

**HISTORIC PRESERVATION COUNCIL MEETING  
STATE HISTORIC PRESERVATION OFFICE  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
Wednesday, July 12, 2023 @ 9:30 am**

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

**MINUTES**

- Council:** Ms. Elizabeth Acly, Ms. Vincencia Adusei, Ms. Elizabeth Burgess, Ms. Marguerite Carnell, Mr. Thomas Elmore, Ms. Sara Nelson, and Dr. Sarah Sportman
- Absent:** Vice-Chairman Paul Butkus, Dr. Leah Glaser, Dr. Andy Horowitz
- Staff:** Mr. Cory Atkinson, Ms. Julie Carmelich, Ms. Mary Dunne, Ms. Deborah Gaston, Mr. Jonathan Kinney, Ms. Cathy Labadia, Ms. Liz Shapiro, Mr. Roan Smith, and Ms. Marena Wisniewski
- Guests:**
- |                       |                    |
|-----------------------|--------------------|
| Ms. Deanna Rhodes     | Ms. Jane Montanaro |
| Mr. Jeffrey Mainville | Ms. Una Schaffer   |
| Ms. Jessica Glass     | Mr. Steve Lewis    |
| Mr. David Raymond     | Mr. Kevin McBride  |
| Ms. Julie Hodge       | Mr. Caleb Lincoln  |
| Mr. Gary Leonard      | Mr. Tom Tyler      |

*Mr. Thomas Elmore conducted the meeting in Vice-Chairman Butkus' absence.*

**I. Call to Order**

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

**II. Review of Public Comment Procedures**

Mr. Elmore read aloud the Review of Public Comment Procedures.

**III. Code of Conduct/Conflict of Interest**

Mr. Elmore read aloud the Code of Conduct/Conflict of Interest and asked if there were any conflicts with staff members or Council. Ms. Acly recused herself from agenda item V.B.1.

**IV. Review and Approval of Minutes and Transcripts**

A. Minutes – June 7, 2023 Meeting

*On a motion by Ms. Nelson and Dr. Sportman, the Council voted to approve the June meeting minutes.*

*(Y-5, N-0, Abstaining-1, Absent-4 Recused-0) (Roll call vote)*

## V. State Historic Preservation Grants – Action Items

### A. Unfinished Action Items

### B. New Action Items

#### 1. Survey and Planning Grant, Denison Society Inc., Geophysical survey for Human Burials, Denison Burying Ground, Mystic.

On a motion by Ms. Nelson, second by Dr. Sportman, the Historic Preservation Council voted to award 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. Staff recommended this application for funding.

(Y-6, N-0, Abstaining-0, Absent-3, Recused-1) (Roll call vote)

Applicant: Denison Society, Inc.  
Amount: \$5,000

Ms. Acly recused herself from this item.

Ms. Dunne presented this application. The Denison Society requested funding in the amount of \$5,000 to complete a geophysical survey for human burials at the Denison Burying Ground. The original purpose of this project was to reinstate a flagpole, which was on the property years ago. Due to various circumstances, such as road widening, the installation of trolley tracks, and the movement of headstones, the applicant would like to conduct the survey to confirm the locations of burials so that they will not be disturbed by the proposed work. These Geophysical Surveys are one of SHPO's newest grants. Mr. Brown was on the call for any questions or concerns.

Mr. Elmore asked what the size of the project is, the burial ground plus the right of way? Mr. Brown replied it is approximately .71 acres.

Ms. Acly returned to the meeting.

#### 2. Survey and Planning Grant Calvary Episcopal Church, Condition Assessment, 27 Church Street, Stonington.

On a motion by Ms. Carnell, second Ms. Burgess, the Historic Preservation Council voted 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. Staff recommended this application for funding.

