



**TALBOT COUNTY DEPARTMENT OF PLANNING AND ZONING**  
215 BAY STREET, SUITE 2  
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**Talbot County Historic Preservation Commission**

<b>Meeting Minutes</b>
<b>Date: 06/10/2019</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: 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>
<b>B. Review minutes.</b> Minutes approved unanimously.
<b>II. Old Business</b>
<b>A. Site Visit Report</b> May 23 visit to Longwoods Schoolhouse. Commissioners observed that exterior repairs were needed to the mossy roof, leaning privies, foundation brickwork and window sashes.

**B. 925 Port Street**

Staff is working to obtain final approval for Encore Sustainable Design to perform the building survey for the site. Funds will be used from either the FY 2019 or 2020 budget. New data included a finding that an inn was the original house on the site. Research on the development history is still incomplete.

**C. Cordova Master Plan**

Two bids were received for consultant assistance to develop the plan and are under review. The project will take place through the second half of 2019. Historic resources will be part of the research and the process will include public sessions to gather local information.

**III. New Business**

**A. Historic Property Stewardship**

The Longwoods School report raised an issue by the Commission that facility maintenance is a regular and growing need with no designated responsibility and funding for upkeep of historic resources owned by the County. Much work falls outside the purview of existing County departments and staff.

Other properties identified by the Commission include 925 Port St and Frederick Douglass Park. One model for management responsibility suggested by the Commission would be a heritage tourism joint project integrated with other departments or agencies and perhaps citizen stakeholders.

**B. June Site Visit**

The site will be Webley, date to be determined, mid-month timeframe.

**IV. Open Floor**

The Commission thanked Marsha for her valued service to the HPC.

**V. Adjourn**

Motion to adjourn the June meeting at 4:52 p.m. made by Victor, all approved.

**Follow-up:**

- Finalize approval for 925 Port Street building survey
- Prepare final draft of the Rules of Procedure