



# City of Medford

HISTORICAL COMMISSION

HISTORIC DISTRICT COMMISSION

City Hall – Room 308  
85 George P. Hassett Drive  
Medford, Massachusetts 02155

## **July 13, 2020 Medford Historical Commission Minutes**

Meeting held via Zoom - Meeting called to order at 7:05 pm.  
Digital Meeting statement read by J. Keenan, Chair, at beginning of meeting.

Members present: Ryan Hayward, Doug Carr, Peter Miller, Jennifer Keenan and Edward Wiest. Dennis MacDougall also present. Absent: Ben Johnson and Abigail Salerno

**Budget Update:** The Commission received \$5,000 increase in annual budget, raising total annual budget to \$35,000.00.

**39-41 Seventh Street garage:** Ryan Hayward received email that 1949 garage deemed unsafe. Garage committee signed off to allow demolition to proceed.

**Update on Properties Currently Under Demo Delay:** 421 High Street. Letter from Lisa Kennedy (2 Hammond Place) wondering about design standards and oversight of planning in the city. D. Carr will reply with a positive letter. All other demo delay are still standing.

**Update on Letter Regarding Unauthorized Demos:** Letter was circulated to the mayor resulting in a Zoom meeting set for July 15 at 1:00 pm. Ryan Hayward, Jennifer Keenan, Mayor Breanna Lungo-Koehn and Paul Mochi, Building Commissioner to attend. Other MHC commissioners invited to attend. MHC Commissioner comments: culture of building department should be reformed, more detailed drawings be required for typical building permits including floor plans and exterior elevations, etc. and relevant questions be added to the permit application form such that significant demolition threshold can be clearly established.

**Update on 43 Pleasant Street:** Property was put under 18 month demolition delay during the June 8, 2020 meeting. The owners are concerned about what their course of action should be and whether to sell, stay or renovate. Commissioners Ryan, Carr and Miller to generate diagrammatic sketches illustrating architectural suggestions of possible alternatives. Ryan Hayward to reach out to owners to attempt to set up meeting and establish a dialogue.

**30-36 Salem Street:** MHC was invited by the Community Development Board to provide written site plan review recommendations for the April 4, 2020 development proposal for the Dyer Building by 34 Salem Street LLC. Commissioner Miller to take first pass on the comments and circulate to the other commissioners.

**City Hall Basement Space:** Ryan Hayward to oversee digitizing of 1894-1922 Plan Book and to meet with the Mayor to discuss possible clean-up and appropriation of two small rooms (former Weights & Measures and Milk rooms) within the City Hall basement in order to create MHC archival space. Sharon Guzik raised concern of possible dampness issues and document preservation. Ryan Hayward suggested incremental approach beginning with a modest appropriation for preliminary clean-up, disposal, dehumidification and filing work.

**Local Historic District Updates:** 16 Foster Court Proposed LHD public hearing date set for August 10, 2020. City council votes, public readings, map filings on critical time path. Forest Street Proposed LHD Preliminary Study Report submitted to Mass Historical. Public hearing set for October 19, 2020.

**Update on CPA Projects: Oak Grove trees:** On-going, bid review. **Thomas Brooks Park:** Commissioners Keenan and Hayward had meeting with the Mayor who endorsed the project and gave preliminary authorization to proceed with Phase II including repair of the brick wall, stone wall, archeological dig and traffic study. Commissioner Carr suggested building in a 10% contingency for the appropriation.

**Survey Project Updates:** Ryan Hayward met with Mass Historical Commission to discuss \$32K for Winter Hill survey bids. Wellington survey complete. Additional Medford Square survey product within the Forest Street Proposed LHD Report. South Street survey to commence after Forest St and Foster Ct LHDs are done.

**Form B's:** Ryan Hayward moved to appropriate \$500.00 each to have Form B's created for 2 Capen Street, 22 West Street and 77 Court Street. **Motion:** To approve 4-0. \$1,500.00 total for three Form Bs.

**Approval of Meeting Minutes:** Ed Weist moved to suspend June 8 meeting minutes approval until the August meeting. **Motion:** To approve 4-0

**Motion:** To adjourn at 8:21pm **Approved:** 4-0

**Next Meeting:** August 10, 2020 via Zoom. Start time moved to 7:30 pm. Dennis MacDougall to coordinate HDC and MHC Zoom. Note: October 19 meeting may need to be moved or adjusted due to Forest Street Proposed LHD hearing.