

**SWAMPSCOTT HISTORICAL COMMISSION**

**MEETING MINUTES**

November 3, 2016

7:00 PM

86 Burrill St, Swampscott, MA

<b><u>MEMBERS PRESENT:</u></b>	Justina Oliver, Richard Smith, Sylvia Belkin, Shannon Phelan, Bill Joyce, Paula Pearce, Bill Travascio, Kim Barry
<b><u>MEMBERS ABSENT:</u></b>	Jean Reardon
<b><u>OTHERS PRESENT:</u></b>	Angela Ippolito, Chair of Planning Board
<b><u>MEETING CALLED TO ORDER:</u></b>	7:05 PM
<b><u>MINUTES:</u></b>	Minutes for the Historical Commission meeting on October 13, 2016 were unanimously approved, after a motion by Bill Travascio, as seconded by Sylvia.
<b><u>TREASURER'S REPORT:</u></b>	Kim reported that there were no changes to the budget/finances.
<b><u>MASTER PLAN UPDATE:</u></b>	Angela Ippolito, Chair of the Planning Board, and the Historical Commission members reviewed the goals for the Historical Commission as outlined in the 2025 Master Plan. Goals that were discussed as being important for 2017 included the promotion of the Community Preservation Act (CPA), creating a preservation plan for National Register properties such as the Fish House and Train Depot, and revising the demolition delay bylaw. The Commission was requested to review the goals and keep the Planning Board updated as to changes in priority and status. Ms. Ippolito also discussed the status of the White Court property and indicated that a religious organization had been identified as the purchaser and may be considering making changes to the structures.
<b><u>COMMITTEE UPDATES:</u></b>	Richard reported that there were no significant updates from the Open Space Committee and Historic District Commission (HDC), other than a new chairman of the HDC.

<u>SURVEY UPDATE:</u>	Sylvia indicated that the survey report contained 18 recommendations for nominations to the National Register. She will coordinate with Michelle in IT to have the survey available electronically to the public.
<u>BUILDINGS UPDATE:</u>	The Phillips School RFP has been pushed back. The owners of 57 Rockland Street offered to modify the retaining wall setback and terrace the wall. The square footage of the new structure will remain the same.
<u>PUBLIC OUTREACH:</u>	Bill Travascio offered to contact the governor's office to schedule the awarding of the plaque. Sylvia indicated that the letters to owners of properties in the most recent historical survey will likely be ready to be sent in the next month or two. Members discussed that the nomination form for the 2017 preservation awards should be posted online in the next month or so, and possibly included in the letters to be sent by Sylvia. The Commission discussed the possibility of creating a newsletter and quarterly events to educate/engage the public.
<u>COMMISSION HEADQUARTERS:</u>	Bill Travascio offered to help set up the printer and computer at the headquarters. Justina will remind Manny to pick up the cabinet in the hallway.
<u>NEXT SCHEDULED MEETING:</u>	December 6, 2016
<u>ADJOURNMENT:</u>	9:34 PM

Respectfully submitted,

Shannon Phelan, Secretary