

NORWICH HISTORIC PRESERVATION COMMISSION

Minutes of the Thursday, September 28, 2023, 9:00 a.m. Meeting

Meeting was hybrid (in person/via Zoom)

Commissioners Present: Jess Phelps, Phil Zea, Maggie Boone, and Nancy Osgood, chair

Commissioners Absent: Linda Cook

Also present: Brian Knight (Preservation Consultant), Sarah Rooker (Norwich Historical Society (“NHS”), and Jaan Laaspere (Planning Commission).

NORWICH HISTORIC PRESERVATION COMMISSION MINUTES

1. Approve Agenda

Phil Zea moved to approve the agenda; Maggie Boone seconded the motion. The motion to approve the agenda passed (4-0).

2. Public Comment

There was no public comment.

3. Discussion of the Jones Circle Historic District National Register Nomination Project (the “Project”) with Brian Knight.

Work continues on the Jones Circle nomination. Brian Knight has a fairly advanced draft which several commissioners have sent comments on. Brian will continue his work on the draft in advance of a discussion at our next commission meeting about the Project.

4. Discuss the Current Town Plan

Jaan Laaspere, chair of the Planning Commission, joined the NHPC to discuss the Town Plan and what the NHPC’s priorities might be for the town plan and for other work with the Planning Commission. The NHPC identified:

- a. Exploring how to provide the NHPC a meaningful opportunity to advise homeowners of historic properties before they have commenced work on their projects,
- b. Evaluating how the NHPC, the Planning Commission, and the Energy Committee could work together to meet aligned goals on energy retrofits, and
- c. Providing more express support for documenting Norwich’s historic resources as part of the Town Plan.

Jess Phelps will be the point person with the Planning Commission moving forward and Jaan Laaspere will serve as the same for the Planning Commission with the NHPC. The commissioners thanked Jaan for attending the meeting and engaging with the NHPC which was immensely helpful and appreciated.

5. Discuss Applying for a 2024 CLG Grant

The Commission discussed this option and will consider applying at its November meeting.

6. Review and Approval of the Minutes of the August 8th Meeting

Maggie Boone moved to approve the minutes as drafted; Phil Zea seconded the motion. The motion to approve the minutes passed (4-0).

7. Other Business

- Phil Zea will prepare a short post/summary of the Jones Circle project which we will distribute as required by our grant agreement.
- Maggie Boone and Linda Cook staffed a booth at the Norwich Historical Society's Antique Show (September 16th) which was well received and gave them an opportunity to discuss our work with the public.
- NHS and NHPC offered a walking tour of Union Village on September 17th, which was overbooked/had strong interest. It also led to donations to NHS of items/documents related to Union Village.
- The NHPC, before the next meeting, will look at the website and make sure all of the links are working/see if any updates should be made.
- The NHPC continues to need additional commissioners.

8. Next Meeting

The group selected **Thursday, November 16th at 8:30 a.m.** as its next meeting date/time at the NHS.

9. Adjourn

Maggie Boone moved to adjourn the meeting.

Phil Zea seconded the motion.

The motion to adjourn passed unanimously (4-0) and the meeting was adjourned at 10:03 a.m.