



Holyoke Historical Commission (HHC)  
Meeting Minutes  
Monday December 9, 2019

**Attendance:** Joe Paul, James Sheehan, Frances Welton, Marco Crescentini (*arrived at end of meeting*)

**Not in Attendance:** Richard Ahlstrom, Paola Ferrario

**Municipal Staff:** Ben Murphy (OPED)

**NO QUORUM**

1. **Call to Order** – Frances Welton called the meeting to order at 6:30 p.m. and stated that the meeting was being recorded.
2. **Review of November 13, 2019 Minutes** – Minutes were not approved as there was no quorum.
3. **Public Participation** – No public participation
4. **Nominees to the Holyoke Historic District Commission** – No Discussion
5. **Community Preservation Act (CPA)**
  - a. **Eligibility Determination**

Ben Murphy discussed the eligibility determination policy which would streamline the process to determine whether CPA applicants are on the State Register of Historic Places or if they must come in front of the commission to determine that the property is historic.
  - b. **CPA Role and Responsibilities of the HHC / Preservation Restriction Policy**

Mr. Murphy stated that Marcos Marrero reviewed the policy and stated that #6 should be removed because it makes it sound as if HHC determines whether a project gets funded or not, and that is not HHC's role. Frances Welton stated that #6 should say that the applicant will receive notification that the Holyoke Historical Commission does not deem it historically significant. Mr. Murphy will edit the language and forward it to the Community Preservation Committee.
6. **Demolition Delay Ordinance**

Ben Murphy shared that he and Commissioner Welton had met with OPED Director Marcos Marrero to create a plan to move forward with the changes to the ordinance. The plan is to meet one-on-one with City Department Heads that are on the Problem Properties Group and make the case for why changes are needed. The focus will be on what has changed in the City since the last time the ordinance was updated and how it can fit in with other ongoing initiatives the City has to address problem properties with a coordinated effort to save historic buildings and promote economic development. After the one-on-one meetings, there would be a presentation to the entire Problem Properties Group before moving on to the City Council for approval.
7. **MHC Survey and Planning Grant**
  - a. **Main St. Corridor Survey**

Ben Murphy shared that the survey project was moving forward, and that the consultant has submitted a list of about 100 properties to be included in the project. The next step is for the consultant to produce several sample forms to be reviewed by MHC and Holyoke staff. Mr. Murphy indicated that

the properties chosen for the sample forms were ones that had the potential to be important to the ongoing Heart of Holyoke placemaking initiative along Main Street.

b. 2020 Survey and Planning Grant Application

Ben Murphy shared that a letter of intent was submitted to Mass Historical Commission to fund a Survey and Planning grant of the Canal Industrial Area in South Holyoke and The Flats and that MHC has indicated that they expect that Holyoke will be invited to submit a full application.

**8. Old Business** – No old business was discussed

**9. New Business**

- James Sheehan shared with the Commission that he will not be continuing on the Commission when his term ends at the end of this month, and that this will be his last meeting.
- Joe Paul shared that he is resigning from the Commission and read a statement on the importance of updating the Demo Delay Ordinance and that a strong Historical Commission is important for the City.
- Marco Crescentini shared that the CPC is meeting on January 15, 2020 at 6PM to have historic preservation projects make five-minute presentations. The location to be determined.

**10. Next Meeting** — January 13, 2019

**11. Adjourn**

*At 8:02 p.m., there being no further business to come before the Commission, a motion was made by James Sheehan and seconded by Joe Paul to adjourn the meeting. The motion carried.*

**Sincerely,**

**Holyoke Historical Commission**