



## *South End Historic District Study Committee*

Susan Halpern, Chairwoman  
Sheila Barney  
Renee Kahn  
Barry Michelson  
Carmine Tomas

Marlene Rhome, Alternate  
Ralph Blessing, Ex officio

### **Minutes: South End Historic District Study Committee, September 18, 2021**

Meeting Noticed for 11:30am.

Chairwoman Halpern called the meeting to order 12:00 pm.

Roll Call taken by Barry Michelson

Regular members present: Susan Halpern, Barry Michelson, Renee Kahan, Marlene Rhome, alternate, sitting in for Sheila Barney

Barry Michelson announced a quorum present.

Acceptance of Minutes

Motion made by Sue Halpern to accept the minutes August 21, Seconded by Renee Kahn.

Vote to Approve Unanimous

Communications

Chairman Halpern gave report to the Committee:

- A fully executed agreement for the grant has been signed and received
- The RFP for the selection of a consultant has been submitted to State Historic Preservation Office with the suggested edits and is pending an approval from Mary Dunne, State Historic Preservation Officer.
- Elizabeth McCauley, assisting the committee, did exhaustive research pertaining to obtaining property ownership information for notification purposes. City records between the various departments differ.
  - Land Use Bureau Chief indicated by email notification *the Town Clerk is the keeper of the (complete) property owner information. For our purposes, the tax assessors records are usually sufficient because we use them for notification purposes, and not for establishing exact ownership.*
- Awaiting clarification from Joe Hickey, grants coordinator for the city, and Ralph Blessing as to when funding will be dispersed and available to start the consultant interviewing process.
- Discussed the use of social media for outreach in the district

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There being no further business a Motion to Adjourn was made at 1:20 pm by Sue  
Seconded by Renee.

Vote to Approve Unanimous

A handwritten signature in black ink, appearing to read 'Barry Michelson', with a long horizontal flourish extending to the right.

Barry Michelson

Approved  
16 October 2021