

**Town of Waterville - Historic Preservation Commission  
July 28, 2020 Meeting Minutes**

**Members Present:** Amy Larsen, Cathy Clark, Bruce Clark, Cathi Nelson, Michelle Mires, Jill Thomsen, Kat Russell

**Guests Present:** none

**Director** Amy Larsen opened the meeting (held at the home of Cathi Nelson) at 5:56 pm

**Approval of Minutes:** Minutes of the June 23, 2020 meeting minutes were approved as written.

**Report of Committees:**

- **Directors:** Amy Larsen reported that at the Waterville Main Street meeting on July 27, 2020, a partnership between Main Street and the Waterville Historic Preservation Commission was created. Amy referred to a recent article in the Empire Press regarding the application process; this process was shared at the Main Street meeting and local property owners were encouraged to apply to put their building on the registry.
- **Assistant to the Directors:** no report
- **Secretary:** (report will be under “New Business” later in the meeting.)
- **Inventory:** (report will be under “Old Business” later in the meeting.)
- **Media/Community Relations:** Jill reported that the Town is working on finding buyers for several of the buildings on main street. Some interest is from people outside of town. She will keep us informed as things move along.
- **Town Government Relations:** Jill continues to work with the Town and the Historic Preservation Commission to build relationships with a common goal of growing and preserving our Town.
- **Training:** (report will be under “New Business” later in the meeting.)
- **Grants:** Cathy will report later in the meeting under “New Business”.

**Old Business:**

- **Update on Inventory Help –** Kat reported that Kelsey Doncaster is excited to help Waterville with our inventory! He has family ties in our area and is eager to assist us and suggests that planning for the inventory could start this fall, with most of the inventory work being done in the spring of 2021. We are now waiting to hear if we are awarded the grant money to help fund the inventory.

**New Business:**

- **NAPC Forum 2020: Preservation Coast to Coast; August 2-8, 2020 – Cathi**
  - Cathi gave a brief update on the registration for this virtual forum. Waterville Historic Preservation Commission has purchased one registration; Jill Thomsen will purchase a second registration. Members reviewed what sessions they have indicated interest in; Cathi will send out an updated list of participants and the access code prior to August 2.
- **Waterville CLG video presentation for the August 12 CLG Grant Review Zoom meeting – Cathy and Amy**

- Cathy reported that she and Bruce are working on putting together a short (5-7 minutes) video that will introduce the grant committee to our commission. During the meeting, we each did a brief introduction; we also added to the video a brief segment about Cathi's home. Cathy encourages commission members to send brief video clips or other information to them as soon as possible to be included in the grant video. The grant zoom meeting is scheduled for August 12; Waterville Historic Commission's time slot for presentation is 12:05 pm. All members are encouraged to join the zoom meeting.
- **Valerie Sivinski Fund grant opportunity – Kat**
  - In order to apply for this grant, we would need to join the WA Trust for Historic Preservation. Jill will see if the Town of Waterville can apply for membership. Amy has looked briefly into this grant; the Grant committee will continue to research this funding opportunity and have a report at the August 25, 2020 meeting.

**Action Items:**

- **Jill Thomsen** will research a Town of Waterville application to the WA Trust for Historic Preservation.
- **Cathy, Amy and Cathi** will research for the Valerie Sivinski Fund grant if the Town obtains membership in the WA Trust for Historic Preservation (a requirement for this grant).
- **Cathy and Bruce** will continue to work on the video presentation for the August 12 zoom meeting for the CLG Grant applicants.
- **All members** are encouraged to send info and video clips about their historic property to Cathy and Bruce, to be included in the video for August 12.
- **Cathi** will send out the final list of 2020 NAPC Forum participants from our commission and the access code by August 2.

**Other: None**

With no more business at this time, the meeting was adjourned by Amy Larsen at 6:48 pm.

**Next Meeting Tuesday, August 25, 2020; 5:30 pm**  
**Format and/or Location to be announced no later than Tuesday,**  
**August 19, 2020**