

MINUTES OF TALBOT COUNTY HISTORIC PRESERVATION COMMISSION
MONTHLY MEETING

June 13th, 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, June 13th, 2016. Those members in attendance were Mr. Ward Bucher, Chair; Mrs. Marsha Kacher, Vice Chair; Ms. Cynthia Schmidt, Dr. Dorothy Fenwick, Ronald Mitchell, and Mr. Robert Mueller. Representing the County was Mr. Jeremy Rothwell. Mr. and Mrs. Steve Forrer, Mr. Robinson and Ms. Rebecca Ellison joined the meeting as a public citizen.

II. CURRENT BUSINESS

A. REVIEW MINUTES OF THE May 9th, 2016 MEETING - The minutes of the meeting on March 14th, April 11th, and May 9th were reviewed. No comments or corrections were found for the March 14th HPC Meeting Minutes. Ms. Marsha Kacher requested that Mr. Ward Bucher's correction, from a previous email, be incorporated into the April 11th HPC Meeting Minutes. Ms. Marsha Kacher pointed out two minor corrections to the May 9th HPC Meeting Minutes. Ms. Dorothy Fenwick makes a motion to approve the March, April, and May HPC Meeting Minutes, as amended. The motion was seconded by Ms. Cynthia Schmidt, and carried unanimously by the TCHPC.

B. DOCUMENTATION OF EASTERN VILLAGES - Mr. Jeremy Rothwell explained that he received suggested corrections from Ms. Dorothy Fenwick and Ms. Marsha Kacher which he passed along to Ms. Beckley. Mr. Rothwell stated that he met with Ms. Beckley the week after the May HPC meeting, and gave her a list of suggested revisions, additions, and corrections. Ms. Beckley subsequently made most of the suggested revisions, and submitted the completed MIHP forms to Maryland Historical Trust (MHT) on May 26th. Ms. Heather Barrett from MHT relayed to Mr. Rothwell that she would contact him by the third week in June as to the status of her review of said MIHP forms, so that Mr. Rothwell can submit an invoice with the County Finance Office for Ms. Beckley to be paid. Mr. Ward Bucher questioned how long MHT would take to review the draft MIHP forms? Mr. Jeremy Rothwell relayed from Ms. Barrett that MHT's review would take a minimum of thirty (30) days. Mr. Ronald Mitchell questioned whether Ms. Beckley took interior photographs of any of the structures as requested? Mr. Rothwell stated that Ms. Beckley took interior photographs of both churches. Ms. Rebecca Ellis Edmund questioned whether the village of Williamsburg was included in this historical survey? Mr. Rothwell explained that this project documented seven (7) structures in Cordova, two (2) in Bruceville, and two (2) in Skipton. Ms. Cynthia Schmidt asked which structures Ms. Beckley recommended as being eligible for the National Register? Mr. Rothwell explained that to his recollection, Ms. Beckley found the Cordova Baptist Church and Rice's General Store as being eligible for the National Register. Ms. Marsha Kacher made a motion for Ms. Beckley to be paid the final \$4,500 contingent upon MHT's approval of the eleven (11) draft MIHP

forms. The motion was seconded by Ms. Dorothy Fenwick, and unanimously approved by the general membership.

- C. FY2017 CLG GRANT APPLICATION – Mr. Jeremy Rothwell stated that he forwarded an email from Nell Zeihl at Maryland Historical Trust, informing the County that our FY2017 CLG grant request for \$25,000 in project funding was denied. Following up with MHT staff, Mr. Rothwell relayed the reasoning from MHT staff that in their opinion, Cordova was likely not eligible for a National Register District Nomination. Additionally, Mr. Rothwell explained that when Mr. Paul Touart came to do a site visit of the western villages as part of his proposal, that he asked Mr. Touart his thoughts on Cordova’s eligibility for a National Register Nomination. Mr. Touart thought a good case could be made for the Cordova as a National Register District Nomination. Mr. Touart did recommend completing a MIHP District Survey first to help build a case with MHT. Mr. Rothwell explained that

- D. FY2017 BUDGET REQUEST – Mr. Rothwell explained that the FY2017 Budget was approved, and which includes a \$4,000 match for the CLG grant, which we did not receive. Mr. Rothwell stated that given the recent proposals that came in, he does not believe that \$4,000 would be enough funding to complete even a MIHP District Survey for Cordova.

