

**Whitinsville-Downtown Crossroads Historic District Commission (The Commission)**

**Meeting Minutes**

**October 19, 2022**

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FOURTH DISTRICT TOWN CLERK  
LINDA J. JAMES

**Present:** Mark DeWeerd, Kelley Gamble Rice, Ethan Drutchas, Ellen Scheible, and Jamie Pohlman, Adam Gaudette, Town Manager (for brief consultation)

**I. Introductions**

The members introduced themselves including their interest in the commission.

**II. Election of Officers**

Mark facilitated a discussion about the officer roles to be filled and explored interests.

Mark made a motion for Kelley Gamble Rice to fill the Clerk position, Jamie seconded the motion, unanimous vote. Mark made a motion for Jamie Pohlman to fill the Vice Chair position, Kelley seconded the motion, unanimous vote. Kelley made a motion for Mark DeWeerd to fill the Chair position, Ellen seconded, unanimous vote.

**III. Review of bylaws and other pertinent information guiding the Commission**

Discussed our role as the “Guardian” of the historic properties, to guide changes as people or organizations apply for certifications.

The Commission Meetings are to be Open Meetings.

We discussed that a good measure for when to call for a Public Hearing would be if any of the group felt discomfort or disagreement about a proposed change.

The Commission will need to establish “rules and Regulations” for how WE operate.

There will be a page for The Commission on the Town Website for agendas and minutes of meetings and other announcements and details.

**IV. Consideration of Bulletin Board Proposal for Town Hall**

Jamie C. Luchini completed an Application for Certificate submitted to The Commission for approval for a new bulletin board for Town Hall.

Jamie described the process that DPW went through to ensure the historic accuracy of the selection for a new LED bulletin board.

Town Hall appropriated funds in current budget.

Members of The Commission posed and dialogued about many considerations, ultimately requesting that the Town Manager, Adam Gaudette come in to assist with parameters of The Commission, which he did.

The Commission conducted a vote on “the applicability of The Commission to determine approval of this request.” The vote was 3 Aye to 2 Nay. Based on the majority The Commission agreed to request and hold a Public Hearing to get input from interested residents of Northbridge. A Public Hearing will be scheduled.

V. Meeting conclusion

Ethan D. moved to adjourn The Commission meeting; Ellen S seconded the motion. Meeting adjourned.