



**City of Chelsea**  
**Historical Commission**  
City Hall, 500 Broadway, Room 101  
Chelsea, Massachusetts 02150  
Tel: (617) 466-4180 | Fax: (617) 466-4195

Ron Robinson, Chair  
Allison Cuneo  
Fran Mascolo  
Allen Meringolo  
George Ostler  
Bobby Pereira  
Alison Sheppard

**CHELSEA HISTORICAL COMMISSION**  
**MEETING MINUTES**  
**THURSDAY, JANUARY 3, 2019**

**I. Call to Order**

A meeting of the Chelsea Historical Commission was called to order by Chair, Ron Robinson, at 6:05pm on Thursday, January 3, 2019 in Room 102 of Chelsea City Hall, 500 Broadway, Chelsea, MA 02150 with the following members in attendance: Allison Cuneo, Allen Meringolo, Ron Robinson and Alison Sheppard. Fran Mascolo arrived at 6:10pm. Bobby Pereira was not present.

Also present: John DePriest, AICP, Director of Planning & Development  
Lad Dell, Planner/ Land Use Administrator, Planning & Development  
Mike McAteer, Director of Inspectional Services Department

**II. Approval of Meeting Minutes of December 4, 2018**

On a motion by Ron Robinson and seconded by Allison Cuneo, it was voted unanimously (5-0-0) to approve the minutes of the December 4, 2018 meeting.

**III. Historical Commission Objectives**

John DePriest gave an overview of the role of the Historic Commission and stated that it serves in an advisory capacity. The Commission makes recommendations to the City Council and City Manager and interacts with other public agencies such as the Department of Public Works, the Planning Board and the Conservation Commission. The Commission has a representative participate on the Community Preservation Committee and will perform a similar function when the City begins drafting a master plan. The Commission plays an active role in the comment period and determination of Section 106 findings as well as the Demolition Delay Ordinance.

The Commission does not have a specific budget. Funds from the CPC are not automatic either and require an application for specific projects. In the past, the Commission has attempted to develop an action plan. Unfortunately there has been little follow through for lack of planning, staffing and/or funding. As a result, there was a suggestion to hold meetings every other month so that there would be enough substantive items. The members felt that they still wanted monthly meetings and see if a renewed push could reinvigorate the Commission.

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Allison Cuneo made the suggestion that each committee member should come prepared to the next meeting with a project that they would like to implement for this year.

Alison Sheppard would like to see a clearinghouse for all historic projects. Allen Meringolo stated the Boston Planning & Development Agency has a website with such query functions.

Fran Mascolo would like to see the City get a roving archivist to catalogue items and artifacts. The Chelsea Librarian has submitted an application to the state for this.

#### **IV. Demolition Delay Ordinance**

Mike McAteer, Director of ISD, was invited to speak about the Demolition Delay Ordinance. To provide some perspective, he said that his office receives one or two applications for demolition permits per year. When he receives such an application, he will check to see when the structure was built. If it is over 75 years old, he will notify Lad Dell, staff for the Historical Commission. Lad will crosscheck the property to see if it is within any historic district, or listed on the Massachusetts Historic Commission State Register of Historic Places, the National Register of Historic Places or is the subject of a pending application for listing on the State or National Register. If the property satisfies this criteria, it will be forwarded to the Commission for review. If it does not satisfy this criteria, then the Commission staff will determine whether it is forwarded to the Commission.

Once an application for demolition is forwarded to the Commission, it needs to be publicly noticed in the Chelsea Record a week prior to the public hearing. At the public hearing, it is the Commission's responsibility to determine if the demolition of the subject building would be detrimental to the historical or architectural heritage of the City and if so designate it a "preferably preserved significant building". Upon this designation, the applicant and Director of ISD is notified and no demolition permit shall be issued for six months.

Within the six months, the owner/applicant must make a bona fide and reasonable effort to locate a person or group that might be willing to purchase and to preserve, rehabilitate or restore such building. After compliance with this requirement and the expiration of the six month delay period, a demolition permit can be issued if plans for use or development of the site after demolition have been filed with the Building Department and found to comply with all laws and zoning requirements pertaining to the issuance of a building permit.



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Ron Robinson asked why the ordinance was not a year-long delay. Lad Dell responded that since it was only approved this past summer, we should see how the six-month delay works in practice before we introduce any changes.

There was a suggestion to research available funds to preserve a structure.

A question came up regarding whether a delay could become permanent. The Demolition Delay is temporary and can't be extended beyond the six months.

**V. Election of Officers**

Ron Robinson has stepped down from his roles as Chair of the Historical Commission and Representative to the Community Preservation Committee.

Election of Chair: Allison Cuneo self nominates, seconded by Alison Sheppard and is voted and approved unanimously (5-0-0). Allison Cuneo assumes role of Chair.

Election of Vice Chair: Fran Mascolo nominates Alison Sheppard, seconded by Ron Robinson and is voted and approved unanimously (5-0-0). Alison Sheppard assumes role of Vice Chair.

Appointment of Community Preservation Committee Representative: Allen Meringolo self nominates, seconded by Ron Robinson and is voted and approved unanimously (5-0-0). Allen Meringolo assumes role as CPC Representative.

**VI. Planning Department Updates**

There were no updates from the Department.

**VII. Adjournment**

On a motion by Alison Sheppard and seconded by Fran Mascolo, it was voted unanimously (5-0-0) to adjourn. Adjournment was at 7:40pm.

Minutes approved

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