

Jefferson County Historic Landmarks Commission

Minutes from January 19, 2006

Rouss Hall, Charles Town

Commissioners Present –

Walter Washington, Carmen Creamer, Kip Stowell, Don Amoroso, and John Allen County Commissioners present Rusty Morgan and Jim Surkamp

- **Approval of Minutes** – Minutes of December 16, 2005 submitted by John Allen. Unanimous vote of approval for minutes.
- **Treasurers Report** – Don Amoroso said that he had resolved the high water bill at the Peter Burr House. He negotiated that HLC would pay our standard rate. DA reported that the insurance situation is still problematic. The County believes it will be cheaper to pay the higher rates than to comply with BRIM.
- **Shannondale Springs** – Walter Washington reported that the DNR has agreed to Renew the lease, which will be for 10 years.
- **2004-2005 Survey** – WW has put the survey forms into protective plastic sleeves.
- **2005-2006 Survey** – Survey consultant David Taylor spoke to the HLC saying that he was ready to begin the second survey. He offered to do a community preservation workshop in April or May. DT will provide press release and do interviews for the event.
- **Webb-Blessing Grant** – John Allen reported that Michael Mills and David Kemnitzer have been selected to do the structures report for the Webb-Blessing property in Charles Town. These consultants agreed to do the work at the very modest grant amount.
- **Peter Burr Living History Farm** – Irv Groff gave the Friends of Peter Burr report to the HLC. Groff reported that a reenactment of the Burr v. Hamilton duel will take place at the site. Bill Berry gave the treasurers report for FOPB stating that the group currently has \$ 2,804.70 in the bank. Bill Theriout told the commission that bread baking will resume in April. Shingles are on the baking oven. BT also said that March 11 will be a bread tasting of new varieties that will be for sale this year. Preservation Associates has signed a contract for a new metal roof on the old section of the house. The amount of this project is \$ 15,576, a 20% down payment due now.
- **FY 2007 Budget** – HLC began discussions of what amount should be proposed to the CC. Commissioner Morgan expressed concerns of a big outlay for the PBHF. BT said that the FOPB had been organized for the reason of shouldering the financial burden for the farm. HLC decided to ask for \$ 31,000 from the Commission.

- **Poor Farm** – WW reported that the final plat has not been approved by the Planning Commission.

- **Section 106** – JA informed the HLC that a Section 106 letter had been received from the SHPO concerning a cell tower on Route 51 west of Charles Town. The proposed tower location is on Evitt's Run between Piedmont and Harewood. A balloon test has been scheduled for Monday to allow HLC members to view the height of the tower from the historic properties. Carmen Creamer asked about the site's archaeological significance. CC said that she would ask SHPO for map of archaeological sites in that area.

- **Other Business** – JA asked that the HLC members think about changing the by-laws to eliminate design review for new Landmark properties. BT said that two categories could be made: one with DR and one without DR. JA said that this would make sense and added that more property owners would be interested in having their properties become Landmarks if there was no DR. The HLC agreed to take up this topic at the next meeting. In order to promote preservation, Rusty Morgan brought up the idea of the HLC giving preservation awards to deserving projects in the county. Commissioner Surkamp raised the issue of forming specifications and objective criteria for assessing historic properties. HLC members discussed the availability of grants for developing such guidelines.

Minutes of Jefferson County Historic Landmarks Commission Meeting

April 20, 2006

Commissioners present: Walter Washington, Don Amoroso, Kip Stowell, Carmen Creamer.
Absent: John Allen

Approval of Minutes - The minutes of the March 16, 2006 meeting were approved unanimously.

Treasurer's Report - Don Amoroso presented the Treasurer's report, which was approved unanimously.

Barn Survey - Bill Theriault reported on the response he had received to his recent article in the Spirit of Jefferson on barns. He received responses from two people who were interested in participating in a barn survey. Kip Stowell agreed to assemble a program on adaptive reuse of barns to be presented in the spring, perhaps as the program for the Historical Society spring meeting.

Survey - Bill Theriault reported on the progress he has made entering the survey data into Microsoft Access. Walter Washington will try to schedule a presentation of the program at the Mather Training Center.

Peter Burr Living History Farm - Irvan Groff and Maggie Keeler gave a report on behalf of the Friends of Peter Burr. They reported that the well cover and the door to the root cellar had been secured. There was also discussion of the progress on the construction of access ramps for the commercial kitchen. They reported that the roof on the Peter Burr house has several loose pieces of metal and there is concern over possible wind/water damage to the house unless repairs are made promptly. Walter Washington will contact Doug Reed immediately to have him evaluate the condition of the roof and make recommendations for repair.

Happy Retreat - Walter Washington reported on the effort to purchase Happy Retreat.

