

*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**

**November 8, 2018**

**Minutes**

**Members Attending:**

Fritz Horton, Tom Koerner, Ann Milovsoroff, Dorothea Penar, Eileen Warner, David Webster

**Staff Attending:**

Dean Pierce, Susan Cannizzaro, Ravi Venkataraman

**Others Attending:**

Lee Krohn, Jerry Storey, Cathy Townsend

**Call to Order:**

Fritz Horton called the meeting to order at 8:35 a.m. and introductions were made.

**Approval of Minutes:**

The approval of minutes was deferred until later in the meeting.

**Library Project Discussion with Selectboard Chair, Jerry Storey:**

Fritz Horton provided a brief history of the HP&DRC's involvement with the Pierson Library and historic Town Hall over the years, and expressed the Commission's concerns with the current project. He explained that since the project was approved in the spring, communication has ceased other than the construction site visit which was requested by the HP&DRC. Dorothea Penar stated that this is a concern because at the site visit the Commission members became aware of changes being made that had not been approved. She reminded Lee Krohn and Jerry Storey that any changes to the original approval need to be reviewed by the HP&DRC. There is a process that needs to be followed according to the CLG ordinance. Tom Koerner commented that this is one of the most important projects in the Village and the Commission members were taken aback at the site visit when they heard about changes they were unaware of. He stated one specific example is the historic light fixture on the front of the Town Hall which they were told will no longer function.

The Commission requested that a member be appointed to the Library Steering Committee as a way to keep communication open and to act as a resource for the Steering Committee. Jerry Storey responded that the Steering Committee meetings are public and anyone is welcome to attend. He added that the agendas and minutes are posted regularly on the Town's website. He stated that if the HP&DRC has specific concerns or issues, they should be reported to the Steering Committee and a response will be provided. Eileen Warner questioned how this communication should be handled. Mr. Storey

suggested that concerns be addressed to Dean Pierce who can then forward them to the Town Manager.

[Lee Krohn, Jerry Storey, and Cathy Townsend left the meeting.]

Fritz Horton encouraged the HP&DRC members to review the Steering Committee minutes that have been posted to date, and there was discussion about having a representative attend future Steering Committee meetings. Fritz Horton stated he will be unable to make the meeting next week. Dorothea Penar volunteered to attend that meeting on behalf of the HP&DRC.

**Approval of Minutes:**

Dorothea Penar made a motion to approve the minutes of October 25, 2018. Tom Koerner seconded the motion, which was unanimously approved.

**Update on National Register Nomination Project:**

Dean Pierce reported that he has not yet connected with Brian Knight to schedule a public session for the National Register Nomination. Dorothea Penar stated that the Historical Society has an item on their November 19<sup>th</sup> agenda to discuss a joint meeting.

**Upcoming Planning Commission Agenda Items:**

Dean Pierce reported that the Planning Commission will hold a public hearing on the Town Plan on November 15<sup>th</sup>. He is hopeful that the Planning Commission will adopt a motion to send the Town Plan to the Selectboard.

Future Planning Commission items will include potential zoning changes relating to PUD requirements, Form Based Zoning (phase 2), and changes to the regulations to allow for HP&DRC recommendations to be forwarded to the Assistant Zoning Administrator rather than the Development Review Board.

**Other Business:**

Dean Pierce reported that the CLG grant application deadline is approaching. He stated with the Town budget being tight, there may not be funds available for a required match.

**Adjournment:**

Dorothea Penar made a motion to adjourn the meeting. Eileen Warner seconded the motion. The meeting adjourned at 10:10 a.m.

Respectfully submitted,  
Susan Cannizzaro