



Town of Sudbury

Historical Commission

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MINUTES

June 18, 2024 AT 6:30 PM

VIRTUAL MEETING

Present: Chair Chris Hagger, Michael Wallace, Bill Andreas, Diane Cebra, Chris Durall, Jan Costa

Others Present: Planning & Zoning Coordinator Beth Perry

Mr. Hagger opened the Historical Commission meeting at 6:30 PM. Roll Call was taken; Mr. Hagger-present, Mr. Wallace-present, Mr. Durall-present, Ms. Cebra-present, Mr. Andreas, Ms. Costa-present

225 Raymond Road under the Demo Delay Bylaw

Present: Victor Scarcowski, Peterbuilt Builders

Mr. Andreas inquired if this was an amendment to an existing application. Mr. Scarcowski replied the Building Inspector had requested a new building permit for modifications to the plan.

Mr. Hagger scheduled a Commission site visit for 7/8/24 at 9:30 AM.

85 Raymond Road under Demo Delay Bylaw

Present: Scott Warden, Owner

Mr. Hagger scheduled a site visit for 7/8/24 at 10:00 AM.

Hosmer House including July 4th Open House, Volunteers needed, Access for Volunteers

Mr. Hagger inquired if the Hosmer House has been opened without anyone from the SHC being available. Ms. Cebra is not.

Ms. Costa suggested an option might be to have someone from the Town open the Hosmer House on July 4th.

Mr. Hagger mentioned developing a calendar to indicate the availability of Commission Members at the Hosmer House when it is open.

Changes to the Sudbury Historical Commission Volunteers/Contractor Key Request Form were reviewed by the Commission. Commission members offered edits to the form.

Mr. Hagger motioned to approve the Sudbury Historical Commission Volunteers/Contractor Key Request Form, as edited. Ms. Costa seconded the motion. It was on motion 6-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Cebra-aye, Durall-aye.

Ms. Cebra reported students from LSRHS and Heritage Park moved the books out of the attic at the Hosmer House. Ms. Costa inquired about the current location of the unframed paintings. Ms. Cebra replied the paintings were being stored in the ballroom.

Ms. Costa stated the cleaning agreement needed to be amended for FY 25 per amendment #2.

Ms. Costa motioned to approve Amendment #2 to the contract with Dynamic Cleaning Service for Fiscal Year 2025. Mr. Wallace seconded the motion. It was on motion 6-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Cebra-aye, Durall-aye.

Mr. Hagger provided an update on the design of the new roof at the Hosmer House.

Hosmer House Historic Structures Report/Cultural Landscape Report project status and selection of Project Leader

Mr. Hagger led the discussion regarding appointing a new project leader for the Hosmer House Historic Structures Report/Cultural Landscape Report. He stated the consultant reported the site plan had been completed and the consultant is now working on the finalized report.

Mr. Hagger motioned to appoint Mr. Andreas as Project Leader for the Hosmer House Historic Structures Report/Cultural Landscape Report. Mr. Durall seconded the motion. It was on motion 6-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Cebra-aye, Durall-aye.

Ms. Cebra offered to assist on the related steering committee.

Hosmer House Collection Study project status update and selection of Project Leader

Mr. Hagger asked for Commissioners to volunteer for the job of Project Leader for Hosmer House Collection Study. Mr. Durall offered to take on the duties of Project Leader for the Hosmer House Collection Study.

Mr. Hagger motioned to appoint Mr. Durall as Project Leader for the Hosmer House Collection Study. Mr. Wallace seconded the motion. It was on motion 6-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Cebra-aye, Durall-aye.

Phase V Historic Resource Inventory Survey Project status update and selection of Project Leader

Mr. Hagger stated the consultant had submitted work for task #2 to the Mass Historical Commission and SHC is awaiting a response.

Mr. Hagger motioned to appoint Ms. Costa as Project Leader for Phase V Historic Resource Inventory Survey Project. Mr. Durall seconded the motion. It was on motion 6-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Cebra-aye, Durall-aye.

Ms. Cebra acknowledged the SHC work performed by Diana Warren, which included various projects the Commission is presently undertaking.

Ms. Cebra stated she received an inquiry from SHS for a list of items in the Hosmer House which do not belong to the SHC.

