

CECIL COUNTY HISTORIC DISTRICT COMMISSION

MEETING MINUTES

3 February 2009

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

Absent: Cairns, Sally

Call to Order: Chairman Ed Cairns called the meeting to order at 3:10 p.m. Chairman Cairns noted that the Historic District Commission (HDC) had not approved the September 2008 meeting minutes.

Approval of Minutes: Motion was made by Patricia Folk to approve the September 2008 meeting minutes with the capitalizing of Elk and Simperts. Motion was seconded by Ron Edwards. All members present voted in favor of motion. Motion carried.

Motion was made by Patricia Folk to approve the October 2008 meeting minutes. Motion was seconded by Ron Edwards. All members present voted in favor of the motion. Motion carried.

Old Business: Chairman Cairns asked if any new applications for nomination have been received. Director Sennstrom replied in the negative. Nancy Simperts indicated that Betty Lane may be submitting an application shortly and that three others may be interested in following her. Audrey Edwards inquired as to whether the HDC still did pre-applications. Director Sennstrom indicated that pre-applications are still done. Nancy Simperts said she will follow up with Ms. Lane and will provide Chairman Cairns with the potential applicant's telephone number to see if he could render assistance to Ms. Lane. Patricia Folk inquired as to how many properties are needed to constitute a district. Chairman Cairns stated it is up to the property owners to nominate, but that more than one contiguous designation could create a district. Nancy Simperts said she is confident that Ms. Lane will be successful in encouraging others to nominate themselves for designation. Chairman Cairns indicated that while the HDC may not receive applications from the entire village, groups of properties would be nice. Discussion ensued regarding the creation of multiple districts in Elk Mills. Patricia Folk suggested a follow up mailing to create an interest in nominating properties. Mike Dixon suggested an alternative of letting the four potential nominations come in and then doing a press release to garner further interest. The HDC decided to contact the *Cecil Whig* when the nominations are received.

Chairman Cairns inquired as to whether the fact sheet had been finalized. Director Sennstrom indicated it had and that he will resend it via e-mail for the HDC's perusal. Chairman Cairns suggested that the tax credit guidelines be presented to the two new County Commissioners for their edification. Chairman Cairns suggested contacting Washington College to obtain a

student intern to assist applicants with their nominations and to do research on properties. Patricia Folk will contact Dr. John Seidel at Washington College to discuss this matter with him. Nancy Simperts volunteered that she was familiar with someone who may be interested in assisting.

Patricia Folk inquired as to the status of plaques for the designated properties. Nancy Simperts reported that 5X7 plaques were agreed upon and that Paint "N" Place in Elkton would fabricate them at the property owner's request. The cost would be borne by the property owners. Chairman Cairns reminded the HDC that the plaques are encouraged, not mandatory.

New Business: Chairman Cairns highlighted the brochure of historic places from the Chamber of Commerce. Chairman Cairns also stated that the HDC should consider a new member as chairman. Discussion ensued regarding duties of chairperson. Nancy Simperts nominated Ron Edwards. Mr. Edwards demurred and said he cannot accept the position. Patricia Folk volunteered to assume the role of chairperson. Audrey Edwards seconded Ms. Folk's nomination. All members present voted in favor of motion. Motion carried.

Nancy Simperts reported that the Cherry Hill Methodist Church is celebrating its 150th anniversary. Ron Edwards reported that the Cecil Hotel in Charlestown, dating from 1910 is in poor shape but will be purchased by the Town with Maryland Historic Trust grants and be restored and repaired. The Town will then sell the building. Chairman Cairns noted that he is a member of the Comprehensive Plan Citizen Oversight Committee and he is willing to present any goals and objectives relative to historic preservation to that committee that the HDC may have. Ron Edwards lamented that the public schools are not adequately teaching the County's history and that the HDC should encourage the Board of Education to do more in this area. Mike Dixon suggested using the *Cecil Soil* magazine as an alternative venue to the *Cecil Whig* for publicizing the HDC's efforts.

Motion was made by Mike Dixon to thank Ed Cairns for his seven years of service as Chairman. Nancy Simperts seconded the motion. All members present voted in favor of the motion. Motion carried.

