

**ACTION LETTER**11/20/2017

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**OPENING ROLL CALL:** 6:05 pm

Kathy Smith	Present	Rick Wasson	Absent
Joseph Towns	Absent	Dan Shepard	Present
Amberlynn Issacs	Absent	Herman Watson	PC Liaison Absent
Gary Keshner	Present	Diane Seif	CC Liaison Absent
Martin Owens	Present		

C. Shannon McGuire, Planner &amp; HPC Staff Liaison

**APPROVAL OF AGENDA**

HPC ACTION: On motion of Commissioner Owens, seconded by Commissioner Shepard, the Historic Preservation Commission voted unanimously by voice vote to APPROVE the Agenda as published.

**PUBLIC COMMENTS**

PUBLIC COMMENTS: None.

**APPROVAL OF CONSENT AGENDA**

A. Action Letter of the September 18, 2017 Historic Preservation Commission Meeting

HPC ACTION: On motion of Commissioner Owens and seconded by Commissioner Shepard, the Historic Preservation Commission voted unanimously by voice vote to APPROVE the consent agenda.

**REGULAR AGENDA**

2. Discussion & 2018 May Preservation Month Activities  
Brainstorming -

HPC ACTION: Mr. McGuire spoke to the commission and explained that it was time again to begin taking about what activities the commission wanted to undertake for the annual May Preservation Month. Commissioner Smith explained to the board that she would like to explore the idea of having some type of hands on work shop along with the historical home walking tour. She stated that she has already had two home owners agree to be a part of the tour. She further explained that all the homes would be different then the homes that were on the tour in 2017. She thought the limiting the total number of homes on the tour to 8-10 would work well.

Mr. McGuire explained that in addition to the May Preservation Month activities the board should begin to think about who they would like to award the 2018 Graves/Hail Preservation Award to. Commissioner Shepard suggested that they keep an eye on the work that is completed to the barns at the Longview Farm in the next few months. He also suggested that the Longview Alliance would be a good organization to consider for the award for their work in preserving the Longview Farm. Commission also suggested that the commission may consider installing a new historical marker type sign.

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3. Update & Discussion      FY2017 CLG Annual Report

HPC ACTION: Mr. McGuire gave an update to the fiscal year 2017 CLG annual report. He explained to the board that the report is a condition of maintaining the Certified Local Government credential and that the report is due to the State Historic Preservation Office by the end of the month. He asked that the commissioners review the report and let him know if any changes needed to be made. He stated that the board is meeting the obligation of minimum number of meeting held per year but is needing to meet the training requirement.

## OTHER ITEMS

None

## ROUNDTABLE

Mr. McGuire gave an update to the work being undertaken to the historic Dayton Hotel. He explained that the old historic neon sign has been restored and will be reinstalled on the back side of the building. Commissioner Smith had concern that the sign will not have much visibility on the back side of the building.

## ADJOURNMENT

Meeting Adjourned At: 6:30 pm