

**CECIL COUNTY HISTORIC DISTRICT COMMISSION**  
**MEETING MINUTES**  
**6 January 2004**

**Present:** Cairns, Ed & Sally; Dixon, Mike; Edwards, Ron & Audrey; Simperts, Nancy; Sennstrom, Eric

**Absent:** Malin, Jesse

**Call to Order:** Chairman Ed Cairns called the meeting to order at 3:00 p.m.

**Approval of Minutes:** Motion was made to approve minutes of December HDC by Sally Cairns, Seconded by Mike Dixon, HDC voted unanimously to approve minutes of December meeting with the striking of West Nottingham from New Business at the suggestion of Ron & Audrey Edwards.

**New Business:** Chairman Ed Cairns asked the HDC to review the request of Ron & Audrey Edwards for a 10% property tax credit for renovation work they performed on the Thomas Richards House. Ron Edwards presented the information and documentation to support their request. An 18<sup>th</sup> century log structure was added to the dwelling, the interior needed to be redone, plaster, hardware, doorways were worked on. Pictures were perused by the HDC indicating the before and after examples of the renovations. The costs only include materials as the labor was provided by the Edwards. Audrey Edwards added that there are 7 levels in the house, the porch was shingled and the barn roof was redone. Chairman Ed Cairns stated that the addition is very appropriate to the existing structure. Audrey Edwards added that the entrance to loghouse is through the entrance to the original house. Ron Edwards opined that that the tax credit is crucial to having people become involved in historic preservation. Audrey Edwards stated that the purpose of renovation was to make the dwelling livable. It has taken 20 years to get to the point where they are now. Ron & Audrey Edwards stated for the record that they would be recusing themselves from voting on this issue.

Motion made by Nancy Simperts to grant tax credit, seconded by Sally Cairns, HDC voted unanimously to have the County apply the 10% tax credit to the Edwards.

**Old Business:** Chairman Ed Cairns provided information on Knox Folly and *Kent County News* article on historic preservation. Sally Cairns stated that Dudkewitz is selling his property but with holding 8 acres around old schoolhouse. Ed & Sally Cairns will be visiting Mrs. Brown about historic designation of her property. Audrey Edwards will talk to Phyllis Kilby about historic designation on Kilby farm house. Ron & Audrey Edwards have made several contacts that look promising for potential nominations for historic designation. Nancy Simperts that she spoke to H. Barry Montgomery regarding historic designation of Huester house. She reported that he may be selling it. Nancy Simperts suggested having Mr. Montgomery talk to the HDC about historic preservation. Chairman Ed Cairns stated that he would like speak with the board of Realtors regarding historic preservation. Chairman Ed Cairns reported that he spoke with Elizabeth Hughes at Maryland Historic Trust regarding negative publicity associated with the Knox Folly situation. Ms. Hughes responded that MHT has an easement on the house, the occupants pledged to restore and maintain the premises in exchange for lifetime residency. The occupants proceeded to demolish buildings, alter structures and build fences without obtaining approval from MHT. Chairman Ed Cairns stated that University of Maryland wants to demolish a historic house in Baltimore for a student union. MHT is opposing this as well. Audrey Edwards reported that the house across from Farmington Airport has gingerbread trim work on it.

Meeting adjourned at 3:38 p.m.

**CECIL COUNTY HISTORIC DISTRICT COMMISSION**

**MEETING MINUTES**

**2 March 2004**

**PRESENT:** Cairns, Ed & Sally; Edwards, Ron & Audrey; Simpser, Nancy; Sennstrom, Eric

**ABSENT:** Dixon, Mike

**CALL TO ORDER:** Chairman Ed Cairns called the meeting to order at 3:05 p.m.

**APPROVAL OF MINUTES:** Motion made by Nancy Simpser to approve the minutes of the January 2004 meeting. Seconded by Ron Edwards. HDC voted unanimously to approve January 2004 meeting minutes. (The February meeting was cancelled)

**OLD BUSINESS:** Chairman Ed Cairns read Jesse Malin's letter resigning his position on the HDC. Discussion ensued regarding the vacancy on the HDC and potential replacements. Sally Cairns stated that it would be nice to have representation from the 1<sup>st</sup> Election District. Director Sennstrom stated that the Board of County Commissioners has been advised of Mr. Malin's resignation, but have not yet appointed a replacement. Ron Edwards suggested that the HDC begin meeting on a bi-monthly basis. This may make it more attractive to potential new members. Mr. Edwards suggested extra meetings could be held on an as needed basis. Chairman Ed Cairns stated that Sally and he had received their letter of re-appointment from the Board of County Commissioners.

