

HCHLC 2022 OVERVIEW
For HCHLC Commission Review
Before Presenting to HC Planning Commission
February 21, 2023

Our big accomplishment for 2022 was writing and applying for a \$27,500 Grant to complete the County-wide Cemetery Survey that was begun seven years ago (2015). In a little over 4 months, we research the former Grant application, decided on what to tweak in this next one to better serve the county (planning commission, residents and visitors alike) and collaborated with Erin Timbrook, our County Grant Writer, to get it done. Then, we presented our Grant to the County Commissioners and gained their approval for an \$8,250 match (30%) of the \$27,500 Grant were applying for.

The following was shipped via UPS on October 20, 2022:

One Master Copy plus four additional copies. As they are not to be stapled, each copy was marked with either "Original Copy" or "Copy #X" with each page marked 1 of 24, 2 of 24, etc. and separated with large paperclips. Jean Shoemaker and I gave the final review before packaging it for shipment.

The Grant Application package was received by The State Historic Preservation Office (SHPO) on October 25th. We are now awaiting word, at least by April 1st of 2023, of our Grant request's acceptance or denial.

(What else should we say?)

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2022 OVERVIEW OF HCHLC ACTIVITIES

As I was not a member prior to June, I am asking each Commission member to review the following and make any additions or corrections.

January 2022 No Meeting?

February HCHLC Chair, David Parker, went to the HC Commissioners Meeting to present nomination Hampshire County Historic Landmarks Commission. Mr. Parker said he would like to step out of his current role as an appointed member under the By-Laws and assume the role of an Associate Member. He presented the names of Carol Shaw and Steve Bailes. Commissioner Hott moved to Appoint Carol Shaw to the unexpired term of the late Wendell Moreland, and to appoint Steve Bailes to the unexpired term of David Parker. Commissioner Cannon seconded the motion and the motion passed.

March 23rd No meeting?

April 27th The Agenda was printed but no meeting was held due to Early Voting. The only item on the agenda was Old Business: Phase III Cemetery Grant – Request for Bids. (Amanda had been tasked to reach out to the Consultants used in 2016-17 from the 2015 Grant Application. (She reached out to the people who did the last 2016-17 survey.)

May 25th The Minutes from this meeting note Old Business as Phase III Cemetery Grant- Request for Bid. Again, Amanda Barnes stated she had reached out and there was no further response from the Mills Group or Weller & Associates.

Under New Business: Carol Shaw and Steve Bailes were sworn in by Eric Strite, Hampshire County Clerk. Also, we were made aware that Tim Reese is working with Mike Gioulis to apply for the Rex Marcel Sherman Bridge on the Northwestern Turnpike (Rt 50) in Capon Bridge to be listed on the National Register of Historic Places. He has not yet put this in writing.

June 22nd

Jean Shoemaker accepted a \$100 donation from a woman who was eager to encourage the HCHLC in its work to preserve history in our County. (Jean believes she is a Washington descendant. She is related to the Taylors and Kuykendahls. When her grandmother died, her father moved to Alabama.) As we do not have a bank account, Jean presented the \$100 to Amanda Barnes, Planning Office to be noted as HCHLC money.

Old Business: Cemetery Survey Grant: Mrs. Barnes (Amanda) has attempted to email the Mills Group and Weller & Associates, with no response. It was requested that Carol Shaw be added to the email to assist Mrs. Barnes in getting further information regarding the next Grant Application to complete our County's Cemetery Survey.

Carol Shaw contacted Erin Timbrook, the county's Grant Writer to learn more about applying for Grants. She also called SHPO (State Historic Preservation Office) to learn the process and what steps to take. Charles Hall, HistoricHampshire.org, provided valuable background information, as well.

We have only 3 months left to complete the Grant Application as we need to present our application to the County Commissioners to gain approval of County dollars for Match monies before we can apply.

July 27th By July, we have learned a great deal about the 2015 Grant application and the subsequent 2016-17 Cemetery Survey process that followed. This made it easier to pick up and run with a grant application to complete the process by finding and cataloging (with GPS- Latitude and Longitude, for location purposes and adding photographs from the road to make it easier to find some of the out of the way sites).

New Business: The Landmarks Commission decided to create a working calendar to include required actions (i.e. Election of Officers in July, January review of progress, terms of members, expected deadlines (i.e. for grants), planned events (joint meetings of organizations and individuals interested in County History and Heritage Tourism). *The*

July, 2022 continued:

Planning Commission will not be responsible for maintaining this Calendar.

The idea of a working calendar is to help us keep on track and hopefully Special Meetings can be avoided.

The Annual Election of Officers: 1 year term

Chair: Jean Shoemaker

Secretary: Carol Shaw

Treasurer: Jane McBride

Open Forum:

Jean Shoemaker informed the Commission of an endowment for the old One Room School building that is now sited at the Hampshire High School campus. They are looking for a group to administer the Endowment. (Update: The Hampshire County Foundation is investigating this).

Steve Bailes shared an email from Tim Reese regarding the Rex Marcel Sherman bridge Nomination for listing on the National Register of Historic Places. Mr. Reese would like to come to our October meeting.

August 17th, 24th, 31st: Two special meetings were held to make sure we dotted our 'I's and crossed our 'T's with regard to having motions made and approved at meetings, and then having the minutes approved at a subsequent meeting before presenting our Grant application before the County Commissioners.

Jane McBride decided to retire from the HCHLC.

Letters of Support from the County Funeral Directors were solicited. Shaffer's, McKee's and Giffin's complied. Charles Hall, historian and HistoricHampshire.org creator/administrator, was the first to create a Letter of Support. The Hampshire County Planning Commission, and HC Commissioners were also solicited.

HCHLC received an invitation to attend the September 21st Planning Commission meeting. Jean and Carol created a binder with details on HCHLC's mission and what we need from the Planning Commission and Planning Office.

September 28th: Non-Quorum. Erin Timbrook attended and reviewed what we had completed thus far. During back and forth email and phone conversations, Erin had encouraged us to put an inflation factor to our numbers and this had already been done, and approved.

HCC Meetings attended: September 13th, presenting the Grant to the Commissioners and their vote to approve; and September 27th to be sure the minutes from the 9/13/22 meeting were approved as read.

Mrs. Barnes (Amanda) had mentioned that the public can speak in the Open Forum section of our meetings, but need to sign their names on a List. Thus, we need a 'List of Speakers' form at each of our meetings.

October 25th – HCC - Alanna McGuinn was sworn in as the new HCHLC member of our Commission, by Robert Hott, County Commissioner.

October 26th – No meeting could be held in the 2nd Floor Court Room as Early Voting has begun. It will be in this room.

October 19th Thus, this alternate date was chosen. However, this was pulled at the last minute because the Clerk of the Court needed the Court Room to test the Voting Machines. As it turned out, Tim Reese was unable to attend, so we did not hold a normal meeting.

Instead, Jean Shoemaker and Carol Shaw met to review the complete package of documents for the Cemetery Survey Grant.

October 20th The package of 5 grant applications was sent by UPS to SHPO. (Carol should be reimbursed for this cost - \$12.50)

November 23th

No meeting due to Thanksgiving.

December 28th

No meeting due to Christmas holiday.

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Hampshire County Historic Landmarks Commission Meeting Open Forum

Date: _____

List of Speakers
