**SIGN COMMITTEE**

**MINUTES OCTOBER 30, 2023**

**APPROVED**

**Present:** Connie Sartini, Carolyn Perkins, Mark Haddad

**Also Present:** Kara Cruikshank

Mr. Haddad called the meeting to order at 4:00 p.m. and reviewed the agenda.

**APPLICATIONS**

1. Name or Title on Sign: CPA- Community Preservation Act

Property Address for Sign: 346 Main Street, Middle School Track

 Applicant: Bruce Easom

The proposed CPA signage for the Middle School track was the same one approved for the pickleball courts at the Country Club. Mr. Haddad mentioned that he had a conversation with the School Superintendent, who supports the proposed signage at the track. Mr. Easom explained that the sign would be attached to the chain link fence, similar to the one at the pickleball court.

Mr. Haddad asked for a motion to approve the sign.

*Ms. Sartini made a motion to approve the proposed signage for the CPA Signage located at the Middle School Track. Ms. Perkins seconded the motion. The motion carried unanimously.*

1. Historical Commission to Discuss a Pilot Historical Marker Program

Mike Laterz, representing the Historical Commission, attended the meeting to discuss the Pilot Historical Marker Program for installing plaques on historic homes in the town. He said the Historical Commission would administer the program, and they would like to start it soon. The town has a significant historical nature. There are two size options for the plaque: 14” by 10" and 12" by 9". The commission has offered to help install it. Mr. Haddad said he would like blanket approval when they install the sign. Ms. Perkins suggested amending the Bylaw to include anyone outside the historic district. The proposed signage will have a white background with black lettering. Mr. Laterz explained there would be a few exceptions for sizing, such as the Elms, which will have signage on the fence. The plaque size will be 2’ by 3’. The process will be agreed upon until the Bylaw is drafted.

*Ms. Perkins made a motion to approve a pilot program with the Historical Commission to install historical markers, which will be no larger than 14” by 10” in size with a white background and black lettering. A list of homes where these markers will be installed will also be provided. The exemption will be granted until the By-Law is drafted, and the program will be effective upon approval by the Historic Districts Commission. Ms. Sartini seconded. The vote carried unanimously.*

*Mr. Haddad made a motion to waive the fee for the plaque. Ms. Perkins seconded the motion. The motion carried 2-0, Sartini abstained.*

**MINUTES**

*Ms. Sartini moved to approve the meeting minutes of August 14, 2023 as presented. Ms. Perkins seconded the motion. The motion carried unanimously.*

The meeting was adjourned at 4:15 pm.

Respectfully submitted by Kara Cruikshank, Executive Assistant to the Town Manager