

Richard Dickey, Vice Chairman, called the meeting to order at 4:09 PM with members Paul Fox, Janet Erickson, Anne White, Clarence Smith, and Eugene Cormier in attendance. Richmond Bell attended as an interested observer. David Rego arrived shortly thereafter.

The minutes of the November 5, 2003 meeting were read and accepted by voice vote, with the identified action to delete "Richard Dickey" from the list of attendees.

#### Correspondence

Paul reported on the incoming correspondence:

1. Letter from Department of Conservation and Recreation, dated November 13, 2003, with three purposes. First, an announcement about the publication of "two books related to the preservation of historic landscapes," which will be provided free if we cover the costs of shipping. Second, a purchase form for ordering the two books: Reading the Land – Massachusetts Heritage Landscapes, a Guide to Identification and Protection, and Preservation Guidelines for Municipally Owned Historic Burial Grounds and Cemeteries. Third, an "Informational Survey," to create a reference "for all who care for and about historic landscapes". – WHC will ask the library to purchase, if possible, the two books for reference use. X
2. Letter from the "State of Wellfleet Harbor" Conference Steering Committee, dated November 22, 2003 regarding the November 8<sup>th</sup> conference. Included with the letter are several pages containing a list of "questions asked, and the breakout session answers." – Paul agreed to provide copies of the letter for each of the WHC members.

The notification from the Town Administrator to provide committee inputs for the annual Town report by December 18, 2003 was discussed. Paul agreed to provide Janet a draft of the WHC annual report for final update and submission.

#### Old Business

Anne reported on her attendance at the goal-setting meeting with the Selectmen on November 15<sup>th</sup>. She has a list of the various goals, which she will bring to the next WHC meeting. She also briefly reported on the discussion at the following Selectmen's meeting on how to approach the plan update; e.g., planning board or citizen committee task?

Janet reported that the Colony's request for historic status is still awaiting formal review. WHC will not report success until they get historic recognition. Janet will follow the status and report again when the status changes. X

Last month, the attendees were provided with a reformatted and updated Historic Building Identification listing for review and comments. The listing comments were briefly discussed. Janet collected the resulting review comments and plans to update, and reprint the listing as necessary for the next meeting.

The latest layout and text for the Monuments and Memorials brochure was presented. One general comment raised during the discussions was the question of whether individual memorial benches, donated by specific friends, should be included? One possible approach suggested was to include the benches in a separate listing. A question of whether Dr. Leighton Johnson's bench located within the Pleasant Hill Cemetery had been included was raised. After further discussions, the attendees agreed that the commission members should decide the bench issue later. The question of whether the individual location directions were adequate was also raised. It was decided that a few members should try using the draft brochure to locate some of the more "outlying" memorials and report back at the next regular meeting.

No information was available on the Cemetery Review Project.

#### New Business

Having no new or other business before the WHC, the members voted to adjourn the meeting at 5:40 PM. The next regular meeting will be held in the Wellfleet Library meeting room at 4:00 PM on January 7, 2004.

Respectfully submitted,

EFC, Clerk/Secretary