

**CONCORD HISTORICAL COMMISSION**  
**Public Meeting Minutes**  
**May 24, 2018, 7:00 P.M.**  
**Second Floor Conference Room, 141 Keyes Road**

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Historical Commission held a public meeting in the Second Floor Conference Room at 141 Keyes Road, Concord starting at 7:00 P.M.

Commission Members Present: Electa Tritsch, Diann Strausberg, Claire Gauthier,  
Associate Members Present: Robert Gross and Melissa Saalfield  
Staff: Heather Gill, Senior Planner  
Also Present: Alice Kaufman, BOS Liaison

Chair Electa Tritsch called the meeting to order at 7:05 P.M.

**Approval of Agenda**

Ms. Gauthier motioned to approve the agenda. Ms. Strausberg seconded. The agenda was approved (3-0).

**Commission Membership and Potential New Members**

Mrs. Gill updated the Commission on her discussions with the Town Clerk and the Town Manager regarding the bylaw and Alternate Members. The Town Clerk stated that the associate members are allowed and would also be allowed to vote to constitute a quorum. The Town Manger suggested revising the Commission's charge to include the associate members. The Commission discussed the officer positions and their duties. Ms. Gauthier motioned to appoint Diann Strausberg as chairperson of the Historical Commission. Ms. Tritsch seconded the motion and all others voted in favor. Ms. Tritsch motioned to appoint Melissa Saalfield as a full member of the Historical Commission, and to appoint Robert Gross for a second term as an Associate Member of the Historical Commission. Ms. Gauthier seconded the motion and all others voted in favor.

**Fenceviewing Assignments / Liaisons**

The Commission discussed the Fenceviewing assignments and liaisons. Ms. Strausberg summarized the CPC liaison position and what the CPC does for the community. The Commission had a brief discussion about making amendments to the Demolition Review Bylaw, and agreed that they need to devote an entire meeting to this discussion. Ms. Strausberg stated that she will work on conducting some of the background research needed. The Commission discussed the need to update the Historical Resources Masterplan, and the possibility of hiring a consultant to update and re-organize the existing document. The Commission assigned the following fence viewers and liaisons as follows:

Representative – Community Preservation Committee: Melissa Saalfield  
Representative – Concord Chairs Breakfast: Diann Strausberg  
Liaison – Bruce Freeman Rail Trail Concord Advisory Committee: Claire Gauthier  
Demolition Review Applications & Documentation: Everyone  
Historic House Marker Program: Claire Gauthier  
Historic Street Marker Program: Melissa Saalfield  
Wheeler-Harrington House & Management Plan: Nancy Nelson

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Demolition Review Bylaw Review & Amendments: Diann Strausberg  
Ball Benson House & Barn Project: Nancy Nelson  
Civil War Encampment Archeology Project: Andrew Koh  
Concord Turnpike: Everyone  
DPW & Other Public Works Projects: Everyone  
McGrath Farm Archeology Project (Concord-Brandeis): Andrew Koh  
Minuteman Park Activity: Nancy Nelson  
Section 106 Reviews: Everyone

The Commission eliminated the following from the fenceviewing assignments list:

Town-wide Archeological Sensitivity Map  
Concord Long Range Plan "Envision Concord"  
Mill Brook Tarry

**Historic Marker Applications**

The Commission reviewed the two historic house marker applications. Ms. Gauthier summarized the history of 21 River Street and 275-277 Old Bedford Road. Ms. Tritsch recommended that the ownership of 21 River Street is checked to see if there was a long term owner from the 1930's to present day. Mrs. Gill stated that she would look into this. Ms. Tritsch motioned to approve the marker at 21 River Street to read "William Hurd House c. 1880", and to approve the marker at 275-277 Old Bedford Road to read "Dalton House c. 1875". Ms. Gauthier seconded the motion and all others voted in favor.

**Discussion: Archeology Report for McGrath Farm**

The Commission requested that this agenda item be placed on a future meeting agenda when Mr. Koh will be present to discuss.

**Other Business**

The Commission thanked Ms. Electa Tritsch for her service to the Town of Concord and for her work on the Historical Commission.

Ms. Gauthier moved to adjourn. Ms. Tritsch seconded the motion. The motion passed (3-0).

**The meeting was adjourned at 8:50 P.M.**

Minutes Approved: June 14, 2018

Respectfully submitted by:  
Heather Gill  
Senior Planner