Adjournment: Meeting adjourned at 3:57 p.m.

Respectfully submitted:

Eric S. Sennstrom, AICP
Director – Planning & Zoning

CECIL COUNTY HISTORIC DISTRICT COMMISSION
Meeting Minutes
5 May 2009

Present: Cairns, Ed; Edwards, Ron & Audrey; Simperts, Nancy; Sennstrom, Eric

Absent: Cairns, Sally; Dixon, Mike; Folk, Patricia

Call to Order: Acting Chairman Ed Cairns called the meeting to order at 3:06 p.m. He explained he was substituting for Ms. Folk due to an incapacitation involving her husband.

Approval of Minutes: Motion was made by Nancy Simperts to approve the February meeting minutes. Motion was seconded by Audrey Edwards. All members present voted in favor of motion. Motion carried.

New Business: Nancy Simperts suggested the HDC meet on a quarterly basis or as needed if applications for nomination are received. Ms. Simperts also reported that she is scheduling a meeting with several property owners in Elk Mills who are interested in nominating their properties for historic designation. The meeting will most likely occur in early June. Ed Cairns reported that he has volunteered to assist landowners in completing their applications. Nancy Simperts stated that the *Cecil Whig* may be interested in doing a story on historic preservation in the County. Audrey Edwards indicated that she has provided the application for nomination to two interested parties owning structures in Calvert and near Rising Sun. The Calvert structure was erected circa 1740 and the one near Rising Sun was erected circa 1719. Discussion ensued regarding the potentiality of applications and on the Maryland Department of Natural Resources' curatorship program. Ed Cairns stated that the HDC fact sheet was satisfactory and included all pertinent information. Director Sennstrom will distribute copies to the HDC members. Ed Cairns asked if the HDC had any additional comments. Ron Edwards queried as to the County's Comprehensive Plan process. Ed Cairns stated that he is a member of the Citizen Oversight Committee and could provide HDC representation if desired. Discussion ensued on raising awareness of HDC activities. Audrey Edwards reported that the Preservation Maryland Conference will be held at the end of May in Baltimore.

Adjournment: Ed Cairns adjourned the meeting at 3:35 p.m.

Next Meeting: 7 July 2009, 3:00 p.m.

Respectfully submitted:

Eric S. Sennstrom, AICP
Director – Planning & Zoning

CECIL COUNTY HISTORIC DISTRICT COMMISSION
MEETING MINUTES
7 July 2009

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

Absent: Cairns, Sally

Call to Order: Chairperson Folk called the meeting to order at 3:01 p.m.

Chairperson Folk thanked Ed Cairns for chairing the 5 May 2009 meeting in her absence. Additionally, she thanked the members of the HDC for their commitment to preserving the County's historic heritage. Chairperson Folk reminded the HDC that they needed to work as a team and that they will be using meeting agendas.

New Business: Chairperson Folk asked if there were any revisions to the draft fact sheet. No revisions were identified. The HDC will use the fact sheet as worded. The fact sheet will be distribute to various print media as well as the library branches and placed on the County's website. Nancy Simperts volunteered to write an article for publication in magazines such as *Cecil Soil* and *Cecil Connections*. She also volunteered to contact the *Cecil Whig* to see if they would publish an article. Chairperson Folk said she would talk to Denise Davis about placing the fact sheet in the library branches. Nancy Simperts inquired as to the possibility of Cecil County Public Schools offering a social studies segment on the history of Cecil County. Chairperson Folk said she would talk to Superintendent of Schools Henry A. "Dick" Shaffer about this issue.

Nancy Simperts reported that Director Sennstrom and she met with property owners from the Elk Mills community on 1 June 2009 at the Harlan House to see if they would nominate their properties for historic designation. Ms. Simperts said that 10 folks from frame row attended the meeting and were briefed on the nomination process and presented with an overview of the fact sheet. Chairperson Folk inquired as to whether a follow-up meeting will be held to keep the process moving forward. Nancy Simperts responded in the affirmative with a tentative date in early September. Chairperson Folk, Ed Cairns and Nancy Simperts volunteered to participate in the September meeting. Discussion ensued on the community of Elk Mills, the historic significance of the mill worker housing, potential candidates for designation, and historic resources to verify the dates that the dwellings were erected.

