

# MINUTES

## Norwich Historic Preservation Commission

Wednesday, September 27, 2017

At the Norwich Historical Society

APPROVED 11-14-17

### Members Present:

Peter Brink, Vice Chair  
Bill Aldrich, Clerk  
Anne Silberfarb, Secretary  
Cheryl Herman, Member  
Nancy Osgood, Member  
Deborah Brien, Member

### Staff Present:

Phil Dechert, Planning Director

### Colleagues Present:

Sarah Rooker, NHS Executive Director

### Absent

Jane Korey, NHS Representative  
Roger Blake, Advisory Member

# MINUTES

**Peter Brink called the meeting to order at 10:00AM.**

**1. Time Sheets. Phil stressed the importance of filling out time sheets for donated work on projects for which NHPC has received matching grants from the Certified Local Government Program. The donated work provides much of the matching funds for these grants, and the time sheets document the hours worked. Phil can provide the forms to use to record hours worked to those who don't have them. Time sheets for Goodrich4Corners and MidCentury Modern should be turned into him this week as he is**

**preparing a final financial report.** Phil confirmed that time worked by Sarah Rooker on the MCM nomination was fully eligible toward the matching funds. Sarah noted also that Alan Berolzheimer had done research in Chicago archives for the MCM nomination, and Phil confirmed that will count and hours should be turned in.

**2. Review and approval of the Minutes from November 22, 2016 (attached).** Nancy moved approval, Bill seconded. All approved, with correction of typos.

**3. Maple Hill Farm:** NHPC unanimously approved Brian Knight's proposal to do a nomination for listing of Maple Hill Farm on the National Register of Historic Places. Phil Zea, the owner of Maple Hill Farm and a noted historian, will work, as a volunteer, with Brian on the nomination. Brian's proposal has a fee of \$3,320. The budgeted amount was not to exceed \$3,800. Thus we can use the \$480 saved, either on this nomination or seek okay for use on other CLG grant projects. No other proposals for this project were received.

**4. Brigham Hill.** Three proposals were received for the RFP to do a nomination of a district to the National Register of the Brigham Hill area. Proposals by Polly Allen, Brian Knight, and Lyssa Papazian were reviewed. After discussion, Nancy Osgood moved and Cheryl Herman seconded that NHPC accept the proposal by Lyssa Papazian. Lyssa's proposal was unanimously approved given her experience and high quality work in doing similar previous projects for NHPC. Lyssa's proposal was for the budgeted amount of \$5,000.

**5. Pattersonville and Ompompanoosuc**

**A. Request for Proposals to do an Archeological Resources Assessment of the area.** One proposal was received in response to the RFP. This is from Tom Jamison, PhD, based in Putney, VT and a project manager for the firm HARTGEN Archeological Associates, based in Rensselaer, NY. Tom seems highly qualified

and his proposal is fully responsive to the RFP. His proposal is for a cost of \$4,000, which is the budgeted amount. No other proposals were received. Nancy moved and Deborah seconded that the Hartgen/Jamison proposal be selected. NHPC unanimously approved selection of the Hartgen/Jamison proposal.

**B. Request for Proposals to do a report re evidences of Native American settlements and hunting/fishing activities in this area.** NHPC did not receive any proposals in response to this RFP. Peter summarized earlier discussions with John Moody of the Winter Center for Indigenous Traditions and an informal proposal by him and Donna Louise Moody, PhD on behalf of the Center. Through a confusion about the correct email address, the Winter Center did not receive the RFP and thus did not respond to it. Peter reported that John and Donna Moody are open to discuss this project with NHPC as well as Norwich Historical Society. NHPC members felt that better understanding this part of the history of this area was important.

It was agreed that Peter and Phil should first talk with Devin Colman, our contact at the VDHP, to understand more fully VDHP or other requirements for public access to information from any work funded by CLG grants, as well as guidelines for negotiating a sole source agreement for the proposed project.

Dependant on the outcome of those discussions, NHPC would invite John Moody and Donna Louise Moody, PhD, of the Winter Center to discuss a way forward on this work. NHPC would include NHS representation in such discussions, including Alan Berlozheimer for his historical expertise.

## **6. Other business.**

Peter noted that after seeing the exterior changes in process to the c1820 Double House, 355 & 357 Main St., and talking with that owner, he had explored the idea of providing a free voluntary consultation service for owners of historic houses and buildings who were thinking of making exterior changes to their structures. Peter, Cheryl and Deborah met and outlined a possible initiative.

**The idea was that participating architects would provide a free one-time consultation to the requesting owner. The owner would remain totally free to do whatever he/she chose to do with regard to his/her property. Peter approached Sarah about this being a joint NHPC and NHS undertaking. After consideration Sarah suggested that at the current time NHS role would be providing some public programs for owners on caring for historic houses. After further consideration, Peter feels that this is not the time to start the individual consultation program. Other agreed with this. Sarah invited NHPC to co-sponsor the presentation on caring for older houses to be done by NHS with Historic New England this winter. All welcomed this.**

**Phil noted that in the past he had notified the head of NHS whenever he received a permit-request to tear down a historic structure and that NHS would seek to document the structure prior to demolition if the owner was willing for them to do so. Photos and other document were then kept in the archives of NHS. There have been very few instances of such major demolitions in recent years. Phil said it would contact NHS should such a proposed demolition arise to give NHS the opportunity for documentation if the owner consented.**

**Phil also mentioned that he and NHPC could explore NHPC being authorized to submit findings to the Town's Development Review Board on cases involving historic properties. Phil and Peter will talk about the pro's and con's of doing this.**

**7. Adjournment by acclamation at 11:23AM.**

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