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

Applicant: Calvary Episcopal Church, Stonington  
Amount: \$10,000.00

Ms. Dunne presented this application. Calvary Episcopal Church requested funding in the amount of \$10,000 to obtain the consulting services of a 36-CFR qualified architect to prepare a condition assessment for the church building at 27 Church Street, Stonington. Ms. Dunne commented that she originally felt the funding request was low, so she had to confirm with the applicant that they would be able to make up the difference if the bids came in higher than \$10,000. Ms. Juliette Hodge submitted the application and was on the call for any questions or concerns.

Ms. Adusei asked what the exact purpose of the grant was? Was it just making a preliminary assessment or going into depth with plans and specifications? She thought the requested amount was low as well. Ms. Dunne replied there will not be any plans and specifications developed with this grant, due to the small amount the applicant is seeking. There will be a preliminary assessment which will target some of the current issues. The applicant can seek a future grant for the plans and specifications.

Ms. Carnell asked if there would be existing condition drawings completed as part of the assessment? Ms. Dunne replied if the applicant can provide them within the budget, that is encouraged. Again, with the smaller budget it probably will not be included. But, in the RFP a request can be made to have existing condition drawings be an add alternative. There is also a pre-bid meeting where prospective bidders can get a better idea of what the scope of the entire project is so they can provide the best budget possible.

**3. Historic Restoration Fund, North Congregational Church of Woodbury, Inc., \$22,334.50, Creation of accessible bathroom, 11 Main Street North, Woodbury.**

On a motion by Ms. Burgess, second Ms. Adusei, the Historic Preservation Council voted to award 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. Staff recommended this application for funding.

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

Applicant: North Congregational Church of Woodbury, Inc.

Amount: \$22,334.50

Ms. Fink presented this application. North Congregational Church of Woodbury requested \$22,334.50 in funding to create an accessible bathroom in the church building. This application was originally presented to the Council as a cost increase, but the scope of work was different from the original grant request. The first grant was closed out and a new application was required. The Council has previously reviewed most of this information. The ADA bathroom will be off the foyer, closest to the kindergarten, as seen in the drawings and will not impact the sanctuary space or historic features. Mr. Steve Lewis was on the call for any questions or concerns.

Ms. Adusei asked if the fixtures were included in the budget? Mr. Lewis replied that the builder originally broke the costs of the fixtures out because some of the trustees wanted to see if the cost could be lowered by having congregation members purchase them. However, that plan did not work out. This budget is for the total cost with fixtures included.

Mr. Elmore asked Mr. Lewis how old his estimate was? Mr. Lewis replied March 2023 and the builder is committed to standing by this estimate.

Ms. Acly asked if any structural work was anticipated? Mr. Lewis replied they are redoing the existing men's bathroom that was installed in the early 1960s. The floor in the bathroom was elevated at that time. They are going to be taking the back half of the men's bathroom and dropping the floor about 18 inches. There is nothing structural, just removing the false floor. They are in good hands with Mr. Hugh Sullivan, a terrific Historic Architect who is on the project and has a love for old buildings.

Ms. Adusei asked if there was an allowance for unforeseen contingency? Mr. Lewis replied a contingency was not added to the grant, but the builder is fully committing to the original cost. If there is a contingency, it will be taken out of the maintenance budget.

**4. Historic Restoration Fund, Wood Memorial Library, \$194,473.30, Roof replacement, foundation repairs, window restoration, and attic insulation, 783 Main Street, South Windsor**

On a motion by Ms. Burgess, second by Ms. Carnell, the Historic Preservation Council voted to award 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. Staff recommended this application for funding.

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

Applicant: Wood Memorial Library, 783 Main Street, South Windsor  
Amount: \$194,473.30

Ms. Fink presented this application. Wood Memorial Library requested funding in the amount of \$194,473.30 for roof replacement, foundation repairs, window restoration, and attic insulation. The applicant completed a Survey and Planning grant for a Conditions' assessment, which resulted in a HRF application last year. After the SHPO staff reviewed the application and photographs of the front steps, it was determined that more investigation was needed for the front steps. With Ms. Dunne's and Council's assistance, the library was awarded a non-matching Survey and Planning grant so that a structural engineer and their team could investigate the water infiltration and proposed a detail scope of work based on the findings.