Chairperson Folk indicated that the HDC needs to follow-up on obtaining the services of a student intern. Since the HDC never received a response from the history department at the University of Delaware, Mike Dixon suggested that the HDC contact both Dr. Mike Seidel at Washington College and the history program at Harford Community College. Mr. Dixon will provide contact information to Ms. Folk.

Chairperson Folk asked if the HDC would like to meet on a quarterly basis unless an application to designate was received. Motion was made by Nancy Simperts to meet quarterly unless an application for nomination was received. Motion was seconded by Ron Edwards. All members present voted in favor of motion. Motion carried.

Ed Cairns provided a briefing on the efforts of the Comprehensive Plan Citizen Oversight Committee and where the process will be moving in the near term future. He noted that both he and Ms. Folk are members of the Comprehensive Plan Committee.

Other Business: Chairperson Folk indicated that it would be beneficial to the HDC to attend events such as the Preservation Maryland Conference and other workshops in an effort to stay informed on preservation techniques and issues. Audrey Edwards noted that useful information can be gleaned at these events if you pick the proper topics and issues. The HDC resolved to keep each other informed on seminars, conferences and other events to stay abreast of the latest preservation matters.

Adjournment: Chairperson Folk adjourned the meeting at 3:53 p.m.

Next Meeting: 3:00 p.m., Tuesday, 6 October 2009

Respectfully submitted:

Eric S. Sennstrom, AICP
Director – Planning & Zoning

CECIL COUNTY HISTORIC DISTRICT COMMISSION
MEETING MINUTES
1 September 2009

Present: Cairns, Ed & Sally; Folk, Patricia; Simperts, Nancy; Sennstrom, Eric

Absent: Dixon, Mike; Edwards, Ron & Audrey

Call to Order: Chairperson Folk called the meeting to order at 3:05 p.m.

Approval of Minutes: Motion was made by Sally Cairns to approve the July 2009 meeting minutes. Motion was seconded by Nancy Simperts. All members present voted in favor of the motion. Motion carried.

Chairperson Folk noted that Nancy Simperts, Mike Dixon and she met to discuss the set-up of public outreach efforts. Nancy Simperts summarized a tour of Elk Mills undertaken by Mike Dixon, Patricia Folk, and herself. Ms. Simperts also reported that the *Cecil Soil* magazine has agreed to publish articles regarding the HDC and its activities. The articles will be titled "Then and Now" and will be authored by Mike Dixon and Nancy Simperts. Ms. Simperts will also be photographing, with the property owner's permission, each of the 23 designated sites so that they can be published as well. Discussion ensued on the village of Elk Mills and on the designation criteria. Chairperson Folk queried as to other options for enhanced publicity. Sally Cairns noted that she has a collection of photographs of many historic sites throughout Cecil County. Chairperson Folk suggested that the *Aegis*, *Herald*, *News-Journal*, and the Kent County newspaper be contacted to print articles about the HDC.

Chairperson Folk noted that Nancy Simperts has developed an improvement to the organization of the HDC brochure and the fact sheet/instruction inserts. Ms. Simperts' method involves the stapling of the inserts to the brochure so that they are held fast as a unitary handout. The members of the HDC were delighted with the proposed improvements. Ed Cairns noted that the fact sheet needed to be revised to reduce the indentation regarding the headings for "Items eligible for tax credits" and for "Items not eligible for tax credits". Chairperson Folk noted that the HDC members need to be listed on the instruction sheet and that the Historical Society of Cecil County and the Cecil Historic Trust need to be stricken. This would eliminate confusion. Chairperson Folk requested that the revised document be sent to all the HDC members for comment.

