

# NORTHBOROUGH HISTORIC DISTRICT COMMISSION

Meeting Minutes  
Wednesday July 20, 2016  
Conference Room C (The Kitchen)  
63 Main St, Northborough

Present: Bruce Chute, Norm Corbin, Amy White, Leslie Harrison, and Stephanie Stockman, Ben Davies, Alexandra Molnar

Alternates: Brian Smith

The Chairman called the meeting to order at 7:00

## Agenda

- Trinity Church request for letter of support for CPA funds
  - Introductions of Trinity Church Representatives: Gene Leaf and Peter Carlson
  - Overall description of church repairs needed were reviewed including; holes in old roof and bird droppings in the bell tower that could cause deterioration of the wood.
  - The roof sheathing appeared to be original during inspection and in need of replacing or sistering with plywood on top
  - The church received a quote of \$86,000 to fix issues which includes both cleaning the bird droppings adding additional sheathing to the original roof and re-shingling both old and new roofs.
  - Trinity church is planning on contributing \$5,000 as seed money for the project.
  - Norm asked how we can put this under preservation/restoration instead of maintenance.
  - Leslie commented that the addition of the wood planking may be considered restoration
  - It was requested that the Trinity Church provide an itemized quote for the work.
  - A Historic Preservation Restriction is required before any work would start
  - Bruce asked how much of this work falls within the historic category vs. maintenance
  - Brian commented that it takes work to keep the building in shape to protect it.
  - It was asked whether it would make sense to separate the old sanctuary from the 1950s addition to claim it is all preservation – don't try to cover the newer addition.
  - It was suggested to use the angle of things are leaking and if not fixed the building can never be preserved.
  - Norm asked if there is anything that can be done to preventatively keep the birds and and/or bird droppings from occurring in the future?

- Norm Corbin made a motion to consider the Trinity Church as a historical property in the town of Northborough. Amy White seconded the motion, and it was accepted unanimously.
- Bruce requested that the Trinity Church provide a revised application with an itemized quote.
- The application does not require 3 quotations, but eventually 3 quotations are needed for CPC.
- Approval of previous meeting minutes
  - Leslie Harrison made a motion to approve the June meeting minutes, and Amy White seconded. The motion was accepted unanimously.
- Cemetery signs
  - Leslie provided an update that the signs are in production.
- Chapinville, Assabetville, Woodsige signs
  - No progress on these signs, have been moved to the back burner.
  - New signs are in at Crown – 4 sign replacements for oxidation issues, Norm and Brian to review the signs for any issues or typos.
- Brigham Street cemetery boundary survey
  - Norm will contact Dan from DPW
- Brigham Street cemetery GPR
  - No actions taken
  - Knowledge transfer in the form Debbie in the form of a basket full of papers.
- Colonial Headstone Preservation
  - Bruce sent out emails to other towns without any replies (Belchertown, Plymouth)
  - Norm to provide files
  - Use RFP from other towns if possible
- 250<sup>th</sup> Update
  - Successful scout project with 50 historic site markers in place
  - Family day
  - Concert in August by Tommy Lowe
  - Mascarade Party – October 29<sup>th</sup>
- White Cliffs Update
  - Evaluations are being conducted to evaluate infrastructure
- Design Review Guidelines
  - Review of the revised guidelines
  - Website page to be created
  - Monitoring process to be determined project to project
  - Closure of projects needed – certificate of acceptance with completion statement
  - Bruce to add monitor process to certification
  - Norm Corbin made a motion that the Homeowners guide as presented in tonight's meeting is accepted. Leslie Harrison seconded the motion, and it was accepted unanimously.

- Apple Fest
  - After discussion of the need for a NHDC booth at the street Fair, Leslie Harrison made a motion to not have a NHDC booth. Amy White seconded the motion, and it was accepted unanimously.
- National Grid Powerline Work
  - No action needed
  - Amy to follow up under curiosity
- Call for new business
  - Note
- Leslie Harrison made a motion to adjourn the meeting at 8:22. Amy White seconded and it was accepted unanimously.