

MINUTES OF TALBOT COUNTY HISTORIC PRESERVATION COMMISSION
MONTHLY MEETING

May 9th, 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, May 9th, 2016. Those members in attendance were Mr. Ward Bucher, Chair; Mrs. Marsha Kacher, Vice Chair; Ms. Cynthia Schmidt, Mr. Robert Amdur, Dr. Dorothy Fenwick, Ronald Mitchell, and Mr. Robert Mueller. Representing the County was Mr. Jeremy Rothwell.

II. CURRENT BUSINESS

- A. REVIEW MINUTES OF THE April 11th, 2016 MEETING - The minutes of the meeting on April 11th were reviewed, but because of the delay in sending out the minutes, the TCHPC tabled the vote until the June HPC meeting. Mr. Jeremy Rothwell will email out the correct minutes prior to the next meeting.
- B. DOCUMENTATION OF EASTERN VILLAGES - Mr. Jeremy Rothwell explained that he received and distributed to the HPC members ten (10) of the eleven (11) draft MIHP forms from Elizabeth Beckley, who was not able to make the meeting. He stated that he just received about 20 minutes previously the MIHP form for the Cordova Feed Mill, which he has not had a chance to review and send out. Mr. Ward Bucher stated that he reviewed the MIHP forms, and except for some corrections of technical architectural terminology, that the forms seemed well written. Ms. Marsha Kacher concurred that the forms were well-written and researched, but noted that she compiled a list of grammatical errors and corrections. Mr. Ward Bucher explained that it is important to make the corrections, because once the forms are submitted and accepted by MHT, the wrong information will likely be cited by others in the field. Mr. Ward Bucher questioned how many forms that we contracted with Ms. Beckley to complete in the three villages? Mr. Jeremy Rothwell stated that we originally requested thirteen (13) structures be documented, but Ms. Beckley stated that only eleven (11) of those structures are worthy of documentation. Mr. Rothwell noted one point of concern for him in his review of the draft MIHP forms was that for the two assigned churches, she did take any interior photographs or have a description of the interior of said churches, and how they relate to other comparable churches in the County and region. Mr. Ward Bucher concurred, and also added that he would have liked to have more exterior photographs, especially of the rear sides. Mr. Rothwell explained that he confirmed with MHT that their staff will require at least thirty (30) days to review the draft MIHP forms, and requested that HPC members provide comments and corrections to him as soon as possible, so that he can pass them along to Ms. Beckley. Ms. Marsha Kacher and Ms. Dorothy Fenwick stated that they would both provide comments to staff. Ms. Dorothy Fenwick stated that she was disappointed with the number of duplicated sentences and paragraphs in many of the MIHP forms. Ms. Fenwick also questioned what we will do with the MIHP forms once they have been accepted. Mr. Jeremy Rothwell explained that the MIHP form will be sent to MHT which maintain them in a public database, while some of the individual

structures will be singled out for additional documentation and/or a National Register Nomination. Ms. Dorothy Fenwick stated that some of the photographs were blurry, and recommended that some of them be retaken. Mr. Jeremy Rothwell explained that he will be meeting with Ms. Beckley in the coming week, and will go over what revisions, corrections, and photographs that will need to be retaken. Mr. Ward Bucher recommended that Ms. Beckley fill out MIHP forms for those two structures that she deemed not to be historically significant. Mr. Robert Amdur questioned how she determined what to name these structures? Mr. Jeremy Rothwell explained that Ms. Beckley had to negotiate and defend with MHT with the naming of every structure that she documented; most of which are not associated with a prominent family or have a well established name. Ms. Cynthia Schmidt noted that the Cordova Corner Store was the only structure that she and Ms. Beckley had difficulty naming, because it had five to six different owners, and never had an actual sign.

