

Acton Historical Commission
Meeting Minutes – January 11, 2012
7:30 p.m., Acton Town Hall, Rm. 126

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AHC Members Present: Bill Klauer (BK), Victoria Beyer (VB), Anita Dodson (AD), Bill Dickinson (BD), Brad Maxwell (BM), Jim Chiarelli (JC); also present was David Clough (DC), the Commission's liaison to the Board of Selectmen

1. BK called the meeting to order. Minutes for the Commission's December 2011 meeting were reviewed and approved.
2. First, the Commission discussed the status of the scanning project for Cultural Resource List (CRL) updates and existing files. DC will check into whether the 2012 budget may allow for any scanning of Commission files.
3. The Commission then reviewed and discussed the draft RFQ prepared for the architect design work for the Asa Parlin House at 17 Woodbury Lane. BD noted that the RFQ has been placed in the central register, which will save time for the second phase of the project. Site visits are scheduled for late January and applications due February 7th. A committee made up of Dean Charter, BK and BD will review applications.
4. The Commission reviewed and revised its draft annual report, and unanimously approved the draft with revisions. BK will submit the report as revised.
5. JC then reported on his conversation with the Memorial Library regarding its copies of the CRL updates. JC delivered the library's copies, and will discuss with Mark Hald how to make electronic copies available for other Town purposes.
6. Next, the Commission discussed the 2006 bridge report for the Bruce Freeman Rail Trail. BK stated that the required trail width may trigger changes to the surface of the trail's bridges. The Commission noted that the bridges date to 1908-1918, but that the 2006 report indicates that the trestles, plaques and other elements of the bridges could be preserved. The Commission unanimously resolved that we would prefer to preserve and reuse as much of the bridges as possible in line with the 2006 report.
7. The Commission's discussion then turned to the Cemetery inventory forms. BK noted that we have until May to commence using the Community Preservation Act funds allocated for the project. JC noted that the project is more in the nature of an existing conditions report. BK will contact a consultant to understand the appropriate scope of work for the project. BK will also contact Dean Charter for information on the proper format to use for requesting quotations from consultants.
8. Finally, the Commission took note of recent correspondence announcing that the Acton High School building was accepted for listing on the National Register of Historic Places.

Meeting adjourned at 9:05 p.m.

Respectfully submitted,
Brad Maxwell, clerk

Cc: Town Clerk
Town Manager
Town Library
Historic District Commission