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JUL 28 2010  
TOWN CLERK, ACTON

**DRAFT**  
**HISTORIC DISTRICT COMMISSION**  
**Town of Acton**  
**Room 126, Acton Town Hall**

**Minutes: 6/23/10**

Present: Michaela Moran (MM), Terra Friedrichs (TF), Kathy Acerbo-Bachmann (KAB), David Barrat (DB). Member of the Public/BOS liaison: Mike Gowing (MG)

Meeting called to order by MM 7:40 PM

**Citizen's Questions and Concerns:**

- Kevin Dietly, 20 Wood Lane, asked for information about demolishing vs. repairing a chimney at 20 Concord Road. He is a trustee of the Acton Congregational Church, which owns the structure. He indicated that the church would prefer to demolish it because of cost and asked for informal feedback as to the likelihood of gaining permission to do so. Members indicated that the chimney was a prominent architectural feature on the building, and were not likely to grant permission to remove it since it contributed significantly to the district.
- Terra Friedrichs, 2 Wright Terrace. TF spoke as a citizen, expressing concern that the Board of Selectmen needs to provide more support to the HDC, including access to legal counsel. She gave MG a copy of the HDC state guidelines for reference.
- Kimberly Connors-Hughes (KCH), 100 Main Street, attending as Vice Chair of the Historical Commission, presented an update of action steps related to 17 Woodbury Lane, including a concept drawing taking the building back to its 1850's appearance, two over two. The shell, unlike the later additions, appears to be in excellent condition. Proposed use of first floor as meeting space, second as storage. To meet first floor ADA would need a small ramp; limiting public use to first floor would dramatically cut costs. Asked if HDC would share costs for funding an estimate of repair. KAB made motion to support HC, TF seconded, all voted in favor. MG noted that the property is on a non-conforming lot and that it lacked a septic system; MM added that the Town of Acton was the body that made it non-conforming. KCH noted that the property could be tied into the Town Hall septic system. KCH noted HC is meeting on July 14.

578 Mass Ave. Street: sign application (Application #1018)

- Applicant desired feedback on the two signs in application.
- TF is liaison.

- MM noted that roof signs are not allowed under zoning (Section 7.3.5); she mentioned that she had left several messages for the Zoning Enforcement Officer to get a final determination.
- Applicant would like to consider frosted vinyl on the large plate glass front windows, but stated he is sensitive to the building's location in a historic district and would not want to do anything to detract from the architecture.
- Applicant inquired whether a flat wall sign would be allowed on the plate glass; would be 3 x 2 feet. Also questioned whether benches would be allowed outside. MM: if street furniture is moveable, not in HDC jurisdiction, but suggested checking with Town Hall to see if allowed in the public right of way since the sidewalk is fairly narrow.
- MM noted that the projecting sign would probably be approved if zoning allowed, design good, and that mounting should be as unobtrusive as possible. TF and DB agreed design well done. TF will contact Zoning Enforcement officer.
- Next appointment: 8 PM, 7/13/10.

21 Windsor Ave. (Citizen's Library- CL): sign application (application # 1020)

- DB stated that he was a Trustee of the Acton Memorial Library, and in that capacity was a liaison to the Citizen's Library
- CL would like to add a 22" x 34" sign outside the library, plywood, hand-painted except for vinyl decal showing image of library. Same sign maker as HC is using for plaques.
- MM requested a sketch showing location of proposed sign and scale relative building, and will check with zoning if allowed, since there already is a landmark sign (section 7.5.8).
- HDC requested an alternate design to review minus the vinyl decal.
- MG concerned that the sign may not meet zoning since it is not completely flat.
- KAB to be liaison; CL to provide alternative design w/out decal and sketch detailing exact size and location of sign. Follow-up appointment 8:30 pm 7/13/10.

Meeting adjourned 9:20 PM.

Minutes respectfully submitted by KAB 7/8/010.

