

Mont Vernon Heritage Commission

Public Meeting Minutes 4/8/21

Approved

In Attendance: Charles Baker, Rebecca Schwarz, Tim Berry, Brian Billow, Randy Wilson, Sarah Beth Ross

Absent: John Morrison, Zoe Fimbel

Called to Order: 7:04pm

Town Hall Building Plan: Baker asks Berry to fill in the Commission on the plan. Berry states that tonight is the first meeting of the committee that's been set up. Their task is to figure out funding, design and planning work for the project in a phased approach. Windows are a priority. The Board of Selectmen plans to ask for \$70,000 for the Building Maintenance Fund. This will free up the current \$40,000 for use toward the window project. Baker states he did not contact the Board of Selectmen regarding Heritage Commission representation on the Building Renovation Committee because he wasn't sure which of our members would be able to join. Schwarz states we discussed Wilson joining that Committee. Schwarz states she will reach out to a Committee member and see if we could maybe collaborate offline since their meetings seem to coincide with ours.

Certified Local Government: Baker states he did not get the Rules of Procedure out in time for this meeting but he has made himself a note to be sure it's out for the next meeting so we can proceed. Asks about the member Bio's and Schwarz replies she has received all except one from Ross who will turn hers in before the next meeting.

Fundraising Subcommittee Update: Baker asks about EB2Gov. Schwarz states at this point she has received a sign on and explains to the group that during the meeting between Baker, Schwarz and EB2Gov representatives they were shown the system and how to use it. Schwarz reminds the group that her background is in banking and that she has experience with credit card processing systems. There are three payment options available and the ability to set up multiple transaction codes so we could add transaction codes for each project allowing donors to donate to specific projects or just to the Heritage Fund. There is a fee associated for donors

to use the system, and that system will alert them to the fee in advance of completing their purchase. In her opinion this is a good system to use for our purposes.

Berry motions to authorize Schwarz to create a button for the EB2Gov system on the Town website, second by Ross. All in favor, no further discussion, motion passed.

Moose Plate/LCHIP Grants: Baker asks what is the deadline for the letter of intent. Berry replies May 7 for Moose Plate and May 14 for LCHIP. Berry has forwarded his previous Intent to Apply for the LCHIP Grant to Schwarz. Schwarz states we need to schedule Fundraising Subcommittee meetings to work toward this. Baker states he will send out dates. Schwarz suggests scheduling multiple meetings so we can get ahead of the projects. Baker agrees. Berry reminds the group that during our meeting with LCHIP last year we learned that projects that apply for less than 50% of the project cost are more likely to get an approval. Schwarz states that she believes we agreed to apply for \$25,000 from LCHIP and \$10,000 from the Moose Plate Grant. Baker reminds the group that the Town Clerk indicated that she had applied for the Moose Plate Grant as well. He wants to know if this will be considered competition. Schwarz states that she believes that it will not be an issue because there are different programs for landmark resources and planning resources.

Lowe's 100 Hometowns: Baker has completed the nomination form. Berry has provided photos that Baker has to compile and then will submit it. Schwarz asks if this is something we will be able to review and vote on. Baker states he'd like to get it submitted sooner rather than later. The questions are posed as individual opinion type questions versus legal and fact questions as in a grant because this is a nomination versus a grant application. Schwarz asks if Baker is sure he's eligible as a Lowe's employee or should the nomination go in Billow's name as Vice Chair. She would hate to lose the opportunity on a technicality. Baker states that in the paperwork he has read there is no disclaimer that employees are prohibited.

