

**HISTORIC PRESERVATION COUNCIL MEETING
STATE HISTORIC PRESERVATION OFFICE
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
Wednesday, May 6, 2020 @ 9:30 a.m.
Zoom video conference call meeting**

MEETING MINUTES

Video

Conference: Ms. Marguerite Carnell, Mr. Tom Elmore, Dr. Margaret Faber, Ms. Karyn Gilvarg, Ms. Kathy Maher, Ms. Christine Nelson, Chairwoman Sara Nelson, Dr. Sarah Sportman and Dr. Leah Glaser

Staff: Ms. Mary Dunne, Mr. Todd Levine, Ms. Erin Fink, Ms. Catherine Labadia, Ms. Jenny Scofield, Ms. Liz Shapiro, and Ms. Marena Wisniewski

Guests: Mr. Mike Forino, Preservation Connecticut
Ms. Jane Montanaro – Preservation Connecticut
Ms. Mary Falvey – Connecticut Preservation Action
Ms. Stacey Vairo – Preservation Connecticut

I. Call to Order

The Meeting of the Historic Preservation Council was called to order at 9:35 a.m. Chairwoman Nelson announced the Council Secretary Deborah Gaston had a death in her family.

Chairwoman Nelson asked for a motion to change the agenda order to consider item XIVa. before item Va. Ms. Gilvarg made the motion, seconded by Ms. Maher.
(Y-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

II. Review of Public Comment Procedures

Chairwoman Nelson reviewed public comments procedures for virtual meetings.

III. Code of Conduct/Conflict of Interest

Chairwoman Nelson reviewed the Code of Conduct and Conflict of Interest statements. No conflicts were noted.

IV. Review and Approval of Minutes

May 6, 2020 Meeting Minutes

Minutes were approved with corrections.

*On a motion by Ms. Maher, Second, Dr. Faber
(Y-8, N-0, Abstaining – 1) (Roll call)*

XIV. a. Discussion: To waive match for Survey and Planning Grants Applications to include PIP, from May 4 through December 2020

Mary Dunne presented the motion and explained the background. Many organizations are having difficulty funding their match due to the extenuating circumstances surrounding the COVID-19 pandemic. SHPO, as a part of DECD, wishes to help organizations accomplish their preservation projects. This is part 1 of a three-pronged approach to assisting SHPO constituents.

Chairwoman Nelson explained that part of the reason for this conversation is to get the broad experience of the HPC to assist SHPO in evaluating the best ways to serve constituents needs.

Many Council members participated in the discussion which overwhelmingly supported the waiver of the grant match.

V. State Historic Preservation Grants – Action Items

a. Survey and Planning Grant, Little Zion Church of Christ, Norwalk

On a motion by Ms. Nelson Second by Ms. Maher, the Historic Preservation Council votes to award a Survey and Planning grant, funded by the Community Investment Act and administered by the Department of Economic and Community Development, to the Little Zion Church of Christ for \$20,000. 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-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

Ms. Dunne presented this application to the Council as recommended by staff. The SHPO staff and Preservation CT circuit riders have made multiple visits to the church. It is a very complicated project. The applicant is requesting the full amount of the grant funding which is a large amount for a conditions assessment, but because of the project's complexity, Ms. Dunne agrees this might be a \$40,000 project.

Ms. Carnell asked if architectural drawing exist, or if they are a part of the project. Ms. Dunne was not sure, however she noted that a rudimentary set of drawings would be needed if they do not exist. Chairwoman Nelson noted that drawings appropriate for an application to the Historic Restoration Fund should be a goal of the project. Ms. Maher added that the Norwalk Historical Society used to have a strong archival collection and suggested that the applicant do research to see if there is any documentation in that collection.

b. CLG Historic Preservation Enhancement Grant, Town of Woodbury

On a motion by Ms. Maher Second by Dr. Faber, the Historic Preservation Council votes to award a CLG Historic Preservation Enhancement grant, funded by the Community Investment Act and administered by the Department of Economic and Community Development, to the Town of Woodbury for \$20,000. 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-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

Mary Dunne presented the application as approved by staff. She reminded the HPC that there is no match required for this program. While the building is partially occupied, the town must find a use for the building and determine what must be done to make the building safe and serviceable for future occupants. They are requesting funds for a conditions assessment and a feasibility study. The grant might not cover the full expense of both reports, so the conditions assessment would be completed first.

