



# Town of Sudbury

## Historical Commission

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### MINUTES

February 13, 2024 AT 6:30 PM

### VIRTUAL MEETING

**Present:** Chair Chris Hagger, Michael Wallace, Chris Durall, Jan Costa, Bill Andreas, Marjorie Katz, Kathryn McGrath, Diane Cebra

**Absent:** Diana Warren

**Staff Present:** Planning & Zoning Coordinator Beth Perry

Mr. Hagger opened the Historical Commission meeting at 7:00 PM. Roll Call was taken: Mr. Hagger-present, Mr. Durall present, Mr. Andreas-present, Ms. Costa-present, Mr. Wallace-present, Ms. McGrath-present, Ms. Katz-present

#### **Sudbury Community Education, Outreach and Engagement**

Present: Jennifer Doherty, Local Government Programs Coordinator for Mass Historical Commission

Ms. Doherty stated the Mass Historical Commission (MHC) operates as an appointed board, along with staff who operate the daily duties of the Commission. She stated the MHC is tasked with preservation activities on the State level, interacts with the National Parks Service at the Federal level and deals with various historical commissions across the State.

Ms. Doherty explained the MHC oversees the National Historic Register process in Mass, and provides State and Federal regulatory review of historic resources for projects which have state and federal involvement. The MHC offers different grant programs for both physical work and planning work.

Ms. Doherty stated the MHC manages MACRIS (MA Cultural Resource Information System) and MACRIS Maps where all historical information is stored. Ms. Doherty outlined:

#### **General Guidelines for Public Outreach and Educational efforts:**

- Develop a constituency to support historic preservation efforts
- Quantifying reactions of populations and assessing the “take away” from interactions with the SHC
- Focus on what you do well; what is successful
- Build on knowledge/strength of Commission members
- Spread the work among different Commissioners
- Recognize when outside help is needed

Ms. Costa inquired about stakeholders who are not part of Town Government.

Ms. Doherty elaborated about the Mass Cultural Council Program, whose requirements include having a number of organizations from within the community emanating from different backgrounds; such as church groups, SVT and historic preservationists, as examples.

Ms. McGrath inquired if the indigenous groups should be contacted in order to see if those groups are seeking participation. Ms. Doherty replied in the affirmative.

Ms. Doherty mentioned various related grants and funding sources for larger projects:

- Local Banks
- Cultural organizations
- Local cultural councils
- Mass Cultural Council
- Mass Office of Travel and Tourism

Ms. Doherty stressed the importance of Tourism-related efforts:

- Local and regional
- Mass Office of Travel and Tourism
- Economic development funds – with consideration for wayfinding and signage
- Regional and smaller grants from organizations like Historic New England, Federal Heritage areas, National Trust for Historic Preservation

Mr. Hagger inquired if there was a singular place to find information on the mentioned granting organizations and their programs. Ms. Doherty acknowledged that such a list is not available at the present time.

Ms. Doherty mentioned a variety of outreach methods:

Passive & Active, including house markers, social media posts, interpretive signage, presentations/talks

Ms. Doherty stressed the benefit of initiating an e-mail list for exchange of information and experiences – the Mass Historical Preservation List, adding in publicizing Commission activities and programs. She noted that social media is effective, but that caution must be exercised when employing social media as this mode is part of the public record per the Secretary of State.

Ms. Doherty added that Commissioners can violate

Open Meeting Law by posting Commission business on social media. She recommended the use of the Town's webpage, social media pages like Facebook or Instagram.

Ms. Doherty suggested looking at different universities who post internships on websites for help. Mr. Andreas stated that the University of Massachusetts has a large internship program.

### Tercentenary Markers

Ms. Doherty detailed that such Tercentenary markers were constructed in the 1930's.

Mr. Hagger inquired how the Tercentenary markers might be removed.

Ms. Doherty replied the Tercentenary signs are owned by MassDOT, and a related process must be followed.

Ms. Doherty suggested ways to make historical information more interesting and appealing to the public.

Mr. Andreas commented he had established several tours of Sudbury.

Ms. Doherty suggested that Commissioners work with existing historical inventory in the tour and conduct architectural tours, focusing on different historic buildings.

Ms. Doherty commented that cemetery tours are very popular, as well as walking/touring the boundaries of the Historic Districts.

### **Renewal of Contract for Hosmer House Cleaning/Rug Cleaning**

Ms. Costa confirmed she had adjusted the dates on the Custodial Cleaning Agreement for the Hosmer House.

Commissioners discussed aspects of the Custodial Cleaning Agreement.

**Mr. Hagger motioned to approve Amendment 1 of the Custodial Cleaning Agreement for Hosmer House, with Dynamic Janitorial Cleaning for the extended time period of 7/1/23 to 6/30/24, at the rate of \$797.00. Mr. Andreas seconded the motion. It was on motion 7-0; Costa-aye, Hagger-aye, Wallace-aye, McGrath-aye, Durrell-aye, Cebra-aye, Katz-aye.**

### **Date for next meeting.**

Mr. Hagger announced the next Historical Commission meeting was scheduled for 2/20/24.

### **Motion to Adjourn**

Mr. Hagger adjourned the meeting at 9:12 PM.