Town of Groton

**173 Main Street**

**Groton, MA 01450**

**Historic Districts Commission**

**December 19th, 2023**

**7:30 pm**

**First Floor Meeting Room**

**Members Present:** Peter Benedict, Brian Cartier, Jennifer Rand, Jennifer Moore

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

**Administrative Assistant**: Amanda Urmann

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

**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 sign should go where the current sign is.

*Member Cartier made a motion that the HDC issue a certificate of appropriates for the sign at Kilbourn Place, 240 Main Street according to the revised submission. Member Rand seconded the motion and it carried unanimously, 4-0.*

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

Applicant: Jessica Walkovich

This is a new freestanding sign.

There was brief discussion on the new information that was submitted for this sign permit application. Member Rand asked if the applicants were taking over the whole space at this location and the applicant agreed with this assessment and explained the business in greater detail. They aren’t sure what they plan to do with the back yet and once they determine this, they will come back if necessary. It was also confirmed that these lights will be on a timer that was already existing. Overall, the members of the HDC were in agreement that this sign was designed well.

*Member Cartier made a motion that the HDC issue a certificate of appropriates for the sign at 142 Main Street as presented. Member Moore seconded the motion and it carried unanimously, 4-0.*

**Commissioner Updates:**

A letter was sent in regarding 50 Hollis Street and a few things that should be addressed regarding Historic concerns. A letter will be sent out to the owner of this address requesting these concerns be addressed.

There was also discussion on the previously discussed formal letter and guideline for owning a house in the Historic District and whether or not this should be a letter that is sent out to the Historic District residents and on what letter should be sent out. It was determined that further editing should be done to these letters and guidelines and in the meantime, finding the potential funds to mail these out should be looked in to. More to be discussed on this topic at a later meeting.

**Approval of Minutes:**

*Member Cartier motioned to approve the meeting minutes of November 14th, 2023. Member Rand seconded this motion and it was carried unanimously, 4-0.*

Next meeting to be held on January 16th, 2024.

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

**Meeting Adjourned: 8:10 PM**

Respectfully Submitted By: Amanda Urmann