

## **NORWICH HISTORIC PRESERVATION COMMISSION**

### **Draft Minutes of the Thursday, October 21, 2021, 9:00 a.m. Meeting**

Meeting was held at the Norwich Historical Society, 277 Main Street

Commissioners Present: Maggie Boone, Deb Brien, Linda Cook, Jess Phelps, Phil Zea and Nancy Osgood, chair

Commissioners Absent: Anne Silberfarb

Also present:

- Rod Francis, Planning and Zoning Director
- Sarah Rooker, Director, Norwich Historical Society

### **NORWICH HISTORIC PRESERVATION COMMISSION AGENDA**

1. Approve agenda

Jess Phelps moved to approve the agenda and Phil Zea seconded. The agenda was approved unanimously (6-0).

2. Public Comment

There was no public comment.

3. Review and approval of the minutes of the August 24, 2021 meeting

Deb Brien moved to approve the minutes; Phil Zea seconded the motion. The motion to approve the minutes passed (5-0, with Linda Cook abstaining).

4. Update on Lyssa Papazian's Norwich Barn Survey

The bulk of the meeting was dedicated to a discussion of the Norwich Barn Survey. The survey has been completed and reviewed by the Commissioners. The consensus is that the report is thorough and accessible and will be a great resource for the community. Jess Phelps has some small edits and will send along. The Commission will work on making sure this survey gets out to the public (including posting on the NHS website).

The Commission then discussed what recommendations from the Survey to follow-up on in the near term. The Commission is interested in having a lecture series, possibly in March, to follow up on this work, with one of the lectures featuring Lyssa speaking about this project. Maggie Boone will take the lead in coordinating this project with other Commissioners agreeing to follow-up with various possible speakers on barn maintenance and barn grants. The Commission will also look into hosting some "hands

on” (virtual or in person) workshops on barn restoration and maintenance, perhaps in partnership with other like-minded organizations, to further promote barn preservation in Norwich.

5. 2022 CLG Grant

The Commission elected not to pursue a CLG grant for the 2022 cycle to allow the Commission to focus on improving our website presence, develop programs on barn restoration and maintenance, raise awareness and appreciation of Norwich’s historic structures and history by partnering with the Norwich Historical Society and explore doing so with the Thetford Historical Society to offer walking tours and/or talks on the history of Union Village in 2022 as well as continuing to support local preservation efforts and projects.

6. NHPC Website

Sarah Rooker indicated that the NHS is willing to continue to host the NHPC’s web content. Phil Zea is in the process of reviewing the web content and will coordinate on improvements in this area.

7. Secretarial Responsibilities (2022)

Jess Phelps agreed to continue to serve in this capacity for 2022 (hopefully splitting the meetings with Deb Brien). Nancy will follow-up with Deb Brien (who had to leave slightly earlier) to see if she is also willing to continue taking minutes on a rotating basis.

8. Future Meeting

The group selected Thursday, December 9 at 9:00 a.m. for its next meeting (with a backup date of Friday, December 10th at 9:00 a.m.).

9. Adjourn

Phil Zea moved to adjourn the meeting.

Nancy Osgood seconded the motion.

The motion to adjourn passed unanimously (5-0) (Deb Brien left at 9:45), and the meeting was adjourned at 10:05 a.m.