

**Meeting Minutes**  
**Local Historic District Study Committee**

**APPROVED**

Tuesday, August 15, 2023  
12 Kent Way, 2<sup>nd</sup> Floor Hearing Room

**Members Present:** Vice Chair Joy Michaud, Secretary Elizabeth Paliga, Lon Hachmeister

**Members Absent:** Chair Robin Etheridge

Committee Vice Chair, Joy Michaud, opened the meeting at 5:32 p.m.

**Reading of the Lower Green Study Committee's Mission Statement and Purpose & Goals**

Joy Michaud read the Mission Statement and Purpose & Goals into the record.

**Approval of Minutes:**

**Motion:** A motion was made to approve the minutes from the July 10<sup>th</sup> meeting, which was passed by all present.

**Review & Approve Energy Efficiency in Local Historic District FAQs:**

**Motion:** A motion was made to approve the Energy Efficiency in Local Historic District FAQs as written and passed by all present.

**Review & Approve Study Report Precis:**

There was some confusion by committee members as to who had been designated to write this document. *Joy Michaud will draft precis as to significance of Lower Green and why the committee is undertaking this study report for the next committee meeting.* This document will be part of a brief presentation for the Select and Planning Boards.

**Review & Approve Study Report Outline:**

Committee member, Lon Hachmeister, suggested the committee create a Study Plan from the draft table of contents and outline, which can also be presented to the Select and Planning Boards and made public, along with the study area. The creation of a Study Plan and its assignments will be tabled officially until we have all committee members present. The committee did go through the draft outline to address various notes made by Secretary, Elizabeth Paliga. They were noted by Joy Michaud and Lon Hachmeister and will be edited into the draft outline for inclusion at the next meeting.

The committee discussed its future plan of holding information sessions in each of the three neighborhoods of Newbury. The committee then recognized Jan Forrest, who clarified that technically only Byfield is a legal village in Newbury and the other areas of Old Town and Plum Island were not. Historically a village had to have its own minister to be so designated. The committee thanked Jan and will amend all references to Newbury as having three villages.

The committee also discussed Regulatory Alternatives, that is, what would and wouldn't be covered by a Local Historic District bylaw. These alternatives could be added to the Study Report as an appendix or legally written into the bylaw, which can be determined at a later date.

Lon Hachmeister agreed to draft a Study Plan from finalized table of contents and outline after the committee's next meeting where all committee members will have a chance to comment.

### **Plan Next Study Report Assignments:**

This item was tabled until input could be made by the full committee.

### **Update on Newbury Citizen Survey Outreach & Responses**

Elizabeth Paliga has reached out to the town to try and see if the committee could use Newbury's social media pages to spread the Newbury Citizen Survey and later, to make announcements about information sessions and public meetings. *Elizabeth will continue to follow up on this.*

*Lon Hachmeister will follow up with the town on if it is possible to send a second survey (about specific features that the local historic district would protect or exempt from review) out on a watermarked page with the quarterly town taxes, and what the process might be if it is. Joy Michaud will connect with the Newbury Cultural Council at Newbury Day, about possible grants to fund such an endeavor as the committee has no designated budget.*

The committee then recognized Jan Forrest who confirmed that the Lower Green Schoolhouse will be open from 11:00 to 3:00 on Newbury Day, and that she would be willing to put paper copies of the link to the Newbury Citizen Survey on a table in the schoolhouse. *Joy Michaud will print QR codes and get them to Jan Forrest prior to Newbury Day.*

### **Update on Securing a 5<sup>th</sup> Study Committee Member**

Bethany Groff Dorau, Executive Director at the Museum of Old Newbury, has agreed to join the committee as its 5<sup>th</sup> member. She has been approved by the Select Board and will join the committee at its next meeting.

### **Public Comment:**

There were no public comments at this meeting.

### **Adjournment:**

The next meeting of the Local Historic District Study Committee was set for **Tuesday, October 03<sup>rd</sup> at 5:30 p.m.**

The committee adjourned at 6:30 p.m.

Respectfully Submitted,



Elizabeth Paliga

Secretary, Local Historic District Study Committee