

Historic Preservation Commission Meeting REGULAR

Tuesday, September 9, 2025 at 7:00 PM

REMOTE ACCESS ONLY

To Join Via Zoom Meeting Go To:

<https://us06web.zoom.us/j/89610019456>

Alternatively you can Call In by Dialing: 1-929-205-6099

For both remote options, the Meeting ID is: 896 1001 9456

Members: Eric Gilbertson (Chair), Robert McCullough (Vice Chair), Paul Carnahan, Craig Durham, Bryan Jones and Linden Chozinska

1. Call to Order
2. Public Comments [~5 minutes]
3. Approval of the Agenda [~5 minutes]
4. Comments from the Chair [~5 minutes]
5. **Review Draft Annual CLG Report** - due to State 9/28
6. **5 Home Farm Way:** Deconstruction & Demo Update
7. **Administrative Matters:** Minutes & VT Ethics
Training: <https://ethicscommission.vermont.gov/training>
8. **Review and Approve Minutes:** 08/12/2025 [~5 minutes]
9. Other Business
 - a) Next Regular Meeting: Tuesday, October 7th -- Agenda items?
10. Adjournment



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Meetings are open to the public. For questions about accessibility or to request accommodations please call (802) 223-9506.

The Annual Report is due within 90 days following the close of the CLG's fiscal year. The following questions and topics must be addressed in the Annual Report, as well as any additional requirements specified in the CLG Agreement.

Please type your responses in the grey text boxes. Write "N/A" in any text box that is not applicable to your activities over the past year.

General

1. Indicate the period which report covers: ***July 1, 2024 to June 30, 2025***
2. Describe any participation in the state historic preservation planning process.
Commission responded to Section 106 request for comments on projects located within the Montpelier Historic District, as listed on the National Register.
3. Describe educational activities or programs concerning historic preservation sponsored in the community.
None.

Historic Preservation Review Commission

1. Were there any changes in commission membership during this reporting period?
Yes. One member, Yana Walder, left when her term expired in October of 2024.
2. Were vacancies on the commission filled within 90 days?
No. One current vacancy has been open since October 2024 when the term ended and no new member applicants have come forward since. The other six members have all been on the Commission since October 2023.
3. Were vacancies filled with qualified members per Section 3.3.I.1(2)(A), (B), (C)??
No new members in this reporting period.
4. Were resumes of any new professional members forwarded to the Division?
Not applicable.
5. Did the commission meet at least four times annually?
Yes. The Commission met fourteen times during this reporting period. It generally meets on the second Tuesday of each month, with some special meetings as needed. The Commission met on 7/9, 8/20, 9/10, 10/22, 11/12, and 12/10 in 2024, and 01/14, 2/25, 3/11, 4/1, 4/8, 5/13, 8/12, and 9/9 in 2025

6. Are copies of the minutes of all commission meetings attached?

Yes.

7. How did the commission obtain the necessary expertise when considering National Register nominations and other actions that impacted properties which are normally evaluated by a professional if the expertise was not available among commission members?

The Commission itself has the necessary professional education, experience, and expertise to evaluate the eligibility of individual properties and historic districts, and make determinations for Section 106 reviews. The Commission also worked closely with professional consultant Lyssa Papazian in the drafting of the Montpelier Historic Resources Scoping Study.

8. Did the commission maintain a record of any actions taken in advising the legislative body of the local government, the planning commission, or other appropriate groups or persons on matters affecting National Register or surveyed properties, or related to historic preservation in general? Summarize actions taken or attach copy of the record, if not recorded in commission meeting minutes.

Yes, the Commission advised -----

[Staff listing:

Letter in support of 140 Main Street conversion to hotel.

Letter to GSA regarding Federal Building.

Survey and Inventory

1. Describe how the survey is maintained in a secure place and made accessible to the public.

Copy of the National Register and State Register surveys are in the Montpelier Planning and Community Development Department's records. The National Register District listing, as updated through 2016, is available on the Historic Preservation Commission's webpage within the City's website. The data from both the Federal and State listings have been digitized and is available on the Department's GIS mapping layers for distribution to members of the public on request.

