

**HISTORIC PRESERVATION COUNCIL MEETING  
STATE HISTORIC PRESERVATION OFFICE  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
Wednesday, November 3, 2021 @ 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. Elizabeth Burgess, Mr. Paul Butkus, Ms. Marguerite Carnell, Chairman Thomas Elmore, Dr. Leah Glaser, Vice-Chairwoman Christine Nelson, Dr. Sarah Sportman, and Dr. Walter Woodward

**Absent:** Dr. Margaret Faber, Ms. Sara Nelson, Ms. Ellen Zoppo-Sassu

**Staff:** Ms. Mary Dunne, Ms. Erin Fink, Ms. Deborah Gaston, Mr. Jonathan Kinney, Ms. Cathy Labadia, Mr. Todd Levine, Ms. Jenny Scofield, Ms. Liz Shapiro, and Ms. Marena Wiesnewski

**Guest:** Ms. Alexia Belperron  
Ms. Donna Douglas  
Ms. Mary Falvey  
Ms. Kristen Hopewood  
Ms. Jordan Sorensen  
Mr. David Westmoreland

**I. Call to Order**

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

**II. Review of Public Comment Procedures**

Chairman Elmore read aloud the Public Comments Procedures.

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

Chairman Elmore read aloud the Code of Conduct/Conflict of Interest and asked if there were any conflicts of interest. There were none.

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

a. Minutes – October 6, 2021 Meeting

*On a motion by Ms. Carnell, Second by Mr. Butkus, the Historic Preservation Council voted to approve the October 6, 2021 minutes with corrections.*  
(Y-8, N-0, Abstaining-1, Absent-3, Recused-0) (Roll call vote)

Ms. Carnell sent a marked-up version of the draft minutes with minor grammatical corrections to Mr. Kinney prior to the meeting.

Mr. Butkus asked that the addresses for the threatened properties addressed in agenda item IX be added to the minutes as well as future agendas.

## V. State Historic Preservation Grants – Action Items

### A. Unfinished Action Items

### B. New Action Items

- \* **National Register Process Information Session** – Jenny Scofield  
Ms. Scofield was planning to provide Council with an overview of the National Register of Historic Places and the SHPO’s ongoing efforts to update older nominations. Unfortunately, Ms. Scofield was not feeling well and will try to present to the Council at the December meeting. Ms. Scofield put some information in the meeting chat for Council members to review.

#### 1. **Survey and Planning Grant, City of Norwalk, Update National Register Nomination for Lockwood-Mathews Mansion, Norwalk**

On a motion by Mr. Butkus, second by Ms. Carnell, 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.

(Y-8, N-0, Abstaining-1, Absent-3, Recused-0) (Roll call vote)

Applicant: City of Norwalk  
Amount: \$15,000

Ms. Dunne presented this application. The City of Norwalk requested funding in the amount of \$15,000 to update the National Register nomination form for the Lockwood-Mathews Mansion (1868), located at 295 West Avenue, Norwalk. Staff recommended the application for funding. As Ms. Scofield stated earlier, there were several early nominations submitted for this property. The building was listed in 1970, and again, using the same form, in 1983. The City will be hiring a consultant to complete the proposed updates. Mr. David Westmoreland was on the call for any questions or concerns.

Dr. Glaser added that it will be important to include an update on the full history of the mansion, including additional information and context on women, servants, and other underrepresented groups associated with the property.

Mr. Westmoreland commented that, in 2017, research was completed on an exhibit about the people who worked in the mansion and the builders that constructed it. The exhibit was very popular with the public. When the original nomination was completed, it was simply about saving the mansion itself and

none of the outbuildings were documented. Throughout the years, 4 outbuilding were lost and four remain. The updated nomination will include information on the outbuildings.

Chairman Elmore suggested that information about the property's landscape be included in the updated nomination so that significant landscape features on the property (both lost and extent) are documented. Mr. Westmoreland mentioned that a master plan for the site is being developed and will include information on the landscape. This information can be added to the updated nomination as well. Ms. C. Nelson added that it would be helpful to include information about the mansion, where it is in the community, and how the area developed. Mr. Westmoreland added when 1-95 and Route 7 were constructed, the property lost about 12 acres of land.

