

**HISTORIC PRESERVATION COUNCIL MEETING
STATE HISTORIC PRESERVATION OFFICE
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
Wednesday, February 3, 2021 @ 9:30 am**

ONLINE TEAMS Meeting (see code for meeting in your email or contact Mary.Dunne@ct.gov or
Jonathan.Kinney@ct.gov for the code)

MINUTES

Council: Ms. Marguerite Carnell, Mr. Tom Elmore, Dr. Margaret Faber, Dr. Leah Glaser, Ms. Karyn Gilvarg (10:00 a.m.), Ms. Kathy Maher, Ms. Christine Nelson, Chairwoman Sara Nelson, Dr. Sarah Sportman, and Dr. Walter Woodward

Staff: Ms. Julie Carmelich, Ms. Mary Dunne, Ms. Erin Fink, Ms. Deborah Gaston, Mr. Jonathan Kinney, Ms. Catherine Labadia, Mr. Todd Levine, Ms. Jenny Scofield, Ms. Elizabeth Shapiro, and Ms. Marena Wiesnewski

Guests: Ms. Elizabeth Malloy
Mr. Todd Bryant
Mr. Rudy Pino
Ms. Mary Falvey
Ms. Jane Montanaro
Ms. Nanette Armstrong

I. Call to Order

The meeting was called to order at 9:33 a.m.

II. Review of Public Comment Procedures

Chairwoman Nelson read aloud the Public Comments Procedures.

III. Code of Conduct/Conflict of Interest

Chairwoman Nelson read aloud the Code of Conduct/Conflict of Interest.

IV. Review and Approval of Minutes

a. January 6, 2021

On a motion by Ms. Carnell, Second Ms. Maher, the January 6, 2021 minutes were approved with corrections.

(Y-6, N-0, Abstaining -4) (Roll call vote)

XIII. Old Business

Chairwoman Nelson rearranged the order of the agenda and moved item XIII. Old Business up, to be heard prior to Item V. State Historic Preservation Grants.

a. CLG Historic Preservation Enhancement Grant, Town of Roxbury, update and reprint publication, Roxbury (V.f. tabled from January 6, 2021 meeting)

This item was originally agenda item V.f. on the January 6, 2021 meeting agenda and was tabled without prejudice until the February 3, 2021 meeting.

On a motion by Dr. Faber, Second by Ms. Maher, the Historic Preservation Council voted to bring this item back to the table for consideration.

(Y-8, N-0, Abstaining –1) (Roll call vote)

The Council voted to defeat the original motion from January requesting a grant amount of \$6,359.00.

(Y-8, N-0, Abstaining –1) (Roll call vote)

On a motion by Ms. Maher, Second by Ms. Carnell, the Historic Preservation Council voted to award a Certified Local Government, Historic Preservation Enhancement Grant, funded by the Historic Preservation Fund of the Department of the Interior, National Park Service, to the below-listed applicant in the amount shown. All federal and state grant guidelines and requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development.

(Y-8, N-0, Abstaining –1) (Roll call vote)

Applicant: Town of Roxbury

Amount: \$20,000.00

Ms. Dunne presented this application, originally from the January agenda, with a corrected funding amount and project description. The Town of Roxbury requested funding in the amount of \$20,000 for a small-run reprint of publications for a historic preservation public awareness effort and an update, redesign, and reprinting of *Roxbury Past & Present: A Survey of the Evolution of Roxbury Center's Historic District and Walking Tour*. Staff recommended the application for funding.

Ms. Dunne discussed the funding amount with the applicant and SHPO staff to make sure it was sufficient. SHPO staff recommended that the applicant do a small-run reprint and then hire a consultant (SOI qualified historian) to perform research, not to redesign, but to contribute new information. The applicant did some preliminary research which led to the subjects of women's history and labor history to be researched by the historian.

Chairwoman Nelson gave a brief recap of the application for the absent Council members. Ms. Dunne added that the publication was originally printed in 2007 and is need of an update.

Dr. Faber asked how immediate the need was for a reprint and is the municipality considering zoning changes? Ms. Dunne replied that she was not sure, but the zoning has already been incorporated into the conservation and development plan and they want to make sure there are no negative impacts to the historic resources in the area.

