

NORWICH HISTORIC PRESERVATION COMMISSION

Minutes of the Monday, February 1, 2021 NHPC Meeting

Meeting was held via the Zoom platform due to COVID-19 (using the Town of Norwich's Zoom account and the meeting was recorded) beginning at 4:00.

Members Present: Deb Brien, Jess Phelps, Folger Tuggle, Phil Zea, and Nancy Osgood, chair

Members absent: Bill Aldrich, Anne Silberfarb.

Also present:

- Rod Francis, Norwich Planning and Zoning Director and Certified Local Government Coordinator (Rod was present for the beginning of the meeting).

NORWICH HISTORIC PRESERVATION COMMISSION AGENDA

1. Approve Agenda

- A motion was made by Folger Tuggle to approve the minutes with a correction to the date of the minutes being approved as referenced on the agenda (November 18, 2020, instead of October 27, 2020, as reflected on the agenda).
- The motion was seconded by Phil Zea.
- The motion to approve the agenda passed unanimously (5 to 0).
- Jess Phelps will be serving as Secretary for the purposes of taking minutes for this meeting.

2. Public Comment

- There was no public comment as no members of the public attended this NHPC meeting.

3. Review and Approval of Minutes of the November 18, 2020 Meeting.

- Deb Brien moved to approve the draft minutes as circulated.
- Folger Tuggle seconded the motion.
- The minutes were approved unanimously (5 to 0).

4. Barn Survey Update – Lyssa Papazian

- Lyssa provided an update to the Commission on the status of her research. She is still gathering information and synthesizing information from the various sources that she has identified.
- Lyssa will send an updated barn list (she estimates that she has been through about half of the 70 or so identified barns).

- Nancy has been working on reviewing old lister cards referencing the various barns – some of which have now been scanned to the NHS website.
- Lyssa would like assistance from the Commission in surveying barns in the village. She has prepared a list/map of the barns that she would like us to look at and has provided an intake form and visual glossary to help with the written descriptions of the various barns.
- After this stage of the project is complete, Lyssa will work with us to identify ten or so barns to explore more thoroughly.
- A few tips:
 - Take several pictures of each barn but focus on what is visible from the public way.
 - Compare what you see on the property versus what is in the National Register nomination.
 - Refer to the barns by the names provided in the National Register nomination (but you can also use the common name/current owner name to add more context).
 - Use your judgment on how to record properties with multiple resources (these can be listed on a single sheet, or multiple, depending on how much detail you want to/can provide).
 - If we know about barns that are no longer present, this would be helpful information to provide.
 - If there are barns that are now present but aren't included in the National Register nomination, this is also helpful information.
- The deadline for this phase of the project is May 1, 2021.
- Nancy will prepare a word document list of the village properties that the Commission is tasked with surveying. Nancy will send this list to Lyssa who will create a Google document to allow Commission members to sign up for barns to avoid duplicating work.

5. Other Business

- Our CLG grant application to the State of Vermont was not funded this cycle as there was more demand than usual.
- We will look at the funded projects to get a sense of why our application was not successful (perhaps, in part, it may be due to our past level of success in getting these grant funds).
- We will look at other potential ways to accomplish some of the objectives the CLG grant would have funded and also prepare for the December '22 funding round.

6. Adjournment

- Phil Zea moved to adjourn the meeting.
- Folger Tuggle seconded.
- The motion to adjourn passed unanimously (5 to 0).
- The meeting adjourned at 5:00.

APPROVED 4-5-21