

WOODSTOCK HISTORIC PROPERTIES COMMISSION

REGULAR MEETING MINUTES

Monday, January 25, 2016

1. The meeting was called to order in Meeting Room B of Town Hall at 7:04 P.M. by Chairperson Lyn Smith. Other Commission members attending were Tom Chase, Myron Stachiw, Harold Bishop, and alternates Donald Froehlich and Kristen Heitert.
2. Kristen Heitert was designated as voting member for the meeting.
3. Review of minutes. Minutes of 11-23-2015 were approved on a motion by T. Chase, second by M. Stachiw and a unanimous vote in favor. Minutes of 7-27-2015 were approved on a motion by T. Chase and a second by K. Heitert and a unanimous vote in favor.
4. Public comment. None.
5. Correspondence. None.
6. Old Business
 - a. Cemetery Grant.
 - i. Request for Proposals was approved by SHPO.
 - ii. Potential list of consultants reviewed.
7. New Business.
 - a. Budget proposal for 2016-2017 reviewed and approved on a motion by H. Bishop, second by M. Stachiw with a unanimous vote in favor.
 - b. New Member suggestions will be considered at March meeting.
 - c. Election of Officers.
 - i. Slate of M. Stachiw as Chair, L. Smith as Vice Chair and K. Heitert as Clerk advanced and approved on a motion by H. Bishop, second by T. Chase with all in favor.
 - d. Rules and Regulations to be reviewed at February meeting.
 - e. Quasset School: window and casing repair to go out to bid as in-kind repairs. Shutters to come before Properties Commission at a later date.
8. Adjournment at 7:55 PM on motion by H. Bishop, seconded by Tom Chase. Passed unanimously.

Respectfully submitted,
Lyn Smith, Acting Clerk

Please note that while these minutes may be published the minutes are not approved by the Commission until the next meeting date.