

City of Keene
New Hampshire

HERITAGE COMMISSION
MEETING MINUTES

Wednesday, April 8, 2026

4:30 PM

2nd Floor Conference Room,
City Hall

Members Present:

Cauley Powell, Chair
Rose Carey
Marilyn Huston
Councilor Molly Ellis
Louise Zerba
Connie Joyce, Alternate (Voting)
Jill Bouchillon, Alternate (Voting)
Kathy Halverson, Alternate (at 4:32 PM; Voting)

Staff Present:

Megan Fortson, Planner

Members Not Present:

Julie Emineth
Acacia Royce, Vice Chair

1) Call to Order – Roll Call

Chair Powell called the meeting to order at 4:30 PM. Roll call was conducted. Chair Powell asked alternate members Connie Joyce and Jill Bouchillon to be voting members today.

2) Approval of Previous Meeting Minutes – March 11, 2026

Ms. Zerba made a motion to approve the meeting minutes of March 11, 2026. Ms. Carey seconded the motion, which passed by unanimous vote.

3) NH DHR Presentation on CLG Grants – Brandee Loughlin, Preservation Planning & Development Coordinator for NH DHR

Chair Powell welcomed Brandee Loughlin and asked her to speak.

Ms. Halverson arrived at 4:32 PM. Chair Powell asked her to be a voting member today.

Ms. Loughlin introduced herself and began her presentation with an explanation of the work of the New Hampshire Division of Historical Resources (NH DHR). She stated that it is a State agency and much of its funding comes from the National Park Service. The NH DHR oversees many federal programs, including the Certified Local Government (CLG) grant program. Ten

percent of the federal funding that NH DHR receives must go towards CLG grants. Along with the CLG program, she oversees the Federal Historic Tax Credit program for NH. She continued that Keene has a couple of those, and she gave examples. She also oversees preservation planning in general, and does some Section 106 reviews, because any project that gets federal funding, licensing, or permitting must be reviewed for its potential effects on historic properties. She gave more examples of work that she and the NH DHR do.

Ms. Loughlin stated that the CLG program involves local, state, and federal governments working together. A CLG community is one that was certified by the State and the National Park Service as having historic preservation as a core value, considering preservation, architectural history, and built history in the community's general planning and decision-making. The state has 30 CLGs, but not all 30 are very active. Keene has been fairly active in the recent past with some grants. One CLG eligibility requirement is having a locally regulated historic district, as proof that the community values historic preservation, but it does not mean only concentrating on that historic district. Another eligibility requirement is having a Historic District Commission that enforces the regulations and "maintains a system for the survey and inventory of historic properties." Not many communities have the resources for that, so the NH DHR allows them to rely on its inventory system for that, which is the EMMIT system people can access online. CLG communities must also provide for adequate public participation and have local preservation programs, including recommending properties for nomination to the National Register.

Ms. Loughlin continued that regarding the benefits of being a CLG, the biggest one is the grants. It opens doors to funding, technical assistance, and preservation opportunities. Being a CLG participant demonstrates a community's commitment to saving what is important, and it can make it easier to demonstrate readiness to take on successful preservation projects, if applying for something like an LCHIP grant. Regarding what CLG grants can fund, surveys are the big one. She does not know of any other source of funding for survey work. Grants can be for buildings, archeology, oral histories, preparations of nominations for the National Register, research and development of historic context information, writing or amending ordinances, preparing master plan chapters on preservation, training commission members and staff, or publications and educational activities. All of these can be interpreted creatively, which she thinks Keene has done a great job with over the years. In theory, CLG grants can also fund development of architectural drawings and specifications for municipally-owned building preservation projects, preparation of façade studies or condition assessments, and brick and mortar rehabilitation or restoration of municipally-owned properties.