Chairperson Folk stated that a letter has been drafted to send to Dr. Seidel regarding the possibility of obtaining a student intern to assist the HDC with their efforts. She will follow up with Mike Dixon about contacting Harford Community College. Nancy Simperts inquired as to whether Tome School and West Nottingham Academy have community service requirements for their students and whether they might be resources to explore. Chairperson Folk reported that she has not yet contacted Henry Shaffer about the local school curriculum and the potential for local history to be included. Ed Cairns reminded the HDC that he has a 15 minute slide show that may be appropriate. Sally Cairns questioned if Cecil College

still had a local history course. Director Sennstrom will inquire with Dr. Lane as to whether the course is still offered. Ed Cairns will bring his slide show to the next meeting for the HDC to peruse. Chairperson Folk stated that Mike Dixon suggested a press release on the receipt of an application to nominate for historic designation. She also stated the need to have a vice-chair to carry on in her absence. Nancy Simperts nominated Ed Cairns for vice-chairman. Sally Cairns seconded the nomination. All members present voted in favor of the motion. Motion carried.

NEXT MEETING: 1 December 2009, 3:00 p.m.

Respectfully Submitted:

Eric S. Sennstrom, AICP
Director – Planning & Zoning

CECIL COUNTY HISTORIC DISTRICT COMMISSION
MEETING MINUTES
1 December 2009

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

Observer: Mattix, Cheryl

Call to Order: Chairperson Folk called the meeting to order at 3:01 p.m.

Approval of Minutes: Motion was made by Nancy Simperts to approve the 1 September 2009 meeting minutes. The motion was seconded by Mike Dixon. All members present voted in favor of the motion. Motion carried.

New Business: Chairperson Folk introduced Cheryl Mattix, a reporter for the *Cecil Whig*, and stated that she invited Ms. Mattix in an effort to hopefully generate an article in the newspaper regarding the HDC and its activities that would raise the public's awareness of historic preservation activities and remove any trepidation the citizenry may have regarding historic designation on their properties. Discussion ensued between the HDC and Ms. Mattix relative to the powers of the HDC, responsibilities post designation, advantages of designation (i.e. tourism, tax credits, aesthetics, property enhancement, economic development), reasons for reluctance to apply for designation, the confusion relative to the different entities regarding historic preservation, and potential ideas for an article. Mike Dixon and Nancy Simperts volunteered to supply before and after photographs of designated properties to Ms. Mattix to assist her in the drafting of an article.

Chairperson Folk indicated that she has prepared a list of local publications that could potentially publish information about the HDC. She stated that she has contacted *Cecil Connections* and that Nancy Simperts has contacted *Cecil Soil* and the *Herald*. Chairperson Folk noted that she will be reaching out to the Cecil County Public Library and that the HDC needs to contact service organizations to see if they would like to have presentations. Ed Cairns and Nancy Simperts offered to speak to all groups interested in hearing about the HDC. Director Sennstrom will draft a letter to send to the service organizations notifying them of the HDC's willingness to address each group. Mike Dixon will attempt to find the overhead projector that Ed Cairns uses in his presentation and offered to update the transparencies. Mr. Dixon also volunteered to create a powerpoint presentation. Nancy Simperts noted that she has a contact at the *News Journal* that she will contact regarding a potential article. Chairperson Folk indicated that some organizations that publish newsletters may be willing to include information about the HDC in said documents. Director Sennstrom indicated that he will be attending the Chamber of Commerce dinner on 21 January 2010 and he will inquire with the Executive Director as to whether she would be willing to include information on the HDC in their newsletter. Ron Edwards indicated that he is willing to assist those applicants that are truly interested in historic preservation with the research on their respective properties.

Chairperson Folk indicated that she has contacted Dr. Seidel of Washington College's History Department and he is willing to talk to the HDC. His availability is limited until after mid December. Patricia Folk indicated that she still intends on contacting Henry Shaffer at Cecil County Public Schools to discuss curriculum related to local history. Audrey Edwards indicated that third grade used to include instruction on local history. She also indicated that the Cecil Historical Trust recently had two speakers address the group regarding one speaker's endeavor to research the Nottingham Lots and the other speaker's efforts to restore the local history instruction to the third grade. Chairperson Folk asked if the HDC would be willing to meet in November 2010 rather than December 2010. The HDC was accommodating of this request.

Adjournment: Chairperson Folk adjourned the meeting at 3:57 p.m.

NEXT MEETING: 3:00 p.m., 2 February 2010, Bainbridge Room, 200 Chesapeake Boulevard, Elkton, MD

Respectfully Submitted:

Eric S. Sennstrom, AICP
Director – Planning & Zoning