



Meeting Summary - 09/26/13

- Meeting called to order at 6:03pm. Members present Martin Mitchell, Jane Schulze, Jill Palenstijn and Jon Wilhelmsen.
- Ed McCune, will be resigning from the Commission as he had mentioned at previous meetings due to competing work priorities. JW thanked him for his service over the years. EM will send JW an email with his resignation and JW will forward to the BOS to inform them of the vacancy.
- Minutes of June 6, 2013 were reviewed and approved 4-0-0 on the motion of MM, second JP. Minutes of July 8, 2013 were reviewed and approved 3-0-1 on the motion of JS, second MM. JP abstained since she was not present at that meeting.
- Town-wide Survey Update: Kathy has completed phase 3 of the project which includes drafts of all area forms (A) building forms (B) and the one cemetery form (E). She also provided draft historical contexts for the 7 areas found in the pre-Survey. Much of the meeting was taken up with providing specific feedback to Kathy on the forms which she agreed to incorporate prior to providing her final survey information to MHC and us at the end of this month. JW and Kathy will also be meeting with MHC on Tuesday, June 11, 2013 to solicit comments from them and to provide PHC feedback to MHC on the status of the project. Upon a question by JW regarding additional information discovered about buildings, Kathy explained that the PHC could do that utilizing "continuation sheets". Can reach out to MHC when the time comes and they can help. Kathy left following this discussion.
- The Commission discussed EM's intention to step down in the near future. Members were asked to solicit possible choices to take EM's seat when he tenders his resignation.
- Kathy's third invoice in the amount of \$10,800 for the work mentioned above was received. Discussed paying part of the invoice using our \$500 budget for the prior fiscal year. The remainder (\$10,300) would come from the CPA funds. Payment was approved as outlined on the motion of JP, second by JS. 5-0-0. The warrant was signed by present members and JW will see that it gets delivered for payment along with a letter outlining the request.
- Membership: JS appointed as the PHC representative to the CPC through June 2015 on the motion of MM, second by JP. 4-0-1(JS). JW will draft an email to Mark Russo, Chair of the CPC advising of the appointment and Mark will forward on to the BOS. JP recommended for reappointment to the PHC through June 2016 on the motion of EM, second by JS. 4-0-1(JP). JW will draft an email to the BOS advising of JP appointment request.
- Next meeting - date in July TBD.
- Meeting adjourned at 8:03pm on the motion of EM, second MM. 5-0-0.