**2. Survey and Planning Grant, Amity and Woodbridge Historical Society, plans and specifications for Thomas Darling House Cow Barn, Woodbridge**

On a motion by Ms. Burgess, second by Ms. Carnell, *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.*

(Y-8, N-0, Abstaining-1, Absent-3, Recused-0) (Roll call vote)

Applicant: Amity and Woodbridge Historical Society  
Amount: \$4,100

Ms. Dunne presented this application. The Amity and Woodbridge Historical Society requested funding in the amount of \$4,100 to produce bid-level drawings to support the restoration of the cow barn outbuilding on the Thomas Darling House property (c. 1765), located at 1907 Litchfield Turnpike, Woodbridge. Staff recommended the application for funding. SHPO awarded the applicant a grant last year to study several outbuildings across the road from the Thomas Darling House. The organization subsequently decided that their first priority would be the restoration of the cow barn. A consultant was competitively selected the first time around, so the budget is accurate, and it is a matching grant, so the total project cost is \$8,200. Ms. Alexia Belperron is on the call for any questions or concerns.

Mr. Butkus asked if it would be more efficient to approve the entire project through construction versus just through the documentation phase?

Ms. Dunne replied that the construction stage would not be considered planning for the purposes of this particular grant program. The applicant can develop the plans using this funding source and can then apply for a Historic Restoration Fund grant for the construction should they choose to do so.

Ms. Acly asked whether the proposed work was an immediate stabilization of the cow barn or included all of the work that was identified in the earlier report prepared by GNCB. Ms. Dunne replied that it is the entire project, not just stabilization.

Ms. Belperron confirmed that the proposed work includes all of the work identified for the whole structure in the GNCB report.

**3. Survey and Planning Grant, First Church of Christ Congregational, Project Plans and Specifications for Improvements to First Church of Christ Congregational, Middletown**

On a motion by Dr. Glaser, second by Ms. C. Nelson, 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.

(Y-8, N-0, Abstaining-1, Absent-3, Recused-0) (Roll call vote)

Applicant: First Church of Christ Congregational  
Amount: \$20,000

Ms. Dunne presented this application. The First Church of Christ Congregational requested funding in the amount of \$20,000 to develop architectural plans and specifications to support priority restoration and repair projects for the First Church of Christ Congregational (1872), located at 190 Court Street, Middletown. Staff recommended the application for funding. This is a matching grant, and the funding will be used for a qualified architect. The applicant received a grant from SHPO last year to list the property on the State Register. SHPO is glad they are now moving forward and taking advantage of the funding incentives available to listed properties. No one was on the call from the Church and Ms. Dunne was happy to answer questions or concerns from the Council.

Ms. Burgess questioned the specific activities listed on #5 of the application, and whether the applicant was looking for guidance on how to prioritize work on the building.

Ms. Dunne replied they have not come to us for a condition's assessment. In the past, the applicant has had assessments completed by church volunteers who were professionals in that field, which is how they came up with the budget amount. Ms. Fink and Ms. Dunne met with the applicant on site, and they had identified this work as the priorities. SHPO could certainly encourage them to apply for a condition's assessment to get a broader picture of the building's needs.

Chairman Elmore mentioned that this grant is for plans and specs, but based on the potential need for a larger assessment, could there be an issue with scope creep

and will the budget be sufficient? Ms. Dunne replied that the work is not comprehensive, but does include windows, exterior woodwork, and accessibility issues. This project will be competitively bid and SHPO will make sure the RFP is as specific as possible to prevent any issues with scope creep.

Ms. Acly asked if there had been any discussion regarding the repair of the stained glass. This typically requires a specialty consultant. Ms. Dunne replied that SHPO has funded at least two stained glass repair projects in the past. The proposed work, however, is simply a protection system for the windows to guard against vandalism, no work is proposed on the stained glass itself. If the applicant applied for a conditions assessment grant, the stain glass would be included, and a consultant would need to be hired.