The scope of work and schedule has been carefully coordinated with the town grant funding before its expiration.

Mr. Elmore asked if the last grant allowed for any investigation of the water infiltration around the building and through the wall? Ms. Fink replied, yes, that was the purpose of the non-matching Survey and Planning grant. It targeted the drainage, foundation, and the steps.

Ms. Carnell asked how the color of the slate would compare to the existing roof? The applicant responded that the roof will have matching Vermont slate with three different colors being used. Hopefully they can retain some of the existing slates. They were not sure if they could retain the intact slates, due to the decking being concrete, which will be more difficult to remove.

Ms. Acly asked if there was a plan for insulating the roof. Would it be done at the attic level or between the rafters? Can the roof sustain large amounts of snow? The applicant responded that it would be done on the floor of the attic. Ms. Fink added that the structural engineer did make note of that in one of his reports and the roofing quote. The applicant added that copper paddles (for breaking up ice) and insulation would be the only additions to the roof.

**5. Historic Restoration Fund, First Congregational Church Madison, \$68,240, Boiler replacement, chimney removal, and repairs and painting to area where the chimney was removed, 26 Meeting House Lane, Madison**

On a motion by Ms. Carnell, second by Ms. Audsei, the Historic Preservation Council voted to award 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. Staff recommended this application for funding.

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

Applicant: First Congregational Church of Madison, 26 Meeting House Lane, Madison.

Amount: \$68,240

Ms. Fink presented this application. First Congregational Church of Madison requested funding in the amount of \$68,240 for boiler replacement, chimney removal, and repairs and painting where the chimney was removed. The church completed a Survey and Planning grant for a conditions assessment of the whole building. This HRF application is a result of the findings of the assessment. The church hired Croskey Architects and an additional engineer to investigate and produce bid documents relating to the heating system and thermal upgrades. The boiler is cracked, and the non-historic chimney is in poor condition, so the new propane furnace will meet the church's needs before the next heating season. Mr. Gary Leonard was on the call for any questions or concerns.

**6. Historic Restoration Fund, First Congregational Church, \$21,653, Increase requested to HRF award for bell dunnage replication, 6 Kirby Road, Washington**

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

On a motion by Ms. Acly, second by Ms. Adusei, the Historic Preservation Council voted to award 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. Staff recommended this application for funding.

Applicant: First Congregational Church of Washington, 6 Kirby Road, Washington.

Amount: \$21,653

Ms. Fink presented this application. First Congregational Church of Washington requesting additional funding in the amount of \$21,653 for bell dunnage replication because of rising construction material costs, contractor availability, and scheduling when the HRF funding was available for release. Kronenberger is conducting the work on this project.

Ms. Acly asked if this became an issue right when the bids came in or was stuff discovered along the way? Ms. Fink replied when the one bid came in, which was high, but affordable.

Ms. Carnell asked if we had precedent for an increase such as this? Ms. Fink replied, yes, there were COVID related expenses which resulted in several increases being approved.

Mr. Elmore added, in the future, if a situation such as this arises, that Council should be made aware immediately, so funding can be approve in a timely manner.

## **VI. State Register of Historic Places Nominations**

### **A. Unfinished Action Items**

### **B. New Action Items**

#### **1. State Register Nomination, Old North Cemetery, 60 North Main Street, West Hartford**

On a motion by Ms. Adusei, second by Ms. Carnell, the Historic Preservation Council voted to list Old North Cemetery, located at 60 North Main Street, West Hartford, to the State Register of Historic Places. Staff recommended approval of this listing.