Jefferson County Historic Landmarks Commission

Minutes from May 18, 2006

Rouss Hall, Charles Town

Commissioners Present –

Carmen Creamer, Kip Stowell, Don Amoroso, and John Allen
County Commissioners present Rusty Morgan and Jim Surkamp

- **Approval of Minutes** – Minutes of April 20, 2005 taken by Walter Washington submitted by John Allen. Unanimous vote of approval for minutes.
- **Treasurers Report** – Don Amoroso reported that the barn roof fix at Peter Burr farm will cost \$4,905 for Doug Reed's work.
- **Barn Survey** – Bill Theriout has offered to train a crew of volunteers to document barns of the county. One volunteer, Jim Cartwright, was present and had some logistical questions about the project.
- **Blasting Ordinance** – County resident, Dianna Suttentfield, raised concerns about possible damage to historic resources by blasting in the county. Suttentfield would like to see the county include a pre-blast survey included in the county ordinance. She asked the HLC to write a letter of support for such an ordinance. A motion was made, and the members voted unanimously in favor of support.
- **2005-2006 Survey** – John Allen reported that consultant David Taylor has experienced more family and health problems and has not been back to the county to complete his field work. JA said that Taylor expected to be back in early June.
- **Peter Burr Living History Farm** – Irv Groff reported that there was damage to the barn roof. Bill Berry said that the reenactment of the Burr v. Hamilton duel has been scheduled for July 15 with a country market and bread baking. A picnic at the farm has been scheduled for June 17. The newly launched website of the FOPB is
- **Poor Farm** – County Commission has asked for help in locating the cemetery at the Poor Farm. Carmen Creamer said that she would try to find the old aerial photographs that might show the site.
- **Cell tower section 106** – JA reported that Susan Pierce has written the tower company asking them to work with the HLC to mitigate the problem. Allen said that several letters of concern had been written to SHPO by affected property owners.

- **Happy Retreat** – The HLC has given a small contribution (\$500) to help pay for the architectural evaluation of the building. The Historical Society has covered the rest of the cost.

- **Other Business** – CC met with a group of property owners interested in getting a Washington Homes area designated. Creamer reported that the group is in the preliminary stages of the process. Rusty Morgan notified that HLC that he had been contacted concerning the possible destruction of an African American cemetery near the Summit Point Raceway. The HLC will contact George Rutherford and ask for his assistance. Morgan also brought up the idea of an annual HLC award for preservation excellence. The commissioners agreed to look into the possibility.

Jefferson County Historic Landmarks Commission

Minutes from June 15, 2006

County Meeting Room, Charles Town

Commissioners Present –

Walter Washington, Don Amoroso, and John Allen

- **Approval of Minutes** – Minutes of May 18, 2006 submitted by John Allen. Unanimous vote of approval for minutes.
- **Treasurers Report** – Don Amoroso asked that JA inquire about the status of Webb-Blessing reimbursement from SHPO. DA said that he has been working on getting the survey money from the JCHS.
- **Website** – The HLC talked about the content for the website with website designer, Dwayne ?. He asked the HLC about the outline he provided. Some minor changes were made and he was asked to proceed.
- **Survey** – JA reported that David Taylor has scheduled a three day visit over the week of July 3rd to do field work. JA will accompany him on Thursday, July 6th to show Taylor the “hard to find” properties.
- **Peter Burr Living History Farm** – Bill Therioult and Bill Berry talked about the recent activities at the Peter Burr Farm. New door hardware donated by Eric Johnson could be put on door. Doug Reed e-mailed that the new hardware should not be used until the door is assessed. HLC restated that any improvements that friends group wishes to make be approved by the HLC.
- **County Consultants** – JA stated that Kendig Keast, hired by the CC to review the zoning and subdivision ordinances, asked the HLC for a map of historic sites. Then, the CC officially requested a map be presented. The HLC has prepared the first draft of this map, identifying historic resource concentrations. The map has been mailed to the consultants. JA will make appointments to show the map to the County Commissioners.
- **Other Business** –

Minutes of Jefferson County Historic Landmarks Commission Meeting

July 20, 2006

Commission members present: Walter Washington, John Allen, Don Amoroso, Kip Stowell, Carmen Creamer. Guests included Fran Amoroso, Bill Theriault and Bill Berry.

Minutes – The minutes of the June 15, 2006 were approved unanimously.

Treasurer's Report – The Treasurer's Report was accepted. Don Amoroso reported that the \$31,000 budget allocation from the County Commission had been received. He expressed concern that no check had been received from the State Historic Preservation Office for the Webb/Blessing House grant. He also asked about the status of the Friends of Peter Burr, Inc. application to the IRS for 501(c)(3) status. Friends of Peter Burr, Inc. Treasurer Bill Berry said he would check with Irvin Groff about that. Don Amoroso asked him to get a copy of the application from Irvin. He pointed out that if the Heritage Trail grant application is approved, it may be necessary for Friends of Peter Burr, Inc. to have received 501(c)(3) approval in order to accept the funds. He also asked about the status of insurance for the Friends of Peter Burr.

Election of Officers – Walter Washington tendered his resignation as Chairman of the Commission and moved that John Allen be elected Chairman. Carmen Creamer seconded the motion. John Allen was elected Chairman by unanimous vote. John Allen moved that Walter Washington be elected Secretary. Kip Stowell seconded the motion, which was approved unanimously.