**4. Supplemental Certified Local Government Grant, Town of Westport, Update Historic Resource Inventory, Westport**

*On a motion by Ms. C. Nelson, second by Mr. Woodward, The Historic Preservation Council voted to recommend the award of a Supplemental Certified Local Government 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-8, N-0, Abstaining-1, Absent-3, Recused-0) (Roll call vote)

Applicant: Town of Westport

Project: Update Historic Resources Inventory

Ms. Dunne presented this application. The Town of Westport requested funding in the amount of \$30,000 for an updated historic resources inventory. Staff recommended the application for funding. SHPO does offer non-matching grants for historic inventories and updates to non-profits and municipalities. There has been a rise in consultant fees, but SHPO does generally expect to receive at least 150 forms, a comprehensive context statement about 25 pages long, recommendations for the Nation Register, and a section on resources related to women and minority history. The budget is appropriate. The applicant plans to update an inventory that was done several years ago, which was just not complete and did not include a lot of what generally goes into a survey. The plan is to update the existing survey and if time and funding permit, the applicant may also do a windshield survey to see if anything was missed. The inventory is an important tool that allows the municipality to know where historic and architectural resources when a project or development is being planned. Ms. Donna Douglass from the Town was on the call for any questions or concerns.

Dr. Glaser asked if SHPO funded the last survey and how do we make sure it is complete this time? Ms. Dunne replied yes, but the applicant is coming back to add missing items, and it was made clear to the applicant that the previous survey

was not completed. Ms. Dunne clarified that the prior product was not completely inadequate but did have several elements missing.

Dr. Glaser mentioned the section of the survey that will include women and minorities. She wanted it to be clear that people are looking for different and interesting contexts and information, for example, information on the people who worked in the home at that time, not necessarily the architect or the owner but other associations as well. Ms. Dunne acknowledged that in the last, the section that deals with that history has been brief she will make the applicant aware that research in these areas is added to the forms, perhaps on the continuation pages.

Ms. C. Nelson commented she has work in a town hall for a long time and the Building Department can be an important ally in preservation. Ms. Nelson wanted to know from Ms. Douglass, whether the HDC has a good relationship with the Building Department in town. Ms. Douglass replied yes, they did. They work with them a lot on demo applications that come through. This is the biggest issue in town, with 12 demos coming onto the agenda next week. Ms. C. Nelson suggested adding the Building Department and a Selectman to the consultant selection committee as well.

Ms. Acly asked for some additional information on the survey forms and the survey itself. It sounds like SHPO provides a framework for the information that will be gathered. Ms. Dunne described the form and what needs to be added to complete it. It includes historical information on the property, an architectural description of the building, type, style, materials, condition (viewed from the street), location, pictures, and threats. Additional architectural and historical information can be added on continuation sheets.

Ms. Scofield commented. The form is consistent with other states. It allows for different levels of collecting information, such as a reconnaissance level survey or an intensive-level survey with more information added to the continuation sheet. Ms. Scofield is in the process of putting together architectural survey guidelines for the state and updating the inventory forms. They are not completed, but they will be rolled out in the near future.

Mr. Butkus stated that Westport has approximately 7 local districts and wanted to know if the properties to be surveyed were within these districts or are these new areas? Mr. Butkus indicated that in his experience with historic resource inventories, they usually contain recommendations for listings. It is important for the municipality to act on these recommendations and to move forward with these state register listings to ensure that property owners can take advantage of the incentives that come with listing and not just have these properties subject to the additional regulation that comes with the local designation.

Ms. Dunne replied that is an important point. However, the surveys are very important for gathering information. Up until a few years ago, anything in a local

district was automatically listed on the State Register, which allows for those financial incentives. But SHPO absolutely does want the municipalities to act on the recommendations in the survey. Many towns do move forward and create districts following a survey and Westport also links the survey to their demolition delay ordinance.