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

Ms. Wisniewski presented this application. Staff recommended approval of this listing of The Old North Cemetery, to the State Register of Historic Places, at the local level, under Criterion 2, in the area of art, specifically funerary art represented by the intact collection of monuments. The cemetery retains a high degree of integrity, exhibiting funerary markers from the 18th, 19<sup>th</sup>, and 20<sup>th</sup> centuries and a consistent layout. Mr. Caleb Lincoln, author of the nomination, was on the call for any questions or concerns. The Town of West Hartford is very supportive of the nomination and there was also a letter of support from Jeffrey Mainville of the Noah Webster House. Dr Matthew Warshauer of Central Connecticut State University was not able to attend this meeting but did voice his support in the nomination.

Ms. Carnell commented this was a very strong nomination. Mr. Elmore like it from a landscape point of view.

## 2. State Register Nomination, Gungywamp, 500 Gungywamp Road, Groton

On a motion by Ms. Carnell, second by Ms. Adusei, the Historic Preservation Council voted to list Gungywamp, located at 500 Gungywamp Road, Groton, to the State Register of Historic Places. Staff recommended approval of this listing.

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

Ms. Wisniewski presented this nomination. Gungywamp, located at 500 Gungywamp Road, is eligible for listing under Criterion One, at the state level, as one of the more complex, enigmatic, and significant cultural landscapes in Connecticut, and under Criterion 3, at the state level, for its likely potential to yield information important to the indigenous and European use of the landscape. Doctor Kevin McBride, author of the nomination, was present to help answer any questions. Also present were Ms. Cathy Labadia and Mr. Corey Atkinson, archaeologists from the SHPO office, Mr. Tom Tyler, the Director of State Parks at the Department of Energy and Environment Protection, who owns the property, and Mr. Davenet Conway, from the Dennison Pequotsepos Nature Center.

Mr. Elmore noted a correction on page 41, number 8.

Ms. Carnell commented that this was another strong nomination.

Mr. Elmore asked Dr. McBride if his report was available to read and how was it different from the nomination? Dr. McBride responded that the report is just about complete, but he is waiting to receive comments on the nomination and had conversation with Dr. Conway, Ms. Labadia and Mr. Atkinson about the direction of a more public report.

## VII. Local Historic District/Property Study Report/s

## VIII. Archaeological Preserves

### 1. Gungywamp – 500 Gungywamp Road, Groton

On a motion by Ms. Burgess, second by Ms. Ms. Carnell, the Historic Preservation Council voted to establish Gungywamp, located at 500 Gungywamp Road, Groton, as a state archaeological preserve, pursuant to Connecticut General Statute Section 10-384. Staff recommended this item for approval.

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

Ms. Cathy Labadia, staff archaeologist at the State Historic Preservation Office, presented this nomination. This is the first preserve presented to the Council in eight years. While the state register listing is primarily honorific, the archaeological preserve designation comes with more restrictions. If ground disturbing activities are proposed on the site, it will require a permit, or a request to our office to engage in those activities. It also comes with criminal penalties, so if somebody intentionally



harms the site there, it can mean jail time and fines associated with it. Mr. Tom Tyler, Director of State Parks, was on the call for any questions of concerns. SHPO has been working with the Department of Energy and Environmental Protection (DEEP), who has jurisdiction over this particular property. DEEP has been a great steward of some of Connecticut's other archaeological preserves. Designating something as an archaeological preserve creates an opportunity for a partnership between SHPO and whoever the managing agency is, as well as with external interested parties. SHPO looks forward to working on the Gungywamp site with DEEP. The public has a lot of interest in this particular property and now we can move forward with interpreting it and protecting the site.

Mr. Tyler expressed his appreciation to the Council and the SHPO staff on funding the study and the nomination and for their ongoing support. Mr. Tyler stated that it is an honor to protect this site and expressed his appreciation to Mr. Davenet Conway from the Dennison Pequotsepos Nature Center for their stewardship of the property over the years.