- C. FY2017 CLG GRANT APPLICATION – Mr. Jeremy Rothwell stated that he submitted the FY2017 CLG grant application to MHT about two weeks ago, which he copied all of the HPC commissioners on. In addition, Mr. Rothwell made a presentation to the County Council on April 26th who also provided a letter of support for the project. Mr. Rothwell noted that he should hear back from MHT regarding the grant application by mid-to-late June.
- D. FY2017 BUDGET REQUEST – Mr. Rothwell explained that the FY2017 Budget was introduced after our April HPC monthly meeting, and that the County Council held a public hearing on the proposed budget on May 3rd. The County Council will vote on the final budget at the end of the month. No changes or revisions have been made or suggested for the HPC budget in any of these hearings and deliberations.

III. NEW BUSINESS

- A. MAY SITE VISITS – Mr. Robert Amdur stated that he has scheduled a site visit to the Longwood School (T-69) for Thursday, May 12th at 3:00 pm. Mr. Jeremy Rothwell questioned whether the HPC should also conduct a site visit to the Miller's House (T-70) since it is only a few miles away. Mr. Ward Bucher stated that is a good idea, but also suggested that we contact the owners of the Miller's House to ensure that the gate is unlocked. The HPC members will meet at Longwoods School first, and then travel up to the Miller's House afterwards.
- B. SECTION 106 REVIEW (DYOTT COURT & FISHER ROAD) – Mr. Jeremy Rothwell explained that he emailed to all the HPC members last week, the report from SHA which found that no historical or cultural resources will be affected by this project. Ms. Cynthia Schmidt noted that while no historical resources will be affected, it is a very bad location for an additional traffic light and signal.
- C. MAHDC TRAINING – Mr. Jeremy Rothwell stated that he spoke with Ms. Melanie Lytle from the Maryland Association of Historic District Commissions (MAHDC) requested that MAHDC provide an instructor for HPC 100 – Design Review for Historic District Commissions on either the first or third Monday in June. Mr. Rothwell relayed that Ms. Lytle is still working to confirm an instructor and date for the training, but that she would let us know in the next week. Mr. Rothwell requested that all HPC members RSVP back with him once the date and time is confirmed, so that he can contact Easton, St. Michaels, and Oxford about their HPC members also attending this training like last year.

