City of Medford

HISTORICAL COMMISSION

HISTORIC DISTRICT COMMISSION

City Hall – Room 308
85 George P. Hassett Drive
Medford, Massachusetts 02155

November 10, 2025 Medford Historical Commission Minutes

Meeting held via Zoom - Meeting called to order at 7:00 pm. Digital meeting statement read by Jennifer Keenan at beginning of meeting.

Members present: Jennifer Keenan, Ryan Hayward, Doug Carr, Ed Wiest, and Peter Miller. Absent: Kit Nichols. Denis MacDougall and Theresa Dupont also attended the meeting.

Receive Demolition Application and Determination of Significance:

- **318 Boston Avenue:** Demolition of large circular stained glass window only, to be infilled and replaced with siding. R. Hayward asked for point of clarification from the owners to verify the 1974 window installation date. Owner's representative and contractor Doug Bernardo of 213 Myrtle St., Rockland, MA stated that to the best of his knowledge the rose window was installed in 1974 and was not part of the original building. **Motion:** (RH, EW 2nd) to pass on review. **Approved:** 4-0.

Receive Demolition Application:

- **166 Arlington Street:** Total demolition in order to build a new residential structure. **Motion:** (RH, PM 2nd) to accept the demolition application. **Approved:** 4-0.

Section 106 and Site Plan Reviews:

- **Wellington Greenway Section 106 Review:** R. Hayward shared a plan of this bikeway extension project which will infill a gap in the Wellington Greenway near Wellington Station. The consensus of the commission was that this was a great project and that no comments were needed to be submitted.
- **255-257 Main Street Project:** P. Miller screen shared drawings of the proposed project elevations. R. Hayward and P. Miller to draft review comments and circulate to the commission. Comments due by November 21.
- **360 Salem Street Project:** P. Miller screen shared drawings of the proposed project elevations. R. Hayward, P. Miller and D. Carr to draft review comments and circulate to the commission. Comments due by November 21.

Brooks Estate Archaeological Survey:

- R. Hayward described the need for the survey for the Brooks Estate and portions of the adjacent Oak Grove Cemetery. D. Carr requested clarification on the scope and timeline. **Motion:** (DC, JK 2nd) to expend $1500.00 to help fund the survey. **Approved:** 5-0. Note: R. Hayward to apply for matching funds.

Medford CLG Paperwork Update:

- R. Hayward has filed the requisite forms to the state.

Historical Commission Annual Report:

- J. Keenan and R. Hayward to draft initial report which is due in June 2026 to the city.

Upcoming Potential Demolition Reviews and Form B's:

- 119 Jerome Street, 36 Myrtle Street and 120 Wyman Street.

Vacant Historical Commission Seats Update:

- Two new potential applicants attended the meeting. Luke Beck is an architect and Medford resident. Sara Berndt is a CAD system user experience designer and owner of a historic house in Medford which she has been renovating. J. Keenan and R. Hayward summarized commissioner duties and thanked them for attending the meeting.

Historic District Commission Update:

- No new update.

Demolition Delay Updates:

- **27 Almont Street**: Exp. 11/2025. Demolition delay was released today.
- **47 Holton Street:** Exp. 1/2027. No new update
- **16 Manning Street:** Exp. 1/2027. No new update
- **41 Mystic Avenue**: R. Hayward will attempt to set up a walk-through with the owner.

Permit Review Sub-committee:

- No new update.

Update on CPA Projects:

- Thomas Brooks Park archeological dig cleaning of artifacts to take place in December.

Oak Grove Cemetery Access Road and Stormwater Assessment

- No new update. R. Hayward to follow up.

Cross Street Cemetery Update:

- **Oak Grove Cemetery:** Archaeological portion to go out to bid and CPC grant proposal presentation next week.

Survey Projects Update:

- Hastings Heights survey project bids have gone out. Preferred bid proposal to need Mass Historical approval.

Approval of Meeting Minutes: **Motion:** (RH, DC 2nd) to approve the October 27, 2025 Historical Commission meeting minutes. **Approved:** 4-0 with one voting present.

Motion: (EW, RH 2nd) to adjourn at 8:11 pm. **Approved:** 4-0.

Next Meeting: December 8, 2025. Start time 7:00 pm. Denis MacDougall to coordinate.