#### **IX. Threatened Properties - CEPA Updates – Todd Levine**

Deborah Chapel

There has been a temporary injunction issued, as requested by the Office of the Attorney General, which runs through September. This was done to allow time to explore potential prudent and feasible alternatives to the proposed demolition of the Deborah Chapel. Unfortunately, the legal counsel for the congregation has refused to negotiate and have requested clarification on the National Register status of the Deborah Chapel.

Last week, Ms. Jenny Scofield made a formal request to the National Park Service to determine whether the Chapel is listed, based on a discrepancy between the original 1979 nomination and the subsequent amendments.

#### **X. Preservation Restrictions**

#### **XI. Report on State Historic Preservation Office – Jonathan Kinney**

Mr. Kinney introduced Ms. Deanna Rhodes, Director of Planning and Neighborhood Services with the City of Norwich and was informed by the Governor's office that her appointment to the Historic Preservation Council has been approved. SHPO staff is very happy to have Ms Rhodes join the Council. Mr. Kinney is waiting on a formal copy of her appointment letter, which is in legal review. Ms. Rhodes was on the call and expressed that she is thrilled to be a part of the Council and thanked them for everything they do.

SHPO's Community Investment Act (CIA) balance has been spent down. Survey and Planning grants, HRF grants, and several other SHPO funding programs are all funded by the Community Investment Act, which dates to 2005, generates funds through the fees

associated with the recording of land records throughout the state. SHPO receives a percentage of the fund, which is split amongst historic preservation, affordable housing, open space, and farmland interests. It is a vital source of our funding and enables us to carry out these programs we work on with the Council.

As mentioned earlier this year, between 2020 and 2022, the CIA funding that was coming into the SHPO allowed us to build up a surplus over that time period. Staff and Council have worked hard to spend that surplus down and since March of 2000, we have funded over 64 HRF programs with over \$5 million of CIA funding. SHPO also funded a lot of Survey and Planning grants during this period. Again, the surplus has been spent down and now SHPO is in a position where we need to be a little bit more conservative in our funding awards.

Mr. Kinne then shared SHPO's plan for moving forward over the next year or so, with regard to funding. SHPO does not anticipate accepting any new applications for Survey and Planning grants until at least the January of 2024. SHPO does have a number of applications in the queue right now and Ms. Dunne will present these applications to Council over the next several meetings. The operating support grants for our partner organizations, as well as the Circuit Rider program application for Preservation Connecticut, will be included in this group.

With regard to the Historic Restoration Fund (HRF), SHPO will be restructuring that program a bit. We expect that we will not have a new round of HRF until spring of 2024. We're going to budget \$1.5 million to that program annually going forward. There are over 20 projects in the HRF hopper right now that we have already received applications for and which have already been accounted for in our budgeting. These applications will be on the agendas going forward, as we work to award a few at a time, for probably the next 6 to 8 months. Ms. Fink added the proposed HRF schedule in the meeting chat:

**The next cycle of funding will follow the timeline below:**

- March 2024- Letter of Intent due
- June 2024- Mandatory pre-application workshop
- October 2024- Applications due
- January 2025- Applications awarded
- January 2025- Mandatory post-application workshop
- Spring 2025- Construction begins
- All projects must be completed in 2 years- March 2027

We expect that the number of applications we're going to receive is not going to go down, so we will transition to a more competitive program in this next round.

Mr. Elmore asked if competitive meant that emergencies would come first? Mr. Kinney replied that staff will be working to develop the new program that will involve a scoring system for applications. New applications will not be accepted until January 2025.

Ms. Acly asked where the surplus came from? Mr. Kinney replied there were large deposits coming from CIA slightly before and during the pandemic.

Mr. Kinney reminded Council that August meeting will be held August 23<sup>rd</sup>, 2023. There will not be a September meeting and the regular meeting schedule will resume October 4, 2023, with our first hybrid meeting.

