

STRAFFORD HISTORIC PRESERVATION COMMISSION

April 14, 2019 10:00 A.M.

AT THE HISTORICAL SOCIETY

Present: Bob Johnston, Andersen Thorp, Silas Treadway

March 17, 2019 minutes were unanimously accepted.

The meeting focused on selecting a qualified historic preservation consultant to update and complete Strafford's 1979 survey of 126 historic properties.

SHPC sent RFP's to six historic preservation consultants listed and approved by the VDHP. The SHPC further advertised the RFP on the Strafford List Serve and The Strafford News.

After review and discussion, the SHPC selected Kate Willis as consultant. Ms. Willis' proposal provided a thorough detailed schedule to complete the survey of the 126 properties.

When reviewing Kate Willis' application, it was noted that photography is not necessary as this has already been documented. Therefore, the SHPC supports Ms. Willis' time be applied to further survey research/documentation.

Bob will compile all documentation of this process and pass it onto Devin Coleman of the VDHP as required. This will include the RFP, justifying and reviewing historic preservation applicants, methods of advertising for the RFP/consultant, and method used to select Kate Willis. Bob will request from Devin a VDHP approved contract copy for the SHPC to process.

SHPC would like to plan a "Kick-off" meeting of this exciting project with Ms. Willis on April 28, 2019, which follows the Strafford Historical Society's meeting on the same day.

It was thankfully and commendably noted that Bob voluntarily created maps and locations of Strafford's 126 historic properties to be surveyed.

Meeting adjourned 10:30 am.

Next meeting, Sun. March 28, 2019 Time: 10 am. Meeting with Kate Willis 10:30 am.

Respectfully submitted,
Andersen Thorp, Clerk