



**HISTORIC PRESERVATION COMMISSION SPECIAL MEETING
GRANT REVIEW MEETING
MAY 18, 2020 – 1:00 P.M.
OAK RIDGE TOWN HALL
(Meeting held electronically via Zoom)**

MINUTES

Members Present

Debbie Shoenfeld, Chair
Caroline Ruch, Vice Chair
Brian Hall
Courtenay Harton, Alternate (Not sitting)

Staff Present

Sandra Smith, Town Clerk

Members Absent

Kristin Kubly
Paul Woolf
Barbara Engel, Alternate

Note: This meeting was conducted remotely under N. C. Gen. Stat. § 166A-19.24 by use of simultaneous communication using the Zoom online platform and in which Historic Preservation Commission's Grant Review Committee members participated by simultaneous communication. Committee members were joined and participated in the entire meeting, unless otherwise noted.

1. CALL MEETING TO ORDER

Chair Debbie Shoenfeld called the meeting to order at 1:03 p.m.

2. APPROVE AGENDA

Caroline Ruch made a motion to approve the meeting agenda. Brian Hall seconded the motion, and it was passed unanimously (3-0).

3. WELCOME GRANT COMMITTEE

Shoenfeld welcomed the member of the Grant Committee and the Grant Panel Experts, Benjamin Briggs of Preservation Greensboro and David Hoggard of Double Hung Windows. Mayor Ann Schneider, who created the grant program, was also in attendance.

4. REVIEW GRANT CRITERIA

5. APPLICATION REVIEW

A. SUPPORT RECOMMENDATIONS

Members of the committee reviewed applications requesting \$1,750 from Amy Klug for repair to steps leading to the stream at the Old Mill of Guilford and for \$2,000 from Drew Donnell for rafter replacement, joist repair and ceiling repair due to damage caused by a stone dormer. They recommended Donnell obtain another quote, since the one submitted was from his son-in-law's company. The committee recommended support of both projects, deeming both important to historic structures in Oak Ridge.

B. FUNDING RECOMMENDATIONS

The Committee agreed by consensus to support Donnell's project, once another quote is submitted, in the amount of \$2,000. If significant changes were made to the project in the second quote, it would be sent out again to the committee. Members also agreed by consensus to support Klug's project in the amount of \$1,750.

6. RECOMMENDATIONS FOR NEXT YEAR'S GRANT PROGRAM

No significant changes were recommended.

7. ADJOURNMENT

Caroline Ruch made a motion to adjourn the meeting at 1:43 p.m. Brian Hall seconded the motion, and it was passed unanimously (3-0).

Respectfully Submitted:

Sandra B. Smith, CMC, NCCMC
Town Clerk

Deborah D. Shoenfeld
Chair