Ms. Maher asked if the applicant has chosen a historian yet. Ms. Dunne replied that she was hoping the SHPO staff or Council could make some suggestions. The project needs to be competitively bid and the applicant needs at least three qualified historians on deck.

Chairwoman Nelson asked Ms. Dunne if she discovered any new information about the printing cost. Ms. Dunne replied that there is actual information for the small-run reprint and the second printing cost is an estimate. The redesign is going to be rather costly.

Dr. Woodward asked what constitutes a qualified historian for this project?

Ms. Dunne replied that for a federally funded CLG grant the historian must meet the Secretary of the Interior's Professional Qualification Standards. SHPO requires that the applicants put this language in the RFP so that it is clear what expertise is needed.

Dr. Woodward asked if the consultant would need to be an architectural historian or an academic historian. Ms. Dunne responded that since the buildings have already been identified, the consultant should be an academic historian that can research and describe the histories behind the buildings.

V. State Historic Preservation Grants – Action Items

a. Survey and Planning Grant, Haddam Historical Society, State Register Nomination – Dublin Hill/Higganum Cove Historic District, Haddam

On a motion by Ms. Carnell, Second Ms. Maher, the Historic Preservation Council votes to recommend the award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, to the below-listed applicant in the amount shown. All grant guidelines and state requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development.

(Y-9, N-0, Abstaining –1) (Roll call vote)

Applicant: Haddam Historical Society

Amount: \$10,000

Ms. Dunne presented this application with the assistance of Ms. Wiesnewski, State Register Coordinator. The Haddam Historical Society requested funding in the amount of \$10,000 to obtain the consulting Services of a 36 CFR-qualified Architectural Historian and appropriate team to prepare a State Register of Historic Places nomination for the Dublin Hill/Higganum Cove area. Staff recommended the application for funding. Ms. Elizabeth Malloy of the Higganum Historical Society was on the call to address any questions or concerns.

Ms. Christine Nelson lives in the area and was wondering if the unique geology was going to be included in the nomination as it could play into the history of the area. Ms. Nelson also noted that the application mentions workers housing in the area where the male factory workers lived, but there may have also been women or children working in the factories as well. This should be explored. In addition, the Thankful Arnold House is nearby and is included on the Women's History Trail. There is also a nice view from the neighborhood over the Connecticut River to the salt marshes and there may be an agricultural history of the area worth looking into, including haying. The Haddam Historical Society might know.

Mr. Elmore added that he would also like to see an expanded discussion and more detail about the landscape, which plays an important role as to why the mills and housing were placed where they are.

Ms. Carnell asked if the property was eligible for the National Register of Historic Places. Ms. Scofield, National Register Coordinator, did not believe it is. She and Ms.

Elizabeth Malloy toured several areas in Haddam looking for potential NR historic districts. A State Register listing would be more appropriate as most of the mills associated with the houses are no longer there, which diminishes the integrity. Most of the houses are still there but have undergone alterations that have also diminished their integrity. Ms. Scofield is looking at an area across the main road in the area that could potentially be an NR district.

Chairwoman Nelson asked if the budget was appropriate for the project. Ms. Scofield replied yes.

Ms. Maher added that she agreed with Ms. Carnell and Mr. Elmore to change the model of always citing properties with a man's name. that is an antiquated way of doing things. Also, why is the match being diverted until June and will the budget scope be enough to keep the project on track? Ms. Dunne replied that it was simply a reference to Council agreeing to wave the match for Survey and Planning grants until the June meeting.

On a motion by Ms. Carnell, Second by Ms. Maher, the Historic Preservation Council voted to table agenda item V.a. momentarily until 10:45 a.m. due to Ms. Elizabeth Malloy having technical difficulties.

(Y-9, N-0, Abstaining -1) (Roll call vote)

V.a. resumed at 10:45a.m.

Ms. Malloy agreed the applicant would make sure that genealogy, landscape elements, and the fact there were men, women, and children working in the factories would all be addressed in the nomination.

On a motion by Ms. Maher, Second by Ms. Nelson, the Historic Preservation Council voted to recall agenda item 5a. back to the table for a vote.

