

Mont Vernon Heritage Commission
Public Meeting Minutes 8/12/21
Approved

In Attendance: Brian Billow, Rebecca Schwarz, Tim Berry, Sarah Beth Ross, Anna Rorbacher-Szok

Absent: John Morrison, Randy Wilson, Zoe Fimbel, Charles Baker

Called to Order: 7:00pm

Certified Local Government: Billow states that the Rules of Procedure final draft is up for review and approval. Several items were discussed but ultimately left in the document upon further research for fact checking against Mont Vernon Ordinances. Schwarz states that the Commission should review the section regarding Electronic Participation. As she understands it, the Emergency Order regarding Covid 19 and Town Government made electronic meetings possible, but now that the Emergency Order has been lifted all participants must be together in person. She states that Boards and Commissions may choose to make the meetings available to observers through Zoom or other means, but those participating electronically are not able to comment or take part in the meeting directly. Berry agrees that the section should be stricken entirely from the document.

Berry motions to approve the Rules of Procedure document with the exception of section 5.10 Electronic Participation, second by Schwarz. No further discussion, all in favor. Motion passed.

Membership: Billow asks Schwarz if she is able to fill the positions for both the Historic District Commission and the Planning Board since Baker has resigned. Schwarz says she believes she can, but that Baker also said he was going to request to stay on the board as an alternate, however, the Ordinance states that these reps must be regular members so that probably won't work for the Board of Selectmen.

Grant Application Update: Schwarz states she has no update on the Moose Plate Grant and that Baker is the contact for the Lowes 100 Home Towns so in his absence we have no update there either. LCHIP conducted their walk-through today. They are just beginning these site visits, so they will not be completed with them until the end of September. At that time, they will begin to move forward with contacting applicants with their decision in early to mid October.

Lamson Farm Day: Schwarz asks if we want to try to plan something for this event. Ross states it's getting pretty close. Schwarz agrees the event is too close to allow time to plan the Barn Dance originally discussed.

Berry asks if we would like to have a table and pass out brochures. Schwarz states she is typically there quilting on the porch for Fimbel who is looking for people to demonstrate "old time" craft works, so if anyone on the Commission does any of those things they would be welcome to join her and work the table simultaneously. Ross is not sure if she will be available for that day as it is her daughter's birthday. Billow asks if we should put out a donation bucket. Schwarz is not sure if we are allowed. Ross asks what if we host butter churning. Schwarz states that we could look into it, but if we chose butter churning she would not be able to be at the table quilting for concerns of spillage and damage to the quilts. Berry asks what we could put on the table instead of hosting butter churning. Billow suggests Mont Vernon bumper stickers to give out to donors. The group agrees that it's a good idea, Schwarz asks if we are allowed to make money at the event. Berry states that the Historical Society sells books etc at the event so he doesn't see it being a problem. Schwarz asks if the Mont Vernon Artisans would be there. If other people are buying items we could maybe give out reusable shopping bags with our logo on them to carry their purchases. Berry states he thinks we should just do the bumper stickers. There are concerns about the number of people that are actually going to show up, so he believes we should stick with just the bumper stickers for sale. Schwarz states that she doesn't think we should charge for them at all. It's an advertising expense and we have the budget for that. The more stickers and/or bags that go out it's more advertising for us and gets our name/logo more recognized in the Town. Szok states we should also print out more brochures and put them into the bags. Billow asks if we would do any donation collecting at all. Schwarz says she wouldn't require a donation to get the items, but that we can always put a fishbowl out in case people wanted to donate. Ross agrees a fishbowl is a good idea. Berry says then let's put out the donation jar and buy 50-100 shopping bags to hand out for free. Schwarz states promotional items are typically more expensive in smaller quantities, and they will keep to be used at future events as well. Berry says let's discuss the dollar amount we'd like to spend and look at it from that angle. Schwarz reviews the budget and states we have \$400 available currently.

Schwarz motions to spend up to \$400 on reusable shopping bags and stickers to be used at the Lamson Farm Day event (any leftovers may be used in subsequent events) second by Ross, no further discussion, all in favor, motion passed.

