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Whitinsville-Downtown Crossroads Historic District Commission

Northbridge Town Hall

7 Main Street - Whitinsville MA 01588

September 20, 2023, 6:30 P.M.

SEP 15 AM 9:19

NORTHBRIDGE TOWN CLERK  
LINDA B. ZYWIEN

Present:

**Agenda:**

- I. Call to order
- II. Approval of minutes
  - A. May 17, 2023
- III. Any Reports?
  - A. update on Whitin Family Reunion (Kelley)
  - B. update on window situation at Cotton Mill (David)
  - C. town hall bulletin board is installed and in use (Mark)
  - D. other?
- IV. Unfinished Business
  - A. "running" document for WDCHDC is cleaned up
  - B. Review of "new member packet" if ready (Bryan)
    1. [WDCHDC Onboarding Document.docx](#)
  - C. continue discussion: change name of WDCHDC?
  - D. gather names, email addresses and phone numbers for Jen Doherty
- V. New Business
- VI. Announcements/ other items?
  - A. Other items not on the agenda?
  - B. Next meeting date

**HANDLING MOTIONS**

Member says, "I move that....". Another member seconds the motion, or chair asks, "is there a second?"

Chair states motion and asks for discussion.

Members enter into a debate. Make of motion has first right of floor. Debate only on merits of motion.

Debate is closed when no members seek further discussion.

Chair puts motion to vote.

Chair announces results of vote.