

HISTORIC PRESERVATION COMMITTEE

MINUTES– August 10, 2011 --Norwich Historical Society, 277 Main Street, Norwich

Attending: Bill Aldrich, Roger Blake, Peter Brink, Phil Dechert, Nancy Hoggson

Absent: Anne Silberfarb

The meeting was called to order at 10:00am.

1. Discussion followed about **additional members** for the HPC (up to 7 can be appointed by the Selectboard). Dechert will post the appropriate notice through the Town Manager's office.
2. **Historic Walking Tour brochure** project was reviewed. All agreed that the project was a great success, and initial reactions from the community have been very favorable. 5,000 were sent to the State on July 15th for distribution in the Welcome Centers on I-89 and I-91. This leaves 5,000 which will be stored at NHS and used for local distribution + distribution in 2012 as per the grant request. Because of increased distribution needs, Dartmouth Printing agreed to print an additional 5K.
 - i) All contractor bills have been submitted and put through for payment with the exception of the website as this is not finished. Brink and Hoggson will meet with web site contractor next week to review and discuss the setup of this new URL. It will be a separate website and can be linked to other sites as a downloadable PDF.
 - ii) Additional expenses will be distribution charges for 2012 and shipping to distribution warehouse in Worcester VT.
 - iii) Division for Historic Preservation has advised that because we are over our match, we might be eligible for another \$1,400. Dechert will send financials to the state for reimbursement by September 1st. Committee decided that these additional funds would be used for an enhanced website. Brink and Hoggson will follow up with web designer.
 - iv) Brink already personally delivered a brochure to each property owner featured in the brochure as soon as they were received July 15th. All were appreciative.
 - v) **Local marketing plan:** - offer brochures if business owner is willing to have a brochure stand vs. sitting on the counter. With extra \$\$, stands can be purchased at Staples or ordered less expensively through the internet. Brink and Hoggson will divide up merchants and businesses in town. (**Brink:** ReMax, Dan&Whit's, Linda White Realty, Norwich Bookstore and Norwich Square, Carpenter&Main, McLaughry and **Hoggson:** Norwich Business Council, Library, Marion Cross School, Norwich Inn, Hanover Chamber, Coldwell Banker. Other sites to follow. Montshire and King Arthur are 'destinations' on the regional map. Montshire has already said they might be able to take some and put them in one of their racks. Dechert to find out who is the King Arthur contact.
 - vi) Discussion followed about an acrylic box which could be affixed to the NHS signpost and could have brochures inside. Hoggson has seen a similar set up in Canada, which worked well outside and kept the brochures inside free from the elements. Hoggson will research.
3. **Beaver Meadow Schoolhouse:** the Association did receive a matching grant from the Preservation Trust of Vermont for a condition assessment of the building. However, they were disappointed with the verbal report from the contractor and are waiting for the written one. They feel there was no additional information given to them on the day of the assessment. HPC will see a copy of the report. The Association wants to bring water to the building and an inside toilet. Neither of which was addressed by the PTV contractor.

There being no further business, the meeting was adjourned at noon.

Respectfully submitted, Nancy Hoggson, Chair and Secretary

8/16/11