(Y-9, N-0, Abstaining -1) (Roll call vote)

b. Historic Restoration Fund Grant, First Church of Christ Congregational, Exterior Painting, Suffield

On a motion by Ms. Carnell, Second by Ms. Maher, the Historic Preservation Council voted to table this application without prejudice until the March 3, 2021 Historic Preservation Council meeting.

(Y-9, N-0, Abstaining -1) (Roll call vote)

Applicant: First Church of Christ Congregational in Suffield
Amount: \$35,000

Ms. Fink presented this application. The First Church of Christ Congregational requested funding in the amount of \$35,000 to repaint the church's exterior wooden surfaces including doors, windows, doors frames, trim, and related areas such as tower louvres and trim, exterior paneling, and portico ceiling. Staff recommended this application for funding.

The church was also awarded a Survey and Planning grant in January 2021 to fund an evaluation, by a qualified consultant, of the structural soundness and condition of the

decorative sandstone surrounding the foundation of the building. The projects are specific and different enough that they can be carried out side by side without impacting findings or work being done during the other.

Ms. Fink made a site visit in February 2020. The painting of the exterior trim is a straightforward process that is necessary to do this year to avoid rot setting in soon.

Chairwoman Nelson asked about an applicant being involved with more than one grant at a time. Ms. Dunne indicated that an applicant may not have more than one grant from the same grant program at the same time, but because the church has one HRF and one Survey & Planning Grant, it is okay.

Ms. Carnell asked for clarity on the budget amount. The motion was for \$35,000. but the budget amount in the application is \$32,200. Ms. Fink that replied it was an error and the applicant must correct the budget. They must have added too much match. Chairwoman Nelson added that in the interest of transparency, the budget documents should be in alignment.

Chairwoman Nelson asked what the budget is based on. Ms. Fink stated that the Applicant did get a rough quote from someone local. Chairwomen Nelson also asked what they were planning to use to go out to bid as she did not see specifications in the package. Ms. Fink responded that SHPO staff would typically work on that with the applicant, but a scope of work has already been developed.

Ms. Maher asked if the applicant had a preservation easement in place. Ms. Fink responded, no. Ms. Maher also asked if they were planning to do any hazardous material investigation or remediation. Ms. Fink responded she believes the applicant has already done that. Ms. Maher added that it is important to have that documented.

Mr. Elmore asked how the painters were proposing to work on the side of the building facing the cemetery, since the headstones are very close to the structure and it does not look like there is room for a lift to be used. Ms. Fink was not certain how they were proposing to address this issue.

Ms. Fink suggested that the item could be tabled until she was able to acquire additional information about the budget, specifications, and access to the building near the cemetery.

Chairwoman Nelson asked Mr. Kinney to give Ms. Malloy a number that she can use to call back into the meeting at 10:45 if her technological issues continued.

c. Historic Restoration Fund Grant, First Church of Christ, UCC in Woodbridge, repairs to the plaster in the main sanctuary and re-painting of the sanctuary, Woodbridge

On a motion by Ms. Maher, Second Dr. Faber, the Historic Preservation Council voted to recommend the award of a Historic Restoration Fund Grant, funded by the Community Investment Act of the State of Connecticut, to the below-listed applicant in the amount shown. All grant guidelines and state requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development.

(Y-9, N-0, Abstaining –1) (Roll call vote)

Applicant: First Church of Christ, UCC, Woodbridge
Amount: \$100,000

Ms. Fink presented this application to the Council. The First Church of Christ UCC Woodbridge requested funding in the amount of \$100,000 to repair damaged plaster and repaint the ceiling and the north wall of the sanctuary in the grisaille/trompe l’oeil décor. Cornices will be repainted and the plaster medallion above the chandelier will also be reinstalled. This work will comprise Phase I of the repainting and is a follow up to a survey and planning grant project completed by a conservator from John Canning & Co, which set out the scope of work for the painting. The future Phase 2 will be more painting of the remaining walls, pillars, balconies, doors, and windows. Staff recommended the application for funding.

Chairwoman Nelson asked Ms. Fink for clarification on the budget as several budget documents including the budget form in the application and the paperwork from Canning & Co. did not match up. Ms. Fink replied that she would have to get back to her with that information. Chairwoman Nelson just wanted to be clear on exactly what the Council was approving for this specific grant.

