



TOWN OF SWAMPSCOTT

HISTORIC DISTRICT STUDY COMMITTEE

ELIHU THOMSON ADMINISTRATION BUILDING
22 MONUMENT AVENUE, SWAMPSCOTT, MA 01907

MEMBERS

MARY DECHILLO, CHAIR
JER JURMA, VICE CHAIR
SYLVIA BELKIN, CLERK
DANA ANDERSON
ED MOLL

EX OFFICIO

S. PETER KANE, TOWN PLANNER

DECEMBER 5, 2012 MEETING MINUTES

Time: 7:15

Location: Town Hall, Selectmen's Meeting Room

Members Present: Mary DeChillo, Sylvia Belkin, Dana Anderson, Ed Moll

Members Absent: Jer Jurma

Others in Attendance: Susan Munafo (Historical Commission, chair), Glenn Kessler (Board of Selectmen), Richard Smith (Historical Commission)

Meeting commenced at 7:15 pm in the Selectmen's Meeting Room, Town Hall.

Pete submitted copies of the requirements for our "Preliminary Study Report" for a Local Historic District. We reviewed and discussed the report and each step that we need to take.

The report requirement outline is color coded, the color coding indicating who is responsible for each portion of this report, which must be submitted to Massachusetts Historical Commission. The report requirements state the need for an Introduction, Methodology, Historical Significance, Justification of the Proposed Boundaries (which we have basically established), Options and Recommendations for the Bylaw, the Proposed Historic District Bylaw, Maps, a Property Index, Inventory Forms and Photographs, and Slides.

Sylvia volunteered to complete the Methodology section. Mary DeChillo will do the Justification of the Proposed Boundaries, Pete will write the proposed bylaw.

Questions to be answered, for example, include "Why would you do a Local Historic District" as opposed to an overly district? We need to be prepared to answer these questions and why we have adopted the LHDC concept. (An overlay district is regulated by the Planning Board.)

Susan Munafo has volunteered to hold a house party. Jer Jurma has promised to find volunteers to host these parties and to send out press releases detailing what our committee is doing.

Ed Moll will call Jay Mahler (Historical Commission) to determine if Jay has the 1993 Inventory on a disc.

It was recommended that we go over the boundaries of the proposed district before we solidify them. The district doesn't have to be a solid mass. It can be dotted. We need to get as much information as we can down in one place.

Pete asked that committee members email him to request help on completing our assigned portions of the Preliminary Study Report or anything else we are working on.

According to town regulations, the committee must submit a preliminary warrant article for the LHD in January if we intend to be ready for May Town Meeting.

Next committee meeting will be held in January at a date to be determined by Mary.

Minutes submitted by
Sylvia Belkin, Secretary