

## LOCAL HISTORIC DISTRICT STUDY COMMITTEE

**MEETING MINUTES**

Tuesday, October 09, 2018

**I. MEETING CALLED TO ORDER**

Meeting of the LHDSC -Local Historic District Study Committee was called to order at 6:06PM by Chairman Harry Berkowitz with Ken Warchol, Robert Laflamme & Randi Zanca in attendance; R. Gary Bechtholdt II, Town Planner was also present. Dan O'Neil & Tim Reiter were absent.

The following members of the public were in attendance: (None)

**II. APPROVAL OF MEETING MINUTES -May 08 & August 14, 2018**

Committee members reviewed (draft) May 08, 2018 meeting minutes prepared by Dan O'Neil; the draft will be revised/updated and considered for acceptance at the next scheduled meeting. Mr. Bechtholdt will contact Mr. O'Neil regarding the status of the August 14, 2018 meeting minutes. Committee members agreed to rotate preparation of future meeting minutes (in the following order Berkowitz, Laflamme, Zanca, Warchol, O'Neil, & Reiter).

**III. LHDSC -LOCAL HISTORIC DISTRICT STUDY COMMITTEE**

## Role &amp; Responsibility

Mr. Bechtholdt briefed the Committee members on role & responsibilities; noting as part of the next meeting the LHDSC will review the flowchart for Establishing a Local Historic District in accordance with MHC -Massachusetts Historical Commission so the Committee can set timelines for consideration at the (2019) Spring/Fall Annual Town Meeting.

**IV. WHITINSVILLE -LOCAL HISTORIC DISTRICT STUDY AREA**

## Creation of Local Historic District Street Index Sheet

Committee Members reviewed email communication received from R. Christopher Noonan, Consultant hired to assist the LHDSC in preparing the Study Report. Randi Zanca will review and update the street addresses of properties initially identified and under consideration for the Whitinsville Local Historic District.

**V. WHITINSVILLE -LOCAL HISTORIC DISTRICT STUDY AREA**

## MHC Form B (Building Forms) -Update/Status

Ken Warchol and Gary Bechtholdt indicated that it was their understanding for the purpose of this initiative the existing Form B's for the properties under consideration do not need to be updated. Mr. Bechtholdt

will (re)confirm this with MHC. Mr. Warchol indicated that he has prepared the narrative for the Whitin Community Center (From B), noting only the architecture description will need to be added.

#### VI. WHITINSVILLE -LOCAL HISTORIC DISTRICT STUDY AREA

Justification/Narrative of (proposed) boundary/properties

Ken Warchol offered to prepare the justification/narrative for the proposed boundary/properties; including why certain adjacent properties are not under consideration. Mr. Warchol believes the 19 to 20 properties selected tell the story of the Whitins and how the Village of Whitinsville grew from the family mills, etc. Committee will look to review at its next scheduled meeting.

#### VII. WHITINSVILLE -LOCAL HISTORIC DISTRICT STUDY AREA

Vote to established (proposed) boundary/properties

LHDSC members reviewed the (draft) boundary and the properties to be included. *Upon motion duly made (K. Warchol) and seconded (R. Laflamme) the Committee voted (4-0) to establish the boundary (study area) to include the following: 1 Elm Place (4A-46); 54 Douglas Rd (2-7); 18-20 Fletcher St (4A-50); 17 Douglas Rd (5-75); 24-26 Linwood Ave (5-74); 30-32 Linwood Ave (5-73 & 5-80); 31 Linwood Ave (14A-35); Church Street (14A-34); Church Street (15A-136); 17 Church Street (15A-135); Church St (15A-134); 1 Memorial Square (15A-132); 14 Hill Street (15A-131); 7 Main Street (2-9); 1 Main Street (2-10); 60 Main Street (7-223); 61 Hill Street (7-224); 46 Hill Street (15A-7); and 120 Hill Street (15-7). As shown and depicted on DRAFT Whitinsville Historic District Map (attached).*

#### VIII. WHITINSVILLE -LOCAL HISTORIC DISTRICT STUDY AREA

Property Owners' Survey (updated Questions & exemptions)

Mr. Bechtholdt informed the Committee that response to the initial survey/questionnaire was lacking, noting only 2 or 3 of the surveys sent to owners of property under consideration have been returned. Mr. Bechtholdt noted that he is preparing an update survey which the Committee will review at the next scheduled meeting before redistribution.

#### IX. CORRESPONDENCE

Committee members reviewed email communication(s) received June 12, 2018 R. Christopher Noonan; Mr. Bechtholdt noted that he has copies of all the appointment letters for each Committee member and has copy of letter(s) sent to the Board of Realtors; Committee members acknowledged that the Tuesday, November 15, 2016 public forum was the first formal initial public outreach, noting both Mr. Bechtholdt and Ken Warchol, along with previous Committee members also attended a joint public outreach session in Hopedale, MA in 2016, where Chris Skelly and others met to review guidance on Establishing a Local Historic Districts.

Robert Laflamme shared with the Committee email communication dated September 08, 2018 from Erin Vosgien of Massachusetts Titles for Arcadia Publishing who is interested in preparing an image book on Whitinsville.

**X. NEXT STEPS**

Committee members set the agenda for the next meeting, scheduled for Tuesday, November 13, 2018 (6:00PM -Town Hall); Establishing a Local Historic District (flowchart / timelines); review of updated survey questionnaire before redistribution to property owners; review of (draft) Narrative/Justification to be prepared by Kenneth Warchol; preparation of draft bylaw; & update of Study Report from R. Christopher Noonan, Consultant.

**XI. ADJOURN MEETING**

Having no additional business, the Local Historic District Study Committee adjourned its meeting of Tuesday, October 09, 2018 at or about 6:45 PM.

Respectfully submitted,

R. Gary Bechtholdt II  
Northbridge Town Planner

Cc: Town Clerk