Dr. Glaser agreed with Mr. Butkus that towns be encouraged to act on the recommendations contained in surveys.

Chairman Elmore asked Ms. Dunne if she was expecting the survey to be city wide or neighborhood specific? Ms. Dunne replied surveys are generally done geographically. The prior survey was town wide, and the update will be as well.

5. **Stewardship Relief Grant, Cheshire Historical Society, Hitchcock Phillips House, Cheshire**

*On a motion by Dr. Glaser, second by Ms. C. Nelson, the Historic Preservation Council voted to award a Stewardship Relief Grant, funded by the Community Investment Act of the State of Connecticut, 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.*

(Y-8, N-0, Abstaining-1, Absent-3, Recused-0) (Roll call vote)

Applicant: Cheshire Historical Society  
Amount: \$1,000

Ms. Dunne presented this application. The Cheshire Historical Society requested funding in the amount of \$1,000. Staff recommended the application for funding. Due to the COVID shutdown, the Historic Preservation Council voted to create the Stewardship Relief grant program. The purpose of the funding is to support the continued safeguarding of historic resources at a time when many organizations are experiencing economic distress because of the COVID-19 pandemic. These are reimbursable grants and only 501(c)3 non-profits are eligible. Eligible reimbursable expenses are those related to the basic utilities and regular maintenance costs associated with the upkeep of a designated historic resource. The grants were capped at \$1,000 and applicants must show proof of expenditure. The program will be discontinued in January 2022, unless Council votes to extend or continue it.

Chairman Elmore asked how many grants were approved, and when the deadline for the program is. Ms. Dunne replied about 50 grants were awarded so far. The program was capped at \$200,000. The technical deadline is December 10, 2021, for January 2022 agenda consideration.

Mr. Butkus added it would be worthwhile to redact confidential information such as bank accounts from the applications that were submitted. Ms. Dunne

apologized, saying that usually does not include that information in the material distributed to Council. She can delete it from the Dropbox, and it is not posted publicly to the website. Chairman Elmore suggested that Ms. Dunne delete it as soon as possible.

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

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

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

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

## **VIII. Archaeological Preserves**

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

### **Norwalk, 1 Old Kings Highway**

Mr. Levine reported that the local demolition delay for this property expires on December 30, 2021, and the Office of the Attorney General (OAG) has not made a final decision yet regarding moving forward with legal action. Putting the building up for sale seems to be a prudent and feasible alternative. The owner has reached out to SHPO and SHPO is trying to schedule a date for the OAG and the owner to discuss a potential agreement.

### **Bridgewater, 11 Main Street South**

Mr. Levine reported that there is no change in the status of this property. The property is still listed for sale. Mr. Levine was unaware of any potential buyers at this point. The property will remain listed until the end of this year.

### **Glastonbury, 2283-2289 and 2289R Main Street**

Mr. Levine reported that both threatened properties are contributing resources. A demolition delay has been enacted by the community. Mr. Brad Schide of Preservation CT met with the community last week. Mr. Levine met with the developer and municipality yesterday. There is a large new development being proposed and these buildings are in the way. The parties involved are trying to work out an agreement where the buildings could be incorporated into the development, but this is complicated by local ordinances and requirements for parking and certain amounts of commercial space. The demolition delay expires on December 16, 2021 and Mr. Levine is working with the owners to withdraw the demolition permit application and resubmit immediately, which will start the 90-day demolition delay period again. If this does not happen, it will be on December's agenda.

