

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION**

REGULAR MEETING

Chatfield Center for the Arts – Board Room

**Thursday, April 6, 2023
5:00 P.M.**

Agenda

- I. Call to order
- II. Approve minutes of March 2, 2023 regular meeting
- III. Reports
 1. Chatfield Alliance – Sara Sturgis
- IV. Unfinished business – none
- V. New business
 1. Preservation Month
 2. 2023 Preservation Award
 3. Agenda for HPC training workshop (May 4)
- VI. Other new business
- VII. Miscellaneous
- VIII. Adjournment

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION
MINUTES OF MARCH 2, 2023
REGULAR MEETING**

A regular meeting of the Heritage Preservation Commission (HPC) was held at the Chatfield Center for the Arts on March 2, 2023. The meeting was called to order by Chairperson Giesen at 5:10 P.M.

Roll call: The following voting members were present: Chris Giesen (chair), Ben Frederichs, Mike Martin, Sara Sturgis, and Pam Bluhm. Ruth Ann Lund was absent.

Also present: Robert Vogel (Preservation Planner) and Joel Young (City Administrator).

Approval of minutes: Martin moved to approve the minutes of the February 2, 2023 regular meeting; the motion was seconded by Frederichs and unanimously approved.

HPC accomplishments: Preservation Planner Vogel provided the commission with a list of the HPC's major accomplishments between 2008 and 2022. The list has been posted to the HPC's website.

2023 goals & objectives: Preservation Planner Vogel distributed a revised version of the list of the goals and objectives discussed at the February 2 annual meeting. Martin moved to adopt the following goals and objectives for 2023:

Community Goals:

- Sponsor public education activities during Preservation Month (May).
- Develop a comprehensive plan for promoting heritage tourism.
- Designate the five National Register listed properties as Chatfield Heritage Landmarks.
- Complete the master planning process for the Haven Wall.
- Establish an on-line digital library of publications relating to the preservation, protection and use of Chatfield's heritage preservation resources.

Commission Objectives:

- Have monthly regular meetings of the HPC with special meetings as needed.
- Fill HPC vacancies.
- Provide HPC members with training in heritage preservation,
- Hold a joint meeting with the Chatfield Center for the Arts nonprofit corporation board of directors.
- Prepare an annual report for the mayor and council documenting the activities of the city's heritage preservation program during 2022.

The motion was seconded by Frederichs and unanimously approved.

Preservation Month: The commission discussed plans for celebrating Preservation Month in May. The consensus was to ask the mayor to issue a proclamation declaring May as Preservation Month, continue the annual Preservation Award program, issue a 2023 Preservation Month poster, hold an HPC training workshop at the commission's May 4 regular meeting and promote public use of the self-guided tours developed by commissioner Sturgis. Preservation Planner Vogel was directed to issue the call for 2023 Preservation Award nominations.

Chatfield Center for the Arts: There was discussion of ways to bring together some or all of the Chatfield Center for the Arts stakeholder organizations for the purpose of sharing information about historic preservation issues (including heritage tourism). Sturgis, on behalf of the Chatfield Alliance, volunteered to facilitate a meeting of the arts center nonprofit corporation board and the HPC in early June to discuss strategies for promoting the facility as a tourism destination.

Signs: Preservation Planner Vogel reported that the signs for the Haven Wall had been delivered and would be installed by public works in time for Preservation Month. He also advised the commission that he was planning to meet with city officials to select the locations for installing the three remaining interpretive signs at the arts center.

There being no further business before the commission, Martin moved to adjourn the meeting; the motion was seconded by Frederichs and unanimously approved at 6:00 P.M.

Respectfully submitted,

Robert C. Vogel
Preservation Planner