

WOODSTOCK HISTORIC PROPERTIES COMMISSION
REGULAR MEETING MINUTES
Monday, June 25, 2018

1. The meeting was called to order in Meeting Room B of Town Hall at 8:12 P.M. by M. Stachiw. Other Commission members attending were K. Heitert, H. Bishop, L. Smith, and T. Chase
2. Designation of Alternates: H. Bishop designated as alternate
3. Review of Minutes: Minutes of May 28, 2018, were reviewed. M. Stachiw asked for the correction of the spelling of Emma Gwyn's last name. Revised minutes were approved on a motion by T. Chase, seconded by L. Smith, and unanimously approved.
4. Public Comment: None
5. Correspondence: Notice of Public Hearing on June 4, 2018 for comments on the draft report of the Bradford-Marcy Cemetery Local Historic Property Committee as posted in The Woodstock Villager
6. Old Business:
 - a. Review of the June 4, 2018 public hearing comments on the Bradford-Marcy Cemetery Local Historic Property Designation; Frank Olah in attendance with no substantive comments or objections to the designation
 - b. M. Stachiw reported that the town attorney will draft formal legal language for town to take ownership of Bradford-Marcy Cemetery; once drafted, a town meeting will be called for a vote and, if approved, the text will be incorporated into the ordinance
 - c. Emma Gwyn completed her mapping for the East Woodstock and much of the associated data entry; remaining tasks as detailed in the 6/25 agenda will be completed on a volunteer basis
 - d. HPC website content discussed – to include a list of HPC members; a list and summary description of HPC projects (e.g. Brunn Barn; barn survey); a copy of the HPC properties map; pdf of LHD and LHP handbooks; benefits of local historic property designation and the designation process
7. New Business:
 - a. L. Smith will coordinate with CTSHPD to organize an informational/educational meeting for Woodstock historic property owners
 - b. M. Stachiw reported on his meeting with Pomfret's first selectmen, Maureen Nicholson, and her interest in the cemetery documentation project; Pomfret is not currently a Certified Local Government (CLG), but will research the process with an eye toward state and federal grant opportunities
 - c. Discussion of anticipated expenditures for the 2108–2019 fiscal year to include final public noticing for the Bradford-Marcy Cemetery LHP designation, a signboard for future cemetery documentation, and National Trust membership
 - d. T. Chase reported on the New England Museum Association's recent wood and metal conservation workshop held in town and their hands-on demonstration of proper cleaning methods on bronze memorial plaques on Woodstock Green
8. Adjournment at 8:55 PM on motion by H. Bishop, seconded by L. Smith, and unanimously approved.

Respectfully submitted, Kristen Heitert, Clerk

These minutes have not yet been approved by the Historic Properties Commission. Please refer to minutes from the next meeting for approval/revisions/amendments.