Town Hall Fundraising Walk: Baker asks Schwarz if she has heard back from Principal Sarfde of the Mont Vernon Village School regarding collaboration on the walk. Schwarz responds no, after the initial meeting multiple emails have gone unanswered. States there have been two separate cases and two week quarantines at the school due to Covid and Dr. Sarfde has had to quarantine both times, so there's no point in calling the school because she has not been there

for a month. At this point we don't have time for proper planning so Schwarz suggests we move on. Berry mentions that the Historic Survey Committee had discussed a walking tour during its last meeting, but that they had decided to hold off due to a Library and Historical Society grant initiative to do the same. States that the Library did not receive the grant, so perhaps we can take it on and find a way to monetize it for the Heritage Fund's benefit. Schwarz says she is very interested in taking it on, and asks if the rest of the Commission is interested in partnering with the Historical Society on this project. Berry states he would prefer it to be a live, in person tour. Billow states holding it around the holidays would be a nice time if we can get homeowners downtown to participate. Schwarz asks who in town has a nice old barn that could hold multiple people at once. She references the idea of a Barn Dance, or Pork Roast for a fundraiser as well, but we would need a place to host it. Wilson states Lamson Farm could be a good location. Baker asks if we need a motion to partner with the Historical Society. The Commission says let's work on the idea a little more before putting it to a vote.

Historic Survey Committee: Baker asks Ross to provide an update. Ross explains to the group that the committee has updated the list into a spreadsheet with more information on properties, resources and people to interview for more information. Baker asks if the group has interviewed anyone in particular, he states that Eileen Nabor would be a great person to speak with.

Community Education:

● *Heritage Commission Website:* Baker asks Billow to update the group on his research.

Billow states that he has narrowed down the search to a few different hosting sites and has researched other Commission's in the state to see what they are doing. Ross suggests looking into Squarespace. That is the hosting site she used to use and it's very user friendly as well as being more affordable. Schwarz states her main concern would be if Squarespace would require us to use their credit card processing services and asks Billow to look into that. Billow will get pricing and template options together for the next meeting.

● *Facebook:* Schwarz says we are up to nearly 100 followers and once she completes the EB2Gov button she will share it on the Facebook page and invite people to donate.

● *Town Website:* Baker asks Berry if there is any update on the functionality of the Town's website. Berry says the Selectmen's Secretary is handling the project and has narrowed it down to two vendors. The next step is interviews of the two vendors by the Board of Selectmen.

● *Welcome Kits:* Wilson asks if anyone has been contacted by the Library to participate in their welcome kits for new community members. Berry states he has through the Historical Society. Wilson explains to the group that the Library is working with the Town Clerk to provide information to new community members moving to Mont Vernon. Baker asks what the deadline is. Berry states he believes it's the end of the month. Schwarz states she will email Bonnie Angulas and see if we can participate. Schwarz has all kinds of verbiage and information put together already that she can neaten up and put together for the welcome bags. Berry asks if it is in brochure form with images and Schwarz states it will be. She will put it together nicely and present it to the group before submitting to the bags if we are able to participate. Billow suggests adding a QR code for donations.

● *Town Meeting:* Wilson asks if it's possible to put up a poster board at the Town Meeting. Berry states that is a good idea and he will have to look into it, maybe we could do a raffle. Billow states we could raffle off a kayak.

● *Seven to Save Banner:* Schwarz reports our contact was out for a bit for personal reasons. She is now back and looking to schedule a drop off for the banner and a photo of the commission with it.

Town Email Addresses: Schwarz has been in contact with the correct people to set up either individual town email addresses or just one Heritage Commission email. States we just need to make a decision about what type of address we would like. Baker asks if these emails would link to our Gmail accounts. Schwarz responds no, this would replace those emails for Heritage Commission purposes. Baker clarifies his question to ask if there will be any storage abilities as with Google/Google Docs. Schwarz states no. In her opinion we should set up just one Commission account and continue to use our own Gmail accounts for communications between

the group.

Meeting Minutes: Baker asks Schwarz to correct punctuation and grammar in two areas.

Berry motions to accept the meeting minutes as amended, second by Ross, no further discussion, all in favor, motion passed.

Berry motions to adjourn

Meeting Adjourned: 8:35pm

Next meeting: May 13, 2021

Respectfully Submitted,

Rebecca Schwarz

Secretary