

**Whately Historical Commission  
July 27, 2017 Meeting Minutes**

In attendance: Susan Baron, Judy Markland, Alan McArdle, Donna Wiley

- Minutes of June 26, 2017 meeting unanimously approved
- Town Hall Renovation Update
  - Susan reported on the previous day's Select Board meeting, where it was approved to post the construction plans submitted by the Municipal Building Committee for bids
  - Donna filled the group in on the last Municipal Building Committee meeting, where much of the discussion revolved around the parking plan
- Massachusetts Preservation Project Fund Grant
  - Judy reported that she and Brian attended the mandatory meeting with MHC. She and Brian each received a copy of the Project Manual at that meeting; Donna noted that a third copy was provided to George Dole during Paul Holtz' site visit to Town Hall.
  - Signage is required for the site to acknowledge grant funding - template provided by MHC. Paul Holtz (MHC) has suggested noting CPA funding on the signage. The group also discussed noting Green Communities funding
  - We will need photography to document progress throughout the project construction as part of the final submission for the grant. Final grant payment will be made upon delivery of documentation that includes an updated Form B, photographs of the work in progress and press coverage
    - Regarding press coverage of the work, Judy reported that the Community Preservation Coalition is looking to expand their social media presence and Donna noted that Preservation Mass may be interested in this project for a case study
  - Judy will discuss with Brian the specific parts of the renovation work to be funded with the MPPF grant money.
  - Donna reported that much of the discussion during Paul Holtz' site visit focused on the window restoration methodology, with some discussion of the planned demolition of the barn/shed adjacent to TH and the planned reuse of its slates to repair the main roof.
  - Massachusetts Historical Commission has not yet confirmed whether archaeological, mortar and/or paint analyses will be required, as was noted in the grant award letter. The Commission voted unanimously to request funding from the CPC's administrative fund for such analyses, if required, up to a maximum of \$5,000.
  - Alan will contact UMass Archaeological Services about a cost estimate for an archeological survey for Town Hall.
- Preservation Restriction
  - Paul Holtz will provide a draft of the Preservation Restriction. Brian will provide the needed documentation including the survey, given we do not have a deed for the property.
  - Brian is also investigating whether the specific language of the restriction requires a second vote at a future Town Meeting. Donna reported on a discussion with Paul Holtz

during his site visit. Ongoing maintenance (e.g., painting) does not require consultation with the MHC; major work, including the future addition of sprinkler systems, does. He noted that the MHC is highly unlikely to react negatively to the prospect of adding a sprinkler system.

- Oral History of Town Hall
  - The suggestion was made that we ask Virginia Allis, former Town Clerk and long-time town resident to describe the internal configuration and appearance of Town Hall prior to the 1970's renovation. Judy will initiate this conversation with members of the Historical Society
  - Judy will resend her Town History slide show to Commission members.
- Annual Preservation Award
  - Donna reported that she has written to Ann Barker to inform her that Quonquont has been selected for Whately's annual preservation award.
  - Donna will alert Lynn and Brian to add the presentation of the Preservation Award to the agenda for the upcoming Town Meeting on August 24.
- Whately Solar Field Proposal
  - The Commission reviewed plans for a ground mounted solar field on the Kocot property at 134 Christian Lane. Judy described the issues discussed by the Planning Board regarding visibility and shielding. Donna will send a letter to the Planning Board requesting minimal ground disturbance and notification to the Historical Commission should any evidence of archaeological artifacts be found during the installation process.
- Whately 250<sup>th</sup> Celebration Planning
  - Susan reported that the Select Board will write to the Town Committees/Commissions named in our letter of June 2017 to request that each appoint a member as a representative for an *ad hoc* committee to begin planning for a 250<sup>th</sup> anniversary celebration in 2021. A request for volunteers from the public will be made via the next Town-wide calls/emails. The Select Board has asked that the planning committee take as a first task the development a budget so funds can be set aside for the event in the next budget cycle. Susan will represent the Historical Commission and agreed to help convene the first meeting of the planning committee.
  - Once assembled, Susan will suggest that the Celebration Committee ask the Town Administrator to contact Tom Hutcheson of Conway to understand how they went about planning for their recent celebration.
- Complete Streets
  - Susan reported that the Select Board signed the contract for Tier II of the Complete Streets program and that the report from the Conway School was referenced as a good source for projects to be supported with Complete Streets funding, should it become available.
- Scenic Road Bylaws
  - Judy distributed a description of site plan review regulations
  - Donna will discuss this topic with Chris Skelly to learn more, in order to enable a full discussion at our next meeting.
- The next meeting is scheduled for August 28 at 5pm at Town Offices

Respectfully submitted by Susan Baron