purchasing procedures and try to pick up binders, tabs, and plastic sleeves.
5. HC will need its own Letterhead. Nancy will talk with Leslie to see about a template.
6. Channing will check on getting us badges & believes he has lanyard for the badges (from conventions he has attended).

NEW BUSINESS:

1. Letter was received from Michael Houlihan, *Root to Wings Yoga & Healing* for a subdivision at 76 Newburyport Turnpike. The plans were reviewed by the Committee and approved the plans with a caveat that the Westerly Boundary line (stonewall) be preserved. Lon made a motion to approve as stated. Jan seconded and it was passed unanimously.
2. Channing received a packet from EBI Consulting for a proposed telecommunication facility to be installed at 2 Fruit Street. It is part of the Town protocol, to include the HC of these types of inquiries. No comments were put forth, and no action will be taken.
3. We received memorabilia on Frank L. Witham which included dog tags and his discharge papers, etc. Jan will send a thank you acknowledgement to the family. We will put the documents, etc. with other items we have received in the School House for now.

DDB discussion:

We reviewed the revised Building Inspection checklist/Demo signoff sheet from Sam Joslin.

1. We need a checklist to use for reviewing sites/houses and determining if they are Significant Structures. A list of criteria used in arriving at that determination is needed to justify the findings of the Newbury HC.

2. Lon is working on checklists. He presented a two (2) sided page of Section 1.9 of the DDB, and a list of Styles and Periods, etc. of “significant structures”.
3. We need a checklist for “Preferably Preserved”.
4. Nancy will work on the three (3) letters to the applicants and Building Commissioner.
5. Channing will work on Protocol for hearings, should they be necessary.
6. Jan will try to verify properties on the town assessor’s website, Salem registry of deeds, and start reviewing records found in the Library.

ADJOURNMENT

The next meeting of the Historical Commission will be on Thursday, January 15, 2015 at 7:00 at Town Hall.

The meeting was adjourned at 9:00 PM.

Janice Forrest

01/15/15

Janice Forrest
Clerk

Date of approval