Ms. Maher asked Chairwoman Nelson for clarification on what she was asking for. Chairwoman Nelson responded that she is looking at the budget numbers from John Canning & Co. and the budget worksheet and cannot figure out how the numbers relate.

Ms. Carnell also asked for clarity on the requirement for competitive bidding. Since John Canning & Co. did the initial work under the Survey and Planning Grant, does the Applicant have to competitively bid the painting work. Ms. Dunne responded that since it is all technically considered one project, Canning & Co. can continue without competitive bidding. This is based on guidance from DECD’s capitol projects staff.

Ms. Fink found additional budget paperwork with matching figures and the Council determined that it was sufficient to move forward with a vote.

VI. State Register of Historic Places Nominations

a. Nomination to the State Register of Historic Places, Sea Lodge, 1313 Pequot Avenue, Southport, Fairfield

On a motion by Ms. Carnell, Second by Dr. Woodward, the Historic Preservation Council voted to list the Sea Lodge, located at 1313 Pequot Avenue, Southport (Fairfield), on the State Register of Historic Places.

(Y-9, N-0, Abstaining –1) (Roll call vote)

Ms. Wisniewski presented this nomination. Staff recommended the listing of the Sea Lodge, 1313 Pequot Avenue, Southport (Fairfield) on the State Register. This property is eligible under Criterion 1, at the local level, as an example as a seasonal shoreline recreational facility, founded and maintained by a civic improvement association for the use of its members. The facility maintains its integrity of location,

design, materials, workmanship, and its relationship to the Long Island Sound. The building was constructed in 1951, following the destruction of the original Sea Lodge. Modifications to the original design have been minimal. Mr. Todd Bryant, one of the authors of the nomination, and Mr. Rudy Pino, President of Sea Lodge, Inc., were on the call for to address any questions or concerns.

Dr. Glaser commented that there could more information on the context of the property's recreational significance. There is a wealth of information about shoreline recreation available. Ms. Fink also has material from her capstone project at CCSU that might be beneficial. In 2016, there was an exhibit at the Fairfield Museum called "Rising Tides" which showcased the shoreline with a focus on recreation and leisure and how it was referred to as the "Victorian Riviera". Dr Glaser added that if this is nominated under history, it should have a stronger historical context, bibliography, and references. Dr. Glaser offered to send Ms. Wisniewski any resources she has on the topic.

Ms. Wisniewski mentioned that information can be added, but it would have to be reviewed first. Mr. Bryant was asked if he had seen the exhibit or references Dr. Glaser mentioned. Mr. Bryant replied that he did not but that he feels the study is fairly comprehensive. Ms. Daryn Reyman-Locke wrote this section and had an unavoidable conflict and could not be present at today's meeting. Ms. Reyman-Locke was in contact with the Fairfield Historical Society and may have seen the exhibit. With the information she had, she did create a comprehensive history of recreation on the Southport Beach. Because of the wealth of information, the section pertaining to Bridgeport Beach was edited.

Ms. Wisniewski added that targeted focus of the nomination is how the structure was constructed in 1951 by the civic association. Dr. Glaser added that the history must simply be connected with the larger context. It does not have to be an extensive rewrite, but perhaps just a few more lines would accomplish this goal. Mr. Bryant added he does have information he gathered from Hurricane Sandy that could be used.

Dr. Faber mention that on Page 8, there is a crossed-out sentence in the footnote. Dr. Glaser also made a couple of small revisions in the Dropbox comments. Ms. Carnell also made some changes and sent them to Chairwoman Nelson and Mr. Kinney for correction.

Ms. Maher asked if there were any new regulations or guidelines that came out of Hurricane Sandy. If so, this should be mentioned in the history as this property was almost certainly damaged. Mr. Bryant noted that it was interesting that the architect of the Sea Lodge was also a weatherman for the air Force in World War I and there is limited information to suggest that the building was specifically designed to be more resilient against storm damage. Ms. Wisniewski added that there was no source material documenting the role of the architect so it could not be added. Ms. Maher commented that the role of the architect is relevant to the application and this narrative should be expanded. Ms. Wisniewski added since there is mention of

Hurricane Sandy and a description on how the structure was built, the information about the architect can added to the paragraph.

