

R E C E I V E  
SEP - 7 2010

TOWN CLERK, ACTON

Historic District Commission  
Minutes of Meeting, August 10, 2010, Room 126 Town Hall

Kathryn Acerbo-Bachman (KAB), David Barrat (DB), David Honn(DH) and Ronald Rose (RR) in attendance. BOS Liaison Mike Gowing (MG) present.

7:30 PM: Citizen's Questions and Comments

Robert O'Neil raised the question of the HDC allowing the Town to replace the existing wood entry door at the West Acton Fire Station with an aluminum door assembly. KAB noted that it is not useful to discuss the matter now as Michaela Moran, the HCD liaison for the project, is not in attendance. The HDC has not yet received an application from the Town. MM will get in touch with Mr. O'Neil upon her return to Acton.

Meeting Minutes for 7/27/2010

DH notes correction to include reference of discussion regarding "deed reference" or "marginal reference" on a deed to property in any historic district that refers back to the Town Meeting information regarding the establishment of historic districts in Acton so that property purchasers are aware of conditions imposed on their property.

DB motion, KAB second, unanimous approval.

7:45 PM: Review of Application Spreadsheet

- DH will send COA to Erickson Mill (Appl. 1006).
- 498 Main St. Chimney has been rebuilt. DB expressed appreciation for applicant's commitment.
- COA for West Acton Library Sign is "all set"(Appl. 1020).
- West Acton Market: no application has been received.
- 15 Chadwick plans are too crude for HDC use.
- Next meeting at 8:00PM "Lyons" application will be complete and submitted- Wood entry door and infill in existing garage door opening where existing garage door cannot be repaired/ replaced due to irregular sagging of opening structure.

David Barrat has made an application to join the Community Preservation Committee and has been interviewed by the Volunteer Coordinating Committee. DB felt interview was positive, although one VCC member expressed reservations of having an HDC member with an "agenda" on CPC. DB made case that members of other Town committees are members of CPC, and HDC representation on the CPC (which deals with many projects in the Historic Districts) would be good for all. DB notes that there is one other applicant for the position, Peter Ashton. KAB notes that representation of HDC interests on the CPC would be very good.

7:55 PM: Window Violation: 14-20 School Street:

DB will send written letter to owner, Steven Su, concerning the violations of MGL, c. 40C and Chapter P of the Town By-law.

8:00 PM: 6 Newtown Road- Chimney Cap (app. 1022)

After review of application, motion for granting *Certificate of Appropriateness* by DB, 2nd by RR. Unanimously approved. RR will send out *Waiver of Public Hearing* notices to abutters.

8:30 PM: Mike Gowing -BOS Oversight Presentation

- MG noted 1- *Accomplishments of Past Year* and 2- *Plan Going Forward* as two components of presentation, and importance of emphasizing the positive rather than dwelling on the negative as important. A Power Point presentations is possible, but make sure it works! Oversight concludes with questions from Selectmen and requests from HDC, such as KAB intent to go to digitized archive and HDC requests such as Town Staff time allocations. The HDC intervention regarding the 17 Woodbury Lane property is another possible topic for the oversight review. The BOS allocation for the HDC oversight is 20 minutes

- KAB expressed goal of avoiding uncomfortable situation with Selectman and asked if MG is aware of any possible concerns.
  - DH noted that questions at the Oversight review might include complications arising from possible conflicts in the BOS *Special Permit* process and the HDC Certificate of Appropriateness process such as those that arose regarding the WAVE project. "Recycle Tree" type chart might be in order.
  - Questions at the Oversight might also refer to difficulties arising from overlapping of authority of various Town committees/commissions with unique agendas, such as those in the 69-81 River Street house development, and the effort of an applicant to exert pressure on the HCD for approval with the prior approval of another Commission. A "Flow Chart" along the line of the Planning Department's or a "To Do" list or an "Ombudsman" are possible considerations.
  - KAB noted that accomplishments of past year include:  
Co-sponsoring *Wood Window Repair* workshop.  
Co-sponsoring *Historic Garden* lecture.  
Three walking tours.  
Letter to homeowners.
  - KAB noted that "Going Forward" plan could include:  
Goals in regard to digital scanning, first to put in place a "paperless system" for maintaining files. The second round of scanning will be to digitize the Cultural Resource List of properties in the Historic Districts.  
Intention to mail an "HDC letter" to Historic District residents in a format along the lines of the Arlington letter, using a graphic designer.  
Design standards for items such as roof shingle types, and garden shed types and standards for house style types, to streamline application process.
  - DH noted that studying and cleaning up the HDC/BOS interaction in the Special Permit process could be a "Going Forward" goal.
  - DB discussed the possibility of flagging the location of Historic District properties in the title search in Margin References in the Middlesex County Registry for the purpose of informing purchasers as something to be investigated going forward.
- BOS Liaison MG and HDC members note, "That's 20 minutes!"

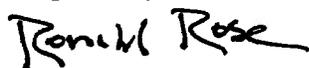
DH raised the concern of "difficult" applicants abusing the HDC application/review process and abusing HDC members with accusations and threatening language and behavior. KAB mentioned other HDC members undergoing similar treatment. DB recommended that any HDC member immediately record in writing any abusive behavior they have been subjected to by an applicant.

#### Review of Upcoming Events

Aug 22: HDC Potluck at Michaela's, 80 School St. 5 PM  
 Aug 23: HDC Annual BOS Oversight, Town Hall, 7:30-7:50 PM  
 Aug 24: HDC Meeting, 7:30 PM, Town Hall  
 Sept 11: HDC Communications Workshop, 9:30 am, Memorial Library  
 Sept 14: HDC Meeting, 7:30 PM, Town Hall  
 Sept 15: Open Meeting Law, 7 PM, High School  
 Sept 28: HDC Meeting, 7:30 PM, Town Hall

Meeting adjourned at 9:30 PM.

Respectfully submitted,



Ronald Rose  
 Secretary Pro Tem