

**CONCORD HISTORICAL COMMISSION**  
**Public Meeting Minutes**  
**July 11, 2019, 7:00 P.M.**  
**Second Floor Hearing 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 Meeting Room at 141 Keyes Road, Concord starting at 7:00 P.M.

Commission Members Present: Nancy Nelson, Thomas Beardsley, Michael Capizzi, and Alan Bogosian

Others Present: Susan Bates, Nick Boynton, Tracie Dunn and Jennifer Schnunemann

Staff: Heather Gill, Senior Planner

Ms. Nelson called the meeting to order at 7:00 P.M.

**Wheeler Harrington House – Maintenance Updates and Requests**

On Thursday, July 11, 2019, the Historical Commission reviewed the proposed maintenance updates and changes the tenant would like to make to the Wheeler Harrington House. The Historical Commission's recommendations are as follows:

**Studio** – Remove dozens of old paint and other products that were left behind by other tenants

*The Commission has no issues with this request.*

**Living Room** – Replace white wooden baseboard covers with covers that meet code and insulate wall pipes

*The Commission has no issues with replacing the baseboard covers with covers that meet code, and recommends insulating the pipes with an insulation wrap. The Commission does not recommend boxing/walling the pipes in.*

**Kitchen** – Renovate

*The Commission has no issues with the kitchen being renovated; including replacing the cabinets, appliances, and flooring. The Commission asks that once a plan is finalized for the renovation, that it is brought back to them for final review.*

**Laundry Room** – Renovate

*The Commission has no issues with the laundry room being renovated; including removing the cinder block chimney, changing the layout of the walls, and replacing the flooring. The Commission asks that once a plan is finalized for the renovation, that it is brought to them for final review. The Commission also requests that staff, or someone from the Commission is notified and allowed to observe when walls and/or chimney are removed.*

**Bathroom** – Renovate

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*The Commission has no issues with the bathroom being completely gutted and renovated. The Commission asks that once a plan is finalized for the renovation, that it is brought to them for final review.*

**Rear of House** – Replace roof and add gutters, remove two lean-to roofs, disconnect grape arbor from house, remove ladder hangers from wall, and install steps at rear entry door that meet code

*The Commission has no issues with the roof being replaced in-kind, gutters being installed on the sides and rear of the house, the two lean-to roofs being removed, disconnecting the grape arbor from the house, and removing the ladder hangers. The Commission agrees that steps from the back door need to be constructed in order to meet code, and asks that once a plan is finalized, that it is brought to them for final review. The Commission suggested that granite steps would be most historically appropriate.*

**Right Side of House** – Construct something to hide the electrical meters

*The Commission did not recommend constructing something around the electrical meters, and instead suggested using a freestanding screen or painting the meters to blend into the house.*

**Left Side of House** - Install hardscape terrace and replace existing grape arbor

*The Commission has no issues with the grape arbor being replaced. The Commission expressed concerns about the plan to install a hardscaped terrace, and other changes that have been made to the landscaping in that area. The tenant stated that the plan was reviewed and approved by NRC. The Commission has asked for clarification on where their jurisdiction extends to.*

**Sheds** – Remove and dispose of all toxic products, rebuild/repair

*The Commission has no issues with the sheds being repaired or rebuilt. The Commission has no issues with the disposal of any toxic products remaining in the sheds.*

**Driveway** – Construct paved driveway

*The Commission agrees that a paved driveway would be helpful for accessing the property. The Commission stated that they would like to review any plans for this project in the future.*

The Historical Commission also discussed Ryan Orr’s request to **remove a chimney on the rear ell of the house**. *The Commission recommended that the chimney is not removed, and is repaired as necessary.*

**Fenceviewing Assignments / Liaisons**

The Commission discussed the fenceviewing assignments and assigned as follows:

<b>Long-term</b>	<b>Who</b>
Representative – Community Preservation Committee	Nancy Nelson
Representative – Concord Chairs Breakfast	Melissa Saalfield