Mr. Elmore noted that page 3 of the application referred to assessment and study as needed for "bidding purposes" and noted that these will not be bidding documents.

c. Increase to the Survey and Planning Awards

The Historic Preservation Council votes to increase the Survey and Planning Grant awarded on the following dates to the below-listed applicants in the amounts shown below.

All grant guidelines and state requirements shall be met by the below-listed applicants upon receipt of a grant as administered by the Department of Economic and Community Development. Grantees/Grant/Date of Award/ Project/ Additional Award Amount: Town of North Haven, 4/3/2019, Culver House Condition Assessment, \$2,900.00; Bill Memorial Library, 4/3/2019, Condition Assessment for library, \$7,320.00; Hamden Historical Society, 4/3/2019, Dickerman House plans, \$9,925.00; Tolland Historical Society, 6/8/2019, Plans and Specs for Courthouse belfry, \$4,750.00; Stonington Cemetery Association, 7/10/2019, Billings Mausoleum, \$4,500.00; Mark Twain House, 8/7/2019, Plans for ext. wood repair, \$5,000.00; Town of Haddam, 9/4/2019, Planning Charrette, \$8,000.00; Lyme Art Association, 9/4/2019, Energy Feasibility Study, \$7,000.00; Harriet Beecher Stowe Center, 11/6/2019, Condition Assessment for Day House, \$9,500.00; Temple Sion Church, 11/6/2019, Condition Assessment for Church, \$7,000.00. Total grant increase: \$65,895.00

VI. State Register of Historic Places Nominations

- a. Nomination to the State Register of Historic Places, United Presbyterian Church, 100 High Street, Enfield. *On a motion by Ms. Nelson, seconded by Ms. Maher, The Historic Preservation Council votes to list the United Presbyterian Church, located at 100 High Street, Enfield, to the State Register of Historic Places.*

(Y-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

Marena Wisniewski presented the application submitted under Criterion One at a local level as a church built to serve the immigrant population arriving from Scotland, and Criterion Two at a local level for the work of Chickering and O’Connell architects. The church has had a fire, but much remains intact. Stacey Vairo was the author of the nomination which was repeatedly noted as having been “well written.” Ms. Carnell asked if the property was considered for the National Register. Ms. Wisniewski responded that she and Ms. Scofield had discussed the possibility but decided that the property was a borderline case. It was listed on the State Register at the request of the property owner.

- b. Nomination to the State Register of Historic Places, 298 Forest Road, North Branford (Tables without prejudice from March 4, 2020)

Chairwoman Nelson read the motion as tabled, *The Historic Preservation Council votes to list the Bartholomew-Augur Farmstead, located at 298 Forest Road, North Branford, to the State Register of Historic Places.* She then asked for a motion to recall the nomination. The motion was made by Dr. Glaser, seconded by Ms. Gilvarg.

(Y-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

Ms. Wisniewski commented that after discussion with the consultant on the project, the consultant requested that additional time be added to the original request to be tabled.

Chairwoman Nelson asked for a motion to table the application to the September 2, 2020 meeting. The motion was made by Ms. Maher, seconded by Dr. Glaser.

(Y-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

VII. Local Historic District/Property Study Report/s

VIII. Archaeological Preserves

IX. Threatened Properties

X. Preservation Restrictions

XI. Report on State Historic Preservation Office/Museum Activities – Ms. Shapiro

SHPO wants to welcome back Erin Fink who returned to work this week after the birth of her son, Avery Ryan.

Staff continues to work with Dewberry to move the digitization project forward.

All staff continues to creatively handle their usual workload, and most report that they are very happy with the amount of work that continues

The pool of eight candidates for the Director of Operations for SHPO has been narrowed to three. These three candidates will be meeting with staff (virtually) for a second interview on May 8 and May 11.

Museums:

Reopening for the museums – has not been fully decided.

Seasonal positions will be filled, interviews are this week. Only people who have served as Seasonal employees are being interviewed.

Overall, the museums are working on outdoor interpretive panels, or other visitor experiences that can happen on the museum ground.

