

## LOCAL HISTORIC DISTRICT STUDY COMMITTEE

## MEETING MINUTES

Tuesday, April 24, 2018

RECEIVED

18 MAY -9 PM 1:25

NORTHBRIDGE TOWN CLERK  
DOREEN A. GEORNE

## I. MEETING CALLED TO ORDER

Upon satisfying a quorum the Local Historic District Study Committee (LHDSC) called the meeting to order at 6:35 PM with Kenneth Warchol, Harry Berkowitz, Robert Laflamme, & Dan O'Neil in attendance. R. Gary Bechtholdt II, Town Planner was also present.

The following members of the public were in attendance: Jennifer Smith (National Park Service -NPS); Jan Da Silva (NPS); Tammy Boyd (NPS); and Heather Carr Reiter

## II. COMMITTEE ORGANIZATION

*Upon nomination(s) duly made and seconded Harry Berkowitz was appointed Chair, Kenneth Warchol was appointed Vice Chair and Dan O'Neil was appointed Clerk of the Local Historic District Study Committee.*

## III. REQUEST FOR PROPOSALS -HISTORIC PRESERVATION CONSULTANT

The Committee acknowledged receipt of three (3) price proposals received in response to the request for consulting services. Committee reviewed price proposals received from Pioneer Valley Planning Commission (\$6,860.00); Wendy Frontiero (\$11,000.00) & Preservation Services, Inc. (\$3,300.00). Mr. Bechtholdt reminded members that the amount of \$3,500.00 had been allocated for consulting services.

Mr. Bechtholdt noted all three consultants exhibited the professional qualifications and experience to perform the scope of work. Mr. Bechtholdt suggested the Committee offer a recommendation to the Town Manager on the selection of a preservation consultant to assist them the preparation of the historic district study report.

*Upon motion duly made (R. Laflamme) and seconded (K. Warchol) the LHDSC voted (4-0) to recommend Preservation Services, Inc. (R. Christopher Noonan).*

The LHDSC hopes to meet with the selected consultant at its next scheduled meeting.

## IV. LOCAL HISTORIC DISTRICT STUDY

Overview, Property Owner Survey & Review of base map (DRAFT)

Committee members met with Heather Carr Reiter regarding the Gustavus Taft House, located at 46 Hill Street. Mr. Bechtholdt provided her with a copy of Mass Historical Commission's guidebook entitled

41 “Establishing a Local Historic District” and the flowchart further detailing what steps need to be taken to  
42 formally adopt a local historic district for Whitinsville.

43  
44 Mr. Bechtholdt explained that he sent out property owner letters on March 06, 2018 inviting them to  
45 attend tonight’s meeting and requesting they complete a property owner survey regarding the initiative to  
46 create a local historic district in Whitinsville and what potential exemptions they may like to see in a bylaw  
47 ordinance for the district. Mr. Bechtholdt indicated that he is in receipt of two (2) responses. Heather Carr  
48 Reiter noted that she will provide a survey response later in the week. Mr. Bechtholdt reminded the  
49 Committee that of the nineteen (19) properties initially identified four (4) are owned by the Town of  
50 Northbridge. The Committee hopes to receive input and responses from all property owners and the  
51 general public.

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53 V. PRESS RELEASE

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55 No discussion at this time.


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57 VI. NEXT STEPS

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59 Mr. Bechtholdt mentioned the Committee still has two (2) open vacancies; noting he reached out recently  
60 to property owners to see if there was any interest in serving. The next meeting of the Local Historic  
61 District Study Committee is scheduled for Tuesday, May 08, 2018 (6:00 PM -Town Hall), during which time  
62 the Committee shall meet with the selected consultant.

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64 VII. ADJOURNMENT

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66 Having no additional business, the Local Historic District Study Committee adjourned its meeting of  
67 Tuesday, April 24, 2018 at or about 7:05 PM.

68  
69 Respectfully submitted,

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71  
72 R. Gary Bechtholdt II  
73 Northbridge Town Planner

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75  
76 Cc: Town Clerk