## **X. Preservation Restrictions**



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

Mr. Kinney reported briefly on the SHPO's tax credit program. This fall, the tax credit program issued just over \$1 million in tax credit vouchers for three projects:

1. Hill-Stead Museum in Farmington for the rehabilitation of the historic carriage barn and drive shed
2. 94 Edwards Street in Hartford for the rehabilitation of a historic house into 5 apartments
3. 125 Hillside Avenue in Waterbury for the rehabilitation of a historic house into 8 apartments

Mr. Kinney also reported on two exciting recent events attended by SHPO staff and involving highly successful preservation projects. On October 15<sup>th</sup>, at the SHPO office, the Archaeological Conservancy, and the New England Hebrew Farmers of the Emanuel Society (NEHFES) held an event where they cosigned a Donation Agreement that gifted the synagogue parcel of the "NEHFES Synagogue and Creamery Site" in Chesterfield, Connecticut to The Conservancy, insuring the protection of the site in perpetuity. The history of the site began in the Spring of 1892, when a small enclave of Russian-Jewish immigrants established themselves as the New England Hebrew Farmers of the Emanuel Society. In 1894, the group wrote a democratic governing constitution and proceeded to thrive as a close-knit religious, social, and economic community of more than 50 Jewish families well into the 1930s.

Preservation of the NEHFES Synagogue and Creamery Site will contribute to public knowledge about the site's significance and the importance of cultural resource preservation. The preserve will be maintained as open-space research preserve, and protected against any future development. This was a long-time collaborative effort, in which SHPO staff archaeologist Catherine Labadia was heavily involved.

The Historic Preservation Council previously approved work at the site as well as its designation. Mr. Kinney thanked the Council and SHPO staff for their involvement.

On October 16<sup>th</sup>, the Trust for Public Land and the Town of Simsbury held a ribbon cutting ceremony on Saturday October 16<sup>th</sup> for a plot of land, now known as the Meadowood site, that was once a thriving tobacco farm where Martin Luther King Jr. worked as a college student in the 1940s. The site will now be protected for its historic and cultural significance to the state's civil rights history. The Trust for Public Land and the Town recently acquired the 288-acre parcel of land after Simsbury voters overwhelmingly authorized \$2.5 million dollars to purchase the property over the summer. Nearly 130 acres of the land will be set aside for recreational access and roughly 120 acres for working farmland. The rest will be saved for future needs of the town of Simsbury, while two acres will be kept for historic preservation purposes to tell the history of the property. Various state agencies, the U.S. Fish and Wildlife Service, the George Dudley Seymour Trust, individuals, and foundations have provided an additional \$4 million in funding for the site.

## **XII. Report on Museum Properties – Liz Shapiro**

### **Museums**

Ms. Shapiro reported that the museums closed for the season on Halloween weekend. Museum staff are working on putting their sites to bed, but next month Ms. Shapiro will be able to share visitor and sales statistics for the season. Relatedly, the Office of the Arts (COA) has just sent out the final report requirements to the museums who participated in the “Summer at the Museums” Governor’s initiative. Those reports will be due in December, and COA will then have access to a select set of data for over 50 museums in CT.

On a similar topic, Ms. Shapiro wanted to make sure that all were aware of the operating support grant program that CT Humanities is running in conjunction with COA. The CT Cultural Fund Operating Support grants offer non-matching grants of at least \$5000 to history, arts, and cultural non-profits. There is a pool of \$16M, and this is a non-competitive grant program.

The deadline for submitting applications is November 15, and the application is very simple. [https://cthumanities.org/ct-cultural-fund-operating-support-grants/?mc\\_cid=7176d3efe3&mc\\_eid=UNIQID](https://cthumanities.org/ct-cultural-fund-operating-support-grants/?mc_cid=7176d3efe3&mc_eid=UNIQID) The Museums are looking to attract as large a pool of applicants as possible for these grants, which will give us the biggest and most complete data set on the sector that has ever been compiled. CT Humanities has hired a data specialist to work with them, and she is actively involved in the process. Please share this information with those organizations that you know.

The job application process for the Museum Curator with an education specialization closed yesterday on November 2<sup>nd</sup>. Ms. Shapiro has not seen the applicant pool yet, but they are on schedule with the hiring process.

Substantial completion at the Prudence Crandall Museum is set for November 12. There will be a walk-through on November 16<sup>th</sup>. If interested, Mr. Kinney and Ms. Shapiro would be happy to share some pictures of the site at the next HPC meeting, depending on how full the agenda is.

