

## **ACTON HISTORICAL COMMISSION**

**Meeting Minutes December 8, 2021 7:30 pm**

### **Virtual Meeting via Zoom**

**Present:** Bill Dickinson (BD) - Chair, Bob Ferrara (BF), Bill Klauer (BK), Alissa Nicol (AN) - Clerk, Barb Rhines (BR) - Planning Division, Fran Arsenault (FA) - Select Board Liaison

**Guest:** Anne Forbes (AF)

**Absent:** Victoria Beyer (VB)

### **Opening**

Chair Bill Dickinson called the meeting to order at 7:35 p.m. and read the procedures and agreed-on policies the Town developed for these web-based Zoom meetings. Now that the Mass. Legislature has extended the open meeting pandemic rules about using Zoom vs. in-person meetings, the AHC will continue with Zoom meetings indefinitely until there is consensus about returning to in-person meetings.

### **I. Regular Business**

**1) Approval of November Minutes** – Meeting minutes from the AHC's November meeting were reviewed; BK moved and BF seconded a motion to approve the minutes; the minutes were approved unanimously by a vote of 4-0.

**2) Citizen Concerns:** AF tested the HC's published email addresses (w and w/o hyphen), BR has not been added to the shell yet, address with hyphen did not work except for FA, FA will check in with IT to resolve issue; BD received an unsigned letter (hard copy) sent to HC and HDC re: an RV camper parked at 102 Main Street which blocks the view of a historic home, members discussed not having jurisdiction over this matter

**3) Any ZBA/Planning Board projects on the CRL:** BK reports nothing on agendas of the ZBA or PB; BD had communication with Mike Bushnell re: 66 Maple Street who has agreed to honor contract between HC and previous owner (to preserve original home and subdivide to add 2nd home)

**4) Bridge Project between Bruce Freeman Rail Trail and TTT:** BD received 3 proposals for survey and ConsCom work, Town Manager has approved contracting with Dillis and Roy to do the survey work; design work and ConsCom approval efforts will proceed this winter, followed by engaging landscape and structural engineering contracts

**5) Archaeological By-Law Update:** HC hosted a Public Forum on 12/7/21 with ~25 attendees; participants offered probing questions which were captured by BR to be answered offline; next steps identified are to define “undisturbed land,” the size of the trigger, and also the MHC trigger, BR felt the forum was well presented and well received by public; Brewer Conant suggested all properties in the high sensitive areas be reviewed under the by-law; BD suggested this would create too much work for the HC to handle given there are ~60-100 building permits issued by Town each year, and we should instead pursue a land disturbance approach rather than a building permit approach; BR suggests conducting a survey to gauge public opinion on this matter, she will draft survey and we can discuss at next month’s meeting; next steps identified by members are to clarify details with Planning Dept staff, present to PB and ConsCom once solid proposal in place, then present to SB in February in time for Town Meeting Warrant submission deadline (March?)

**6) 53 River Street Update** - receipt of letter to MHC sent 8/17/21 re: Gray and Pape survey conclusion has been acknowledged; update sent by Andy McGee on 12/9/21 meeting with SLR Engineering, Dennis Dale (landscape arch), Tom Tidman re: grading, stormwater mgt, etc., team is prepping for January Public Info Session, design elements will be sent to HC and HDC ahead of this session; question - when does Section 106 get triggered? State and Fed permits are needed, so Project Notification Form (PNF) is required and MHC needs to comment; MOU between Town and Army Corp of Engineers (ACE) is in process of being written; BK suggests that the process is triggered by Gray and Pape’s finding of Adverse Effect; proposed project includes mitigation and HC voted to move forward at November's meeting

**7) Status of Converting CRL to MACRIS:** BD reports that all new forms have been downloaded to MACRIS, and we can begin migrating CRL to MACRIS. BD asks BR to follow up on this process, suggests putting CRL into a searchable word document with a link to MACRIS, and asks if a GIS notation can be placed on property cards; AF suggests HDC can easily do a review of Historic District maps and overlay with Assessor’s map; BR to draft text defining CRL for Town website; BR agrees to tasks - retype list, define CRL, link to MACRIS; BD provided background on update project (funded with CPA) to create area forms for properties on CRL which lacked forms...longer term to do item is to answer which properties on CRL are not on MACRIS

## **II. New/Special Business**

**1) Tasks for Cultural Resource Planner** - see text above Agenda Item I.7

**2) Open Space and Recreation Plan Update:** AN volunteered to be HC liaison to OSC for this update; will answer request from Melissa Rier, Rec Dept Director;

Additional discussion re: MHC grant applications being accepted - local HC, HDC or study committees, Regional Planning, local gov may apply for eligible projects (ex - inventories, prep NR nominations, ID, eval protection, etc.), should be no less than \$7500 with total project cost of at least \$15,000, members determined no eligible projects exist currently

### **III. Consent Items - None**

#### **Adjournment**

AN moved and BK seconded to adjourn the meeting. The motion was approved unanimously 4-0, and the meeting was adjourned at 9:30 PM.

#### **Documents and Exhibits Used During this Meeting**

- Meeting minutes of November 2021