Ms. Loughlin continued that the CLG program categorizes projects as priorities one, two, and three. It funds surveys and National Register (nomination preparations) 100% with no match required. Preservation planning, and information and outreach projects are 60% funded with a 40% match required. Priority two and three projects are funded 60%/40% and 50%/50%. Examples of priority one projects are National Register nominations; town-wide surveys; preservation planning; master plan design guidelines; and information/education, via workshops, local tours, and other methods. One of the biggest information and education grants people apply for is to have the National Alliance of Preservation Commissions come in and do a CAMP training – Commission Assistance and Mentoring Program. It is \$7,000, and the National Alliance brings two to four people to town to do a full day of training, with many topics to

choose from, such as the legal basis of having a Heritage Commission fund, public outreach, or disaster planning. For priority two and three projects, the CLG program has about \$60,000 to \$75,000 a year to give out. That has been level funding for many years; they have not received any federal raise in that amount. It is tough to spread that around when there are 30 CLGs in NH, even if only a few are active at a time. Thus, the NH DHR has not gotten to a priority two or three project in at least a decade. They are looking at priority one projects, which is great, because there are other resources available for priority two and three projects, such as LCHIP, Moose Plate, and grants from the Preservation Alliance.

Ms. Loughlin continued that regarding the match, she likes to emphasize that it does not need to be cash. Most communities do not have cash to match on the grant of, say, \$10,000. Staff time gets calculated at their hourly rate. Volunteer time gets calculated at a certain rate, which is updated yearly. The value of donated goods, services, and spaces is also calculated. For example, if they host an event in City Hall, they would find an equivalent event space and price that out. There are creative ways to do this. It is rare for a community to have a cash match, given how the cost of everyone's time and the cost of the space add up. She does not want communities to be afraid to apply due to worrying about the match. They can always talk to her, if that is the case. She can help them think of what to use for the match.

Chair Powell asked her to tell them more about EMMIT. Ms. Loughlin replied that it is the Enhanced Management and Mapping Information Tool, and it is free, although you have to make an account to log in with. She continued that you can pull up the map, search by address, or just explore it, and filter the search results in different ways. Regarding the Section 106 projects she mentioned, you can also see the boundary of the project. You can pull up the National Register nominations and see all the background information on the properties. You can search by architectural style, building type, and more, although not all of the filters they want to see are in there. The NH DHR is always working to improve it, based on funding. It is a great program. There is also a section for reports, which includes Keene's Carriage House Report, for example. The NH DHR uses EMMIT internally for many of the submissions they need to review.

Chair Powell asked what the timing is for the next CLG cycle. Ms. Loughlin replied that the Federal 2026 funding has been passed. She continued that the National Parks Service is working on putting out their funding opportunity. Every year, NH DHR has to apply for the grant from the Park Service, which they are ready to do, but it has not been opened for applications yet. She estimates that NH DHR will be opening the next CLG grant cycle in late summer or early fall. Regarding the process, their fiscal year technically starts October 1st of the year before, so they are well into FY 26. When NH DHR receives the funds, they must all be spent by three years from that date. Thus, by September 30, 2028, in this case.

How long you expect a project to take is something to keep in mind when you apply for a CLG grant. If the NH DHR asks for letters of intent in the fall, it is a simple process with just a couple of sentences and a ballpark estimate, and once she receives that, she schedules a time to talk with whomever the submitter is. That is when they would flesh out the idea, talk about what they have done in the past and discuss whether this is the right next step, whether it is doable in the timeframe they have, and so on and so forth. From there, she gives folks about two months to get the application put together. The application has been simplified over the years. The hardest part

might be the required estimate for the work. For example, if they would be hiring a preservation consultant, they need at least one estimate. The estimate in the letter of intent can be ballpark, but it needs to be a realistic number for the application, so they know the project would be doable. It then takes about a month for the NH DHR to review the application and let the submitter know if the grant is being awarded. Then, the contract takes another couple of months, depending partially on the submitter and partially on the State. Once City staff signs the contract and sends it back to NH DHR, it needs to go to the Governor and Council if it is over \$5,000, which most grants are. That could take about two months. Ms. Loughlin gave an example of how the schedule went last year – folks submitted letters of intent around the end of August and then they went through the process, and the contracts are about to go to the Governor and Council. Once all of that is complete, a community typically has about a year to do the project, so that timing is important to consider. Large projects can be done, but she recommends phasing them.

