

MINUTES OF TALBOT COUNTY HISTORIC PRESERVATION COMMISSION
MONTHLY MEETING

July 11th, 2016

I. ROLL CALL

The regular monthly meeting of the Talbot County Historic Preservation Commission was called to order at 4:00 PM on Monday, July 11th 2016. Those members in attendance were Mrs. Marsha Kacher, Acting Chair; Ms. Cynthia Schmidt, Dr. Dorothy Fenwick, Ronald Mitchell, and Mr. Robert Mueller. Representing the County was Mr. Jeremy Rothwell.

II. CURRENT BUSINESS

- A. REVIEW MINUTES OF THE June 13th, 2016 MEETING - The minutes of the meeting on June 13th were reviewed. Mr. Robert Mueller pointed out five corrections, and Ms. Marsha Kacher specified one correction to the June 13th HPC Meeting Minutes. Mr. Ronald Mitchell makes a motion to approve the June HPC Meeting Minutes, as amended. The motion was seconded by Mr. Robert Mueller, and carried unanimously by the TCHPC.
- B. DOCUMENTATION OF EASTERN VILLAGES WRAP-UP- Ms. Marsha Kacher questioned whether Ms. Beckley had been paid, and also as to the status of the review of her draft MIHP forms by Maryland Historical Trust. Mr. Jeremy Rothwell explained that in speaking with Heather Barrett at MHT, that she reviewed the 11 draft MIHP forms that Ms. Beckley submitted, and found them to be generally compliant and complete, although she has requested a few minor modifications. Mr. Rothwell stated that he submitted an invoice to the Department of Finance on June 25th for Ms. Beckley to be paid on Friday, July 15th. Mr. Ronald Mitchell asked whether it was part of the signed agreement for Ms. Beckley to make one or more public presentations? Mr. Rothwell explained that Ms. Beckley did agree to do a presentation to the County Council and another public presentation, but because of the need to pay her by the end of the fiscal year, the TCHPC voted in June to pay Ms. Beckley so long as MHT said the forms would be accepted. Once the MIHP forms are finalized and submitted to MHT, Mr. Rothwell stated that he would contact Ms. Beckley and provide a couple of potential dates and times to go before the County Council.
- C. MAHDC TRAINING – Mr. Jeremy Rothwell stated that three TCHPC members attended HPC 100 Design Review on June 20th, in addition to more than a dozen other HPC members from Easton, St. Michaels, and Oxford. The course was taught by Sharon Kennedy who is Chair of the Annapolis HPC. Had a total of 15 participants. Ms. Kacher stated that two newly elected town commissioners of St. Michaels actually attended the training.
- D. NPS FIELD DOCUMENTATION OF HISTORIC STRUCTURES – Mr. Rothwell explained that he registered himself and Cindy Schmidt for a three-day course (starting tomorrow) taught by staff at the National Park Service on how to document historic

structures. Mr. Rothwell explained that he was able to use remaining funds in the FY2016 training budget to pay for the course.

- E. MHT HAZARD MITIGATION PROJECT NEXT STEPS - Mr. Jeremy Rothwell explained that he spoke with Mark Edwards at AECOM and confirmed that the TCHPC selected AECOM to complete the project. Mr. Rothwell stated that he prepared a memorandum to the County Council, which will be heard on Tuesday, July 12th where the County Council will approve the selection of AECOM. Ms. Marsha Kacher stated that she will go to the Council meeting on behalf of the TCHPC to answer any questions that they may have. Mr. Jeremy Rothwell noted that the next step after this would be for him to draw up an actual contract between the County and AECOM, and later to set up the first 'Kick-off' meeting with AECOM staff. In speaking with MS. Marsha Kacher, Mr. Rothwell recommended putting together a small select committee to work directly with staff at AECOM so as to avoid having a full quorum. Cindy Schmidt, Ronald Mitchell, and Robert Mueller volunteered to serve on the select committee coordinating actions and requests between the TCHPC and AECOM. Ms. Dorothy Fenwick questioned whether staff contacted the other RFP applicants, notifying them that they were not selected for the project. Mr. Jeremy Rothwell explained that he did call and notify all of the other applicants that they were not selected. The kickoff meeting with AECOM will hopefully occur the week of July 25th.

III. NEW BUSINESS

- A. LEGAL REVIEW OF COUNTY PROCUREMENT POLICY – Mr. Jeremy Rothwell explained that he invited Mr. Mike Pullen, the County Attorney, to come and speak about County procurement policy and the bid selection process. Mr. Rothwell stated that there has been inconsistencies in the selection of the past two consultants, which potentially opens the County up to legal liability. Mr. Rothwell stressed the need to maintain an appearance of fairness in the process. In particular, he noted that the selection of Ms. Beckley last summer, who had submitted an incomplete and late application, and was inappropriate. Mr. Rothwell further explained that during the RFP process, all contact and questions with potential bidders and consultants must go through him, the contract manager. Contact by voting members of the TCHPC is strictly forbidden during this phase of the selection process. Ms. Cynthia Schmidt stated that while she knows Ms. Beckley very well, she did not want her to be selected for the project. Mr. Rothwell explained that Paul Touart was present at the most recent bid opening, and knew that he was the lowest qualified bidder on the project, and given that we chose Ms. Beckley last time because she was the lowest bidder, Mr. Touart was very upset that he was not selected for this project. Mr. Touart relayed a perception of "favoritism" by the TCHPC in selecting consultants for the project; especially by the tone of questioning during the interview process. Mr. Ronald Mitchell emphasized that Mr. Touart's proposal and Ms. Beckley's proposal were both very poorly written, which was good enough cause to reject his application. Ms. Dorothy Fenwick agreed with Mr. Rothwell, and stated that the TCHPC has to maintain a perception of neutrality in the selection and interviewing of consultants, and that the tone of Mr. Touart's interview was substantially different from that of Hunter's interview. Ms. Cynthia Schmidt commented that she did not like how MHT staff gave their own opinions and preferences as to which firm(s) were qualified and/or be selected. Mr. Rothwell stated that he wished that Ms. Sparenberg from MHT would have provided a better explanation as to the expected deliverables and requisite qualifications to complete the