- E. MAY SITE VISITS - Ms. Marsha Kacher explained that the Longwoods School has received exterior improvements since the last site visit two years ago, there was significant paint chipping in the interior of the building, probably due to the fact that it is an unheated space. Mr. Ward Bucher stated that he completed the site inspection and report for the Miller’s House. Mr. Ward Bucher stated that he will send MS Word documents for all of the inspection reports that he completed, so that the TCHPC would have templates to use for all future site visit reports.

- F. MAHDC TRAINING – Mr. Jeremy Rothwell explained that Sharon Kennedy, Chair of the Annapolis HPC is scheduled to teach HPC 100 – Design Review on Monday, June 20th from 3 – 5:30 pm. Mr. Rothwell stated that two members of the Oxford HPC and one member of the Easton HPC will also be attending this training, although he has not yet heard back from St. Michaels. Ms. Cynthia Schmidt stated that due to his son’s surgery, he may not be able to attend the training, but will make every effort to do so.

III. NEW BUSINESS

- A. JUNE SITE VISITS – Mr. Jeremy Rothwell explained that Mr. Robert Amdur was not able to make the meeting, but did not know what properties are on the list next to be surveyed. Ms. Dorothy Fenwick stated that since we have training next Monday, and one or more meetings with potential consultants who submitted proposals, that we not do any site visits in June. The TCHPC by consensus agreed to waive completing site visits in the month of June.
- B. REVIEW OF PROPOSED PIER AT DONCASTER (T-178) – Mr. Steve Forrer made a brief presentation on the proposed finger pier at Doncaster, explaining that there is an existing pier, but has difficulty bringing in his boat. He stated that a three-foot wide finger pier and boat lift is proposed along with a rearrangement of the existing pilings,

and that he has obtained approvals from the Maryland Department of Environment and the U.S. Army Corps of Engineers for said improvements. Mr. Robinson questioned whether the neighboring dwellings and properties were also within the Historic Overlay District. Mr. Ward Bucher responded that Doncaster is the only dwelling included in the Historic Overlay District. Ms. Cynthia Schmidt questioned how this activity will affect the historic integrity of the Doncaster property? Mr. Jeremy Rothwell stated that as per our historic preservation ordinance language, a pier is classified as a development activity, and thus subject to the review and the approval of the TCHPC. Mr. Ronald Mitchell questioned what building materials will be used in this project. Mr. Steve Forrer responded that the existing pilings will be reused and rearranged, while the new finger pier will use the same wood material as the existing pier, and will be capped with copper covers. Ms. Cynthia Schmidt questioned what standards the TCHPC should use to review this application? Mr. Ward Bucher explained that the TCHPC is required to use the Secretary of the Interior's Standards for the Rehabilitation of Historic Structures; so for instance if the existing historic boathouse was to be altered, the TCHPC may have grounds to deny or revise the applicant's proposal. Mr. Ronald Mitchell makes a motion to approve the Mr. Forrer's application to construct a three-foot-wide finger pier and accompanying boatlift located at 8499 Doncaster Road, Easton, MD, and as presented by the applicant. The motion was seconded by Mr. Robert Mueller, and unanimously approved by the TCHPC.