Ms. Zerba stated that the HC has had a request for placing historical signage along a walking trail. She asked if the 60%/40% match would apply for that. Ms. Loughlin replied that signage could fall under the category of public outreach and education. She continued that a CLG grant could pay for a preservation consultant and the development of the sign's content, but not the physical sign itself, because for some reason, the National Park Service does not allow that. If the HC/the City has cash to pay for the physical production of the sign, that could be the City's match.

Ms. Carey asked if there is a clearinghouse where they can reach out to other CLG communities and find out what they are doing. Ms. Loughlin replied that she wishes there were. She continued that she thinks the National Alliance of Preservation Commissions (NAPC) has a listserv. The NAPC is the organization that does the CAMP event she spoke of. Membership to NAPC is exceptionally cheap, since it is based on population, about \$25-50 annually for most NH communities. If the HC joined, they would have access to webinars, a forum or listserv, and other resources. She recommends joining. There is nothing like that specific to just NH, however. She personally is unable to run such a listserv, but if a person wants to take that on and create it, that would be great.

Discussion ensued about how Heritage Commissions in New England states could exchange ideas and information, and how HC members have looked into what CLG projects other communities have done, but they would not have known about them if they had not sought them out. Ms. Loughlin stated that the NH DHR would like to have a way to showcase the projects, but it is tough, given staff's limited bandwidth. Ms. Carey asked her what CLG projects are new/happening lately. Ms. Loughlin spoke about projects that have been happening in a few NH communities, including surveys, strategic planning for design guidelines for historic districts, and a master plan chapter with infill design guidelines.

Ms. Carey stated that Keene has some interesting things going on. She continued that Central Square will be dug up for the Downtown Infrastructure Project, which has been controversial, and a project for Marlboro St. is in the works. The HC has thought some about other historical districts or historical neighborhoods, such as Washington St., Court St., and School St. These are things that maybe the HC could inspire, but they are not surveys. Ms. Loughlin replied that she always recommends surveys as a base, but they do not necessarily need to start there. She

continued that the more a project can engage the community, the more value it brings. Ms. Carey asked if Ms. Loughlin would be able to help the HC develop some of these ideas. Ms. Loughlin replied yes, absolutely. She continued that she feels that some of the best, most creative projects the NH DHR has had in the past few years have been from Keene, such as Recovering Black Voices, and the community mapping, which she personally finds really valuable.

From a preservation perspective, these are the kinds of things people might not realize are as valuable as they are. Chair Powell stated that Acacia Royce is not here, but she had been interested in doing something around the cemeteries, so maybe there is something to be done regarding profiling the historic figures in the cemeteries, walking tours of the areas that involve interesting anecdotes about these people's lives. She herself would like to throw a party where people dress up as historic figures from Keene and other people have to guess who they are. Discussion ensued about how fun that would be, and about Keene's cemeteries and their need for preservation. HC members spoke about a grant that funds replacements of military gravestones that are broken, as long as at least one family member authorizes it; and the need for a decent fence in front of the Woodland Cemetery on Beaver St. Chair Powell stated that maybe there could be a CLG project with an educational component that leads to fundraising from the community.

Chair Powell stated that Ms. Loughlin mentioned disaster planning/flooding, and some Keene neighborhoods are very flood-prone and have had several historic floods. Maybe they can connect dots. It is a story that speaks to multiple generations of people. Discussion continued about how the stories of Keene's historic floods are stories of tragedy as well as family resilience.

