

Present: Robert C. (Terry) Vose III, Chair, R.Tag Carpenter, Vice-Chair, Molly Curtin, Arthur Evans, and Nicole Walters. David Amory and Mark Barry were absent.

*Note: the numbering below is chronological and may not correspond to agenda item numbering*

Chairman Vose called the meeting to order at 7:05 PM.

1. **Open Forum.** In the process of putting together a packet of materials on the former Battelle Institute site for the Local Historic District Commission, Mr. Vose reported that two of the buildings now listed under "0 Washington Street" in the Assessor's records have house numbers. The Shore House, listed as "Building No. 1" is 403 Washington Street, and the new Administration Building, listed as "Building No. 2" is 401 Washington Street. Mr. Carpenter then noted the importance of the building known as "The Cottage," which was the original Clapp Labs. Commissioners agreed the new owners of the property, Island Creek Oysters, should be invited to a future DHC meeting to discuss preservation of historic buildings on the site.
2. **Minutes.** The minutes of the December 20 meeting were approved by a 5-0 vote.
3. **Demolition Delays in Effect.**
  - a. *6 Powder Point Ave. Expires Jan. 26, 2018.* Nothing new to report. The shed is expected to be demolished in January.
4. **Revisions to Demolition Delay Bylaw.** The proposed article regarding the non transferability of a permit was again the subject of discussion. Two revisions proposed by Mr. Amory were read aloud; a third revision was proposed at the meeting. It was moved and seconded to replace the wording agreed on at the December 20 meeting with the following:

"A determination on an Historic Structure Demolition Application by the Commission is made in relation to the party filing the application, is nontransferable, and expires twenty-four months from the date of the determination. If demolition has not occurred before the expiration date, a new application must be filed."

Motion passed by a 5-0 vote. The deadline for submitting his wording to the Planning Board is Jan. 4, 2018. It will be included in the PB's public hearing scheduled for Jan. 23, 2018 along with the article proposing extension of the demolition delay period from six to twelve months.

5. **CPC Update.** Notice of two forthcoming training sessions on "Preventing Harassment Training for Board/Committee Members" was discussed. This was sent via email to Mr. Vose by Holly Morris, Chair of the CPC
6. **Local Historic District Update.** The owner of owner of one of three houses on Washington Street known collectively as the "Three Sisters" has approached the LHDC about including the property in a local historic district. The Commission is working to include this property along with the other two houses in a LHD.
7. **Adjournment.** Moved and seconded to adjourn the meeting at 7:55 PM. Passed 5-0.

**New Materials Received:**

1. Email from Holly Morris dated January 3, 2018 re: Fwd 1/11/18 and 1/17/18 Preventing Harassment Training for Board/Committee Members.

*Minutes prepared and submitted by Arthur B. Evans, Clerk*