

**Chair** – Paola Ferrario

**Vice Chair & Recording Secretary** – Christopher Gauthier

**Commissioners** - Elana Aubrey and Luis Salazar

**HOLYOKE HISTORICAL COMMISSION (HHC)**

**Meeting Minutes Monday, August 29, 2022 @ 5:30 p.m.**

City Hall Annex Conference Room 403 -or-

Via Zoom - Meeting ID 857 0948 7585/Telephone (646) 558-8656

**Attendance:** Paola Ferrario, Christopher Gauthier, Luis Salazar & Elana Aubrey (via telephone)

**Municipal Staff:** Jennifer Keitt - Office of Planning & Economic Development

**Attendees:** Jay Breines – Principle of 245 High Street, Tom Douglas – architect for 245 High Street, Douglas Kelleher & Liz Roachford – Epsilon Associates.

**1) Call to Order** – 5:35pm, Roll Call as follows:

Paola Ferrario  
Christopher Gauthier  
Elana Aubrey  
Luis Salazar

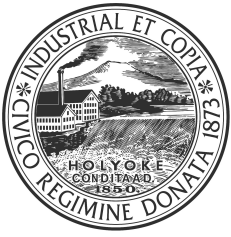
**2) Review of Minutes for August 8, 2022** – Commissioner Gauthier made motion to accept, but (not approve) meeting minutes for August 8, 2022. Seconded by Commissioner Aubrey. Roll call followed:

Commissioner Gauthier	Yes
Commissioner Aubrey	Yes
Commissioner Salazar	Yes
Chair Ferrario	Yes

**3) Presentation of Rehabilitation/Restoration Project for 245 High Street (Holyoke Health Center-Owner)** – Chair Ferrario spoke of the timeline to request letters of support for historical significance. Due to state & federal grants the building will serve as an access point to communities for COVID vaccines & testing, the focus for 245 High Street. Presentation of the rehabilitation and restoration scope of 245 High Street by Douglas Kelleher & Tom Douglas. Liz Roachford noted the buildings skylight is not original to the building. Discussion ensued of roofing materials, exterior windows and front façade.

Commissioner Aubrey made a motion for the Commission to write a letter of support, seconded by Commissioner Gauthier. Roll call followed:

Commissioner Aubrey	Yes
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Commissioner Salazar Yes  
Commissioner Gauthier Yes  
Chair Ferrario Yes

Chair Ferrario asked for the presentation materials be forwarded to us for our records.

A motion was made by Commissioner Aubrey to move out of order to item #6, seconded by Commissioner Salazar. Roll call followed:

Commissioner Aubrey Yes  
Commissioner Salazar Yes  
Commissioner Gauthier Yes  
Chair Ferrario Yes

- 6) Approval of letter to the City Council in Support of the Preservation Ordinance –** Chair Ferrario shared her screen of additions done by Commissioner Aubrey. Commissioner Gauthier read support letter to the Commission. Discussion of minor grammatical changes needed, Commissioner Aubrey will review the needed changes to present at the next meeting.

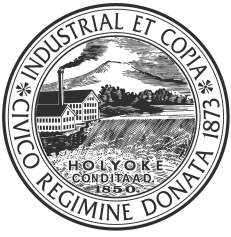
**4) Certified Local Government Annual Report –**

**a) Revisions –** Chair Ferrario shared screen of the current report and spoke to Commissioners that a copy of this report is located on our HHC drive. Commission started review of each line item, but due to time constraints amongst Commissioners it was agreed that Chair Ferrario and Commissioner Gauthier would do final revisions with more research if needed, to present at the next HHC meeting in September. Chair Ferrario wanted it noted on the report, that the city has the IT Department working on the city drives, that we do not have full access of inventories, but working on it. Commissioner Gauthier made a motion for the Chair & Vice Chair to finish the annual report to present at the September meeting. Seconded by Commissioner Aubrey. Roll call followed:

Commissioner Aubrey Yes  
Commissioner Salazar Yes  
Commissioner Gauthier Yes  
Chair Ferrario Yes

- 10) Adjournment –** With no further business before the board, Commissioner Aubrey made a motion to Adjourn the meeting @ 7:30pm, seconded by Commissioner Salazar. Roll call followed:

Commissioner Aubrey Yes  
Commissioner Salazar Yes  
Commissioner Gauthier Yes  
Chair Ferrario Yes



**Mayor Joshua Garcia**

**Office of Planning and Economic Development**

**City of Holyoke**

**Historical Commission**