

# 5/4/15 DAC Meeting Minutes

## Public Service Board Room - 7:00 p.m.

**Present:** Bob Swartz, Diane Cummings, Ashleigh Moriarty, Shara McCaffrey, Mary Hughes, Maurine Hennings, Kim Behr

- **motion** was made by Diane to accept the minutes from 4/6/15 meeting. Motion was seconded and approved

### - **New Applications:**

1. No new applications
2. Antique store on 440 Railroad St.- sign has already been put up. It appears to be hung a little too low. Members will evaluate and hold a discussion via email regarding moving the sign in the entablature.

### - **New Business:**

1. Trash cans- need to have a recycling bin for every trash can. Will look into whether the existing wood bins can be divided into trash and recycling sections.
2. Jim Schenk (Foundry)- Jim can not make our Monday meetings. Maurine to check with him about possibly meeting on a Wednesday.
3. Kim Behr has expressed interest in serving on the DAC. All agree she would be a great addition! Bob to request the Select Board to appoint her at an upcoming meeting.

### - **Old Business:**

1. Bus shelters- talked to The Foundry regarding traditional style for historic areas, some creative fun designs for other areas. Maurine will find out location of bus stops.
2. Planters- The Foundry will make two sample models, a small and large version. We discussed a simpler design to make them easier to produce and agreed that may make the cost lower. We need to find fabricators ( work camp? Academy?)
3. Plaques for pocket gardens- pictures were taken of available gardens. Diane and Ashleigh had feelers out for possible sponsors at 12 plaques for \$3,000 or 24 for \$6,000. Will keep us posted on that. Once a sponsor(s) is found they will work on finding stewards who will take over the garden for one year at \$100 and maintain the space. We discussed whether the gardens should be pre-dug and by whom (the town? Work camp?) The Beautification Committee wants to be involved in suggesting plants so the gardens will all have continuity.
4. Updating guidelines- currently addresses sign placement, color and continuity with street scape, and usage of awnings. Need to clarify changes in landscape especially tree removal. Maurine will provide DAC with a map of designated design district. Bob will revise and send to all for approval before making the Guidelines public.  
When complete we need to get realtors involved and establish a greeting committee to make those in historic area aware of the processes.

- **next meeting:** Monday, June 1, 7:00 pm

Minutes by Mary Hughes