Staff has received the report prepared by Ms. Kathy Breughel-Varda that details how best to store current collections on the property while they are managing both the deaccessioning and the reinterpretation project. It’s not going to be easy, but staff will empty all the storage containers and the museum will open to the public in the late spring. Ms. Shapiro noted that the former staff room still needs work to remove old cabinetry and replace the floors. That work is a separate project and will happen this winter. Ms. Shapiro would also like to take this moment to thank Mr. Jonathan Kinney for his work assisting Ms. Joanie DiMartino, and all SHPO staff, particularly Ms. Marena Wisniewski, Ms. Cathy Labadia and Mr. Todd Levine.

Mr. Andrew Rowand at the Eric Sloane Museum has been battling alarm issues. Sloane had new alarms installed, but when alarms are installed in a barn structure, things are bound to run amok. The Early American Industry Association regional meeting was held

at the museum on October 23<sup>rd</sup>, with over 40 people (record high attendance) coming from across New England and the Mid-Atlantic. Compliments were received on the work that museum staff has been doing, and praise for the work and commitment of SHPO with the museums. The group had a catered breakfast and lunch at the museum (outside) which worked well and was a museum “first”.

The museum has been doing record gift shop sales, selling over \$1500 that Saturday alone. The museum crested the \$5,000 mark for October sales so far.

Ms. Shapiro wanted to share that Mr. Rowand’s weekend reports usually make her laugh, and this one for Sunday October 23<sup>rd</sup> was no exception: “67 visitors total yesterday and 1 BEAR!!! Luckily most of the visitors had left and the bear stopped by as we were cleaning up.”

Lastly – both Henry Whitfield and Old New-Gate have substantial outdoor closing procedures that they are in the midst of now. Ms. Michelle Parrish, with staff input, has a new mission for the Henry Whitfield Museum and Ms. Morgan Bengel at Old New-Gate is reworking their mission.

Ms. Shapiro is looking forward to sharing more news about this past season’s visitation, as well as the work that museum staff has set for themselves for 2022, which includes a museum-wide statement of Core Values. Staff has done an exemplary job this season reopening the sites, and Ms. Shapiro is so proud of the work that they are doing to become leaders in the museum world.

Ms. Gaston asked Ms. Shapiro about a program at Old Newgate Prison/Museum which helps ex-felons become business owners. Ms. Shapiro replied the program is called the Reentry Roundtable, in association with Community Partners in Action. Old Newgate Prison Museum is the first site for the Connecticut Reentry Hall of Change. Since 2020-2021, there have been 16 people inducted into the program so far. A second site in Waterbury is being explored so families without transportation can attend.

### **XIII. Old Business**

### **XIV. New Business**

### **XV. Liaison with Public & Private Agencies**

#### **Ms. Jane Montanaro – Preservation Connecticut**

(Ms. Montanaro was absent, but asked Mr. Kinney to read her report for the record)

Ms. Montanaro reported that there are currently two funding opportunities for historical societies and museums available:

CT Humanities is offering general operating support grants, available for museums and 501(c)(3) non-profits, municipalities, state agencies, or Connecticut-based tribal nation organizations that provide cultural, humanities, and arts-based projects and activities for

the public. Applications are due Nov 15. Those that are interested can visit CThumanities.org for more information.

Once again, Preservation Connecticut is partnering with the 1772 Foundation to offer matching grants (up to \$10,000) for small capital projects. The online portal to submit letters of inquiry is now open at [preservationct.org](http://preservationct.org). Inquiries are due by December 31. Circuit Riders are available for consultation regarding both grant programs.

**Ms. Mary Falvey – Connecticut Preservation Action**

Ms. Falvey had nothing new to report this month.

**XVI. Public Forum**

**XVII. Adjournment**

*On a motion by Ms. C. Nelson, second by Dr. Glaser, the meeting was adjourned at 10:54 a.m.*

Respectfully submitted by:  
Deborah D. Gaston

***Next regularly scheduled Council meeting:  
Wednesday December 1, 2021 – Meeting format to be determined***