

# Historic Preservation Commission Meeting Minutes July 19, 2018

Call to Order	In Attendance	Absent	Guests
<b>Made by:</b> <b>Tony Armento</b>  <b>Time: 6:00 p.m.</b>	Tony Armento-Chairman Derreck Brown-Webmaster Gary Weaver-Treasurer Kelly Collins Schram  Cheryl Hart-Planning Director Lu Anne Gilligan-Recording Secretary	Lisa Schons	Heather Slane-Historic Preservation Consultant

Approval of Minutes	Date of Minutes	Motion to Approve	2 <sup>nd</sup>	Outcome
	6-21-2018	Derreck Brown	Gary Weaver (with one change on page three/ #3)	Motion to approve with the one change on page three.

Treasury Report	Starting Balance	Expenditures since last meeting	Current Balance
	\$85.00	\$85.00 (Recording Secretary)	-0- Note that 2018-2019 budget has not yet been added to the HPC line item.

Old Business

<b>Topic</b>	<b>Discussion</b>	<b>Outcome</b>
<p><b>Update on National Register period of significance SHPO/HPF project</b></p>	<p>Heather Slane, the Historic Preservation Consultant who has been preparing the update to the inventory of properties eligible for the National Register of Historic Places, gave the OHPC an update, reporting on the proposed changes resulting from her work. Ms. Slane remarked that, although additions to the Oxford Historic District were significant, changes within the existing Historic District were minimal due to the way they were classified in the State’s data base system.</p> <p>Recommendation for expanding the Oxford Historic district (“boundary increase”) required additional documentation. The boundary increase includes buildings from the 1940’s, 50’s and early 60’s. Several additional streets in the town are to be included along with a couple of neighborhoods. Additionally, cemeteries, two churches, a school, a gymnasium, the Masonic Home and the Armory may be included, but more research will be required for a few of these.</p> <p>For the Oxford district expansion recommendation, Heather would like to have the State meet in October and have them approve the proposed list. There are 154 buildings surveyed with photos and descriptions. The second phase of the project should begin in September, with a full draft ready by January. It is anticipated that the National Register update will be approved by the National Park Service in the fall of 2019.</p>	<p>Heather Slane, the Historic Preservation Consultant, gave an update on the changes proposed as a result of the National Register period of significance SHPO/HPF project. She stated that the changes within the existing Oxford Historic District were minimal.</p> <p>Recommendation for boundary increase for the Historic district /National Register required additional documentation. It includes buildings from the 1940’s, 50’s and early 60’s along with several more streets, a couple of neighborhoods, cemeteries, two Churches, a school, a gym, the Masonic Home and the Armory.</p> <p>For the Oxford district expansion recommendation, Heather would like to have the State meet in October and have them approve the list. There are 154 buildings surveyed with photos and descriptions. They should start working on these in September and have a draft ready by January 2019.</p>

**2014**

**Goals/Visibility  
initiatives updates:**

**2018 Photo Contest**

(1) *Photo Contest* - Derreck Brown reported that the deadline is Friday, August 17<sup>th</sup>. As of today, there are only two (2) entries so Lisa Schons and Derreck will put updates about the contest on Next Door and Face Book, place another Press Release in the OPL and place more Flyers around town. Derreck and Lisa met with staff from The Hub about using The Hub as the Venue for the October event announcing the winners. The cost will be \$75.00/hour and the dates available are Oct. 2<sup>nd</sup> or 3<sup>rd</sup>. Tony suggested that Derreck and Lisa meet and finalize the plans for the October event with Hub, within the established budget.

Also, Derreck met with Mary Yount about placing winning photos in Storefront windows. Because of Christmas decorations in store windows, Mary proposed that the photo placements be delayed until January so the photos could stay up longer in the windows, possibly a couple of months. There will be twelve winners and one picture per window. Gary Weaver will touch base with Eddie at the Masonic Lodge's Print Shop about price of small pictures for display at the October party to honor the winners.

