

**Mont Vernon Heritage Commission**  
**Public Meeting Minutes September 9, 2021**  
**Approved**

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

Absent: John Morrison, Randy Wilson, Zoe Fimbel

Called to Order: 6:57pm

**Certified Local Government:** Billow asks Schwarz to update on the Documentation Review. Schwarz states that she believes we are all set. If status is obtained we will probably have to make a few changes to our Rules of Procedure, but we will worry about that when the time comes because the Rules that would have to change only pertain to CLG requirements. For now, the Historic District Charter covers whatever our Charter doesn't in order to qualify for CLG status. Billow asks if we could adopt the Historic District Charter in order to qualify and Schwarz says no, we have our own, and the two can be placed in the application file to cover the requirements of the application. The CLG has their own RSA's and guidelines that they want everything to be written to, those are the changes Schwarz is referring to. We would agree to make these changes if we were to achieve CLG status.

**Grant Application Update:** Schwarz states she received an email from Moose Plate stating that the applications have been sent to the Commissioner's Office for approval. They hope to update applicants on their decision soon after the Labor Day Holiday. Berry states that Baker gave us the rundown on Lowe's 100 Hometowns Grant. Baker states that he gave Berry only the rundown and informs the Commission that it did not receive the Lowe's 100 Hometowns Grant. Every grant that was awarded by Lowe's was given to 501c3's.

**Lamson Farm Day:** Schwarz updates the group that we have received our bumper stickers and bags. Schwarz states that she called Zoe Fimbel because we never actually asked if we could have a table at the event and Fimbel has stated that she would love to have us, but hoped that we could maybe offer a craft of some sort instead of just asking for donations. Schwarz has been looking into beeswax sheets to make hand rolled beeswax candles. This way there is no heat or chance of injury. She passes around pictures of the candles in question. Schwarz suggests a \$5 suggested donation to make candles. The bags and stickers can still be handed out for free. Berry asks how many brochures we have. Schwarz states that she had to buy more brochure paper, which she will need to put in for an expense for tonight, but that she bought 100 sheets, so we will have 100 bags, 100 stickers and 100 brochures.

Schwarz presents a quote for a waterproof, vinyl sign/table cloth which displays our logo, qr code and a follow us on Facebook blurb. If we use this tablecloth people can see from afar who we are, and with the qr code printed on it people can use a smartphone and instantly pay or donate online from anywhere we are as well as receive a receipt for their donation. Baker asks if there's been any traffic on EB2Gov and Schwarz states not since the kayak raffle. Schwarz states that if we do the crafts there has to be more than one person at the table. Schwarz is already committed to displaying her quilts for Fimbel, but she can display them at the Heritage Commission Table. Schwarz will be with her quilts the whole time, so she has reached out to the high school to offer Service Hours to the students there and we have had a few volunteers sign up already. Berry states he can help man the table from 10-12.

**Schwarz motions to order the \$66 option of the vinyl/waterproof tablecloth signage, second by Berry, no further discussion, all in favor, motion passed.**

**Berry motions to expend \$250 to purchase beeswax sheets for the Lamson Farm day event. Second by Schwarz.. No further discussion, all in favor, motion passed.**

