

THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES ARE SUBJECT TO CORRECTION BY THE SHELBURNE HISTORIC PRESERVATION AND REVIEW COMMISSION. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COMMISSION.

**SHELBURNE HISTORIC PRESERVATION &
DESIGN REVIEW COMMISSION**

September 13, 2018

Minutes

Members Attending:

Fritz Horton, Tom Koerner, Ann Milovsoroff, Dorothea Penar, Eileen Warner, David Webster

Staff Attending:

Dean Pierce, Susan Cannizzaro, Ravi Venkataraman

Others Attending:

Al DiPietro, Brian Knight

Call to Order:

Fritz Horton called the meeting to order at 8:33 a.m.

Approval of Minutes:

There was a brief discussion regarding the process for approving minutes going forward. As allowed by statute, the members agreed on a policy that would require a quorum present to approve minutes, but not necessarily a quorum of those that had attended the meeting being approved.

Following the discussion, Dorothea Penar moved to approve the minutes of July 26, 2018. Eileen Warner seconded the motion, which was unanimously approved.

Tom Koerner moved to approve the minutes of August 9, 2018. David Webster seconded the motion, which was unanimously approved.

Town Hall Renovations:

While awaiting the arrival of Brian Knight, the members discussed the Town Hall renovations. A Commission member had received word that the perimeter drain work was no longer going to be completed, and there was discussion about the importance of assuring the basement remains dry. Al DiPietro, Clerk of the Works for the library and town hall renovation project joined the meeting. He confirmed that a new underdrain will be installed around the Town Hall and it will drain into a rain garden or catch basin.

[Brian Knight arrived.]

David Webster asked if there had been any surprises in the Town Hall. Al DiPietro replied that the chandeliers will all need to be rewired and the front porch column bases

are rotting and will have to be repaired or replaced. It was noted that any changes other than what was originally approved will require returning to the HP&DRC. Mr. DiPietro suggested addressing Lee Krohn, Interim Town Manager, or the Library Steering Committee with any concerns.

David Webster reported that Cathy Townsend contacted him about a possible walkthrough of the Town Hall. The members agreed they would be interested in doing this. David will schedule the walkthrough with Cathy.

[Al DiPietro left the meeting.]

Discussion with Brian Knight on Draft National Register Nomination:

Dean Pierce reported that as part of the Town's agreement with Brian Knight, the HP&DRC members have the opportunity to provide comments on the draft National Register Nomination which was previously distributed. Thus far, Dorothea Penar and Marc Vincent have provided their comments to Brian.

Brian commended the Shelburne Town Clerk staff. He then stated he did a cursory walking tour of the Shelburne Falls area with Colleen Haag and a few others. He added that he would still be interested in meeting and talking with more people. David Webster questioned the time period covered in the report. Brian responded the period of significance was from settlement through 1927, so that is the time frame covered.

Dorothea Penar stated she is disappointed that the old school is left out of the Nomination since it is not contiguous with the reduced boundary. Brian responded that it could possibly be an individual nomination or included in the historical school house listing.

[Brian Knight left the meeting.]

Upcoming Planning Commission items:

Dean Pierce reported that the Planning Commission will be discussing possible zoning changes in the Rural District at tonight's meeting, as well as reviewing and prioritizing the public comments which were received on the Comprehensive Plan.

There was a mention of the need for a discussion regarding the addition of preservation incentive language in the Comprehensive Plan. This topic will be included on the next HP&DRC meeting agenda.

[Dorothea Penar left the meeting.]

Other Business:

Dean Pierce reported that there has been some discussion about the addition of a Green Mountain Transit bus shelter in front of Shawn Sweeney's property on Shelburne Road (near the Harrington House). There is currently a bus stop there, but no shelter. The shelter would be the same design as others around the Town and Village.

Dean commented that the Commission may want to consider an amendment to the current design review process which requires an applicant to appear before the Development Review Board, generally a week following the HPDRC meeting, for final approval of their application. The State law changed a few years ago and now a simple design review recommendation (not requiring conditional use or site plan approval) can be referred to an administrative officer for approval. In addition, a revised process would eliminate the notification requirement which can also extend the design review process for an applicant. This change would require an amendment to the Zoning Bylaw.

Adjournment:

The meeting adjourned at 10:00 a.m.

Respectfully submitted,
Susan Cannizzaro