



# Town of Sudbury

## Historical Commission

Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776  
978-639-3387  
Fax: 978-639-3314

historical@sudbury.ma.us

www.sudbury.ma.us/historicalcommission

### MINUTES

**DECEMBER 14, 2021**

**VIRTUAL MEETING**

**Present:** Chair Chris Hagger, Vice-Chair Diana Warren, Diana Cebra, Taryn Trexler, Steve Greene, Marjorie Katz, Chris Durall, Kathryn McGrath

**Absent:** Jan Costa

**Others Present:** Beth Perry, Planning and Community Development Coordinator

At 6:30 P.M. Mr. Hagger called the meeting to order, and requested Sudbury Historical Commission roll call; Hagger-present, Greene-present, Cebra-present, Durall-present, Warren-present, Katz -present, Trexler-present, McGrath-present

Mr. Hagger confirmed that Mr. Durall would be serving as a voting member in the absence of Ms. Costa

**Approval of October 14th, October 19th, October 25th and November 16th, 2021 Meeting Minutes**

Minutes – October 25, 2021

Mr. Hagger motioned to approve the Historical Commission minutes for October 25, 2021; as amended. Mr. Greene seconded the motion. It was on motion 7-0; Greene-aye, Hagger-aye, Durall-aye, Trexler-aye, Cebra-aye, Warren-aye, Katz-aye

VOTED: To approve the October 25, 2021 Historical Commission minutes, as amended

Mr. Hagger stated that the remaining meeting minutes would be discussed at the next Historical Commission meeting.

### **Sudbury Eagle Scout Project Presentation**

**Present:** Asher Leavitt, 3 Snowberry Lane

Mr. Leavitt shared his Eagle Scout project/PowerPoint presentation, “Historical Site QR Codes - Sudbury Historical Society and Sudbury Historical Society Tour.” He detailed several areas:

**Project Objective** – Plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or the local community. The project must be approved by the Scoutmaster and troops committee and the council or district. Mr. Leavitt’s project would have an educational focus to help the community learn about Sudbury historical sites in town center in an easy and accessible manner.

Why QR (Quick Response) Codes – QR codes are scannable 2D pictures which work with most phones, and would be used to link assigned identifying codes to historical locations in Sudbury, Linking would be to the Sudbury Historical Society virtual tour of the town center on the its Society website. A phone would be needed to access the QR codes.

Specifications for QR codes and other applications including signage, registration to sites, and touchless payment; specially during COVID times – Loring Parsonage was exemplified. Ms. Trexler confirmed that she has used QR Codes and they worked. Mr. Leavitt noted most Sudbury QR Historical code sites were located in the Town Center including an interactive tour map for: 1. Loring Parsonage, 2. Heritage Park, 3. September 11 Memorial Garden, 4. The Hosmer House, 5. First Parish Meeting House, 6. Grinnell Park, 7. Town Common, 8. Town Hall, 9. Grange Hall, 10. Presbyterian Church, 11. Revolutionary War Cemetery, 12. The Hearse House, 13. Town Pound

Design Prototypes were not yet determined. Mr. Leavitt displayed examples: a wood and metal plate design with different placements and various options for scanning, as seen at Drumlin Farm and The Wayside Inn.

Mr. Hagger asked Mr. Leavitt if the QR codes would be put on a post or something else that comes out of the ground as opposed on something that already exists? Mr. Leavitt stated that if something exists it could be

Mr. Hagger commented that most of the locations are in Sudbury Center which is a historic district and there is another commission – the Historic District Commission and any changes to the district have to go before the commission. Additional signs for the center so could potentially complicate your plan. Mr. Hagger sated he liked the QR code concept and wondered if Mr. Leavitt would consider any potential changes to the QR Historical Coding Plan. Mr. Leavitt responded in the affirmative.

Mr. Greene asked if historical sites outside of the Center of Town would be considered. Mr. Leavitt responded he was first considering the Town Center, and could include historical sites outside of the Center.

Ms. Trexler agreed with Mr. Hagger that this project would have go before the Historic District Commission. She inquired about a QR code possibly being imbedded in a ground level object, such as within an existing stone structure. She noted that several properties mentioned were privately owned and would need approval from owners of those sites. She suggested adding a few locations off the Town parking lot.

Ms. Cebra noted that Mr. Leavitt's presentation was great and suggested QR codes could be used in the interior of the Hosmer House. Mr. Leavitt said he would be open to adding information for the Hosmer House.

