



Meeting of the Roxbury Historic Preservation Commission
Monday, January 16, 2012
7:00 pm at the Roxbury Town Hall

Present

Commission members:

Douglas Kadow

Billy Allison

Matthew Walker

Also present: Karina M. Walker, and Peg Ellsworth.

Meeting brought to order at 7:06 pm by Douglas Kadow.

1.1 On motion by Matt Walker second Billy Allison the commission approves Douglas Kadow as the new chairmen for the RHPC.

AYES: 3

NAYS: 0

On motion by Douglas Kadow second Matt Walker, the RHPC approves Billy Allison as Co-chairmen of the RHPC

AYES: 3

NAYS: 0

1.2 Douglas Kadow affirms he will contact new potential commission members and report to the commission clerk with their information prior to the February Town Board meeting.

2.1 Peg Ellsworth takes the floor and briefs the commission on the Main Street Revitalization Program.

Peg discusses the potential conflicts that may arise regarding Main Street Program decisions and the necessity for several members to recuse themselves from review. Peg Ellsworth proposes that the RHPC waive their right to review, and rely on the State Historic Preservation Office (SHPO) to review individual projects. The RHPC's role would then be to distribute the funds awarded by the SHPO.

The process as proposed by Peg Ellsworth is the following:

Applicants go to the MARK Project and meet with a Rehab specialist to develop the scope of work.

The scope of work is sent to the local committee who will decide to push the project forward.

The project goes to MARK who sends to the SHPO.

SHPO reviews the application, and if approved sends MARK a no-adverse-impact statement.

The project then goes out to bid.

The commission raises concerns about its role in the process and discussion ensues. The parties agree on how to best handle the commission role within the Main Street Revitalization Program's application process.

On motion by Douglas Kadow second Matt Walker, the commission approves that the MARK Project will forward all Scopes of Work and Main Street applications to the RHPC prior to them going to the SHPO. This will serve as a MARK Project and RHPC co-application. The RHPC will remain in its official capacity and will review all Main Street Revitalization applications before they go to the SHPO. The RHPC commits to reviewing and making a decision on every application within seven days of receipt. If the commission fails to review the application within the time allotted, the project will move forward on schedule.

AYES: 3

NAYS: 0

On motion by Matt Walker second Doug Kadow, the RHPC meeting is adjourned.
Meeting adjourned 8:06.

Minutes taken by Karina M. Walker