**NEW BUSINESS:** Chairman Ed Cairns stated that he would like to propose that the HDC fill out nomination forms for historic properties and take them to the property owners to ask their permission to nominate the property and to have them sign the form. Audrey Edwards stated that she visited Jean Crawford at Christmas and was told that Mrs. Crawford is still interested in nominating her property, but it has not been a priority. Ron Edwards opined that face to face meetings with potential nominators are important. Chairman Ed Cairns stated that Jackson Hall School, Rose Hill, and the Dudkewitz place in Cowentown need to be designated. Audrey Edwards stated that the Harris House in Harrisville needs designation along with the village of Colora. The HDC is in favor of actively contacting potential nominees. Sally Cairns asked about article in *Cecil Whig*? Nancy Simpser will take nomination form to Fair Hill Inn and to Harlan Williams for house on Telegraph Road proposed to be demolished as part of the proposed Aston Pointe subdivision. Chairman Ed Cairns will take nomination form to Jackson Hall School and house. Ron & Audrey Edwards were approached at the library about protecting the school. Audrey Edwards will take nomination form to Reynolds House, Harris House, Hilltop House, Rowe House, Glessner House and Dallas Green. Sally Cairns stated that it would be nice to receive a nomination from the house across from the Hilltop Inn.

The HDC reported that they have not done any easement inspections for the State. Discussion ensued regarding loopholes in federal designation, and counter productive positions taken by State bureaucracies regarding preservation efforts.

Meeting adjourned at 3:55 p.m.

**NEXT MEETING:** Tuesday, 6 April 2004, 3:00 p.m., P&Z conference room

**CECIL COUNTY, MARYLAND**  
**Historic District Commission**  
**Meeting Minutes**  
**4 May 2004**

**Present:** Ed & Sally Cairns; Ron & Audrey Edwards; Patricia Folk; Nancy Simperts; Eric Sennstrom

**Absent:** Mike Dixon

**Call to Order:** Chairman Ed Cairns called the meeting to order at 3:00 p.m.

Chairman Ed Cairns introduced Patricia Folk to the HDC. Ms. Folk has been appointed to fill the unexpired portion of Jesse Malin's term.

**Approval of Minutes:** Motion made by Nancy Simperts to approve minutes of March 2004 HDC meeting, seconded by Ron Edwards, all in favor of motion.

**Old Business:** Chairman Ed Cairns inquired as to the status of the State easement inspections and reviewed assignments from 12/03 meeting. Patricia Folk will contact Jesse Malin to see if an inspection of the Wallace Carter Mill was performed. Nancy Simperts stated that she has conducted an inspection of the Fair Hill Inn. Director Sennstrom indicated that the State would like to have inspections completed by the end of June 2004. Nancy Simperts informed the HDC that the Fair Hill Inn is not interested in a nomination for historic designation. However, three other sites owned by the Cherry Hill Methodist Church are interested in nominating for historic designation.

Chairman Ed Cairns stated that Sally and he researched the Dudkewitz house and the schoolhouse. The schoolhouse is one of the first schools in the Cecil County school system. Dudkewitz is thinking about designation. Chairman Ed Cairns stated that Jackson Hall is only one room schoolhouse in County that still resembles a one room schoolhouse. Nancy Simperts added that there is a one room schoolhouse on Little New York Road. Audrey Edwards mentioned Center School is a one room schoolhouse. Chairman Ed Cairns stated that DNR is allowing buildings in Fair Hill to deteriorate and is replacing them with new structures. Nancy Simperts stated that the department is in flux and that there is budgetary uncertainty. Audrey Edwards indicated that the Reynolds house may be interested in nominating for historic designation. Chairman Ed Cairns stated it is important to remind people that the County's designation affords a 10% tax credit and protection in perpetuity.

**New Business:** The HDC did not have any new business.

**General Discussion:** Audrey Edwards questioned if anybody attended the State historic preservation conference. Chairman Ed Cairns said that every other year would be sufficient. Ron Edwards agreed and said there are nuggets of information to be obtained on an occasional basis. Patricia Folk questioned as to when the conferences are held. Audrey Edwards stated usually in April. Nancy Simperts stated that H. Barry Montgomery is not interested in nominating the Gilpin House for historic designation. Patricia Folk indicated that she will speak with him about this issue. Audrey Edwards stated that University of Delaware graduate students can document history of house.

Meeting adjourned at 3:27 p.m.

## CECIL COUNTY HISTORIC DISTRICT COMMISSION

**The HDC did not hold a July 2004 meeting due to a lack of agenda items.  
The next meeting is scheduled for 3 August 2004.**

## CECIL COUNTY HISTORIC DISTRICT COMMISSION

### **Meeting Minutes**

**3 August 2004**

**Present:** Cairns, Ed & Sally; Edwards, Ron & Audrey; Folk, Patricia; Sennstrom, Eric

**Absent:** Dixon, Mike

**Approval of Minutes:** Motion made to approve May meeting minutes by Nancy Simperts, seconded by Ron Edwards. HDC voted to unanimously approve May minutes.