Ms. McGrath volunteered to provide archaeological research/monitoring before the project begins.

Ms. Warren thanked Mr. Leavitt for helping the Town in this way and said the QR codes is a very interesting technology. She asked him if the exact locations had been determined for where the wooden posts would be placed. Mr. Leavitt responded that he had the general locations but had not considered specific sites. Ms. Warren asked Mr. Leavitt about the maintenance of the proposed posts. Mr. Leavitt mentioned that the Boy Scouts might help with such maintenance. Ms. Warren commented that the DPW

that oversees the areas. She commented that the private property owners would have to apply to the Historic District Commission for approval of any signs.

Ms. Warren expressed concern about introducing these posts because it introduces another visual element into this historic landscape context of the town center. She commented that there is no overall plan for signage in town center and has a lot sign pollution already from MA DOT signs.

Ms. Warren suggested using QR coding at the Hosmer House as an alternate project and mentioned the 400 plus paintings by Florence Hosmer which could be a focus. She also mentioned the other town historic districts within the Town do not have informational tours which could also be ideas for a project. Mr. Leavitt said he would be willing to go for the Hosmer House.

Ms. Katz acknowledged the great ideas presented by Mr. Leavitt and agreed with focusing on the Hosmer House.

Mr. Hagger confirmed that the SHC was excited about advancing a QR code project, and Mr. Durall and Ms. Cebra would serve as contacts points.

#### **Contractor Procurement, Oversight and Invoice Approval Procedures**

The Commissioners reviewed the “Sudbury Historical Commission Contractor Procurement, Oversight, and Invoice Approval Procedures dated November, 2021” draft document.

Ms. Katz provided changes to the Invoice Approval Procedures draft, and explained those alterations.

Ms. Warren commented that a consultant contract is written by the town’s procurement office which includes the scope of work proposal that describes the deliverable. She has had discussion with Elaine Jones and that in the future the approach would be to write a new contract for contracting for additional consultation services. She stated that she would be providing additional edits to the draft, in light of new information and eventually ask Ms. Elaine Jones to review the draft.

#### **Hosmer House including Open Houses, Contents, Roof Project, Collections Assessment for Preservation Program**

Mr. Hagger summarized the focus of the discussion about the Hosmer House – get an understanding for Commission of what leeway does Diana Cebra have to make decisions related to Hosmer House and when she needs to come before the Commission for discussion and approval.

Mr. Hagger gave as an example that Ms. Cebra would like to open up Hosmer House and there is a time lag because she has to wait until the Commission meets to make a decision. Ms. Cebra also often has emergencies to deal with.

Ms. Cebra mentioned the logistics of opening the Hosmer House. She thanked Ms. Katz and Ms. McGrath for their recent assistance with associated cleaning and preparations.

Ms. Warren suggested creating a lead to assign for the Hosmer House mentioning Ms. Cebra. Ms. Warren stated that maintenance was handled by town departments and that Ms. Cebra would be the facilitator for maintenance and could brief the Commission regarding those activities.

Mr. Hagger mentioned the cleaning expenditure would have to be approved by the Commission. Commissioners discussed the cleaning expenditure aspect.

Ms. Cebra mentioned an appraiser would be reviewing signed works by Florence Hosmer. Mr. Hagger stated the appraiser confirmed he would review the pieces, at no charge.

Ms. Katz reiterated that any associated expense under \$100.00, would not require Commission approval, and Ms. Cebra could also rearrange items in the House.

Mr. Greene noted everything in the Hosmer House belonged to the Town, and suggested the Commission ask the Select Board if the Commission could have a small amount of leeway regarding disposal of bulk items (primarily items not deemed to have historical significance). He stressed that storage boxes filled with such items should not be put in the basement or attic, due to dampness and damage. He acknowledged the Fire Department had recommended such clearing for many years.

Ms. Cebra suggested the hiring of a manager for the Hosmer House. Ms. Warren suggested that this aspect could be addressed at a future meeting.

Ms. McGrath addressed a "Collections for a Preservation Program." Ms. McGrath noted she was involved with such a program for another historic house, adding that such a program might be instrumental in obtaining grant funding for preservation planning. Ms. McGrath provided details about the program. The Commissioners indicated they would like to discuss the program further.

