

Belmont Historic District Commission

MEETING MINUTES

Thursday, July 29th, 2021 7:00pm

Staff Present: Christine Zale

Commission Members Present:

<input checked="" type="checkbox"/> Lisa Harrington, Co-Chair	<input checked="" type="checkbox"/> Michael Smith
<input checked="" type="checkbox"/> Michael Chesson	<input type="checkbox"/> Carl Solander
<input checked="" type="checkbox"/> Lauren Meier	<input checked="" type="checkbox"/> Nushin Yazdi
<input checked="" type="checkbox"/> Carol Moyles	<input checked="" type="checkbox"/> Drew Nealon

Community Members Present: Seth Clarke- New HDC member yet to be sworn in

1. 7:04 Meeting Called to order by Lisa Harrington, Christine Zale Minutes

2. Introduction/ Updates:

- Introductions to new members Drew Nealon & Seth Clarke
- L. Meier and M. Smith both shared they will be moving out of Belmont soon and leaving the Commission. L. Meier noted she will help with the transition
- Questions on membership and need to clarify with Select Board's office

3. Website Discussion

- L. Meier discussed broad overview of website updates needed
- Commission discussed need to update HDC pages and Demo Delay in particular
- C. Moyles volunteered to assist in website overhaul

4. Design Guidelines

- L. Meier discussed design guidelines and the need for two phases- correct procedures and update new info
- Discussed two phases- correcting procedures & updating new information
- Discussion of future changes- focus on sustainability, alternative materials and stressing the character of a structure
- L. Harrington stressed the need to keep a record of alternative materials that have been approved in order to be consistent
- L. Harrington suggested C. Solander review the current guidelines, potentially setting up a subcommittee
- Commission discussed landscape elements and how much the HDC should weigh in on this

5. Best Practices & Procedures

- L. Meier provided clarification on how the commission functions and the focus on substantive review
- Discusses open meeting laws. L. Meier will create document of procedures to distribute at next meeting

- C. Zale discussed a digital file cabinet that could be maintained on the HDC page

6. Demo Delay

- L. Meier discussed the current bylaw and whether or not the commission wants to make this permanent or just extend it. Making it permanent would be a heavy work load.

7. Project Discussion

- Group discussion on how to alter procedures, brainstorming on how to make the processes easier for residents. How to create a layered approach for site visits and informal requests to better determine level of input needed
- Historic District Bylaw is somewhat out of date and there could be ways to better structure it. L. Meier discussed the districts and issues with the Districts maps and filings.
- CPA projects prioritization discussed, M. Chesson discussed issues with Mclean and Lone tree hill trail
- Realtor education reviewed. D. Nealon will be looking into getting more information
- M. Smith Discusses facilities Department and maintaining relationship with them because of upcoming work on Town buildings. L. Harrington volunteered to step up with aiding facilities.

Meeting adjourned 9:02pm

Respectfully submitted by Christine Zale