

Minutes
Jefferson County Historic Landmarks Commission
Charles Town Visitors Center, Charles Town, WV
November 17, 2015

Members Present: Martin Burke, Carmen Creamer, Sara Lambert, Curt Mason. Guests: Bill Theriault, Tim Johnson, Peter Fricke.

The availability of JCHLC meeting audio recordings will be noted on the JCHLC website and available upon request beginning October 2015.

Minutes: Minutes of the October 21, 2015 meetings were submitted and distributed by Sara Lambert. Acceptance was moved by CM, seconded by CC, and passed.

Treasurer's Report: CC presented the treasurer's report, with updated handouts distributed. JCHLC currently has \$13,624 in the bank account. We received notice that our utilities at Peter Burr Farm are being increased, with an \$8 increase to sewer and water. Our electrical bill has been estimated for the past 3 months, so uncertain of upcoming resolved charges. We spent money on improvements to Peter Burr Farm this month. We are extremely appreciative of Middleway Conservancy's \$200 donation toward the NCSHPO reception costs. Acceptance of the Treasurer's Report was moved by CM, seconded by SL and passed.

WV GeoExplorer Project: Bill Theriault has been working with Harpers Ferry Park on digitizing Storer College Library materials. Also preparing a GIS tutorial for graduate students to use next semester. Still looking for funding to digitize more newspapers. MB to check on the status of the Town of Charles Town grant request.

Discussion of NR and CL priorities: MB presented a spreadsheet of our County NR and County Landmark I and II properties. Discussion followed on researching 5 properties to be considered for NR nomination with the approval of the owners. John Demer received notice from SHPO that the Feagan's Mill inventory form couldn't be used for NR nomination. JD will revise the application based on comments from the SHPO. JD is also preparing documentation on 2 other properties Johnstontown and Rose Lawn.

Peter Burr Farm: Preparations for winter are underway. PVAS has asked about the availability of PBF for a spring break camp. Work is also begun for the April 2016 House and Garden Tour. MB is meeting with Sustainable Solutions Inc. to review potential natural resource management schemes to remove invasive species and enhance the wildlife habitat in the wetland wetland to the East of the main house. MB will be addressing JC Parks and Rec Facilities Committee at their next meeting to discuss transferring programming and maintenance of PBF.

Shepherdstown Battlefield: MB and John Demer completed and submitted a Section 106 Submission on the Van Evera Tracts to comply with new ABPP Grant requirements. Funding for the Van Evera Tract has still not transferred to CWT. JCHLC is preparing to remove the interior contents at the Stum house to prepare for demolition. Park Day scheduled for April 2,

2016.

Long Range Plan 2016-20: The Long Range Plan 2016-20 will be reviewed at the next meeting and approved by the March meeting in 2016.

Smithfield Battlefield: Two parcels in the old 3M Plant property, part of the core battlefield, will be appraised by the CWT. No date for the appraisal at this time.

Snow Hill: SL to finalize Bid package. Looking to bid after the New Year holiday period. The bird droppings have been removed from the attic. John Allen has generously offered to pay to have the corner armoire cabinet restored and reinstalled. He has specified Robert Brun to do the work.

Commissioners' Reports

- A. AmeriCorps recruiting: MB has started reviewing applications and interviewing candidates.
- B. National Trust Meeting: CM attended the 4-day conference. Celebration of the 50 Year anniversary of the Historic Preservation Act. Much focus on preservation of culture, which is an expansion beyond historic structures. Preservation Act up for renewal this year.
- C. Next month's meeting will be held in a different location. Details to follow.

CM moved that the meeting be adjourned, which was seconded by SL and passed at 8:11.