Schwarz states custom printing takes a bit of time for set-up and proofs etc, so she will get on that immediately. Berry asks should we decide what's going to be on the stickers and bags now? Schwarz states it should be agreed upon by the group so yes. She says for the bags she would only put the logo. Billow says he was thinking about smaller bumper stickers like a circle/oval with something referencing the Commission. Schwarz says what if we just do MV? Berry says yes, let's do MV but also put the words Mont Vernon Heritage Commission on them. Schwarz asks what color we would like to use. The group agrees on a burgundy color.

Chair Resignation: Berry asks if someone will explain what happened with Baker and why he resigned. Schwarz reads the email dated 8/1/21 from Baker to the Commission members "A totally unexpected event has sidelined my focus on Heritage Commission matters. I'm now obligated to direct my attention to the performance initially of my POA of health care matters for a long time friend." At this time, Schwarz states, Baker was only expecting to have to miss the Heritage Commission meeting, but in another email dated 8/8/21 Baker wrote "Planning for what's conceivably ahead over the next three to six months, it's best for the Heritage Commission that I step down as Chair. A formal letter will be sent this week to the Board of Selectmen containing my request to stay on the Commission as an Alternate Member."

Berry asks Billow if he would like to stay on as Chair. Billow says no, he's happy being Vice-Chair. Berry states he would be happy to Chair the Commission since Billow is not interested. Berry further states we should resolve the matter of Chair this evening as well, unless Billow can be interim-Chair. Schwarz states that Billow can be interim-Chair for months. Berry states that Billow is very busy traveling for work and that if Billow was not available we would not be able to meet. Billow states that in that case, Schwarz would be able to run the meeting as Secretary. Billow also states that this is the worst time of year for him because of inventory at work that he travels for, but this month should end that. Schwarz states she thinks we have time to resolve it in the future if Billow can be interim-Chair. She does not want us to rush to make a decision, and we are now down a regular member as it is. Schwarz also states that the Charter states specifically "the Selectmen's rep will not serve as an Officer" so Berry would not be eligible for Chair. Berry states we need to get a new regular member for the Commission. Schwarz states she has posted that we are looking for new members on all of our posts as well as on the Heritage Commission page on the website.

Other Business:

Schwarz states there is no update for the Heritage Commission Facebook page and we are no longer working on our own Website since we will get a page with the new Town Website currently being worked on. Berry states he has seen a mock-up of the new Town Website and it looked really good. Berry states again that upon review of the Town Website the Heritage Commission was the only page that was completely accurate. Schwarz states that she has not uploaded minutes for the last three meetings at Berry's previous direction due to the instability of the website, but the minutes are on file with the Town. Berry says go ahead and update it so we can keep everything in good order on the website.

Historic Resources Subcommittee: Schwarz says there is currently no update, but she catches Szok up on what the Subcommittee has done so far as Szok's main interest in joining the Commission is to work on this Subcommittee. Explains that we need to do a Historic Resources Survey and we aren't really sure of what this entails. This group is working on putting together an inventory of historic resources prior to the survey that will be able to be conducted once we obtain Certified Local Government status. This list is in Google Sheets.

Fundraising Subcommittee: Schwarz states the only reason this is on the agenda is because at the last meeting we discussed doing away with the Fundraising Subcommittee but we never voted on it, so if we want to do away with the Subcommittee we should vote on that tonight. Schwarz states she does not want to do away with the Subcommittee. Billow says he liked the Subcommittee. Berry states he also had no concerns with the Subcommittee, but that the conversation to do away with that Subcommittee was driven by Baker so Berry believes the Fundraising Subcommittee has done a great job and there is no reason to do away with it. Billow agrees.

Announcements: Schwarz states the anti-virus protection for the Commission computer is expiring so she needs approval to purchase another plan. Ross states the cost of Norton Anti-virus is lower than the cost of McAfee renewal. Schwarz states she has heard Norton was better, but she doesn't have an opinion. Berry says let's do Norton.

Ross motions to approve the purchase of Norton Anti-Virus, second by Berry, no further discussion, all in favor, motion passed.

Schwarz states she has also received notice about her HP Warranty expiring, but when she bought the computer she bought a 2-year warranty.

Meeting Minutes: Berry motions to approve the minutes of 7/8/21 as written. Second by Schwarz, no further discussion, all in favor, motion passed.

Schwarz motions to adjourn

Meeting Adjourned: 8:10pm

Next meeting: September 9, 2021

Respectfully Submitted,

Rebecca Schwarz

Secretary