

# WOODSTOCK HISTORIC PROPERTIES COMMISSION

## REGULAR MEETING MINUTES

Monday, January 23, 2017

1. The meeting was called to order in Meeting Room B of Town Hall at 7:05 P.M. by Chairperson Myron Stachiw. Other Commission members attending were Tom Chase, Lyn Smith, Harold Bishop, Donald Froehlich, John Bartolomei and later, Jean McClellan. No public was present.
2. Harold Bishop and John Bartolomei were designated as voting alternates.
3. Review of minutes. October 24, 2016 regular meeting minutes were approved on motion by Tom Chase, seconded by Lyn Smith and passed unanimously.
4. Public comment. None.
5. Correspondence.
  - a. CT Audubon Citizen Science notice of meeting at Woodstock Town Hall on 1-31-2017 at 7 PM.
  - b. Woodstock Aquifer Protection Plan notice of meeting on 1-23-2017 at 7 PM at Town Hall.
6. Election of Officers:
  - a. Kristen Heitert was nominated as Secretary by Tom Chase with a second by Donald Froehlich and unanimous approval.
  - b. Myron Stachiw and Lyn Smith were nominated as Chair and Vice Chair respectively by Harold Bishop with a second by Tom Chase and unanimous approval.
7. Old Business
  - a. Cemetery Website Presentation in November was extremely successful in generating interest from an audience of 50 or more. The outstanding speakers including State Archaeologist Brian Jones, former State Archaeologist Nick Bellantoni, State Soil Scientist Debbie Surabian, and architectural historian Myron Stachiw delivered information about cemetery traditions, mapping with Ground Penetrating Radar (GPR), and the roll out of the Woodstock Historic Properties Commission cemetery survey and documentation on the Town website.
  - b. The historic Paige House in South Woodstock was torn down in December. Myron was able to document the house prior to demolition for inclusion in the Woodstock History Center archives.
8. New Business: Discussion of the proposed agenda for 2017 as prepared and distributed by M. Stachiw prior to the meeting.
  - a. Preservation of Historic Cemeteries in Woodstock
    - i. Myron and Tom will review, correct and update the Bradford Marcy database.
    - ii. Repair records for markers at Bradford Marcy will be sought out by Lyn at Town Hall and by Tom in contact with Mark Parker.
    - iii. Myron will write a letter to the Selectmen to encourage the nomination of Bradford Marcy as a local Historic Property.
    - iv. A May meeting of Woodstock cemetery associations and other ownership entities will be planned as a means to encourage documentation in other cemeteries utilizing the Bradford Marcy pilot program as a guide.
    - v. Documentation of the Bungay Hill Cemetery is proposed as it is the second oldest cemetery in Woodstock and currently has no caretaker entity except the Town by default. Donald will walk the cemetery and report on conditions. Lyn will download the Hale list and develop a spread sheet similar to Bradford Marcy.

- vi. Follow up on Crystal Pond Indian Cemetery will include Myron writing to Brian Jones and Debbie Surabian regarding scheduling a future exploration of additional area to be assessed with GPR.
  - vii. Follow up of other Native American burial grounds to include site visits in March, TBD. John will begin planning for this.
  - viii. Develop a list of family owned burial grounds in Woodstock. All should collect information and input in database to be developed in Bradford Marcy format.
- b. Consider Demolition Delay Ordinance
    - i. All should educate ourselves on existing ordinances in CT and consider how we educate others.
  - c. Upgrade of WHPC web page
    - i. Additional information should be added to enhance the website.
9. Adjournment at 8:15 PM on motion by Harold Bishop, seconded by Tom Chase. Passed unanimously.

Respectfully submitted,  
Lyn Smith, Acting Clerk

*Please note that while these minutes may be published the minutes are not approved by the Commission until the next meeting date.*