**New Business:** Nancy Simperts announced that she will be bringing in three nomination forms for historic designation. Chairman Ed Cairns stated that he also has a nomination form to submit. He suggested that the Historic District Commission (HDC) may need to complete the application forms and take them to the property owners. Chairman Ed Cairns stated that he spoke with Dudkewitz about designation, however, there was no follow through. Patricia Folk suggested that the HDC fill out the nomination forms on the spot and volunteer to return them for the property owners. Chairman Ed Cairns posited that the HDC is responsible for education and should encourage nominations. The Rising Sun *Herald* printed his article as a letter to the editor. Nancy Simperts suggested placing the information brochure in the tourism packet. Audrey Edwards said that it is important for the tourists to know where the historic sites are located. HDC was of the consensus that the brochures should be sent to Sandy Turner and Millie Riddle. Patricia Folk has a friend that has marked up the brochure in an effort to improve it, she also suggested using a reduced version of Geraldine McKeown's map highlighting historic sites. HDC discussed other methods to create and publicize historic site map. Ron Edwards stated that another educational seminar would be useful. Chairman Ed Cairns stated that a seminar is a good idea. He queried as to whether the fall or spring would be best. Patricia Folk suggested holding the seminar in October. Sally Cairns suggested January 2005. Ron Edwards thought that January, February or March of 2005 would be best. Chairman Ed Cairns summarized HDC's publicity efforts for Patricia Folk. Patricia Folk suggested setting up a table at events such as the County Fair to broaden exposure of HDC's objectives and efforts. She also suggested addressing the Town chambers of commerce. Nancy Simperts suggested placing brochures at flea markets and Audrey Edwards suggested placing brochures in antique shops. Patricia Folk stated that she will speak to Mrs. McKeown about the map and Chairman Ed Cairns stated that he will contact the Chamber, Lions, Rotary, Kiwanis clubs about his program presentation. HDC discussed methods to overcome misconceptions about historic preservation. Patricia Folk suggested a seminar at the library. Audrey Edwards stated that they work well. Patricia Folk stated that she will put brochures in the antique shops, arts council, and Cecil Community College Arts Council. Nancy Simperts said greater recognition is crucial. Nancy Simperts also stated that the Rev. Hubert Jicha is interested in serving on the HDC the next time a vacancy occurs. Chairman Ed Cairns, Sally Cairns, Patricia Folk and Dr. Folk inspected Rose Hill. Sally Cairns summarized inspection. Sally Cairns stated that the inspection form is ridiculously long. HDC debated whether the MHT methods for dealing with their easement properties are too heavy handed. Ron & Audrey Edwards reported on their inspection of the Churchman House. Ron & Audrey Edwards also reported on their attempts to perform an inspection of the yacht Elf. The Edwards were unable to

coordinate with Rick Carrion on a time to perform an inspection. Sally Cairns stated that Karen Peterson is interested in a historic designation. Chairman Ed Cairns will update his presentation in advance of the library seminar. Eric Sennstrom stated that he would contact the library to ascertain when the meeting room would be available.

**Adjournment:** Chairman Ed Cairns adjourned the meeting at 4:15 p.m.

**Next Meeting:** 3:00 p.m., Tuesday – 5 October 2004

**CECIL COUNTY HISTORIC DISTRICT COMMISSION**  
**MEETING MINUTES**  
**5 October 2004**

**Present:** Cairns, Ed & Sally; Dixon, Mike; Edwards, Ron & Audrey; Folk, Patricia; Simpers, Nancy; Sennstrom, Eric

**Absent:** None

**Call to Order:** Chairman Ed Cairns called the meeting to order at 3:02 p.m.

**Approval of Minutes:** Motion made by Sally Cairns to approve the minutes from the 3 August 2004 meeting. Seconded by Patricia Folk. All in favor.

**New Business:** Patricia Folk had a professional designer look at the Historic District Commission's brochure. The Historic District Commission perused the mark ups while Ms. Folk summarized the suggested improvements. Suggestions were as follows: condense text, use a bullet format, change the font to sans serif, use different paper, use question & answer format, keep text short & simple, use of photograph is good – should be a 3-D representation of a historic structure. Chairman Ed Cairns suggested that the Historic District Commission review each suggestion individually. The Historic District Commission agreed on the following revisions:

Strike "After a two year study" and replace with Commission's creation date

Create bullet titled Mission

Add bullet stating "To make recommendation ..."