## **XII. Report on Museum Properties – Liz Shapiro (Presented by Mr. Kinney)**

The museums are open and have been experiencing normal summer visitation. All of the seasonal hires are working, and their presence has taken quite a burden off full time museum staff. This summer staff are devoting attention to new exhibits, programs, and visitor services at each museum, but still continuing to hone the museum collections policy to meet the operational needs of the sites, and have been receiving small donations to the museums which meet the collections scope.

At Old-Newgate Prison, just when staff thought there was a path forward for the stabilization of the cell block, the consultants brought in a geologist engineer, and everything changed. Staff had to go back to the drawing board because of the request to bring in an engineer with specialized knowledge of these types of stabilization projects. Unfortunately, the report indicates that the first solutions proposed by contractor GNCB will not work, and we continue to meet to discuss next steps.

Meanwhile, Curator Morgan Bengel is continuing with a full plan of summer programming, including the Mineral and Gem Show, various reenactments, and the Halloween Pumpkins in the Mine. Morgan is also working on getting electricity to the prison yard to facilitate evening programs.

Last weekend, the Eric Sloane Museum hosted 6 high school students for a program hosted by the Friends of the Museum. All the students were Kent locals, which was great. This was a program on meteorology and the study of clouds.

In upcoming programs, the Museum will be hosting an adult hewing class on July 15 and Kids' Intro to Plumbing on July 29<sup>th</sup>. Full registration for these hands-on learning programs is in the works.

At the Henry Whitfield Museum, the summer archaeology students from Southern CT State University have started, and things are going well! Their exhibit in the visitor's center, curated by the past students, on the archaeological digs and their findings is not quite complete, but is looking pretty good. Curator Michelle Parrish, has been busy planning this year's Welcome Fest, as well as moving ahead with contracting for the restoration work that will be done at Whitfield this year.

At the Prudence Crandall Museum, final edits and designs on the pop-up exhibit for the museum are complete. Expect to see those in the museum by the end of August. Curator Joanie DiMartino is working to plan this year's "grand reopening" in conjunction with a symposium on new Crandall scholarship tentatively scheduled for November 3 and 4<sup>th</sup>. The seasonals at the museum have been trained to give the new tour experience and are

working with Ms. DiMartino to create a visitor experience specifically designed for families with children under 10.

CT Summer at the Museums returns this summer, now through Labor Day. This is a program where young people 18 and under, with one adult, get free entry to participating museums throughout the duration of the program. This year's program is funded through a legislative appropriation of \$10 MM, in addition to funds remaining from the past two years of the program. All four of our museums are participants, and this is a program close to Ms. Shapiro's heart, because it was devised as a partnership between DECD Office of the Arts and CT Humanities. You can find out more on CTvisit.com.

### **XIII. Old Business**

### **XIV. New Business**

### **XV. Liaison with Public & Private Agencies – Jane Montanaro**

Ms. Montanaro reported that three staff members from Preservation Connecticut are going across the street to their partner Eli Whitney Museum and Workshop, where they will be participating for the second year in a summer camp program working with children 9 to 12 years old. They will be exploring the site and history of the National Register district there, including the armory, the mill, the boarding house, and will also be building a model of a working grist mill. They're using the mechanisms of a gristmill to do pottery, doing some archaeology on the site, touring the boarding house and learning how to read floor plans. The members of the staff are serving as guest lecturers for this week, taking lots of photos, and having a good time with the kids.

At the end of the week, Preservation Connecticut will be accepting applications for maintenance and repair grants. These are for churches exclusively and \$15,000 is the top level of award. It's a very competitive program.

### **XVI. Public Forum**

### **XVII. Adjournment**

*On a motion by Ms. Carnell, second Ms. Burgess, the meeting adjourned at 10:35 a.m.*

Respectfully submitted:

Deborah D. Gaston

***Next regularly scheduled Council meeting:  
Wednesday August 23, 2023 – Meeting format to be determined***