

**WELLESLEY HISTORIC DISTRICT COMMISSION
CALLED MEETING
MAY 5, 2020, 6:45 PM
ONLINE REMOTE MEETING**

Members Present: David Smith, Chair; Eric Cohen; Emily Maitin; Thomas Paine.

Staff: Dana Marks, Planner.

Others Present: BB Wood.

Call to Order: David Smith called the meeting to order at 6:50pm.

Review of April 2020 Draft of Historic Preservation Design Guidelines. Mr. Smith opened the discussion about the updated draft of the Historic Preservation Design Guidelines that the Commission is working on with Peter Benton of Heritage Strategies. This was a new draft in response to the Commission's past comments of an earlier draft in February.

Ms. Maitin noted that the tone was much improved in this draft, but there were still some typos that need to be addressed. Ms. Maitin and Mr. Paine both had a chance to review the draft, and had specific comments and notes that they would share with Ms. Marks to forward to the consultant Mr. Benton.

Mr. Smith and Mr. Cohen had not yet had a chance to review this draft, but stated they would do so before next month's meeting. Mr. Smith asked if there was more information on window rehabilitation, specifically in the Table of Contents. Ms. Marks confirmed that it is now highlighted in the Table of Contents.

Ms. Maitin commented that there are a lot of useful resources and references in this updated draft. Mr. Cohen added that the Design Guidelines have a lot of good information that will be quite helpful for homeowners.

Mr. Smith asked for clarification of next steps once the Commission believes the Design Guidelines are ready to be finalized. Ms. Marks explained at that point, the Commission will schedule and notice for a public hearing where the consultant will give a presentation on the Design Guidelines. At the conclusion of that public hearing, the Commission would vote to approve the Design Guidelines as a guiding document for applicants, residents of Wellesley's historic districts, and residents of the whole Town. Once approved, the Design Guidelines will be available online through the Commission website.

HDC Vacancies. The Historic District Commission currently has three vacancies. Three individuals submitted applications to join the Commission. One applicant, Ms. Wood, was present to meet with the Commission.

Mr. Smith thanked the applicant for her interest in joining the Commission and asked her to give some information about herself and why she wants to join the Commission. Ms. Wood shared that she has lived in Wellesley since 2000 and has always had an interest in architecture. She works in operations and logistics and has experience in project management. She would like to be involved in the town and would be happy to serve on the Commission. Ms. Wood added that she is also involved with the “Trinity Development” at the Tailby and Railroad lots as part of a neighborhood group to provide feedback to the developers regarding the feasibility and suitability of such a development in Town.

The Commission members shared their own background and how they became involved. Not all members have a preservation background or professions in architecture or real estate, but all share an interest and enthusiasm for maintaining Wellesley’s historic properties and historic districts. Ms. Wood shared her understanding of the importance to maintain the suburban feel and look of the Town while balancing the modern needs of today’s homeowners.

Mr. Smith explained the makeup of the Commission, its quorum requirement to conduct business, and further information about the commitments and responsibilities of being a member. Mr. Smith directed Ms. Wood to the Town Bylaws and Zoning Bylaw that outline the Commission’s review authority and the Town’s Historic Districts. Mr. Smith further explained the appointment process, indicating that the Commission members will need to discuss amongst themselves to decide who to recommend to the Board of Selectmen to appoint to the Commission to fill the vacancies for three-year terms. Ms. Wood thanked the Commission for their time and then left the meeting.

The Commission members then discussed the three applicants. Mr. Cohen emphasized the importance of having an architect on the Commission. Mr. Cohen suggested recommending the appointment of one or two candidates in order to leave a spot for an architect who could apply in the future. If no architects apply, the remaining candidates who have already submitted an application would still be available. Ms. Maitin agreed with Mr. Cohen that it would be helpful to have an architect.

Mr. Paine suggested appointing all three candidates. In the event an architect applied to join the Commission in the future, Mr. Paine or Ms. Maitin would volunteer to resign in order to make room on the Commission. Mr. Cohen noted that Mr. Paine brought up a good point about filling all of the Commission vacancies while still searching for interested architects. The Commission members further suggested to solicit applications from architects who live in Wellesley, and to leave a vacant seat on the Commission should any apply.

Mr. Smith asked about the possibility of having alternate members on the Commission, such as the case on the Wellesley Historical Commission and other Town boards. Ms. Marks stated that further investigation would be required to determine whether or not the Commission could have alternate members or if that would first require an amendment to the Town Bylaws. Ms. Maitin believed she asked about this before, and the Commission does not have the ability to have alternate members; thus she believed it would require a change in the Town Bylaws for how the Commission is set up.

Mr. Smith made a motion to recommend appointments by the Board of Selectmen of Pluton Angjeli and BB Wood for the remainder of terms that end on June 30, 2021 and 2022 respectively to the Historic District

Commission. Mr. Paine seconded the motion. Following a roll-call vote, the motion unanimously passed 4-0. It is understood that the third vacancy shall remain open for the time being for an architect or a remaining existing applicant while further outreach is undertaken to attract interested residents.

Approval of Minutes. Prior to the meeting, Ms. Marks circulated drafts of minutes from the previous Commission meeting on April 7, 2020. Ms. Maitin indicated there was one typo on the second page, which Ms. Marks would correct. Ms. Maitin made a motion to approve the April 7 minutes as amended. Mr. Smith seconded the motion. After a roll-call vote, the Commission unanimously (4-0) approved the April 7 minutes as amended with the one change on page 2.

Citizen Speak. No one was present for Citizen Speak. Ms. Marks shared that she got engaged over the weekend.

Adjourn. Mr. Smith adjourned the meeting at 7:54pm.

Next Meeting: June 2, 2020

Minutes Approved: June 2, 2020

Minutes Compiled by: Dana Marks, Planner

A full recording of this meeting can be viewed through www.wellesleymedia.org.