Town of Groton

**173 Main Street**

**Groton, MA 01450**

**Historic Districts Commission**

**November 14th, 2023**

**7:30 pm**

**First Floor Meeting Room**

**Members Present:** Peter Benedict, Brian Cartier, Lisa Hicks, Jennifer Rand

**Others Present**: Michael LaTerz, Joshua Vollmar

**Administrative Assistant**: Amanda Urmann

**Meeting Called to Order at 7:30 pm by Chairman Benedict.**

**Historical Plaques Discussion:**

Michael LaTerz and Joshua Vollmar, members of the Historical Commission, were present to discuss the previously brought up historical plaques that were presented at the last meeting. There was lengthy discussion on what the Historic Commission voted on at their previous meeting, which gave them provisional authorization to go ahead with a pilot program for the historical plaques. Mr. LaTerz and Mr. Vollmar explained the process and how these plaques will be distributed. While they agreed that the Historic District Commission should be involved in the process, they asked if the fees for signs could be waived for these historical plaques. The members of the HDC agreed that they would be willing to waive this. It was also noted that sign permit applications do not require a legal advertisement to be posted in the newspaper. There were a few questions from the Board about the process and what would go on the signs and Mr. Laterz and Mr. Vollmar answered as best as they could with the information that they already had researched. The signs are being proposed as two sizes, and it is up to the homeowners on their preference for which size they want. While the Historic Commission will do the research on the house and will strongly encourage certain dates and names (etc.) to be on this sign, it is up to the homeowners on which ones they would have, with the given information. It was clarified that the homeowner will not be putting their own data, but the data that the Historic Commission researched and came to the conclusion for the house. There was discussion back and forth on how this process could go smoother for the Historic District residents and the HDC.

*Member Cartier made a motion to give provisional acceptance for the sign program as presented. Member Rand seconded this motion and it carried unanimously, 4-0.*

**240 Main Street –Sign Permit Application:**

Applicant: Kilbourn Place, LLC

This is a new sign.

There was brief discussion on the new information that was submitted for this sign permit application. The applicant needs to return with information about coloring of the sign, as the design says that the colors are “to be determined”, the posts and caps need to be wooden and not PVC, and the design needs to be edited, so that “Kilbourn Place” and “240 Main Street” meshes better with the sign. It was recommended that the entire sign should be white and “Kilbourn Place” and “240 Main Street” should be black lettering with a double black line under “Kilbourn Place”. It was also highly recommended by the Board that Mr. Widmayer attend a meeting to sort this sign permit application out.

**Commissioner Updates:**

*Member Cartier made a motion to approve the nomination of Jen Moore to the HDC. Member Hicks seconded this motion and it carried unanimously, 4-0.*

**Approval of Minutes:**

*Member Cartier motioned to approve the meeting minutes of October 17t0h, 2023. Member Hicks seconded this motion and it was carried unanimously, 4-0.*

Next meeting to be held on December 19th, 2023.

*Member Cartier made a motion to adjourn. Member Rand seconded the motion and the motion carried unanimously via roll call vote.*

**Meeting Adjourned: 9:15 PM**

Respectfully Submitted By: Amanda Urmann