*(1)Photo Contest* - Derreck Brown reported that Friday, August 17<sup>th</sup> is the deadline for the Photo Contest. Only two entries as of today have been submitted, so Lisa Schons and Derreck will put an update on Next Door, Face Book, put another Press Release in the OPL and place more Flyers around town. They also talked with The Hub about having the Winners Party there in October. The cost will be \$75.00/hr. and available dates are the 2<sup>nd</sup> and 3<sup>rd</sup>. Derreck and Lisa Schons will meet again to finalize plans and then meet with Lisa at the Hub to finalize plans with her. Mary Yount has been working with Derreck about placing the 12 winner's photos in the windows downtown so it was decided that in late January they would go up so they could stay up longer and it would not be any cost to the HPC. Gary will touch base with the

**Public Ledger Articles**

(2) **Public Ledger Articles:** Tony Armento reported that he would like to write a column concerning the economic Benefits of the Historic District for his Public Ledger Article.

Print Shop at the Masonic Home about the cost of smaller pictures for us to have on display at the party in October.

**(2)Public Ledger Articles:** Tony Armento will be writing on the economic benefits of the Historic District for the Public Ledger Article.

**Welcoming Program Activities**

(3) **Welcoming Program Activities:** Gary announced that the Stacey and Fay Lewis House on Main Street had been sold.

**(3)Welcoming Program Activities:** Gary reported that the Lewis House on Main Street was sold.

**Property of the Month**

(4) **Property of the Month:** Gary wrote a piece on the *Villa* for the next “This Old House in Oxford” to be published in the OPL. The HPC discussed other properties and came to the decision that 213 High Street will be next month’s Property of the Month. It was also decided that future properties would be determined randomly.

**(4)Property of the Month:** Gary wrote a piece on the *Villa* for this month’s “This Old House in Oxford” to be published in the OPL. The HPC chose 213 High Street for next month’s Property of the Month.

**Re-start of Historic District Walking Tours**

(5) **Re-start of Historic District Walking Tours:** Nothing at this time

**(5)Re-start of Historic District Walking Tours:** Nothing at this time

<p><b>Online inventory of properties</b></p>	<p><i>(6) Online inventory of properties:</i> Nothing at this time</p>	<p><i>(6) Online inventory of properties:</i> Nothing at this time</p>
<p><b>Regional Education Event</b></p>	<p><i>(7) Regional Education Event:</i> Tony distributed a list to the HPC members from Amber Stimpson on topics for the event on November 15<sup>th</sup>. Cheryl Hart suggested having the session on building codes and tax credits and how it affects historic properties. Other members were interested in Demolition by Neglect if there was time for two. Heather Slane and Cheryl thought this topic would not shed a positive light on the Historic District and should stick to one topic and leave time for questions and answers. Tony will speak with Amber to let her know that the HPC decided to go with the first topic. The session will be used to announce the Historic District expansion. The session should last approximately 90 minutes.</p>	<p><i>(7) Regional Education Event:</i> Tony distributed the list from Amber Stimpson on topics to choose for our event on Nov. 15<sup>th</sup>. It was decided that the session would be on building codes and tax credits and how it affects historic properties with time left for Q&amp;A. The Historic District expansion will also be announced.</p>
<p><b>Lighting of the Greens</b></p>	<p><i>(8) Lighting of the Greens:</i> Nothing at this time</p>	<p><i>(8) Lighting of the Greens:</i> Nothing at this time</p>

**COA APPLICATION REVIEW #1:** *There were none at this time.*

**Summary of Approved Minor Works:** *There were none at this time.*

**COA Renewal:** *None at this time*

**Demolition by Neglect:** *There are none at this time.*

New Business

<b>Topic</b>	<b>Discussion</b>		<b>Outcome</b>
<b>Losing Track of Issues not addressed in our Guidelines</b>	Prompted by a question by Kelly Collins Schram, Tony brought up the fact that at times the HPC loses track of issues or is faced with issues that are not addressed in the Guidelines. Tony suggested that we have Lisa Schons keep a list of all these issues until we need to address these at another level.		Tony brought up the fact that there are issues that were not in the Guidelines and that it is necessary to keep a list of these. Tony suggested that Lisa Schons keep a list of these issues for the time being until they can be addressed.
<b>Motion to Adjourn</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>Outcome</b>
	Kelly Collins Schram	Gary Weaver	By unanimous decision, the HPC decided to adjourn at 7:56 p.m.

**Date of Next Meeting: Thursday, August 16, 2018**

**Minutes Prepared by: Lu Anne Gilligan**