Chair Powell asked Ms. Loughlin if she thinks there is continued support for the NH DHR, or if she sees the support waning, and if there is anything the HC could do to ensure it remains a priority on the state level. Ms. Loughlin replied that everyone in the NH DHR would be eternally grateful if folks would consistently advocate for them. She continued that she cannot speak to the State's desire for funding; they will have to see how the budget cycle happens next year. Regarding how the HC could advocate for the NH DHR, they could speak to their State Representatives and the Governor, as they are the decision makers. Chair Powell stated that the National Parks Service has received major cuts. She asked if that is of concern, or if DOGE has not come for them. Ms. Loughlin replied that DOGE did come for the NH DHR last year, and they had "quite a wild ride" for a couple of months, down to the last minute when several staff members were being laid off. Their supervisor worked hard for them.

The application for funding opened for the Federal government. They had been holding back the money for quite a while, and the State said, "We can't float you anymore." Thus, NH DHR staff members were set to be laid off, and about two days before their final day, the application opened, and the NH DHR's Deputy Director worked hard to get that submitted. They were not sure when the funding would come through, but they hoped that they would be called back sometime after being laid off. Their last day came, and they all left the office. She had accepted a job with Fish and Game, but as she was about to start there, she got a text from her Deputy Director that her layoff was rescinded and the funding had come through. Everyone was thrilled to be back. The NH DHR is a small staff and everyone gets along great and is genuinely

passionate about the work and care for each other. They are all grateful. This year, they are again waiting for the funding to be released, but they do not expect a situation like last year's, because DOGE is not currently halting things. Next year is uncertain – she has heard the President's proposed budget has all of the funding cut again. However, it was proposed to be cut this year, too, and then Congress put it back in.

Chair Powell stated that perhaps people should advocate for the NH DHR by contacting the Federal government as well. Ms. Loughlin replied yes, absolutely; that is incredibly important. She continued that she did not expect this conversation today, because she had come here to offer her/the NH DHR's support to the HC, and she really appreciates the HC's support of the NH DHR. Discussion ensued, and Chair Powell spoke about how meaningful the CLG program has been for her and the HC during her decade as an HC member, because the CLG program helps guide them, gives them structure, and allows them to be creative and explore different ways to impact the community. She continued that they could not do it without Ms. Loughlin and the NH DHR. Ms. Loughlin replied that the Keene Heritage Commission really is an example. She continued that going back to the topic of ways for CLG communities to connect with each other, she has been trying to work with the Preservation Alliance on some kind of regional roundtable where they can bring people together. Learning from other communities that are actually doing the work is valuable. Perhaps a roundtable like that is something the HC would like to host. They can talk about it and let her know. The NH DHR and the Preservation Alliance would love to come to Keene and invite people from other communities to be part of it, and the HC could make some connections. The idea is to have a few of these roundtables in different parts of the state, starting with one in Bethlehem, for example, so people do not have to drive too far away to participate.

Ms. Carey stated that she thinks it would be practical and doable for Keene to host such an event. Ms. Loughlin replied that something for the HC to think about, and get back to her on, is whether they think people would be more likely to come to a lunch or evening event. She continued that she can send Ms. Fortson a follow-up email to share with the HC. Ms. Fortson has a copy of her presentation from today. Ms. Fortson replied that she will send it out to the HC tomorrow. Ms. Carey asked if Ms. Loughlin could include a list of which towns did recent CLG projects, what they did, and what they were awarded. Ms. Loughlin replied yes and gave more information about a recent project that Amherst did with online mapping, which they did with only \$7,000 because they had a high school student do a lot of the web design as part of a project. It was matched with volunteer time and staff time. Many communities have done illustrated design guidelines for their HDCs, and there have been many surveys and CAMPs. She gave more details. Rye hired a marketing person to come talk with them about the language they use when they talk about preservation in the community, and how to present why it is valuable in a way that is more positive, to fight the stereotypes about HDCs. That was a creative, interesting project that many communities could probably benefit from. That was a CLG grant of about \$10,000.

