

Belmont Historic District Commission

MEETING MINUTES

Tuesday, January 11, 2022
Meeting Held Remotely via Zoom

Staff Present: Gabriel Distler

Commission Members Present:

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| <input checked="" type="checkbox"/> Lisa Harrington, Chair | <input checked="" type="checkbox"/> Stefan Ahlblad |
| <input checked="" type="checkbox"/> Michael Chesson | <input type="checkbox"/> Drew Nealon |
| <input checked="" type="checkbox"/> Carl Solander | <input type="checkbox"/> Nushin Yazdi |
| <input checked="" type="checkbox"/> Carol Moyles | |

Community Members Present:

Lisa Harrington presiding; Carl Solander, Minutes

1. Meeting Called to Order; 7:02PM

2. Continued Public Hearings: NONE

3. New Business

a. Massachusetts Preservation Projects Fund

- L. Harrington visited Benton Library where there is a major crack in the masonry chimney. This requires attention this year.
- L. Harrington outlined details of grant funding requirements:
 - 50% matching grant.
 - Property needs to have a preservation restriction.
 - Needs to be on a state register (nominated and approved).
 - Municipal owner or non-profit.
 - Cannot have religious iconography covered by the funding.
 - See MHC website for details.
- Deadline is March 18, 2022. This is not enough time to do the research and paperwork required to submit for a grant for this year.
- Benton Library is owned by Belmont. Lisa asked if they had any upcoming projects for next year.
- Other possible candidates for 2023:
 - Municipal Light Building.
 - Lion's Club (previously used MPPF funding).
 - Women's Club- also has existing preservation restriction.
 - McLean Barn- may need a new or revised preservation restriction.
- C. Moyles suggested this should be added to the work plan.

b. Replacing Pleasant St Historic Signs

- Existing signs had been taken down several years ago and are in Gabriel's office.

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DATE: February 15, 2022
TIME: 2:13 PM

- G. Distler had discussed signs with a sign maker and outlined the recommendations.
 - Existing signs are wood with metal edging. Metal is rusted and paint is chipping from wood sign face.
 - Sign maker had suggested plastic signs for ease of maintenance. C. Moyles suggested that plastic is generally not accepted as a material for use on historic buildings and therefore should not be featured as signage in the historic district.
 - C. Moyles stated that metal signs have been used as a lower maintenance alternative to wood.
 - L. Harrington stated that there is not currently funding for signs.
- c. 2021 Draft Annual Report
- L. Harrington thanked G. Distler for assembling the draft.
 - L. Harrington will work on editing the draft for presentation at the next regular meeting.

4. Continued Discussions

- a. Update design guidelines
- C. Solander gave summary of the previous efforts to update the guidelines and major issues. Work on this was postponed in early 2020.
 - G. Distler suggested we review this as part of the work plan later in the agenda.
- b. Discuss establishing fee to charge applicants seeking approval from HDC
- This fee would only cover cost associated with mailing and processing application and cannot be used as a revenue source for the HDC.
 - G. Distler had discussed the fee with Glenn Clancy. Initial estimate is that the fee would be \$25-35. The fee cannot be used to generate income other than to generally cover expenses.
 - L. Harrington stated this is an OCD decision and that HDC will vote on it once there is a final proposal.
- c. Updates related to the Belmont Community Path and its integration into the Historic District
- G. Distler said that the design team has significant more design work to do before they are ready to solicit feedback from the HDC. They are not yet prepared for a Section 106 review.
- d. Municipal Light Building RFP
- G. Distler updated the commission on the timeline for the RFP.
 - Discussion of whether this should be an open RFP or invitation only.
- e. McLean Barn second phase
- L. Harrington will contact Tom Grimble at LMC to set up a joint meeting.
- f. HDC Membership Updates
- L. Harrington will confirm that Select Board will vote or has voted on full membership for all current members.
 - No suggestion for new prospective members.
- g. Demolition Delay Bylaw Renewal
- G. Distler said that Glenn Clancy will reserve a place on the Warrant for Town Meeting.
 - Glenn Clancy had suggested that the Bylaw be made permanent.
 - L. Harrington and C. Solander agreed that making the Bylaw permanent makes sense.

- C. Solander made a motion to make the Demolition Delay Bylaw permanent with no expiration date in the upcoming renewal of the Bylaw. C. Moyles seconded.
 - Yes vote: L. Harrington, C. Moyles, M. Chesson, S. Ahlblad. The motion passed unanimously.
- C. Solander will update the redline draft and resend to Stephen Pinkerton for review by the planning board.
- G. Distler stated that we are still in good shape for meeting the required deadlines to be voted on at Town Meeting this spring.
- C. Solander presented the other proposed changes to the bylaw.
- C. Moyles made a motion to approve all of the proposed amendments to the Demolition Delay Bylaw to be voted on at town meeting. L. Harrington seconded the motion.
 - Yes vote: L. Harrington, C. Moyles, M. Chesson, S. Ahlblad. The motion passed unanimously.
- h. Work Plan
 - Commission reviewed the draft work plan outline prepared by G. Distler.
 - Discussion of what type of project for which it is appropriate to form a subcommittee.
 - Decided to hold off until next month regular meeting to assign tasks to commission members since 2 people are absent.
 - C. Solander suggested some of the work plan items may require an outside consultant and that could be tracked in the work plan chart.
- 5. General Housekeeping
 - a. Approve draft minutes from 12/14/2021. C. Moyles moved to approve minutes, M. Chesson seconded the motion.
 - Yes vote: L. Harrington, C. Moyles, M. Chesson
 - Abstention: S. Ahlblad.
 - The motion passed.
 - b. HDC Extra Meeting scheduled on January 25, 2022 to review and approve minutes.
 - Discussion of the status of lost minutes.
 - L. Harrington asked G. Distler to put together information from 2 of the meetings for which notes were lost.
 - c. Reviewed meeting minutes assignment schedule.
 - d. Update the website to better clarify the difference between “List of Significant Buildings,” “Protected Buildings,” and “Designated Landmarks.”
 - L. Harrington suggested that this update will be part of the update website section of the work plan.
 - e. Accessory Building Zoning Bylaw
 - The Accessory Building Zoning Bylaw should be made available on the HDC web page.
 - L. Harrington suggested that this update will be part of the update website section of the work plan.
 - Discussion on the procedures for enforcing this rule. L. Harrington stated that the “informal review” which has been conducted on past applications is redundant and in the future only a formal review by HDC should be required to determine historic significance of accessory structures.

- f. Updating of Certificate Application Process and Application Submission Requirements with Gabriel Distler's name and contact information.
 - L. Harrington stated that a vote to change contact information is not necessary because the format and substance of the documents is not being altered.
- g. Office of Community Development administrative updates
 - OCD is in the process of interviewing a new administrator.

L. Harrington moved to adjourn. C. Solander seconded. The motion passed unanimously.

Meeting adjourned 8:55 pm.

Respectfully submitted by Carl Solander

DRAFT