



**TALBOT COUNTY DEPARTMENT OF PLANNING AND ZONING**  
215 BAY STREET, SUITE 2  
EASTON, MARYLAND 21601

PHONE: 410-770-8030

FAX: 410-770-8043  
TTY: 410-822-8735

**Talbot County Historic Preservation Commission**

<b>Meeting Minutes</b>
<b>Date: 04/12 /2019</b>
<b>Location: Conference Room #1 - Department of Planning and Zoning – 215 Bay Street, Easton, MD</b>

<b>HPC Members</b>		
<b>Name</b>	<b>Attended</b>	<b>Comments</b>
Marsha Kacher	^	
Victor MacSorley		
Robert Mueller	^	
Cindy Schmidt		
Janice Pifer	^	
Holly Baldwin	^	

<b>Staff and Guests</b>
Talbot County Department of Planning and Zoning, Miguel Salinas and Martin Sokolich

<b>Agenda and Notes</b>
<b>Call to order – 4:00 p.m.</b>
<b>I. Roll Call</b>
<b>A. Attendance</b> Cindy Schmidt and Victor MacSorley not in attendance.
<b>B. Review minutes.</b> Motion of approval March minutes by Marsha, seconded by Bob, all approved.
<b>II. Old Business</b>
<b>A. Site Visit Report</b> Visit was to Waverly on March 28, following weather postponement. Marsha, Victor, Janet and Holly (photos) attended. Met with owners, house in generally good shape. Minor drainage problems being addressed on main house. Accessory building repairs needed (refer to written report).

**B. HPC Commissioner search still underway.**

Replace will also be needed for Marsha this summer. Cindy's term also expires and we need to know if she intends to continue for another term.

**C. 925 Port St**

Have received a proposal from Encore Sustainable Design for site documentation, suitable for National Historic Register application. Cost not to exceed \$4,500 in current HPC budget. Digital photography included as raw digital files, but not printed.

Site prep clearing and possible brush hauling will be necessary. Possibility for archaeology test pits after grounds are cleared of obstructions.

Motion to approve Encore Sustainable Design's 925 Port St. proposal was postponed pending modifications.

**III. New Business**

**A. Bylaws**

Draft document presented to Commission for review. Members will review for May meeting prior to submittal to Council for adoption.

**B. Requirements for Commissioners**

See statement of HPC qualifications from Code and policies.

**C. Digitizing and Archiving assistance needed.**

Many documents, reports and ephemera in Conference Room 3 in need of culling and organization.

**IV. Adjourn**

Motion to adjourn by Janice, seconded by Marsha. Adjourned at 4:52

**Follow-up:**

-