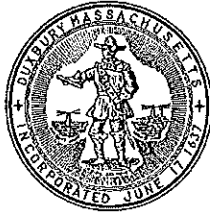


Approved 1/24/2022

Duxbury Local Historic District

TOWN CLERK



2022 JAN 31 PM 5:23

DUXBURY, MASS.

Commission

Meeting Minutes: LOCAL HISTORIC DISTRICT COMMISSION

March 30, 2021

Present: Renée Mierzeiewski, Chair, Janet Ritch, Pamela Campbell Smith, John Bates, Phil Tuck, Terry Vose, Georgia Taft Pye, Valerie Massard, Planning Director, Town of Duxbury

Renée Mierzeiewski called the meeting to order at 7:11 p.m. and read the required pandemic meeting protocols. She stated that meeting's agenda is focused on reviewing and discussing the plans for the Commission in this coming year. She then suggested that the last items on the agenda be discussed first so Valerie Massard would not have to stay for the entire meeting.

Valerie discussed the Historic Preservation Planning and Grant Writing project that she is undertaking in partnership with Erin McGough, Executive Director of the Duxbury Rural and Historic Society. Valerie needs help working on the draft and is hoping some member of the Local Historic District Commission would be able to assist in writing the grant. She said that there is particular need to focus and define the roles of the Historical Commission and the Local Historic District Commission. The timing is such that the grant draft will need to go to the CDC this summer. There will need to be a 25% match for the grant funds from the Town. The application would be done in March 2022, with funding awarded in July 2022. This action requires a full Town plan effort involving Selectmen and other Town entities. We can also get help on the draft from Chris Skelly.

Valerie also suggested that the LHDC have slides available for Town Meeting on May 16 when new properties slated for Local Historic Districts are voted on. She says that the LHDC has made great progress and should publicize that at Town Meeting. She also said that good progress is being made in other areas as well. A new system for recording the inclusion of property in a Local Historic District has been worked out with the Registry of Deeds that will tie the documents in to the title for each property. The process and records regarding LHD's for the Building Department has also been improved and coordinated and has done much to make the mechanics of what the LHDC does work much better. Emily Hadley, Valerie's assistant, is

working on organizing digital maps of the Historic Districts which will be available on the Town website.

Valerie next discussed the Rules and Regulations for the Local Historic District Commission. She said that we can work on making that process smoother. She said a Zoom meeting on the planning process and formal procedures could be done and we could review the forms and do a simulation of a public hearing. She suggested including Maureen Hansen and Jim Wasielewski.

She stressed that there is a need to make sure that for each project for a property in a LHD that there is a need to meet and talk early. It would also be important to have something for the Building Department in the way of pre-planning to avoid problems. Pam Campbell Smith agreed and mentioned the need to involve Realtors who should disclose to prospective buyers the procedures for doing construction work on properties in LHD's. She suggested sending a copy of the brochure to each real estate office in Town. Georgia Taft Pye mentioned the original plan to meet with each office that was delayed by the pandemic.

Valerie said that three binders are being made up that will update all the processes and procedures for Local Historic District work, zoning and wetlands. The binders will include copies of deeds, Town Meeting votes and Chapter 12 of the Town By-laws. LHDC will get a copy.

Janet Ritch brought up the importance of meeting with the Historical Commission in person if possible and soon to go over and discuss the rules, regulations and changes made and how we interact with them as a Commission. Renee said we need to make our review procedures fit with the ways homeowners and architects go about planning a project so as to make it an easier and positive task, not a burden and something perceived as adversarial. She suggested that we print the rules and regulations from the Town website to have available to discuss.

Janet asked about the status of the ICO renovation. Terry Vose stated that there are seven properties at the end of Powder Point that can be proposed for inclusion in a local historic district for next year. Phil Tuck suggested that Old Town Hall on Tremont Street be included as well.

Pam Campbell Smith moved that the rest of the agenda be discussed in a separate meeting in two weeks. The motion was seconded and voted unanimously for acceptance. Renee said she would get a date set up. Pam then moved that the meeting be adjourned which was seconded and unanimously accepted.

The meeting was adjourned at 8:12 p.m.