VII. Local Historic District/Property Study Report/s

VIII. Archaeological Preserves

IX. Threatened Properties - CEPA Updates – Mr. Todd Levine

Stamford (10/7/20 HPC Meeting)

There is no update at the moment. The negotiations regarding relocation(s) of buildings and the number of bays that will be demolished on the Blickensderfer Building are ongoing. Mr. Elmore asked Mr. Levine why the issue with the soil contamination has not been resolved yet. Mr. Levine replied that the project was sent to the EPA and DEEP with the proposal to demolish 7 bays of the building in order to address the contamination.

Clinton, 151-153 East Main Street

This project is new and is moving very quickly. There is a 90-day demolition delay which expires in April. This will be heard as a Connecticut Environmental Protection Act item at the March Council meeting. The owner has declined SHPO's request to allow architects and engineers in the building at 151 East Main St. in Clinton. They want to send their people in first and they have been reminded of the tight time constraints. They are not inclined to extend the stay on the demolition. Packets will be put together for the March HPC meeting.

Manchester, 25 Edwards St. (Not heard by HPC yet)

SHPO's team has put forward a second alternative, which the property owner did not agree with. Under this alternative, there would be 22 parking spaces instead of 40. The property owner wants to bring the issue to Planning and Zoning. This could be heard as a CEPA item at the April Council meeting. The demolition delay has run out. The owner has agreed not to move forward until the end of April.

Bridgewater (9/5/18 HPC Meeting)

SHPO has been working with a new organization from the Grange that is trying to obtain 501(c)3 non-profit status. However, the 501(c)3 process has been delayed due to COVID for the next few months. The existing Grange organization is not a non-profit. This new group's intent is to take ownership and rehabilitate the building. This plan was just sent to the First Selectman yesterday and the town will have to vote on it. The original deal with the town was for the new organization to seek grant funding to support the rehabilitation immediately. However, as the 501(c)3 status is delayed, the group met with Jane Montanaro and Preservation Connecticut to see if Preservation Connecticut could act as their fiscal agent until their non-profit status is received. A template agreement is in place and the sponsorship should not be a problem. Mr. Levine mentioned that there is still pressure from the Governor's office to move this issue forward. Mr. Levine suspects that H.B. 6365, which has very little language in it, is somehow connected to this project. Mr. Kyle Abercrombie, DECD's legislative liaison, is watching the bill, although he suspects it may not move forward.

X. Preservation Restrictions

XI. Report on State Historic Preservation Office – Mr. Jonathan Kinney

Mr. Kinney reported that the first batch of invitations to prospective new members of the Historic Preservation Council have been sent out. SHPO has asked that the potential candidates respond with an initial expression of interest in serving by Wednesday, February 17th. Mr. Kinney hopes to send the first batch of names for consideration to the Governor by the end of the month.

Mr. Kinney also reported on the newly restarted SHPO internship program. The new intern, Brienne Zulkiewicz, is a graduate student at CCSU and a student of Ms. Glaser's. Brienne started with the SHPO on January 19th and will be utilizing her knowledge and study of affordable housing and working closely with Erin Fink of the SHPO staff researching historic homes tax credit programs in other states and developing strategies for how the Connecticut Historic Homes Tax Credit can be better put to use in low-income areas and made more accessible to a wider pool of applicants.

XII. Report on Museum Properties – Ms. Liz Shapiro

Ms. Shapiro began with an update on the restoration/stabilization at the Prudence Crandall Museum. Thanks to the SHPO staff, what became a complicated discussion about a new ramp entry to the museum was resolved. Instead of a permanent ramp, a wood ramp, appropriate to the property, will be installed and set on piers.

This will help to minimize ground disturbance and avoid an extensive archaeology project at the current time. There will still be some archeology needed and Ms. Cathy Labadia is working on drafting the specs for that now. Once again, Ms. Shapiro wanted to recognize Dr. Sarah Sportman and the work that she and the FOSA team have done on the site.

Curator Joan DiMartino and Ms. Shapiro met yesterday to review a timeline for interpretation, and to plan a series of virtual programs that will combine talks and discussion. The plan is to collect feedback from participant stakeholders, but to do it in a way that feels less like a focus group and more like a conversation. As the project moves forward, the Museums staff have been working with a team of scholars to guide the historical content. Ms. DiMartino will be reaching out to museums across the country that have some similarities to the Crandall Museum with the goal of creating a network of museums and historic sites that can support one another to push the work of sharing all aspects of American history.

