

Mont Vernon Heritage Commission
Public Meeting Minutes February 10, 2022
Approved

In Attendance: Rebecca Schwarz, Tim Berry, Bill McKinney, Sarah Beth Ross via Zoom

Absent: John Morrison, Zoe Fimbe, Anna Rorabacher-Szok, Randy Wilson

Called to Order: 7:05pm

Schwarz calls the meeting to order with the Pledge of Allegiance and recognizes community members in attendance via Zoom, Susan King Ecklund and Gerry Pearsall joining to observe.

Architectural Study: Schwarz quickly explains what this is for community members in attendance that may not be aware of the plan. States that she has spoken to the NHPA (grantor) today and that they have been notified of their approval for a 50% match on the Condition Assessment. The total for this expense is \$7250 which will be reduced by half with the awarding of the grant. We will receive the paperwork within 1-2 days and will be able to begin the work immediately following. Berry congratulates Schwarz on work well done in writing and expediting the grant. States this is a good first step for the process of preservation. Schwarz agrees and states she has spoken with the architect (Tracy Kozak of Arcove) who has stated that she is available to begin as early as March 1. States once this is complete we will be able to move on to the next step in this process which is the Needs Assessment, and Schwarz has identified grant opportunities in order to assist with this step in the process as well.

Budget discussion: Schwarz informs the group that at the Town Budget Meeting we did request that the Selectmen restore our Heritage Fund addition to the original request of \$20,000 versus their reduced addition of \$15,000. This was approved. It can still be contested at Town Meeting and we are prepared to defend the request. Berry asks if we had the support of the budget committee and Schwarz says we did. Schwarz states another change was made to the Fees, Dues and Seminars line which was a reduction of \$1500 which was transferred to the Selectmen's budget as the expense is for a grant search website which offers grants for most Town agencies as well as some individuals. In exchange Schwarz has agreed to work with these agencies to provide grant search services and writing services as needed. Schwarz states she has already spoken with Jane King from the library and informed her of funds available through this system. Berry asks does this mean the \$1500 will only pay for one subscriber, which is Schwarz and she states that is correct. McKinney asks if Lori Brown is going to put that item into a separate Line Item and Berry states he just made himself a note to ask her. McKinney says that's a good way to protect the \$1500 to remind the Selectmen that is for grants only. Schwarz states the final update from the Budget Meeting is that the Budget Committee Chair had expressed interest in taking our \$1000 line item for the Historic Research Survey and applying those funds to the Heritage Fund so they can be used at any time for the Survey which was voted down. The Selectmen stated they preferred the transparency of the separate line item.

Certified Local Government: Schwarz states she has spoken with the DHR who runs this program. The Commission is required to adopt the Code of Conduct as the final step of the application process for this program.

McKinney motions to accept the Code of Conduct, Seconded by Berry, no further discussion, all in favor, motion passed.

Valentine's Raffle Recap: Schwarz states the Fundraising Subcommittee made the decision to purchase a \$100 gift card from Greenleaf as part of the raffle prizes. All other items were donated. Tickets went on sale on January 15 and sales ended on February 8. Unfortunately the sales this year were very poor. Schwarz states we only broke even with \$100 in ticket sales this year. Last year's sales totalled \$250. McKinney asks if we should have started promoting earlier and Schwarz states she feels that we fell short in ticket promotion and also that we perhaps let the sale run too long which allowed potential purchasers to put it off and in turn they may have forgotten to come back because we failed to create urgency. Last year, ticket sales ran for two weeks and we got over twice the ticket sales. She is happy that we got the support we did, but she feels that this is a learning experience for us to compare year over year and improve from it. Ms. Ecklund asks how the raffle was advertised and Schwarz states that this year there were Facebook posts and flyers at the General Store which were created by Billow, who did a wonderful job, but it should have been more widely promoted. Ross asks when we want to start planning for our next event and Schwarz states that she believes our next event will be Spring Gala which is in May, so we will want to begin planning in March at the latest, and we will want to plan at the same time for our Summer raffle, which is planned to be a sporting goods item for summer fun. We run that from mid-May to Mid-June so that the prize is awarded the weekend of the end of the school year.

Window Project: Schwarz states that currently we are in a bind with the window project. The LCHIP grant expires December 2023. Unfortunately, our contractor is booked up and can't start until 2023. Schwarz has spoken with LCHIP for an extension, and they are willing to extend it to December 2024. Unfortunately, in speaking with the window contractor a second time, due to personal reasons we are not at liberty to disclose, he has been forced to ask us to find a different contractor for the job. Schwarz states she has received a list of contractors from LCHIP to contact, but there are concerns with the storm windows as they are not readily available for purchase. Schwarz asks Berry to contact the vendors on this list and see what we can work out, Berry agrees.

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

Historic Resources Survey: As the Chair of the Historic Resources Subcommittee is not in attendance Schwarz informs the group that the last update was that they were working on the survey. Schwarz states she did send an email to Szok regarding an NHPA webinar on How to Write About Old Buildings and she was interested in attending, but Berry states she was unable to get on. Schwarz states they do record the webinars so she may be able to find it on their website.

Fundraising Subcommittee: Schwarz states this group has not met this month.

Announcements: Schwarz states she has expenses that need approval for the purchase of the calendars. The total is \$480.81.

Berry motions to reimburse Schwarz for \$480.81 for calendars, seconded by McKinney. No further discussion, all in favor. Motion passed.

Meeting Minutes:

Berry motions to accept the January 13 minutes as written, second by McKinney. No further discussion, all in favor. Motion passed.

Berry motions to adjourn

Meeting Adjourned: 8:00pm

Next meeting: March 10, 2022

Respectfully Submitted,

Rebecca Schwarz

Chair