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Liaison - Bruce Freeman Rail Trail Concord Advisory Committee	Tom Beardsley
Demolition Review applications & documentation	All
Historic House Marker Program	Alan Bogosian
Wheeler-Harrington House & Management Planning	Nancy Nelson and Alan Bogosian
Historic Street Marker Program	Melissa Saalfield
Demolition Review Bylaw Review	All and Michael Capizzi
<b>Current</b>	<b>Who</b>
Ball-Benson house& barn project	TBD
Civil War Encampment archeology project	TBD
DPW & other public works projects - various	Michael Capizzi and Nancy Nelson
McGrath Farm archeology project (Concord-Brandeis)	TBD
Minuteman Park activity	Nancy Nelson
Section 106 review activities	All and Tom Beardsley

**Preservation Awards Spring 2020**

Ms. Nelson read an email from Melissa Saalfield, which summarized the Preservation Awards history and process. Ms. Nelson stated that they need someone from the Historical Commission to serve on the Committee. Ms. Saalfield had volunteered in her email, and Michael Capizzi was also interested. Ms. Nelson stated that the budget for the Preservation Awards has been increased from \$200 to \$1,500. The Commission discussed finding a speaker for the awards ceremony, and set the date for Tuesday, May 19, 2020.

**September Meeting Date Change**

The Commission moved their September meeting to Monday, September 16, 2019.

**Discussion: Demolition Review Bylaw Amendments**

The Commission discussed the need to amend the demolition review bylaw. Ms. Gill distributed a packet of information on the current bylaw, possible amendments, and demolition data from previous years. Ms. Gill asked that everyone choose three towns from the map (that have a demo bylaw) and review it, compare it to our bylaw, compare it to the list of possible amendments, what do you like about their bylaw, what do you not like about their bylaw? She asked them to email her what three towns you have chosen, so we can be sure everyone is not doing the same three towns. Ms. Gill stated that she is hoping that this will help us to have an educated and robust discussion about possible amendments at the August meeting!

**Discussion: Goals for Upcoming Year**

The Commission reviewed their goal list and ranked the top four priority projects as follows:

1. Evaluate the effectiveness of the Demolition Review Bylaw and explore amendments

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2. Update the 2001 Historic Resources Masterplan
3. Develop a master list of all historic structures, streets, landscapes, landmarks, neighborhoods, people, etc. / Generate a GIS layer
4. Review and implement Priority Heritage Landscape Recommendations from the 2007 Freedom's Way Landscape Inventory's Concord Reconnaissance Report

The Commission discussed assigning a member to each goal to serve as the point person for the project. Mr. Capizzi volunteered for Demolition Review Bylaw; Mr. Beardsley volunteered for the Masterplan update; everyone agreed to help with the master list; and Ms. Nelson volunteered to be the point person for the Priority Heritage Landscape Recommendations.

**Updates**

Ms. Gill stated that Ms. Nelson and herself conducted a site visit for the demo application for the garage at 64 Old Marlboro Road, and found the garage to be not historically significant. Ms. Gill stated that Mr. Bogosian and herself conducted a site visit for the demo application for the house at 82 Cottage Street, and found the house to be not historically significant.

**Minutes**

The Commission asked that the minutes are placed on the next meeting agenda.

**Public Comment**

Jennifer Schunemann, co-founder of Discover Concord magazine stated that she attended the meeting to ask for ideas on an article on mid-century homes. Ms. Schunemann stated that the Commission's discussions gave her ideas for multiple articles on historic homes in Concord, and on the Preservation Awards. Ms. Schunemann stated that she would be in contact with staff once the preservation awards application schedule is set up.

Mr. Capizzi moved to adjourn. Mr. Bogosian seconded the motion and all others voted in favor.

**The meeting was adjourned at 8:53 P.M.**

Minutes Approved: August 8, 2019

Respectfully submitted by:  
Heather Gill  
Senior Planner