At Old New-Gate Prison, Ms. Morgan Bengal has been planning site reopening, working to reorganize the white barn, and collecting bids for a new rest room. The RFP for geotechnical services has also been approved, which is good news because the mine should be regularly inspected. The Prison Museum Collaborative that Ms. Bengal started now includes representatives from Sing Sing and Alcatraz, and they have been discussing some very important topics including how to decolonize our prison museums, how to talk about prison with families and children, how to de-sensationalize prison museums, and how to work with current or formerly incarcerated individuals.

The Fire and security system has been installed at the Henry Whitfield Museum and seems to be working well. The fire inspector will visit on Friday. Mr. Chris Collins has been working on a deep clean of the museum based on the recent CAP report. First steps include identifying active pests, and that requires starting with a super clean museum. Staff have also been planning new “window” exhibits on the site, as well as new activities that visitors who come to walk the site can use to augment their visit.

Mr. Andrew Rowand at The Eric Sloane Museum recently did an interview with Preservation Maryland, about the Eric Sloane museum.

<https://www.preservecast.org/2021/02/01/a-prolific-chronicler-of-the-american-past-discussing-the-legacy-of-eric-sloane-with-andrew-rowand/>

Ms. Shapiro mentioned that Mr. Rowand had been approached by the French Carpenters working on the restoration of Notre Dame in Paris. He has had a first meeting, and reports that the group enjoyed seeing the museum. They discussed the Notre Dame collaboration as well as other possibilities. Their English was great and his attempts at basic French were appreciated.

Mr. Rowand was also approached by the Education Director of a museum in Marietta, OH that is doing a Midwest Art and Architecture series in 2021. They are interested in Sloane’s Midwest barn works and the possibility of discussing Sloane in that series.

Happily, the Noah Blake Cabin chimney is now complete, so what remains is clearing out the debris in front of the cabin.

Henry Whitfield, Old New-Gate Prison, and the Eric Sloane Museum are all planning to reopen between May and July 2021, pending state and federal regulations.

XIV. New Business

a. Review of FY 2020 Grant Program Subscription – Chairwoman Nelson

Chairwoman Nelson suggested a future companion discussion to the one that was held at the December 2020 meeting. Chairwoman Nelson stated that there are a range of new technologies and study tools such as laser scanning and LIDAR scanning that are available and it may be beneficial to staff to hear from Council members that have used these tools in the competitive marketplace. This information will allow staff to better understand the range of tools that are available, and the costs associated with these items. This, in turn, will improve SHPO staff’s ability to review project scopes and budget information to ensure that they are appropriate and that the grant funded projects are producing the best value for the money. Chairwoman Nelson asked staff if there were any specific tools that they would like Council to touch on. This would be discussed during a future HPC meeting when there is not a CEPA item being heard.

Ms. Maher mentioned that the Barnum Museum recently had a state-funded thermal transfer analysis done and this tool is becoming more widely used.

Ms. Dunne stated that this is a wonderful idea. She would like some time to think about it and will let Council know if there are any specific items that she would like them to touch on. She has always gotten great advice from Council in the past.

XV. Liaison with Public & Private Agencies – Ms. Jane Montanaro

Ms. Montanaro announced that Preservation Connecticut has started to accept nominations for the 2021 Connecticut Preservation and Young Preservationist Awards. The nominations are due March 5, 2021. The application is currently on their website. This will be a virtual event again as it was last year.

XVI. Public Forum – Ms. Mary Falvey

Ms. Falvey announced that Connecticut Preservation Action is still without a paid lobbyist due to funding constraints. They are waiting on the Governor's budget announcement to see if there will be any impact to CIA funding.

Dr. Glaser mentioned that Mr. Aaron Markovich will be the new Executive Director at Connecticut Landmarks. He could also be a possible future candidate for Council.

XVII. Adjournment

On a motion by Ms. Maher, Second by Ms. Christine Nelson, the meeting was adjourned at 11:31 a.m.

***Next regularly scheduled Council meeting:
Wednesday March 3, 2021 – Meeting format to be determined***