Mr. Hagger stated that Ms. Costa submitted a letter to the Town Manager and Finance Director, requesting the Commission's ability to obtain a credit card for expenses related to the Hosmer House. Ms. Cebra inquired if the Town might help with the purchase of essential supplies for the Hosmer House.

### **Historic Preservation Plan**

Present: Peter Benton, Consultant - Heritage Strategies, LLC

Mr. Benton had a power point presentation "Historic Preservation Plan – Town of Sudbury" HDC/HC Meetings, dated December 13/14, 2021 to generate some discussion. He described his consulting company and the focus on a historical landscape approach into community planning.

He also described project approach and the various aspects and phases of the project.

- Understand Historical Development
- Plan for the landscape as a whole
- Respect community perspectives
- Emphasize community character
- Use all available tools
- Build from the grassroots
- Encourage private sector investment
- Align with all community programs
- Enhance quality of life

He described the project content in detail and the schedule:

Phase I – Background

September – December (currently)

Phase II – Outreach (Special Forum)    January – February  
Phase III – Recommendations (Goals)    March – April  
Phase IV – Final Plan                      May - June

Mr. Benton mentioned that there would be two forums and a town survey.

Then he provided a sense of what the consultants have been feeling about Sudbury and referenced the following:

Environmental Context – Glaciated Landscape – reference to the Agricultural Map – Sudbury 1908

Suburban Context Map – Metro Future

Suburban Context Map – Land Cover

Historic Resources Map – from the Master Plan

Cultural Landscape Map – Conservation Lands from the 2009 open space plan

Mr. Benton also referenced the 2021 Master Plan Topics:

Route 20 Corridor\* (of particular interest)  
Economic Development  
Transportation and Connectivity (of particular interest)  
Historic and Cultural Identity (of particular interest)  
Natural Environment (of particular interest)  
Conservation and Recreation (of particular interest)  
Town Facilities, Services, and Infrastructure (of particular interest)  
Housing  
Resiliency  
Public Health and Social Wellbeing  
Future Land Use (of particular interest)

Master Plan Topics – Historic and Cultural Identity

Collaboration between historic preservation groups  
Continued inventory of historic resources  
Protection of vulnerable historic sites  
Resources outside of historic districts: Demolition delay bylaw, Demolition by neglect, Zoning bylaw & subdivision regulations  
Resources for historic property owners  
Town-owned historic properties and sites  
Public outreach and education  
Arts and culture

Mr. Durall inquired about anticipated deliverables for each milestone presented. Mr. Benton responded that for each of the scope items, there was a set of deliverables being finalized. He detailed several deliverables for various items presented within the PowerPoint presentation.

Ms. Cebra asked Mr. Benton if he had visited the historic landmarks in Sudbury. Mr. Benton noted that in late October he walked around many of the sites, and took a number of photos, but had not visited since. Mr. Cebra offered to conduct a tour of the Hosmer House for Mr. Benton, including the inside of the house. Ms. Cebra stated she would consider conducting a virtual tour of the Hosmer House.

Ms. Katz endorsed sharing such historical site detail with Mr. Benton. Mr. Benton stated he would look forward to such an informative tours and meetings, and would contacting the commissioners via e-mail.

Ms. McGrath referred to the need to address the preservation of archaeological resources and conduct more surveys and encourage a protective bylaw. Another issue she mentioned is archival selections. Ms. McGrath spoke about mapping and landscape analysis of plants – would there be any remnants of what was there like at the garrison site. Mr. Benton spoke of the changes in agricultural landscape of the Town and what remnants of the agricultural landscape are still evident – like farm lanes.

Mr. Greene offered to share some of the agricultural information as well as photos, with Mr. Benton. Mr. Brenton confirmed he would be happy to obtain additional information, and meet with Mr. Greene.

Ms. Cebra commented about identification of native plantings in the area, and mentioned the Native Plant Trust in Framingham. She noted that Mr. Benton might be interested in researching the Trust for information regarding the manner that such plantings were used by the indigenous/native population, years before.

Mr. Hagger recommended that Mr. Benton contact resident Lynn MacLean, who possesses great knowledge of the Town history; and who helped form the Historical Commission in 1960s.

Ms. Trexler asked about the two forums mentioned by Mr. Benton. Mr. Benton responded the initial forum to be held in January or February, would deal with issues and his observations. The second forum would focus on his recommendations.

