

NORWICH HISTORIC PRESERVATION COMMISSION

Draft Minutes of Tuesday, November 4th Meeting

Meeting was (in person at the Norwich Historical Society)

Commissioners Present: Jess Phelps, Gail Torkelson, and Susan Voake

Public Present: N/A

NORWICH HISTORIC PRESERVATION COMMISSION MINUTES

1. Approve Agenda

Susan Voake moved to approve the agenda; Gail Torkelson seconded the motion. The motion to approve the agenda passed (3-0).

2. Public Comment

There was no public comment.

3. Review of the September 17th Meeting Minutes.

Susan Voake moved to approve the minutes; Gail Torkelson seconded the motion. The motion to approve the September 17, 2025 minutes passed (3-0).

4. Discuss Future Preservation Outreach/Workplan

The Commission discussed focusing on preservation education programs:

- The Commission partnered with the Norwich Energy Committee and NHS on a program focused on energy efficiency in historic homes. A recording of this presentation is now available on the NHS website:
<https://norwichhistory.org/energy-efficiency-in-historic-buildings/>
- The Commission will also begin working on a series of outreach materials related to providing information regarding our town's various National Register Districts. These listserv posts will likely start in December.
- In the spring, the Commission will work with the Norwich Grange Hall to host a window repair workshop (to be scheduled when the window work begins).
- The Commission will also work with NHS on potential options for zoom programs as part of their spring series and a potential future walking tour focused on the architectural styles of Norwich homes.

5. Updates and Discussion

- Jess attended (virtually) a meeting of state certified local government commissions. It was interesting to hear what other communities are doing.
- Commission Vacancies. The NHPC continues to need more commissioners, and we will continue to recruit.

6. Next Meeting

January 29, 2026 at 8:30 a.m. at the Norwich Historical Society

7. Adjourn

Susan Voake moved to adjourn the meeting.

Gail Torkelson seconded the motion.

The motion to adjourn passed unanimously (3-0).

Prepared by Jess Phelps, Clerk