Survey – John Allen reported that David Taylor had been in the county for three days from July 5 - 7 conducting the architectural survey but still has three to four days of field work remaining. He will return on August 5. John Allen said he can accompany Taylor around the western part of the survey area. Bill Theriault offered to accompany Taylor around the Bakerton area. He also offered to send Taylor a copy of the Explorer data base of the County he has compiled. Don Amoroso asked when the deadline was for submission of invoices to SHPO for reimbursement under the grant.

John Allen pointed out that the County Commission has hired a consultant to re-do the county zoning ordinance. He said this was the Landmarks Commission's one chance to protect historic sites in the county. He proposed that the Commission undertake to complete the architectural survey of the county by November 10, 2006 by using volunteers to cover the western portion of the county and the mountain so the information can be provided to the zoning consultant. He said the survey results would be important in supporting the preservation goals the Commission has recommended to the consultant. It was agreed to try to meet this goal.

Peter Burr Farm - Bill Berry reported on the Burr Industrial Park Open House in June. He said that due to the hot weather that weekend, few people showed up for the picnic and many of the participating business owners closed early. Kip Stowell noted that many of the employees of the businesses at the park were excited about the events at the Peter Burr Farm. Bill Berry reported on the re-enactment of the Burr-Hamilton duel. He said 50+ people were in attendance. He reported that expenses for the previous month included \$770 for extension of the chimney on the bread oven and \$350 for music at the Open House. He said he had not received several outstanding bills for food for the event. He reported that the current balance in the bank account was \$1,253.44. He said that the Friends of Peter Burr had no further events scheduled until the Harvest Fair but that the Jefferson County Arts and Humanities Alliance (AHA) will be using the farm for its annual picnic in August.

Website – The proposal by Intellement for a website was discussed. Kip Stowell moved that the proposal be approved. However, after a discussion of outstanding budget issues, the motion was tabled for consideration at a future meeting.

Section 106 Referrals – John Allen reported that he will meet with the environmental consultant at the cell tower site on July 25 at 10 am. The request of Potesta Engineering for a letter was considered. Carmen Creamer agreed to review the request and send a response. A submission for a site in the City of Ranson was reviewed but since it contained no explanatory letter, no action was taken.

New Business – John Allen distributed a list of possible Jefferson County Historic Landmarks and asked that it be reviewed for the August meeting. He noted that there are 24 brass plaques in the storage cabinet.

Minutes of Jefferson County Historic Landmarks Commission Meeting

August 17, 2006

Commission members present: Walter Washington, John Allen, Don Amoroso, Kip Stowell, Carmen Creamer, County Commissioner Rusty Morgan. **Guests:** Kellie Boles, Bill Grantham, Lyle Rush, Bill Theriault, Irvan Groff, Maggie Keeler and Bill Berry.

Minutes – The minutes of the July 20, 2006 were approved unanimously.

Treasurer's Report – The Treasurer's Report was accepted. Don Amoroso reported that a bill for \$8,000 had been received from David Taylor & Associates in advance of the work being performed so that once the work is performed there will be no lapse in time to submit a reimbursement request to SHPO. He also reported a bill for 6,000 gallons of water usage had been received, which was obviously way in excess of the amount used. He will contact the utility to straighten the bill out. He noted there had been similar problems in the past with water bills. He said that liability insurance for Peter Burr Farm will be purchased. He noted it would be cheaper to get insurance for specific events. Bill Theriault pointed out there needs to be insurance in place to cover volunteers working on the property in between events. Don Amoroso also asked to meet with Bill Berry to complete the Friends of Peter Burr IRS Form 1023 requesting 501(c)(3) status.

Guests - Kellie Boles and Bill Grantham appeared on behalf of the Agricultural Task Force. Bill Grantham said the Task Force was in the process of preparing a letter to Kendig Keast, the consultant hired by the County Commission to prepare a new subdivision and zoning ordinance. He noted that most historic farms in the county are working farms and that the history of the county is agricultural. He spoke of the need to preserve the history of agriculture in the county. He said he would like to have the Task Force and the Landmarks Commission present a unified message to Kendig Keast

Mapping – John Allen described the process of mapping of historic sites in the county. Lyle Rush, then demonstrated the mapping program. It was agreed that a joint meeting of the Commission and the Ag Task Force would be scheduled before September 18, which is the date Kendig Keast will return for its next round of meetings.

Peter Burr Farm – Irvan Groff reported on the Eagle Scout project to build handicap access ramps and a deck in the back of the utility kitchen building. He said that the deck size required a County Building Permit because the site is deemed commercial by the Planning Commission. He said architect Rosalind Welsh is providing the design for the work. Rusty Morgan suggested requesting a waiver from the Planning Commission. Carmen Creamer questioned why the site was deemed commercial since it was owned by a County agency and any money generated is put back into the property. Irvan Groff