Ms. Trexler asked about public engagement and awareness. Mr. Benton commented that such awareness appears to be good, when compared to other communities. He added that most Sudbury buildings appeared to be well-maintained. Ms. Trexler agreed with the assessment made by Mr. Benton, though appreciation of related bylaws was sometime misunderstood by the public and property owners; especially in consideration of the demolition delay process. Mr. Benton stated that interpretation, communication and resources; could be reinforced to encourage further public engagement, especially for property owners.

Ms. Warren concurred that the plan presented by Mr. Benton would address the present major challenges from a high altitude, one of which includes Town government and community responses/reactions/planning/decision making which impacts historical preservation and historical resources – there's a real gap there that the areas of town government are siloed. She referred to Route 20 historical landscape corridor and the planning studies that were conducted did not contemplate the historic nature of the corridor and consider the impacts of planning changes on the historical resources like the Stone Farm. She emphasized collaboration among town committees and the community was key.

Ms. Warren stated that it was long overdue for Sudbury to have a HPP like similar towns. She stressed that helping property owners was very important, and such a preservation program would be of great benefit to the Town.

### **Eversource**

Ms. Warren provided an Eversource update, and mentioned the letter received from the U.S. Army Corps. Of Engineers (USACE), dated December 6, 2021. The letter referred to our comment letter. .

Ms. Warren confirmed that the letter did not address the questions submitted to USACE by SHC, though USACE did communicate that Corps was updating the list of historic properties, was in the process of preparing a Determination of Effects to Historic Properties, but did not mention that the Railroad Corridor was National Register eligible, nor that the Corps would revise the MOA (Memorandum of Agreement).

Following her response back to the USACE, Ms. Warren stated that she received an e-mail from Cora Pierce, the representative from the Narragansett Tribal Historic Preservation Office. She added that Ms. Pierce, the principal field investigator; is responsible for related analysis and evaluation and would determine TCPs (Traditional Cultural Properties). Ms. Pierce requested a copy of SHC's October 25<sup>th</sup> letter to USACE. Ms. Warren confirmed she had forwarded such copy to Ms. Pierce and included copies of other relevant letters.

Ms. Warren commented Select Board Chair Jen Roberts stated at the December 7<sup>th</sup> Select Board meeting, that she with Ms. Roberts as SB Chair, and Mr. Hagger met with the District Director at Senator Markey's office regarding the Eversource Section 106 process.

### **DCR (Department of Conservation and Recreation)**

Ms. Warren mentioned there were no follow-up developments that she knew about. Ms. Warren indicated that the last Commission meeting with DCR representative/s was disappointing, four of five slides presented; had previously been submitted to the SHC and still have not received basic documentation about the plan from DCR. She noted that the Commission did have the Eversource sheet plans, recommended that the Commissioners discuss this aspect at an upcoming meeting in January.

### **Historic House Marker requests**

Ms. Katz stated there were no further updates at this time.

### **Cemeteries**

Ms. Katz noted there were no cemetery updates.

### **SHC Finance Reports**

Mr. Hagger mentioned that Ms. Costa submitted the SHC budget report to Town officials; today Mr. Duchesneau met with the Town Manager and the Finance Director regarding that budget. He noted that no changes were requested.

### **Upcoming Webinars/Workshops**

Mr. Hagger detailed that the MA Historical Commission has been conducting several workshops; he and Mr. Durall attended the workshop on "How to Run a good Commission meeting." He stated an upcoming workshop will be held on January 14<sup>th</sup> regarding "Becoming a Certified Local

Government,” and there were several workshops being scheduled for January and February. He encouraged Commissioners to register.

Mr. Hagger stated that “Open Meeting Law” and “Conflict of Interest” trainings were being scheduled; he encouraged Commissioners to attend those trainings, especially if they have not registered for such training sessions before.

**Date for next meeting**

Mr. Hagger stated that the next Historical Commission Meeting was scheduled for January 18, 2022. He asked if the Commission wished to start the meetings at 6:00 p.m., instead of 6:30 p.m. Several Commissioners expressed difficulties about starting meetings at 6:00 p.m. Mr. Hagger suggested that meetings with lengthy agendas, might start at 6:00 p.m.

**Motion to adjourn**

Mr. Hagger motioned to adjourn the meeting. Ms. Cebra seconded the motion. It was on motion 7-0; Greene-aye, Hagger-aye, Trexler-aye, Duvall-aye, Cebra-aye. Warren-aye, Katz-aye

There being no further business, the meeting adjourned at 9:50 p.m.