- D. NEW HISTORIC PUBLICATION – Mr. Ward Bucher explained that with all of the new documentation work that the HPC has and will be doing that the TCHPC should consider contracting to have a new publication completed similar to the *Where Land and Water Intertwine*, and would focus on historic resources in the villages. Mr. Bucher stated that many of the villages including Bellevue, Unionville, Copperville, and Tunis Mills have been thoroughly documented since the publication of *Where Land and Water Intertwine* in 1984, and which focused heavily on the many colonial waterfront estates and incorporated municipalities. Mr. Jeremy Rothwell stated that we are limited to a maximum of \$25,000 in CLG grant funding per year, although we could potentially break it up into multi-year chapters that can be combined overtime into a publication. Mr. Ronald Mitchell explained that we need to conduct a public awareness campaign with both the County Council and with county citizens in general to build interest and financial backing for a project like this. Mr. Jeremy Rothwell suggested that we speak with Paul Touart since he has published three of these county historical reference volumes in Somerset, Worcester, and Wicomico Counties, and who along with Michael Bourne is one of the few active architectural historians in Maryland who have completed projects like this. Mr. Rothwell also explained that the village master plans that the County is completing for Tilghman and Bellevue will include chapters on historic resources and architecture in each of the respective villages. Mr. Ward Bucher suggested that the next/first step with this would be to do a public presentation to the County Council on the findings of the most recent \$9,000 worth of documentation in Cordova, Skipton, and Bruceville. Ms. Dorothy Fenwick suggested having a presentation to the County Council in May and a public presentation elsewhere in the community in September or October when everyone is back from vacation. Ms. Fenwick also strongly suggested that staff screen Ms. Beckley's Power Point and script prior to the County Council presentation so as to ensure that everything is correct and accurate. Mr. Ward Bucher recommended that the HPC members think about this topic and talk about it again next month.
- E. MHT CULTURAL RESOURCES HAZARD MITIGATION GRANT – Mr. Ward Bucher turned the meeting over to the Vice Chair, Ms. Marsha Kacher, and left the meeting room. Mr. Jeremy Rothwell explained that when Mr. Ward Bucher expressed that he would likely be resigning so that his firm could submit a proposal, he contacted our County Attorney, Michael Pullen, who subsequently sent Mr. Bucher a letter dated April 26th. The letter (as was passed out) specifies that Mr. Bucher should contact the County Ethics Commission as to whether it is a conflict of interest for him to submit a proposal for this project, and secondly that our County Attorney has not reviewed Federal and State procurement policies (which this project would be required to follow) as to whether it is in conflict with either of their standards. Mr. Rothwell noted that he spoke with Heather Barrett and Jennifer Sparenberg from MHT, and one or both of them will be present when we interview, and or select the consultant. Mr. Rothwell explained that when he met with Heather Barrett and Jennifer Sparenberg two weeks ago, they informed him that the National Park Service (NPS) cut the individual MIHP forms from the scope of work, and is instead requiring that flood risk assessments be completed for the individual villages. With this change, Mr. Rothwell explained that we will now have to do two RFPs because of the additional complexity of having to do flood risk assessments. He also stated that staff at MHT has just sent back a list of required/suggested corrections and revisions to our draft RFP, which he will incorporate later this week. Mr. Rothwell noted that MHT has to approve both the RFP and the selection of the consultant. Mr. Ronald Mitchell questioned whether NPS would be providing any additional funding to account for this change of scope? Mr. Rothwell

stated that our grant award of \$60,000 will remain the same. While the National Park Service or MHT have yet to provide any specific guidance or examples as to what should be in the flood risk assessments, Mr. Jeremy Rothwell stated that Jennifer Sparenberg from MHT relayed to him that while the MHT Hazard Mitigation Forms specify how individual building can/should be mitigated for flooding, that the flood risk assessment will evaluate how flooding can be mitigated for each village as a whole. Mr. Rothwell continued that the firm/person that will conduct the flood risk assessments will most likely not be the same consultant that completes the MIHP Survey District Forms and the MHT Hazard Mitigation Forms. Mr. Rothwell noted that the County completed a similar stormwater management study of three villages, including Newcomb and Royal Oak, back in 2009, but this cost more than \$40,000. Mr. Rothwell requested that the HPC members review the revised draft RFP before he releases the RFP to the public, hopefully by early next week. Lastly, Mr. Rothwell stated that after speaking with our County Attorney, since Ward Bucher knows how much money we were awarded by MHT, Mike Pullen suggested that we release the amount of funding that we have for the project as part of the RFP. Mr. Ronald Mitchell questioned what would happen if, after we release the second RFP for the flood risk assessments, if we receive proposals of \$30,000, \$40,000, \$50,000, or more? Mr. Rothwell stated that in this instance, which given the limited funding is very likely, that we will have to re-negotiate the scope of work with both MHT and the selected consultant to stay under budget.

OPEN FLOOR

Mr. Jeremy Rothwell explained that we have \$650 left in our training budget for this fiscal year, and he contact Ms. Cynthia Schmidt about attending a three-day training course on how to document historic structures in Berryville, Virginia. The training is \$199 per person to attend. Mr. Ronald Mitchell makes a motion to pay for registration and lodging expenses for Mr. Jeremy Rothwell and Ms. Cynthia Schmidt to attend the before-mentioned training in Berryville, VA. The motion was seconded by Mr. Robert Mueller and passed unanimously by the general membership.

NEXT MEETING: The next meeting will tentatively be held on Monday, June 13th at 4:00 pm in Conference Room #1.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 5:20 pm.