Sloane Museum

Andrew Rowand started on April 24th, and he's hit the ground running. The construction project at the museum is nearly complete. Andrew had a successful virtual meeting with the Friends of the Eric Sloane Museum last week, and they are thrilled with our choice! Andrew is creating a plan to use the museum grounds for a visitor experience and is working on a social media plan that includes tours and potentially bringing in crafts people to demonstrate the use of the old tools displayed in the museums.

New-Gate Prison & Copper Mine

Thank you once again to Morgan Bengel who has not only served as the staff liaison to the Sloane Museum, but has been Andrew's main point of contact for training. Morgan has been doing a deep dive into the Old New-Gate social media platforms and has been learning quite a bit. If you haven't seen her "Old News" programs on Facebook and YouTube, check them out. She is also working onsite as necessary to prepare the museum for opening, including addressing well issues and clearing and cleaning office spaces. She has also created a virtual experience for teachers and their students which she will pilot in May.

Prudence Crandall Museum

Currently waiting to see who has been chosen as the contractor for the restoration project as the Crandall Museum. Joan DiMartino has been continuing her work packing the contents of the museum. She has also been working on a social media program as the museum will be closed for the next year. In addition, she is doing research and reading that will inform the new interpretive plan at the museum.

Henry Whitfield State Museum

Chris Collins and Mike McBride have been creating videos to post on social media, some more tour oriented, like a walk through the nature trail, and some more "quirky", like staff guide Chris Collins considers the museum! Michelle Parrish has gotten the collection at the museum fully online through the Connecticut Collections platform, so visitors and teachers can see the objects and use them for classroom purposes. She has interviewed the assessors for the CAP (Conservation Assessment Program) grant that was received and has been posting regularly on the museum's Facebook page.

All SHPO staff have been participating in webinars and online conversations that will help SHPO museums and Preservation to navigate the current situation, and to help move to the post-COVID world.

XII. Report on Museum Properties

XIII. Old Business

XIV. New Business

b. Discussion: Proposed Temporary Grant Program: Basic Relief for Stewards of Designated Historic Resources

Ms. Dunne presented the new proposed grant, *Basic Relief for Stewards of Designated Historic Resources*. The grant is designed to provide small grants of up to \$1000 reimburse the costs of regular care and maintenance of the historic property. Ms. Dunne responded to multiple questions from the Council. She described the grant as easy to review and highly accountable. There was some discussion of including the installation and monitoring of fire detection systems. It was decided that installation of systems would require more SHPO oversight than is possible for the grant amount and for the required staff review. Ms. Dunne noted that she would like to ensure an even distribution of funds across the state. Ms. Shapiro noted that most small organizations would have a means of entry to SHPO grants, as they own buildings on either the state or national registers. This could help build awareness of our larger grant programs. Ms. Dunne thanked the Council for their input.

XV. Liaison with Public & Private Agencies – Ms. Montanaro, Preservation Connecticut

Ms. Montanaro reported the staff is working remotely and is fully functional and available. They are currently working on developing programs “on demand” in a virtual context. They are still planning on hosting their awards in September, even if they have to be “creatively” presented.

Ms. Mary Falvey – Connecticut Preservation Action

Ms. Falvey noted that things have been quiet since the legislature has been closed. They are carefully watching the state budget.

XVI. Public Forum

Prior to the adjournment, Mr. Levine requested permission to give a CEPA update.

Mr. Levine reported that the owner of the Cogshell House in Colchester has been working with a developer. They have a design in place but a purchase order is not in place. Mr. Levine noted that there is was an approved motion at the September 2019 HPC meeting, and the owner came back to the November 2019 meeting to present an update. At that time a motion was made to table any action until the May meeting. Ms. Nelson asked for a motion to recall the tabled item, Ms. Gilvarg made the motion and it was seconded by Ms. Maher.

(Y-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

It was decided to request an extension of the original motion until the August 5, 2020 HPC meeting. The motion to table consideration of the original motion until August 6, 2020, was made by Dr. Glaser, seconded by Ms. Maher.

(Y-8, N-0, Abstaining – Chairwoman Nelson) (Roll call)

Chairwoman Nelson requested that Mr. Levine draft a letter to the owner to reflect this motion.

XVII. Adjournment

A motion was made by Ms. Maher, Second Dr. Glaser to adjourn the meeting. Hearing no further discussion, the meeting was adjourned at 11:25 a.m.

***Next regularly scheduled Council meeting:
Wednesday June 3, 2020 – Meeting to be determined***