In response to a question, Ms. Loughlin stated that the number of CLG grants the NH DHR gives out each year depends, and this year it was four, as they only had four applicants, so everyone got what they asked for. Other years they have had eight. Then, the NH DHR asked an applicant to reduce their large project and phase it, which they did, and the NH DHR can then give them \$10,000 to \$12,000 per year for three years, for example.

Chair Powell asked if there were any other questions for Ms. Loughlin. HC members thanked Ms. Loughlin, and Ms. Zerba stated that with all the accolades to Keene, she wants to say that the HC is very fortunate to have City staff members who are so knowledgeable and supportive, which is extremely helpful. Ms. Loughlin replied that she thinks City staff are also fortunate to have such a great HC membership, and this is the first time she has been with a board that was entirely women, and it has been great to be here.

4) Demolition Review Committee

Chair Powell asked Ms. Fortson to remind the HC about the Demolition Review Committee. Ms. Fortson stated that the HC has eight regular members and four alternates. She continued that a sub-committee of the HC is the Demolition Review Committee, which currently is comprised of Councilor Ellis, Ms. Carey, and potentially Ms. Emineth. Any time a demolition is proposed on a structure that is greater than 500 square feet and older than 50 years, it is reviewed by the Demolition Review Committee. Her understanding is that Ms. Carey and Councilor Ellis typically coordinate a time to go out to the site, take photos, and send any feedback they have to the HC staff liaison, who shares it with the HC staff liaison and forwards it on to Building Safety staff in the Community Development Department, who are responsible for the demolition permits. The HC should be electing or re-electing members to the Demolition Review Committee yearly, three regular members and two alternates who can serve in their place. The HC Chair is the one who nominates them, and they are confirmed by majority vote of the HC.

Chair Powell asked who is interested in serving on the Demolition Review Committee. Ms. Bouchillon and Ms. Carey replied in the affirmative. Discussion ensued. Chair Powell stated that there are not usually many demolitions to consider, although there is one coming up. Ms. Fortson stated that Demolition Review Committee members would get an email from her saying that there is a project proposed for demolition, with some background information. She continued that the Demolition Review Committee then coordinates a time to go out to the site, and because it is technically a public meeting, she needs to post a notice in City Hall like they would for any regular meeting. Then, they go out and document some things and give those to her. It is typically a very low risk thing to do.

Ms. Fortson continued that a project on Elm St. is coming up and will need members of the Demolition Review Committee. It is 454 Elm St.; a house built in the late 1800s or early 1900s. It is not necessarily a very architecturally significant house, but it is very historically significant house in Keene, so they need at least three members of the Demolition Review Committee to do a site visit with the property owner and his agent. Discussion ensued about how the photos need to be taken by a member of the Demolition Review Committee.

Per an HC member's question, Ms. Fortson replied that the proposal is to construct 18 new units on the property, so they were going to try and relocate the house because it is located right in the middle of the lot. They were going to try and put it closer to the road. But the house's condition has a lot of rot. Moving it onto a new foundation from its existing stone foundation was already going to be about \$125,000, which is not fiscally an option for the new property owner. Discussion continued about the location.

Chair Powell asked if anyone else, knowing this information, would like to join the Demolition Review Committee. Ms. Halverson replied that she will. Ms. Fortson stated that Ms. Bouchillon and Ms. Halverson, as alternate members of the HC, can thus serve as alternate members on the Demolition Review Committee.

Chair Powell made a motion to nominate Ms. Carey and Councilor Ellis for the Demolition Review Committee, and Ms. Bouchillon and Ms. Halverson as alternate members. Ms. Zerba seconded the motion, which passed by unanimous vote.

Ms. Fortson stated that she will connect with the four of them offline, regarding the details, process, and timeline for reviewing the current project. She continued that if the Demolition Review Committee wants to delay a demolition, they have up to 30 days, and the intent is to have a meeting with the property owner and the applicant to go back and forth.

