

Town of Chelmsford
Historic District Commission
50 Billerica Rd., Room 205
Chelmsford, MA
Meeting Minutes: January 9, 2023
Approved February 6, 2023

Present: Brenda Lovering, Jack Handley, Lisa Grasso, Donna Ready, Janet Askenburg

Not Present: Debra Belden, Deb Taverna

Call to Order

Chair Lovering called the meeting to order at 7:02PM.

Public Input

No one came forward at this time.

New Business

21 Chelmsford Street – Dental Office – Fence, etc.

No one was present on behalf of the applicant.

Discussion Tabled.

5 Billerica Road – Santander Bank - Exterior Signage

No one was present on behalf of the applicant.

Discussion Tabled.

Old Business

17 North Rd., Status/Update Rooftop Equipment Screening, Brandon Davis-RETMAD LLC

No one was present on behalf of the applicant. Commissioners agreed the screening does not adequately cover the rooftop equipment; however, the equipment is taller than what is usually seen. Covering it entirely may not look any better. There have been no complaints received. Mrs. Lovering noted that the medical buildings on Fletcher St., which is not in the District, also have very high roof top equipment.

Mrs. Merrill was asked to send the Building Department a reminder e-mail that applicants making changes to the roof and exterior of dwellings in the Historic District need to file an application for the Commission to review.

Discussion: QR Codes for historic sites & monuments

Ms. Taverna was not present. Discussion tabled.

Center Village Master Plan Implementation Committee – Update

The Committee has not met since the prior meeting. No report.

Massachusetts Historical Commission – Certified Local Government – Resumes needed!

Ms. Ready drafted her resume. Other members were asked to complete theirs for the next meeting.

Correspondence and Telephone Calls

Ms. Lovering questioned whether the Planning Board should be addressing excessive rooftop equipment. She will research the subject further.

Commissioners were made aware that there will be a clothing store moving into the space formerly occupied by the CPA in Central Square.

Meeting Minute Approval

December 5, 2022

A vote was tabled, as a quorum of the attending members at that meeting was not present tonight.

Meeting Schedule

The owner of the Oddfellows building is open to giving the Commissioners a tour of the rehabilitated building. The Commissioners agreed that with advance notice, a Wednesday would be a good day for this tour.

The next regular Meeting will be held on February 6, 2023, at 7:00PM, and on March 6, 2023 after that.

Ms. Lovering will follow up with Ms. Belden on the signage requests from Santander Bank and the new Dental Office.

Adjournment

Motion: by Ms. Askenburg to adjourn the meeting at 7:27PM. Seconded by Ms. Ready. **Motion carries, unanimous, 5-0.**

Respectfully submitted,
Vivian W. Merrill

Supporting documents:
-Draft Minutes