

**Woodstock Historic Properties Commission**

**Regular Meeting Minutes**

**March 22, 2021**

**6 PM**

**Held via Zoom**

1. Meeting called to order at 6:03 PM by Chair Kristen Heitert.
  - a. Regular members present: Kristen Heitert, Myron Stachiw, Tom Chase. Quorum met.
2. No alternates appointed for the meeting (none present).
3. Minutes of last-held regular meeting on September 28, 2020 reviewed and approved. Motion by Myron Stachiw, 2<sup>nd</sup> by Tom Chase, vote unanimous.
4. No public comment.
5. No correspondence.
6. Old Business:
  - Kristen Heitert informed members present that the updated survey of Woodstock barns, indicating any losses of barns since the last iteration of the survey, has been submitted to Preservation Connecticut to be integrated into their barns of Connecticut website. Some clarification of the database and data submitted was requested by Preservation CT, and Kristen provided the needed information.
  - HPC website update – Kristen has worked successfully with Crystal in Town Hall to work out the budget arrangement for the Woodstock Cemetery Database, which will continue to be curated/managed by James Stratos. Kristen also added additional information regarding the workings of the Historic Properties Commission, its members, and the several historic properties currently carrying the official designation as historic properties under the review of the Historic Properties Commission.
  - Budget for 2021-22. The budget worked out with the Selectmen's office and submitted by the HPC totals \$1179.99. Of this sum, \$779.88 is the annual fee for the maintenance of the Woodstock Historic Cemeteries interactive web page, and \$400 are the operating expenses of the Commission for 2021-22.
7. New Business: Discussion of potential projects for 2021-2022
  - Additions to Cemetery Database
    - Need to complete the fieldwork on the East Woodstock Cemetery inventory project. The database is already created and about 75% of required data has been input. The following information remains to be input to the existing East Woodstock Cemetery database: identification of material of the marker/gravestone; description of iconography; assessment of condition; photography of each marker/gravestone.

- We will need to seek funding to complete this work to cover cost of an intern or other person to complete fieldwork and data input. Potential sources of funding include the CT. SHPO, CT Humanities. Both will likely be receiving a considerable sum of money for projects from the recently passed Covid recovery bill in Congress.
- Historic Preservation Plan for Woodstock
  - Decision taken to put this off for now, needs much more up-front planning and community engagement to develop a plan of action regarding the nature of the preservation plan and funding sources.
- Virtual/live lecture program for Fall 2021/Spring 2022
  - Members were tasked with coming up with a list of topics/lecturers to be discussed at the April HPC meeting.

Minutes taken and prepared by Myron O. Stachiw, acting secretary, vice-chair of the HPC.

23 March 2021.

Please follow link: <https://youtu.be/VcNVLzaOJbc>.