**SWAMPSCOTT HISTORICAL COMMISSION**

**MEETING MINUTES**

March 24, 2015

7:00 PM

22 Monument Avenue, Swampscott, MA

2nd Floor Conference Room

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| MEMBERS PRESENT: | Susan Post Munafo; Sylvia Belkin; Richard Smith; Jason Mahler; Jean Reardon |
| MEMBERS ABSENT: | Justina Oliver |
| OTHERS PRESENT: | Selectman John J. Callahan |
| MEETING CALLED TO  ORDER: | 7:05 PM |
| RULES AND REGULATIONS: | The Commission reviewed and discussed the administrative rules and regulations adopted by various other Towns in the Commonwealth. Jay will draft a proposed set of administrative rules and regulations for the Commission. |
| CAPITAL PLANNING SURVEY  FORM: | Selectman Callahan and the Commission discussed historical sites of importance to be included in the Town’s capital improvement plans. |
| NEXT MEETING: | April 7, 2015 |
| ADJOURNMENT: | 8:50 PM |

Respectfully submitted,

Jason A. Mahler

Secretary