- new Hazard Mitigation Form, because he sensed a great deal of frustration and misconceptions both with the TCHPC and the consultants regarding what is expected to be achieved with this new form. Ms. Cynthia Schmidt felt during the interview process as though Mr. Touart was talking down to us on the TCHPC as though “we were stupid.” Ms. Dorothy Fenwick stated that she disagreed with that assessment. Ms. Fenwick also suggested that we re-arrange the tables and chairs during the interview process so that the consultant is on the opposite side from the TCHPC. Mr. Robert Mueller stated that while he was not present during the interview process, he thought from reading Mr. Rothwell’s staff report to the County Council that AECOM is more than adequately qualified. Mr. Ron Mitchell stated that while he was looking forward to initially selecting Mr. Touart, but felt that he was not responsive to our questions during the interview process. Mr. Rothwell stated that Mr. Mike Pullen has agreed to come and give a brief presentation on this subject at the August HPC meeting.
- B. CHAIRMANSHIP OF TCHPC – Ms. Marsha Kacher explained that she is willing to serve as the acting chair of the TCHPC until a full board is elected, or a chair can be elected with only six members of the TCHPC. Ms. Cindy Schmidt expressed concern about having a new member of the TCHPC serving as its chair. Ms. Dorothy Fenwick nominated Ms. Marsha Kacher to serve as the Chair of the TCHPC. The motion was seconded by Ms. Cindy Schmidt, and passed unanimously by the TCHPC. Ms. Dorothy Fenwick suggested having a separate election for Vice Chair at the August HPC meeting.
- C. HISTORIC DWELLING RENOVATION (24108 MT. PLEASANT ROAD, ST. MICHAELS) – Mr. Jeremy Rothwell explained that an absentee African-American property owner called and asked for advice and input on both how to renovate his historic house, and also on the availability of any tax credits or grants for its rehabilitation. Mr. Rothwell stated that because Mr. Ward Bucher recently stepped down from the TCHPC, and the absence of other qualified historic building professionals, he recommended that the property owner speak with Mr. Victor MacSorley. Mr. Rothwell recommended holding off conducting a TCHPC site visit until after he speaks with Mr. MacSorley.
- D. HISTORIC DWELLING DEMOLITION (5833 DEEPWATER POINT ROAD, OXFORD, MD) – Mr. Jeremy Rothwell explained that the dwelling was constructed in the 1930’s in a “Gold Coast” neo-Classicist style, and was documented by Michael Bourne in the 1970’s. The current property owners would like to demolish the existing dwelling and construct a larger and more modern dwelling. Mr. Jeremy Rothwell explained that he spoke with Mr. Sean Callahan, who is property owner’s agent, and the TCHPC will be able to conduct a site visit to the property so that we can photograph the dwelling, and update the MIHP form. Mr. Ronald Mitchell questioned whether the TCHPC can force the property owner to update the MIHP forms at their expense? Mr. Rothwell stated that the TCHPC does not have the ability to mandate this to the property owner. Ms. Dorothy Fenwick questioned whether the applicant will be salvaging any of the existing significant architectural features of the dwelling? Mr. Rothwell explained that the TCHPC can recommend to the property owner what features can or should be saved, but the TCHPC cannot mandate any such action. The TCHPC agreed to conduct a site visit on Wednesday, July 20th at 1 pm.
- E. UPCOMING AUGUST SITE VISIT - Mr. Robert Amdur stated that he has arranged for a site visit to Clay’s Hope (T-189) on Wednesday, July 20th at 3:30 pm.
- F. SECTION 106 REVIEW (U.S. ROUTE 50 TRAFFIC SIGNAL RELOCATION) – Mr. Rothwell explained that the TCHPC has the ability to send a letter of interest if it believes that there is an impact to historic or architectural resources. Mr. Rothwell noted that SHA is merely relocating their traffic signal about 50 ft.

OPEN FLOOR

Mr. Jeremy Rothwell explained that Preservation Maryland re-opened the grant application cycle for their Six-to-Fix Program, and questioned whether the TCHPC would like staff to resubmit the grant application to date and preserve the Clay's Hope tobacco barn. Mr. Rothwell noted that Preservation Maryland staff wanted the TCHPC to prove or show a greater public purpose or affect in the grant application. Mr. Rothwell recommended also including interpretive signage in the grant application since it is directly along Bellevue Road.

NEXT MEETING: The next meeting will be held on Monday, August 8th in Conference Room #1.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 5:15 pm.