**Budget:** Schwarz passes out the Budget and Expense sheet she created as well as what was forwarded to her by the Town Hall. The Commission needs to update their budget for next year, and it is due by October 17. Schwarz says basically we have to decide if we want to update the numbers that we asked for last year or keep them the same. Berry asks about the expense for Schwarz's Grant Certificate and why it is not reflected in our Fees, Dues and Seminars expenses and Schwarz states she did ask Laurie Brown about it and she said since the payment was made last year they took it out of last year's budget. Schwarz states that we have not paid dues yet for our Grantwatch subscription, and there are other sites out there that are more geared toward municipalities and foundations that support them that we could join. Billow suggests that we can sign up for a couple of others to see how we like those, and maybe scale back on the ones we don't find as useful next year. Baker says what he likes about Grantwatch is that they have over 20K grants available and you can search with specific parameters and have an email sent to you that updates you when grants are available in those parameters. Unfortunately though, most of the grants available on Grantwatch are for 501c3's. Ross states she likes Billow's plan to try out a few. Berry states that it's just a fact of life that we are a municipality and we should still sign up for Grantwatch and accept the fact that there will be fewer opportunities available to us because of our status. Schwarz states that to that point, Grantwatch does have the search function so you can break it down to search just for municipal grants. Schwarz asks if everyone is interested in keeping the entire budget numbers the same then, or do we want to update the numbers at all? Billow asks without knowing the totals, do we want to make a motion on this and Schwarz says we can wait for the totals because we still have until the end of the year to spend the money, it's just the question of what we want to budget for 2022 that we have to answer by October 17. Schwarz asks when the Budget Committee meets and Berry says November. Schwarz states that if we are going to spend \$10,000 this year on grant matching, that maybe we should ask for \$20,000 next year to keep our balance near the \$50,000 mark which helps us to obtain a little higher grant numbers. Berry says he has mixed thoughts because part of him wants to get even more than \$20,000 because it may come to pass that the only way the building project moves forward is if the Heritage Commission pays to do the Architectural Study that it needs since we've only got one more year of use from the old study the Town is currently in possession of. Schwarz says let's ask for \$50,000 and explain that we need this Architectural Study and we'll have to pay for it to be able to get grants.

**Town Website/Facebook Page Update:** Schwarz states there are no updates.

**Historic Resources Survey:** Schwarz states she has forwarded Szok information from the DHR/SHPO regarding Historical Resources Surveys and how they should be conducted (today) and that she thinks it would be good for that subcommittee to meet and review those standards and attempt to move forward from there. Ross states that she does not think that's a good idea until Lamson Farm Day and Schwarz agrees. Schwarz states she has spoken to Fimbel and she is willing to recommit to in person meetings and get back to work on this after Lamson Farm Day herself.

**Announcements:** Schwarz states the budget was one of the announcements.

**Fundraising Subcommittee:** Billow states we will have to reassemble and should schedule a meeting to discuss 4th quarter initiatives and maybe look forward to Spring. Billow asks who is currently on the Fundraising Subcommittee. Schwarz states the membership is Billow, Schwarz and Wilson, and that Baker was also on that subcommittee and states that if he would like to remain on that subcommittee he is welcome. Baker states that we need to figure out first if he is still a member. Schwarz states that in speaking to Laurie Brown today, if you read the Heritage Commission Charter, our regular members must consist of one from the Planning Board, one from the Historic District Commission and one from the Board of Selectmen. Schwarz states that in the email Baker sent to the group he stated he would be requesting to stay on as an alternate member, and therefore his membership would not fulfill the Planning Board Rep's position. Baker states that since that email he has spoken with Berry, realizing that being an alternate would not work and Baker has decided he will stay on as a regular member. Schwarz says she does not think he can make that decision at this time because in speaking to Laurie Brown today she stated that since Berry was included in the email that Baker sent out that the Board of Selectmen has been notified. Baker walks out of the meeting at 8:07pm. After his departure Berry states Baker did not tell him he wanted to stay on as a regular member. Ross says Baker wrote in his resignation and it's been well over a month. If he wanted to be a regular member, he should have mentioned it. Billow says it would have been nice to reach back out to the Commission with that. Berry agrees. Berry states it's probably all for the better anyway because there was a personality conflict between Baker and Schwarz and this way we're just done with it. Schwarz states there may have been a conflict, but it was coming from Baker and not herself and that she doubts he's going to come back after this evening's events, but we need to consider whether we want to keep him on the Commission. Billow says Baker did not resign as an alternate before leaving. Berry states he obviously doesn't want to be an alternate. Schwarz states she does not think it would be productive to keep Baker on the Commission. Schwarz says her thought is that we still have no clarity, and we have to fill the empty regular member position. The Commission agrees.

**Schwarz motions to remove Baker from the Heritage Commission, second by Ross. No further discussion, all in favor. Motion passed.**

**Meeting Minutes:**

**Berry motions to accept the minutes as written, second by Schwarz. No further discussion, all in favor.  
Motion passed.**

**Schwarz motions to adjourn**

Meeting Adjourned: 8:20pm

Next meeting: October 14, 2021

Respectfully Submitted,

Rebecca Schwarz

Secretary