

NORTHBOROUGH HISTORIC DISTRICT COMMISSION

Meeting Minutes
Wednesday June 22, 2016
Conference Room C (The Kitchen)
63 Main St, Northborough

Present: Bruce Chute, Norm Corbin, Amy White, Leslie Harrison, and Stephanie Stockman

Alternate: Brian Smith

The Chairman called the meeting to order at 6:30

Agenda

- Marie Nieber
 - Norm Corbin made a motion to acknowledge the dedication, enthusiasm, and knowledge of our friend Marie Nieber who was a long standing member of The Northborough Historic District Commission, and we are all saddened by her recent passing. Leslie Harrison seconded the motion and it was accepted unanimously.
- Approval of previous meeting minutes
 - Leslie Harrison made a motion to approve the May 11, 2016 meeting minutes, and Norm Corbin seconded. The motion was accepted unanimously.
 - The May 25th meeting minutes will be approved in July. There were not enough people at the meeting tonight who were also at the May 25th meeting.
- Election of officers
 - Norm Corbin made a motion for Bruce Chute to be the Chairman. Leslie Harrison seconded the motion, and it was accepted unanimously.
 - Bruce Chute made a motion for Norm Corbin to be Vice Chairman. Leslie Harrison seconded the motion, and it was accepted unanimously.
 - Bruce Chute made a motion for Ben Davies to be Secretary. Leslie Harrison seconded the motion, and it was accepted unanimously.
- Cemetery signs
 - Leslie will order the signs.
- Re-evaluation of projects
 - Chapinville, Assabetville, Woodside signs
 - On hold.
 - Howard Street Cemetery National Historic Register
 - On hold.
 - Brigham St. cemetery GPR
 - Stephanie will continue to work on this over the summer.

- Colonial headstones preservation
 - Bruce will work on this project. Norm will pass the information along to Bruce.
- Brigham St. Survey Project
 - There is the possibility that Dan Nason will assist with this project.
- 2 new signs – Mark Fidrych and Meeting House
 - On Hold
- Update on existing historic signs
 - The four signs will be replaced due to rust on the signs and the poles.
- 250th celebration update
 - The next event is family day on August 14th
 - It will be at the Rte 135 fields.
- White Cliffs update
 - Purchase and Sale was signed on May 16th.
 - The actual purchase may be in September
 - An environmental study of the property is expected to be completed by July 21st.
 - Albert Rex will manage the White Cliffs project.
 - Information that is needed sooner than later is as follows.
 - measuring the existing conditions for drawings
 - evaluation of the mechanical systems
 - code requirements
 - preservation restriction.
- Homeowners Guideline for Design Review in a Historic District
 - Amy has been working on revising this, and will continue to edit it.
- New Business
 - CPA requests are due in the middle of August.
- Adjournment

Amy White made a motion to close the meeting at 8:00. Leslie Harrison seconded the motion, and it was accepted unanimously.