

## HISTORIC DISTRICT COMMISSION MEETING – 10/19/23

Attendees: Whitney Andrews, Kelly Barner, Kris Gustafson, Melanie Petrucci

Absent: Allyn Taylor, Keith Baldinger, Shannon Nolley

Guests: Mame and Paul Little, Katie and Todd Brill – Property Owners of private residences in the Historic District

Guests:

1. Meeting called to order at: 7:09pm
2. Review and approval of minutes of the September 21, 2023, meeting: Minutes approved.
3. Update on Assessment and Inventory of Historic Gravestones per CPA funding approval at Town Meeting, May 2023: Due to Keith Baldinger's absence, full review of the assessment was tabled until the next meeting.

Melanie Petrucci reviewed the history of the project and actions so far with the meeting guests who are property owners of private residences within the Historic District. Brief explanation of how the CPA funding works. Discussion of opportunities for other types of funding or grants to supplement what is available from the CPA to move the project forward more quickly. The initial estimate for the full scope of the project was quoted as \$175,000. Melanie and Kris Gustafson to meet with Michelle Cronin of the cemetery commission to discuss next steps on the project.

4. Discussion of Next Phase of Historic Gravestone Restoration- Keith Baldinger:  
Due to Keith Baldinger's absence, the full review of the report and inventory was tabled until the next meeting.
5. Review of HDC Walking Tour Meet & Greet: Property owners present at the meeting conveyed that they are in support of the tour but would like some additional time to review the content of the tour before moving forward with an initial launch. Kelly Barner suggested launching the tour in the spring but without including private residences. Todd Brill indicated the homeowners do want to be included on the tour but would like to be involved in the process of further refining the content of the tour. It was suggested that the homeowners may have significantly more information and expertise of the history of the properties due to their individual research into the properties they own, and this information could be used to enhance the property descriptions on the tour. The property owners indicated they would want to make the properties show in the best light possible for the initial tour launch, such as updating landscaping, displaying flags, etc. The group reviewed the desired length of content for each property/site entry on the tour app, and how to share additional information beyond what is on the tour. The property owners restated their concern from the initial Meet and Greet that that they would have preferred to have been included from the initial project launch and requested to be included in future projects that may involve their individual properties.

Agreed on next steps:

Kelly to email the homeowners a copy of the tour for each homeowner to review and provide feedback. They will also share some additional photos and information when available.

Kris discussed the option to also produce a printed brochure with additional photos and information if SHDC can obtain funding from CPA or another source to produce the materials.

6. (Tabled from September) Follow up from June HDC meeting with Northborough Historic District Commission, Shrewsbury Community Preservation Committee, Shrewsbury Historical Society and Shrewsbury Historic Commission relevant to Northborough's Historic Preservation Plan:

Kris Gustafson suggested that the SDHC develop a subcommittee to work on this project going forward. Need a letter of support from all Historical society/commission stakeholders. Review option to have CPA funding to pay for a consultant to advise on how to create the plan. Remainder of discussion tabled again to next meeting due to Keith Baldinger's absence.

7. Other Business: Kris Gustafson reported on the 1830 Brick School House energy audit conducted by the Center for EcoTechnology (CET) using Community Preservation Act (CPA) funding. Scope of work completed; RFPs are in process of going out.

Whitney Andrews suggested a discussion with town representatives to determine if the SHDC has the capability to expand on the content currently included in the SHDC page of the Shrewsbury Town webpage. Melanie Petrucci to follow up with Taylor Galusha to review.

8. Next Historic District Commission Meeting set for Thursday, November 16, 2023, at 7:00 p.m.
9. Meeting adjourned at 7:52pm.

Respectfully submitted,  
Whitney Andrews, Secretary