

**City of Newburyport  
Newburyport Historical Commission  
Online Meeting  
March 26, 2020  
Minutes**

**1. Roll Call**

Chair Glenn Richards called a meeting of the Newburyport Historical Commission to order at 7:01 p.m.

**2. Roll Call**

In attendance were members Christopher Fay, Glenn Richards, Patricia Peknik and Peter McNamee. Ron Ziemba and Malcolm Carnwath were absent. Also in attendance were Planning Director Andy Port, Planner Katelyn Sullivan and note taker Gretchen Joy.

**2. Business Meeting**

Andy Port moderated the meeting and outlined the rules of etiquette. He said there would be no substantive discussion of the projects or applications listed on the agenda and no public comment period. The meeting was held online for administrative purposes. In light of the Covid-19 outbreak and response, various emergency declarations and the need to limit social distancing for at least several weeks, the agenda items should be continued to a future meeting in order to maintain the continuity of the Board's proceedings on various permit applications and public hearings. The continuance would allow City officials the time necessary to adopt protocols for holding public hearings online. Public comment would be permitted during the continuation of the public hearings at future meetings. Any questions regarding particular projects or applications should be directed to the City's Office of Planning & Development via email or phone, preferably by email. Most information is readily available on the City's website.

Glenn Richards moved to continue all matters listed on the agenda for the March 26, 2020, meeting without deliberation or public comment, including: 22 Munroe Street; 31-35 Market Square, Unit 1; 32 Franklin Street and the approval of the minutes of the February 27, 2020, meeting to the Board's regularly scheduled meeting on April 23, 2020 at 7:00 p.m. that shall be located in the City Hall Auditorium or online via remote participation with confirmation and access information to be posted on the City calendar accordingly, pending further guidance on Covid-19 protocols, and all interested parties should look to the public meeting calendar on the City website as the date approaches. Patricia Peknik seconded the motion. The motion was approved by a 4-0 vote (Glenn Richards, yes; Patricia Peknik, yes; Christopher Fay, yes; Peter McNamee, yes; Malcolm Carnwath, absent; Ron Ziemba, absent).

Glenn Richards moved to adjourn the meeting at 7:13 p.m. Patricia Peknik seconded the motion. The motion was approved by a 4-0 vote (Glenn Richards, yes; Patricia Peknik, yes; Christopher Fay, yes; Peter McNamee, yes; Malcolm Carnwath, absent; Ron Ziemba, absent).

Respectfully submitted,  
Gretchen Joy  
Note Taker