HC members asked Ms. Fortson more questions about the 454 Elm St. property. Ms. Fortson replied that those are best answered by the property owner, but she can say that the property's history ties in with Abenaki Indian heritage in Keene and there are surviving family members who have been out to the property recently. The Historical Society is aware of this, too. Discussion continued.

5) Downtown Video Project Updates

Chair Powell stated that she finally managed to get all the information collated in the Google Drive. She continued that she had a question for Ms. Carey. A large document had several different pieces in it, and she was not sure if that was background research transcribed from the pamphlets, or something Ms. Carey had written. She folded it into the individual properties. Ms. Carey replied that it was transcription from a pamphlet.

Chair Powell stated that she color-coded things, but she is not sure if the colors show up for other people, or just for her. Ms. Fortson replied that she does not see colors. Chair Powell replied that that can be updated. She continued that many items have been received. It would be good to collect historic photos. If people can work on getting digital photos, for the properties they are working on or any properties, they can put them into the corresponding buckets, because the narratives are really coming along. Now they need visuals to help support them. Anyone can go to the Historical Society and feel free to pull any interesting photos they see. To avoid duplicating work, they should check the Google Drive to see what is in there. That works best if people do not wait until the last minute to put the photos up, and instead put them up when they get them, so others can see what is there.

Chair Powell asked if anyone has updates. Ms. Carey stated that Alina Nightingale has dropped out of the project, due to having to juggle family issues and schoolwork. She continued that she wonders if the HC wants to duplicate the interview work that Ms. Nightingale was going to do, and if so, how. Ms. Halverson had already done some preparation for that. Whether to try and move forward with the interview piece with different people is something to think about, versus letting it drop, but they need to think fast if they are going to do it. Discussion ensued. Chair

Powell stated that she does not think they should let it fall completely, but she does not think they need to rush it. It could be its own project. Maybe the HC could give themselves a month or two to finish the other work for the 250th celebration and then circle back to this in the summer or fall. Others agreed with that approach, and discussion continued about how the first step could be developing the interview questions and figuring out the scale.

Regarding whom to interview, Chair Powell spoke about the benefits of interviewing both experts and everyday people. She continued that for example, a person who could speak about a church from a leadership and organizational role as well as church patrons who could speak about what it means to them and their experiences. Ms. Carey suggested they move forward with just the one interview with the man from the church, which Ms. Halverson has already prepared for. She continued that it might be able to be part of the 250th project. Councilor Ellis agreed. Ms. Carey asked if they are still thinking about using Fact TV, or if the HC should do their own video. Chair Powell spoke in favor of the HC doing it themselves so they maintain editorial control. Others agreed. Ms. Carey asked, if she and Ms. Halverson develop about 30 questions to ask this man, if Chair Powell would do the interview. Chair Powell replied yes, and she will ask her partner, Evan, if he could use his camera. She could also ask Brian if he could do some editing. He is a former HC member and did the editing for the Italian Neighborhood videos.

Councilor Ellis stated that she agrees that she does not want the HC to drop this, but she also does not want them to feel rushed and overloaded. Ms. Bouchillon replied that her suggestion is that if they are setting this down to focus on the 250th event, which is a big event that will only happen this one time, they should definitely plan to pick it back up at a certain time, like August or September, and then do so. She continued that she does not want it to go by the wayside. Ms. Carey replied that she can write a little bit up about the scope of the project and who they were thinking to interview, but for now, they can go forward with the one interview. Others agreed.

6) US Semi-sesquicentennial 2026 Planning & Preparation Updates

Councilor Ellis stated that there are posters now, which she will be delivering tomorrow to all the local schools and some other spots. She continued that planning is going well. They are getting new floats, new sign-up tables, and Ms. Bouchillon has a wonderful project going for a cooling station and table on emergency awareness. At the last HC meeting, they had briefly touched on the idea of having a photographer to document the event. The Mayor happened to say, "Oh, we need to hire a photographer." She said she would speak to the HC about it. She wonders what the HC thinks about potentially chipping in towards a photographer, so they could say that the HC sponsored the photos to document the 250th for posterity. Also, she will be looking at quotes, so she is open to suggestions for photographers to consider.