Town-Wide Indigenous Cultural Landscape Study

Mr. Andreas reported there is great demand for this type of report at present. Mr. Hagger stated the current projects should be completed before another study is started.

Ms. Costa reminded Commission Members an annual report is required for ongoing projects funded by the CPC.

Tercentenary Markers in Sudbury

Mr. Hagger reported the Select Board asked for additional information regarding the tercentenary markers. Mr. Wallace volunteered to take pictures of the Tercentenary Markers for the Commission to review at a future meeting.

Cemetery Kiosk Update

Ms. Costa reported that Ms. Katz led the group in developing the RFP for the kiosk sign; three sign manufacturers who have experience in historic signage have indicated interest in providing a new Kiosk.

Ms. Costa provided an update on the walking tour of the cemetery by Margi Katz and Elin Neiterman (of the SHS) to confirm placement and orientation of the gravestone markers.

Railroad Section House and South Sudbury Train Station

Mr. Hagger reported there are were no updates at this time.

Approval of April 16th SHC meeting minutes

Mr. Hagger motioned to approve the 4/16/24 minutes of SHC, as submitted. Mr. Andreas seconded the motion. It was on motion 5-0-1; Hagger-aye, Andreas-aye, Wallace-abstain, Costa-aye, Cebra-aye, Durall-aye.

Ms. Cebra left the meeting at 8:34 PM.

Stewardship Working Group Volunteers

Mr. Wallace noted there were no updates at this time.

Historic House Marker Program

No updates were provided.

Historic Commission Finance Reports and current year funding needs and selection of Treasurer

Ms. Costa reported the SHC has - \$3,191 in unspent FY 24 General Fund appropriations.

Ms. Costa stated she needs all outstanding FY 24 incurred invoices by June 20, 2024 in order for FY 24 payment.

Ms. Costa explained the SHC travel and expense reimbursement procedures process. Mr. Durall volunteered to take over the job of Treasurer of the SHC.

Mr. Durall thanked Ms. Costa for all the work she has provided to the Commission as Treasurer.

Ms. Costa motioned to appoint Chris Durall as Treasurer of the SHC, effective 7/1/24. Mr. Wallace seconded the motion. It was on motion 5-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Durall-aye.

Mr. Hagger also thanked Ms. Takacs for her work on meeting minutes for the Commission.

Discussion of ways to streamline Historical Commission meetings

Mr. Hagger led a discussion on ways to streamline meetings.

Mr. Wallace suggested timing agenda items. Mr. Andreas mentioned different ways to time presentations made to the Commission.

Mr. Hagger discussed a 3-minute time limit with public comments and stated that he would share Commissioner comments with Mr. Burney.

Mr. Hagger opined the Commission is only required to allow public comment during public hearings.

Commission Members discussed the public comment topic.

Ms. Costa questioned how to differentiate between public comments at public hearings and public comments on non-public agenda items.

Mr. Hagger suggested that Commissioners review minutes the week before an upcoming meeting, so that any changes can be made.

Election of Historical Commission Chair

Mr. Durall motioned to appoint Chris Hagger as Chair, starting July 2024 and ending in June 2025. Mr. Wallace seconded the motion. It was on motion 5-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Durall-aye.

Mr. Hagger mentioned that all Commissioners must respect opinions of other commissioners. He indicated that he would continue to promote working relationships with other stakeholders.

Election of Historical Commission Vice-Chair

Mr. Wallace indicated his willingness to assume the title and responsibilities of the Vice-Chair.

Mr. Hagger motioned to appoint Michael Wallace as Vice-Chair. Ms. Costa seconded the motion. It was on motion 5-0; Hagger-aye, Andreas-aye, Wallace-aye, Costa-aye, Durall-aye.

Date for next meetings

Mr. Hagger announced the next meeting was scheduled for July 16, 2024.

Motion to Adjourn

Mr. Hagger motioned to adjourn the 6/18/24 meeting of the Sudbury Historical Commission. Ms. Costa seconded the motion. It was on motion 5-0; Andreas-aye, Hagger-aye, Costa-aye, Durall-aye, Wallace-aye.

Meeting was adjourned at 9:28 PM