

NORTHBOROUGH HISTORIC DISTRICT COMMISSION

Meeting Minutes for January 18, 2018

Present: Bruce Chute, Norm Corbin, Amy White, Stephanie Stockman, Alexandra Molnar, Zenya Molnar, Brian Smith (Alternate)

The Chairman called the meeting to order at 7:10pm.

- **Previous Meeting Minutes** - A motion was made by Amy and seconded by Alexandra to accept the meeting minutes of 11/15/17, it passed unanimously.
 - **Annual Report for 2017** - A draft was reviewed and commented on, minor edits were made. Norm will submit the report to Town Hall.
 - **GPR Report** – Norm will have a copy of the report placed in the Historic District Commission files.
 - **Gravestone Preservation** - The DPW has selected Westmill Preservation Services of Halifax, MA for restoration work on the Howard Street Burial Ground gravestones.
 - **CPC- FY2018 Historic Priorities** - The chair of the Community Preservation Committee has requested that we prioritize this year's requests for CPC historic funds. Our priorities are:
 - #1 Library Restoration/Repairs
 - #2 Unitarian Church Handicap Ramp
 - #3 Northborough Common
 - #4 Unitarian Church Windows
 - **Unitarian Church Historical Marker** – The delivered sign was brought in for review. The image used had trees with leaves, the preferred image was the one without leaves. After review, it was decided that the image used was of high quality and acceptable. A motion was made by Amy and seconded by Alexandra to accept the sign and send the invoice for payment. Norm will forward the invoice to Town Hall and notify Crown Trophy that the sign is acceptable.
 - **Cemetery Signs** – The sign vendor updated the Howard Street “Cemetery” sign with the correct date. However, they also changed the date on the Howard Street “Burial Ground” sign which is now incorrect. Leslie is following up with the vendor to make the correction.
 - **Letter of Appreciation** – A letter of appreciation was prepared to thank the DPW for all their efforts regarding the installation of many historic markers and the new cemetery signs. Norm will forward to Town Hall.
 - **White Cliffs Update** –
 1. Norm attended the first White Cliffs Reuse Committee which was held on the morning of January 18, 2018.
 2. The initial priority is to prepare a “Request for Proposal” for a historic preservation consultant to provide support for this project.
 3. The committee is comprised of the following 7 members:
 - Bill Pantazis, Board of Selectmen representative (Chair)
 - Kathleen Polanowitz, Community Preservation Committee representative, (Vice Chair)
 - Norm Corbin, Historic District Commission representative
 - Tom Reardon, At Large Member
 - Todd Helwig, At Large Member
 - John Coderre, Town Administrator
 - Kathy Joubert, Town Planner
 - **Next Meeting:** February 21, 2018
 - **Adjournment:** Motion to adjourn at 8:10
- Respectfully Submitted,
Normand Corbin, Secretary