2. How many properties or sites have been surveyed by the commission? If copies of Division forms have not been completed for these properties or sites and forwarded to the Division, attach them to this report.

No new surveys. A pre-survey Historic Resources Scoping Study to guide future surveys was completed in November of 2024.

National Register

1. List the proposed National Register nominations which the CLG reported on to the Division. Indicate whether the report was transmitted within 60 days of notification by the Division of its intent to nominate.

None

Grants

1. Describe how the grant reporting requirements, as described in the Grant Agreement, were met.

With the HPC's approval, City Staff submitted the Final Report and applicable filings to close out CLG Grant VT-23-10003 in February of 2025, with a corrected and signed budget form submitted in March of 2025.

Montpelier did not apply for any CLG grants in 2024.

Completed by: Meredith S. Crandall, Planning and Zoning Administrator

Date: 09/ /2025

Historic Preservation Commission Regular Meeting Minutes

Subject to review and approval

Tuesday, August 12, 2025, at 7:00 PM
via Zoom Video Conference

Commission Members Present: Eric Gilbertson (Chair), Robert McCullough (Vice Chair), Paul Carnahan, and Linden Chozinska

Members Absent: Bryan Jones and Craig Durham

Others Present: Meredith Crandall (staff)

Call to Order: 7:13 PM

Public Comments: None.

Approval of the Agenda: Bob moved to approve the agenda with the addition of a discussion on the 5 Home Farm Way bricks. Paul seconded. The agenda was approved 4-0.

Comments from the Chair: None.

AGENDA ITEMS

1. Staff Updates

- a. HPC Ordinance Updated: Meaning only 3 Commission members required for a quorum now.
- b. 87 State St – Federal Sale: No substantive news. State is lead on a letter of interest that was sent to the Federal owners.

2. 12-Month Goals

- a. Per Eric, the SHPO advised that there will be some federal CLG funding, but that CLG grant applications likely won't open until the Fall or Winter.
- b. The Green Mount Cemetery Chapel would be a good project for an Historic Preservation Grant Program, as well as a Preservation Trust of Vermont grant for a re-assessment. Staff to reach out.
- c. CLG Grant may be good funding source for Lyssa's presentation of the Historic Resources Scoping Study.
- d. Eric suggested the Meadow as an easy next survey. Also suggested that the Commission consider a group nomination for "multi-unit buildings" both those constructed as multi-unit housing and those converted into it. Staff indicated that many of those buildings are already listed on either the State or Federal registers. Bob and Eric advised that you can't double-register buildings, but that those already registered could be flagged within the separate group registration. The unlisted Northfield Street multi-unit buildings were

considered for this.

- e. Eric would like the Commission to review the Design Review regulations and other zoning requirements for anything that might get in the way of elevating existing or building taller new structures within the City's floodplain.
- f. Commission discussed the painting of the TD Bank building on school street briefly. Eric noted that the painting of it is a good example of how design review applies, including that there are "failures."
- g. Eric's overarching goal is that the Commission help educate the Planning Commission and City Council on the advantages of both historic preservation and design review.

3. Review and Approve Meeting Minutes:

- a. Bob Moved to approve the 3/11/25, 4/8/25, and 5/13/25 minutes as drafted. Linden seconded. Minutes all passed 4-0.

4. Other Business:

- a. Jacob Davis House Bricks – Bob provided an update on the deconstruction of the house, including his photographic record of the brick nogging (insulation bricks). He asked other Commissioners and Staff to get the word out that the bricks could be used for inside uses. They need to be claimed or will end up in landfills.
- b. Annual Report Due to State by 9/28/25, Staff aims to present draft at next meeting.
- c. Staff advised that the Planning Commission anticipates reviewing the Design Review provisions as part of the larger zoning review in September or October and would appreciate input from the HPC. Bob and Paul both indicated a willingness to attend.
- d. Next Regular Meeting: Tuesday, September 9th 7:00 PM

5. Adjournment: Paul moved to adjourn at 8:30 pm. Bob seconded. Meeting adjourned unanimously.