



ACTON HISTORICAL COMMISSION

Meeting Minutes June 11, 2025, 7:30 pm

Town Hall, Room 126

Present: Bill Dickinson - Chair (BD), Bob Ferrara (BF), Victoria Beyer (VB), Ken Dow (KD), Barb Rhines - Cultural Resources Planner (BR), Fran Arsenault - Select Board Liaison (FA)

Guests: Rob Peirce (RP), Michelle Ouellette (MO), Lisa Gordon (LG)

Absent: Bill Klauer (BK)

Chair BD called the meeting to order at 7:36 PM.

I. Regular Business

1. Review of meeting minutes May 14 – VB moved to approve the minutes of the May 14 meeting. BD seconded and the motion passed unanimously.

2. Residents' concerns – none

3. Any ZBA/Planning Board projects on the CRL? – none

4. Bridge project between Rail Trail and TTT at old Davis Road – BD sent BR RFPs for structural engineers and another for landscape architects. BR to provide cover letter to BD for review. Who the vendor submits to is needed. BD to provide names of structural engineer and landscape architect companies to BR to receive package. Procedure should be the same as the Woodlawn Cemetery RFP

5. Status of reconciling CRL to MACRIS (barn captures): -- none. Addresses need to be reviewed and confirmed.

6. Archeological Review Applications -- none

7. Under demo delay: 457 Mass Ave and 54 Great Rd. Assignments to HC members for check-up will be reviewed at next month's meeting.

8. Historical Plaque Applications : 207 Central St. was approved. No new applications.

9. Consultant for National Register Application for Woodlawn Cemetery: BD reviewed

application so BR can draft an RFP for the Woodlawn Cemetery in North Acton. The Committee has recommended several CRM/Archaeology firms who should receive the RFP. 4 firm names will be sent. Submission will be done via Mail/ Email to HC and Town Hall. \$12,500 amount from CPC to be verified.

10. Concord Road Historical Corridor update: -- none

11. Acton 250 Committee update: 6/23 will be the next Speaker event with Don Hagist talking about the experience of the British Soldiers in 1775. The Acton 250 Committee will be offering events less frequently, likely just one per quarter through the coming year, through to Sept. A celebration being planned near 7/4/2026 likely to be held at the Discovery Museum. Refer to <https://www.actonma.gov/250>.

12. Historic marker sign maker search. The HC still has to review the sample Asa Parlin/17 Woodbury Lane house sign. Crosby Design electronic samples were reviewed. Regular vs Semi-Bold Font is being considered. Semi-Bold helps achieve readability from the street.

13. Process for initiating demolition delay hearings. Per the By Law, Demolition Delay hearings must be triggered by an application from the owner to the Building Department for a Demolition Permit. Owners are encouraged to come before the HC to informally discuss their project during the design process and inquire if a Demolition Delay Hearing is required. The HC website should be updated to more fully explain the process.

14. Underground Railroad Site Outreach. At the April meeting, the HC approved a BR letter to send to the property owners of the Underground Railroad sites asking if the owner would have an interest in a historic marker on the property. Letters were sent out by BR. 4 responses of interest have since been received: 162 Great Road, 144 Great Road, 15 Barker Road and 41 Estabrook Road. The HC asked BR to reach back out to the responders. MHC to be consulted to see if there might be a recommended logo or format for a proposed sign.

II. New/Special Business:

1. **8:00PM Is Demolition Delay Hearing required—21 Maple St.:** Conceptual review for repurposing the buildings behind the train station in South Acton were reviewed. Presentation was done by Architect MO for the purpose of relocating Acton Food Pantry to this location. Site is listed on MACRIS – ACT.435 and ACT.651. Great effort was made to keep the look similar, replacing numerous garage doors with new windows and doors. Open wall shed is planned to be removed. BD moved that 21 Maple Street does not require a Demolition Delay Hearing, BF seconded and it was passed unanimously.

III. Consent Items - None

Adjournment: BD moved, and BF seconded a motion to adjourn the meeting. The motion was approved unanimously at 9:01PM.

Documents and Exhibits Used During this Meeting.

- Minutes of the May 14, 2025 meeting of the Acton Historical Commission
- Acton Food Pantry Concept Drawings