



DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING
ANDOVER TOWN OFFICES, 36 BARTLET STREET
ANDOVER, MA 01810

<http://www.andoverma.gov/cdp>

**BALLARDVALE HISTORIC DISTRICT COMMISSION
MEETING MINUTES**

Wednesday, March 4, 2026 at 7:00 P.M.

Town Offices

Meeting was called to order by Chair at 7:00 PM

Present: Joanna Reck, Katherine Robinson, Sabina Dowell, Mark Rogers, Alexis Winnell

Absent: Elisabeth Hoehn, Remi Machet, Veena Kothapalli alternate

Town employees: Lisa Schwarz

Public Meetings: None

Public Hearings: None

Discussion Items:

1. Support letter to Municipal vulnerability Preparedness grant application
Motion: to approve the sending of this letter of support (Robinson/Rogers 5-0-0)
2. Upcoming presentation to boards and commissions about Town Meeting Bylaw
3. Public Forum April 1, 6pm at the Fire Station. Letter to community to go out mid-March.
4. Design guidelines update

Communications, Reports, and other Commission Business:

1. Meeting minutes– February 4, 2026 (Robinson/Winnell 4-1-0)

Motion to adjourn the meeting (Robinson /Rogers 5-0-0) at 7:21pm.

Documents Presented

1. Support letter
2. Slides for presentation to boards and commissions
3. Schedule for Design Guidelines