Chair Powell asked what the group thinks about financially supporting the event photography. Others replied that they want an idea of what it would cost. Councilor Ellis replied that once she gets some quotes, she will email Ms. Fortson. Ms. Fortson replied that the next meeting will be the joint meeting with the HC and the Historic District Commission (HDC) on May 13th. She asked if that will be too late for the HC to make a vote. Councilor Ellis replied that she does not think so. Regarding whether the HC would need to schedule a stand-alone meeting, Ms. Fortson replied that she thinks it could be a quick item of business during the joint meeting. She

continued that however, if Councilor Ellis needs a commitment from the HC before then, the vote should be done today. Councilor Ellis replied that she will leave that up to the other HC members. Chair Powell stated that she likes the idea of the HC building a collection of photos, especially if they could connect with the Historical Society about hosting a collection that the HC donates that then is maybe free for community use. She continued that they do not know the cost of the photographer, but if the HC is able to chip in a portion, that makes sense to her. Especially in the era of cell phone cameras, it is easy to not have formal documentation, but some of the most charming and memorable photographs you see of historic gatherings were taken by formal photographers. She asked if the group is comfortable making a commitment to this without a dollar amount, or if they want to hold off. Others replied that they would say that conceptually, the HC supports providing some funding, and they will determine that in May. Ms. Fortson replied that she can add that to next month's agenda.

7) Staff Updates

Ms. Fortson stated that she heard from Steve Seraichick from the Yankee Bottle Club, and he wanted the HC to know that unfortunately, the Yankee Bottle Club membership is decreasing. She continued that they only had three members at their last meeting. Another organization, the Sons of Union Veterans of the Civil War, used to have a local chapter but is now on hiatus due to lack of membership. Mr. Seraichick said he did not want support or a response from the HC but just wanted them to be aware.

HC members asked whether Mr. Seraichick said anything about progress on the sign marker. Ms. Fortson replied no, and she assumes that it might not be moving forward, given the membership decline.

8) New Business

Ms. Joyce stated that the Historical Society is doing the opening of their next display on April 14th, and it would be great if some HC members could go. She continued that people should check the Historical Society's website to make sure that time is correct and get more details. Chair Powell asked if Ms. Fortson could send the HC the date and time of that, and she thanked her for all that she does. Ms. Bouchillon stated that it is April 15th from 4:00 to 6:00 PM.

Ms. Carey asked if the HC can get a membership to the group Ms. Loughin mentioned, the National Alliance for Preservation Commissions (NAPC). Brief discussion ensued about how the exact membership cost is unknown, but it should be under \$100.

Councilor Ellis made a motion for the Heritage Commission to pay up to \$100 for a membership to the National Alliance for Preservation Commissions. Ms. Huston seconded the motion, which passed by unanimous vote.

Discussion ensued about how it would be great if the NAPC had a listserv or forum, or if someone could initiate it, and how that would work.

9) **Next Meeting – Joint Heritage Commission and Historic District Commission Meeting – Wednesday, May 13th at 4:30 PM in Council Chambers**

Chair Powell stated that the joint meeting with the HDC will be on May 13th, and they will probably be talking about the 250th, so she encourages people to come prepared to share ideas and collaborate. She continued that they can also talk about the CLG conversation they just had, because of course, the HDC can also apply. They might want to jointly apply for things.

10) **Adjournment**

There being no further business, Chair Powell adjourned the meeting at 5:40 PM.

Respectfully submitted by,
Britta Reida, Minute Taker

Reviewed and edited by,
Megan A. Fortson, AICP - Planner