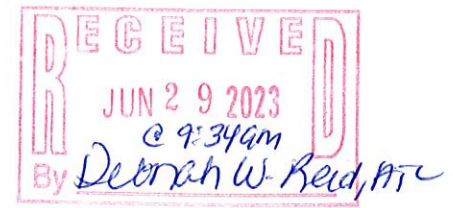


Historic District Commission
Regular Meeting
Date: 06 June 2023



1. The meeting was called to order by Chairperson Burgess at 7:00 PM.
2. Roll call and members present. Chairperson Burgess appointed Louise Neary to serve as Commissioner and Chairperson Burgess as clerk.

Regular Members

| Attend | Name | Attend | Name |
|--------|-------------------|--------|-----------------|
| X | Elizabeth Burgess | X | Gary Pitcock |
| E | Katherine Foley | E | Janet Wade-Utay |
| X | Virginia Macro | | |

Alternate Members

| Attend | Appointed to Serve | Name |
|--------|--------------------|--------------|
| E | | Deb Cohen |
| X | X | Louise Neary |
| E | | Tad Bistor |

A = Absent E = Excused Absence X = Attended

3. Public Participation – None
4. Approval of meeting minutes.
 - a. Chairperson Burgess moved that the minutes from the April 4 regular meeting/ public hearing be approved. The motion was seconded by Commissioner Pitcock and approved unanimously with the corrections below:
 - i. Correction to April 4 regular meeting. Alternate Commissioner Deb Cohen was appointed to serve as Commissioner
 - ii. Section 6 item ii – At the conclusion of the meeting Jenny recommended that the Clapp House Preservation LLC apply for an individual “National Register” historic designation.
 - b. Commissioner moved that the minutes of the May 2 regular meeting be approved. The motion was seconded by Commissioner Macro and approved unanimously with the corrections below:
 - i. Janet Wade-Utay was in attendance and should be marked present (X)
 - ii. Item 5.b.i.1 “requirement to be local-state or national historic register/ districts.” (delete the word local)
5. New business
6. Old Business
 - a. National Register nominations & SHPO grant update
 - i. Schwier House (Clapp House) nomination is on hold.
 - ii. No updates on 19 Long Hill Rd or 389 Pleasant Valley Rd.
 - b. Annual Preservation Award update – none

- c. Historic District Signs design – A discussion on the limitations of the Public Works department for signs.
- d. Historic Structure Rehab Tax Abatement program discussion
 - i. Commissioner Neary suggested the program be named Historic Structure Rehab Tax Fixing.
 - ii. Commissioners discussed HDC's role in administering this program. Many agreed the HDC's review of rehab projects submitted to this program should follow our current jurisdiction of appearance from the street, etc. Both external and structural renovations including foundation stabilization/rehab and HVAC upgrades are included as they help preserve buildings. Interior renovations would not be included. Discussion of historic structure scope settled on those built 1940 or earlier; in other words those included in SW's Historic Resource Surveys.
 - iii. Commissioners discussed that the program should be made available to private homeowners only (not flippers); and ownership is required as long as the determined abatement period.
 - iv. Commissioners agreed another commission would determine minimum cost of work and what percentage of that work would be covered under this new program.
 - v. Lastly, Commissioners request to review the final program draft before it goes to Town Council for a vote.

7. Administration

- a. Next meeting Tuesday, July 5 at 7:00 PM

8. Adjournment

- a. Commissioner Neary moved to adjourn the meeting. The motion was seconded by Commissioner Macro and approved unanimously. The meeting adjourned at 8:03 PM.

Respectfully submitted,

Beth Burgess

Historic District Commission Chairperson and Clerk pro-tempore