

THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES ARE SUBJECT TO CORRECTION BY THE SHELBURNE HISTORIC PRESERVATION AND REVIEW COMMISSION. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COMMISSION.

**SHELBURNE HISTORIC PRESERVATION &
DESIGN REVIEW COMMISSION**

May 7, 2020

Minutes

This meeting was conducted remotely using Zoom platform.

Members Attending:

Lauren Giannullo, Fritz Horton, Tom Koerner, Ann Milovsoroff, Marc Vincent, Eileen Warner, David Webster

Staff Attending:

Britney Aube, Dean Pierce

Preliminary Matters:

Since this was the first meeting of the HP&DRC via Zoom, audio and video capability were confirmed and technical questions were addressed.

Call to Order:

Tom Koerner called the meeting to order at 8:45 a.m. Attendance roll call was taken.

Approval of Minutes:

David Webster moved to approve the minutes of February 13, 2020. Marc Vincent seconded the motion, which was unanimously approved.

David Webster moved to approve the minutes of February 27, 2020. Fritz Horton seconded the motion, which was unanimously approved.

Lauren Giannullo moved to approve the minutes of March 12, 2020. Fritz Horton seconded the motion, which was approved. Marc Vincent, Eileen Warner and David Webster abstained from the vote.

Other Business:

Update on CLG Grant:

Dean Pierce reminded the members that the CLG grant application to update to the Historic Structures and Sites Survey (which was last updated in 2000) has been awarded from the State and requires a \$4,000 match from the Town.

A RFP was sent to 20 consultants and only one proposal was received by the deadline from Lyssa Papazian. Dean confirmed with the State that if this is a sound proposal, the Town can proceed with awarding the project to Lyssa. However, Dean also mentioned that due to the timing during the COVID pandemic, this could have been a factor in the response and the Town can resubmit the RFP.

Dean added with the COVID issues, the Town's FY20-21 budget, where the CLG grant matching funds would be coming from, could face difficulties and restrictions, and the Selectboard may decide to suspend discretionary funding such as this.

The members discussed the situation and decided that the project should be put on hold due to the uncertainties.

David Webster made a motion for staff to notify Lyssa Papazian that the CLG project will be postponed until the Town's budget issues are confirmed. Lauren Giannullo seconded the motion, which was unanimously approved.

With meetings in the foreseeable future being held via Zoom, Tom Koerner raised a question regarding what will happen if an applicant cannot or is uncomfortable participating in a meeting using Zoom. Dean replied that they could still participate by phone or depending on the application, the Commission could decide to proceed with the review without a representative.

The next meeting on May 14th will have three applications and the applicants have all been notified that the meeting will be conducted via Zoom.

Fritz Horton reported that the Town Hall clock repair project is still pending and will be for some time due to the COVID issues. He asked that the item continue to be included on future agendas so it does not get overlooked.

Adjournment:

Fritz Horton moved to adjourn the meeting at 9:15 a.m. Ann Milovsoroff seconded the motion, which was unanimously approved.

Respectfully submitted,

Susan Cannizzaro

(From video recording of the meeting)