Mike Dixon suggested adding statement to read "To preserve historical resources of County the

Commission performs the following mission"

Patricia Folk stated that preservation should be emphasized

Mike Dixon felt advocacy role should be emphasized

Audrey Edwards would like to add third bullet

Historic District Commission agreed to add bullets for tax credits, increase in value, protection, preservation, promotion

Commission agreed to delete sentence beginning "In short, you have..."

Make statement "Easy to apply" then add bullets on process

The section on How does HDC fit in process will be edited

Establish bullets for designation criteria such as historic, architectural or archeological significance

Delete last sentence in "How will my property be affected?"

Chairman Ed Cairns felt strongly that the present photograph should be retained as it represents a public building and the Historic District Commission is a public entity. Director Sennstrom stated that he will obtain quotes on printing a new brochure. Chairman Ed Cairns stated that unless applications for nomination are received, the revised brochure will be faxed or e-mailed to Historic District Commission members in advance of the 7 December 2004 meeting. Patricia Folk suggested doing educational workshops and a newsletter. Nancy Simpers suggested doing something with tourism to publicize Commission. Mike Dixon opined that it may be time to re-send applications to historic property list and to place brochure in Arts Council, Historical Society, Colonial Charlestown, etc. Nancy Simpers suggested doing a workshop in January or February of 2005. Chairman Ed Cairns summarized an article from the *News Journal* regarding New Castle County's historic tax exemption opportunities.

Meeting adjourned at 4:05 p.m.

Next Meeting: Tuesday, 7 December 2004 – 3:00 pm.

**CECIL COUNTY HISTORIC DISTRICT COMMISSION  
MEETING MINUTES  
7 December 2004**

**Present:** Cairns, Ed & Sally; Dixon, Mike; Folk, Patricia; Sennstrom, Eric

**Absent:** Edwards, Ron & Audrey; Simpers, Nancy

**Call to Order:** Chairman Ed Cairns called the meeting to order at 3:00 p.m.

**Approval of Minutes:** Motion made by Patricia Folk to approve minutes from October meeting, motion seconded by Mike Dixon, all in favor.

**New Business:** Chairman Ed Cairns inquired as to whether any applications for nomination have been received. Director Sennstrom stated none had been received. Chairman Ed Cairns referenced article in *Cecil Whig* regarding the covered bridge and the article in the *Baltimore Sun* regarding the Fix Up/Stay In program for older dwellings. Chairman Ed Cairns also presented a letter from the Kent County Historical Society regarding a group tour of the Maryland Historical Society's office in Baltimore on 12 January 2005. The cost to attend is \$30-34 depending on attendance.

**Old Business:** Chairman Ed Cairns reviewed the new brochure format with HDC members present and summarized his prototype. The bifold format is his favorite, it will stand out from others, this design lends itself to a perforated approach to permit a mail in portion for those interested in the program. Additionally, chairman Ed Cairns stated that a picture can be placed on one side. Sally Cairns suggested using a photograph of one of the designated structures. Mike Dixon and Patricia Folk agreed. Patricia Folk asked if the photograph would be in color and whether a collage could be used. Mike Dixon opined that a collage would be a good way to go and if done in color it would make the brochure a splashy, attractive stand-out. Director Sennstrom stated that he would present the brochure to printers for quotes upon receipt of the photographs that the HDC wished to use. Patricia Folk stated that it is good to emphasize other things eligible for designation. Chairman Ed Cairns would like to have a map with photographs of the designated sites to use at a seminar. Chairman Ed Cairns stated that the HDC should plan for a seminar in the spring. Patricia Folk posited that late January '05 or early February '05 would be better. Sally Cairns agreed. Mike Dixon queried the HDC as to the seminar's content. Chairman Ed Cairns stated that there should be a presentation on the program emphasizing historic preservation and talk about designated sites. The presentation should stress why historic preservation is important, what does it mean, stay positive. Invitations should be sent to invite attendees to a ½ day seminar on a Saturday. HDC discussed possible locations such as the Elkton Library, the Elkton Station and Elkton Town Hall. Sally Cairns suggested picking a date. Mike Dixon suggested picking a theme like "Preserving Our Legacy". Patricia Folk suggested starting the meeting with a speaker talking for a half hour. Sally Cairns suggested either 2/22/05 or 2/15/05 as potential dates. MHT speakers are free. Sally Cairns will contact MHT, Patricia Folk will contact Pat Wollen, Mike Dixon will contact Mark Clark. Mike Dixon suggested having vendors pay for display space to cover cost of speaker.

Meeting adjourned at 3:35 p.m.

**NEXT MEETING:** 4 January 2005, 3:00 p.m., P&Z Conference Room

Respectfully Submitted:

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Eric S. Sennstrom, AICP  
Director  
Planning, Zoning, Parks & Recreation