

NORTHBOROUGH HISTORIC DISTRICT COMMISSION

Meeting Minutes for May 16, 2018

Present: Norm Corbin, Amy White, Stephanie Stockman, Zenya Molnar, Leslie Harrison, Brian Smith (Alternate)

Guest: Michael Duchesneau

The Chairman called the meeting to order at 7:05pm.

- **Previous Meeting Minutes** - A motion was made by Amy and seconded by Zenya to accept the meeting minutes of April 18, 2018. It passed unanimously.
- **Colonial Gravestone Preservation Project** - This project will begin in July. The NHDC needs to give responsibility of this project to DPW.
 - Leslie made a motion to delegate the gravestone restoration project in the colonial section of the Howard Street Cemetery to the Department of Public Works. Amy seconded the motion. It passed unanimously.
- **Meeting House Historic Sign** – The sign will be placed before Memorial Day.
- **White Cliffs Reuse Committee Update** – No new update
- **CPA Project Planning** – We are considering new markers and a new map at the colonial section of the Howard Street Cemetery. Norm brought an example of a possible map structure. The commission will wait until the June meeting to discuss this with Alexandra.
- **Howard Street Cemetery (Historic District Expansion and/ or National Register Nomination** – Norm will contact Scott Charpentier on this matter. The national register will take at least three years to complete the process. If the historic district is to be expanded, there will need to be a study committee.
- **Two Historic Markers (Gale Store, Cold Harbor Brook)** – Leslie will give an update in June. Amy went to the historical society and could not find photos on the Cold Harbor Bridge. She has a photo of the Gale Store and has the historic information about the store. Amy will work on the verbiage and bring it to the June meeting.
- **Temporary Signs Installed on Historic District Properties** – There is a requirement on temporary signs. Signs can be placed for 30 days, but then must be taken down for 30 days, before the signs are placed again. Also, there is a sign requirement for the town. The commission discussed the concern of the town have two sign requirements. Norm will contact Kathy Joubert to discuss this further, and he will look into the state bylaw.
- **Letters of appreciation** - Zenya drafted a letter to habitat of humanity. Norm will find out who to address it to, and forward the contact information to Zenya. Zenya will draft a letter to 103 Bartlett St.
- **New Business**
 - **Representation on the Community Preservation Committee (CPC)** - Norm made a motion for Leslie Harrison to be the new representative on the Cultural Preservation Committee. This was seconded by Amy. It passed unanimously.
 - **Master Plan Steering Committee Update** - Alexandra and Norm met with Nicole Benjamin Mar. This is a 1.5-year project.
 - **Unitarian Church Hall Windows** – The windows in the hall have been replaced with the design that the commission requested. This project is complete. The church will be placing

a fence near the church hall. Fences are excluded from the historic district, so there is no regulation against a fence being placed on the property. Norm will follow-up with the church with this information.

- **Applefest** - We will participate this year.
 - **Budget** – The budget amount from this year is \$500.00, and it will be \$500.00 for the next fiscal year.
 - **Thank You** - Thank you Bruce Chute for your service as chairman.
- Amy made a motion to adjourn the meeting at 8:25. This was seconded by Norm. It passed unanimously.

Respectfully Submitted,

Stephanie Stockman
Secretary