- C. MHT CULTURAL HAZARD MITIGATION GRANT – Mr. Jeremy Rothwell explained that the bid opening was at 1 pm this afternoon (prior to the present meeting), and that we received a total of seven (7) proposals from firms across both the Mid-Atlantic, and one from South Dakota. Mr. Rothwell stated that all of the firms meet the Secretary of the Interior's Standards of Qualifications, although not all of the firms have surveyed or documented structures in Maryland. While he has not finished putting a summary sheet of all the proposals, having reviewed all of the proposals, Mr. Rothwell noted that the proposals to complete four MIHP Survey Districts ranged from \$25,000 - \$33,000, while the price range for the hazard mitigation forms ranged from \$205 - \$784. Mr. Rothwell also explained that the TCHPC has the ability to go into Executive Session to discuss the qualification of individual consultants, but that any subsequent discussion and vote must occur in open and public session. Mr. Ronald Mitchell questioned whether staff provided a copy of the new MHT Hazard Mitigation Form as part of the RFP package? Mr. Rothwell stated that the new form was in fact included as part of the RFP package. Mr. Rothwell explained that almost all of the firms that submitted proposals called and answered a number of questions regarding the project, and the expectation of the TCHPC. Mr. Ward Bucher questioned whether we know how many MHT Hazard Mitigation Forms will be completed? Mr. Jeremy Rothwell explained that we budgeted \$40,000 to complete this phase of the project, so for each proposal you would subtract the cost of completing the four MIHP District Surveys and then take whatever is left over and divide it by the per form cost in each proposal. Thus AECOM's proposal of \$33,000 to complete the four MIHP District Surveys (the highest) is offset by their \$205 per-form price of completing the MHT Hazard Mitigation Forms (the lowest). Additionally, Mr. Rothwell noted that two of the firms have experience in documenting historic structures for hazard mitigation for other jurisdictions, while others like Paul Touart have experience in the rehabilitation of historic structures in flood-prone areas. Mr. Rothwell stated that he would hand out copies of all seven proposals to the TCHPC at the end of the meeting, and would electronically send copies of that material which was provided by the firms on CD/flashdrive etc so that the TCHPC will have adequate time to review each proposal

prior to meeting again on Friday. Mr. Rothwell explained that at this meeting the TCHPC will be joined by Heather Barrett from Maryland Historical Trust to over and review all of the proposals in greater detail. As a reminder, MHT does have to approve the selection of the consultant. After speaking last week with Ms. Marsha Kacher, Mr. Jeremy Rothwell noted he later spoke with our County Attorney, Mr. Mike Pullen, who confirmed that we can adjourn the meeting today and continue on Friday, and only advertise on the County website without doing so in the newspaper.

- D. SELECTION OF NEW HPC CHAIR – Mr. Ward Bucher explained that since he is not being reappointed, this will be his last month as Chair of the TCHPC. Mr. Ward Bucher questioned we should select a Chair now or wait until next month? Ms. Marsha Kacher recommended that we wait until next month since both she and Ms. Cynthia Schmidt are waiting to be reappointed. Mr. Jeremy Rothwell stated that he forwarded Ms. Schmidt's resume and letter of interest to the County Manager's Office, although he has not contacted Lauren Dianich about potentially serving on the TCHPC.

OPEN FLOOR

Ms. Rebecca Ellison explained that she is working with the residents of the village of Williamsburg to help protect, rehabilitate, and restore both the dilapidated Methodist Church and the adjacent parsonage. She stated that the title for the church is very conflicted, and has not been worked out despite being abandoned. She noted that she is interested in applying for state and local grant funding to restore the historic church and outbuildings. Mr. Ward Bucher recommended that once the title is worked out that the new owners apply with the County for a Historic Overlay District for the property. Ms. Cynthia Schmidt stated that the Delmarva Methodist Conference would likely not allow a historic district to be placed on the property. Mr. Jeremy Rothwell questioned whether Ms. Ellison represents a non-profit organization, because in his understanding, only local governments and non-profits can apply for the MHT African-American Cultural Heritage Grant Program. Ms. Ellison stated that while they are looking to form as a 501(c)3 non-profit, individual property owners can apply under the grant program, but have to put up a 50% match. Ms. Dorothy Fenwick questioned what Ms. Ellison would like from the TCHPC? Ms. Ellison noted that she attended today's meeting on the mistaken assumption that Williamsburg was one of the villages that was surveyed as part of this past year's project in the Eastern Villages. Mr. Jeremy Rothwell stated that he and Ms. Cynthia Schmidt completed a windshield survey of all the eastern villages, including Williamsburg, but found that the church and parsonage had already been documented. Mr. Rothwell recommended that Ms. Ellison go before the County Council and seek a letter of support for grant application before applying.

NEXT MEETING: The next meeting will be held on Friday, June 17th at 10:00 am in Conference Room #1.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 5:10 pm.