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ACTON HISTORICAL COMMISSION

Acton Historical Commission
Meeting Minutes – July 13, 2011
7:30 p.m., Acton Town Hall, Rm. 126

AHC Members Present: Kimberley Connors-Hughes, chair (KCH), Victoria Beyer (VB), Brad Maxwell (BM)

1. KCH called the meeting to order. Minutes from the Commission's June 2011 meeting were reviewed and approved.
2. Discussion of new business commenced with the demolition application filed for the barn/garage structure at 209 Parker Street. The Commission resolved to set the hearing for this demolition application at 7:00 p.m. on August 10, 2011. KCH will email the applicant to confirm that he will attend the hearing and arrange for abutter notices. KCH will make arrangements with B. Klauer for public notices and to inform F. Ramsbottom.
3. Next, the Commission turned to discussing comments on the historic resources section of the Acton 2020 Report. KCH already conveyed certain comments relating to corrections and landscape preservation. BPM will continue to collect comments on Chapter 4 of the Report (Cultural and Historic Resources) and consolidate for submission to the 2020 committee.
4. KCH next noted that D. Clough had expressed to S. Ledoux our need for assistance in scanning and storing documents. S. Ledoux believes that some of this scanning could be accomplished this summer and asked for a prioritized list of what the Commission would like done. KCH will inform S. Ledoux of the following priorities: (1) begin scanning updates (other than the new ones being performed by D. Siergieij); and then create an electronic version of the Cultural Resource List.
5. The Commission then related the latest update from D. Siergieij on progress completing the remaining CRL updates. KCH relayed a message from B. Dickinson that four more updates were received, but D. Siergieij asked to have until the end of September to complete the remaining updates. VB noted that September is when the next round of CPA applications will begin, and the CPC will be reluctant to approve additional historical preservation funds for the Commission if the other payments for D. Siergieij remain outstanding. The Commission resolved to tell D. Siergieij that she must be done by September 8th, to avoid interfering with possible funding requests.

6. KCH noted that the Board of Selectmen would like the Commission to begin evaluating the purchase of historic properties, using CPC funding. KCH will revert to D. Clough to thank the Board for its encouragement and for additional information about prioritizing such purchases (i.e., focus on CRL properties, or threatened but unlisted properties or landscapes, etc.)
7. Next, KCH the upcoming meeting of the chairs of all boards and commissions. The Commission noted the following priorities, which KCH will discuss with the other chairs: (i) electronic access to files; (ii) next phase of work at the Asa Parlin house; (iii) inventory forms for resources without structures; (iv) change in zoning bylaws; (v) new bylaws, such as archaeological resource protection.
8. The Commission then discussed the Asa Parlin house, and the need to get a design team on board. The Commission considered several architects who are familiar with historically significant resources. KCH will email B. Dickinson and the Board of Selectmen to see whether they have any suggestions for architects to be considered.
9. Finally, the Commission reviewed correspondence received:
 - a. A letter was received from the Bolton Historical Commission asking for support for preserving the Larson Stone Apple Barn in Stow.
 - b. The Commission responded with comments to the latest plans for the Quail Ridge residences.
 - c. The Commission received a copy of a letter from the Massachusetts Historical Commission giving the developer some feedback on plans for the Towne School.

Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Brad Maxwell, clerk

Cc: Town Clerk
Town Manager
Town Library
Historic District Commission