



## **CITY OF WESTMINSTER HISTORIC DISTRICT COMMISSION MEETING SUMMARY**

**Wednesday, July 7, 2021, at 7:00 PM**

**Virtual meeting via Zoom and broadcasted live on the City Facebook page**

A meeting of the City of Westminster Historic District Commission was held virtually via Zoom and broadcasted live on the City Facebook page on July 7, 2021, at 7:00 PM.

### **Call to Order**

Chair McMasters read the statement of authority into the record.

Chair Kristen McMasters, Commissioner Josh Ambrose, Commissioner Christine Ameduri, Commissioner Aaron Burroughs, and Commissioner Kevin Wagman were present. City staff Sandy Anderson, Andrea Gerhard, and Andrew Gray were also present.

The following members of the public were present: William Zahler.

Commissioner Ameduri introduced herself and provided background on her qualifications for the Commission.

### **Approval of Minutes**

Commissioner Ambrose moved to approve the meeting summaries for May 5, 2021 and March 3, 2021. Commissioner Wagman seconded the motion. Commissioner Burroughs asked if the informal meeting required a formal approval. Mr. Gray stated the informal meeting summary did not. There was no additional discussion and the motion passed unanimously.

### **New Business**

Chair McMasters opened New Business Item A – Myers Building Post Construction Historic Tax Credit Application. Ms. Anderson provided background on the item, stating that the total cost of the project was \$92,154.72. However, the applicant received a \$20,000.00 Facade Improvement Grant for the above work that was approved by the Historic District Commission at the March 4, 2020 meeting, leaving the

remaining balance of the project \$72,154.72. Therefore, the historic tax credit is limited to \$7,215.47, 10% of the remaining balance. Staff recommends the Commission consider approval of a Historic Tax Credit of \$7,215.47, consistent with City Code Section 143-5.B.(a),(b), and (c) and the project cost of \$92,154.72, less the \$20,000.00 Façade Improvement Grant or \$72,154.72.

Chair McMasters requested a motion to approve the Myers Building Post Construction Historic Tax Credit Application. Commissioner Wagman motioned, seconded by Commissioner Ambrose. Chair McMasters asked if there were any change orders for the project since the pre-application was submitted. Mr. Zahler confirmed that there were several items that had been added over the course of the project. With no further discussion, the motion passed unanimously.

Chair McMasters opened New Business Item B – HDC elections. Mr. Gray requested that the Historic District Commission elect from among its members a Chair and Vice-Chair to serve a term of one year.

Commissioner Burroughs nominated Kristen McMasters to retain her position as Chair. Commissioner Wagman seconded, and the motion passed unanimously.

Commissioner Ambrose nominated Aaron Burroughs as Vice-Chair. Commissioner Wagman seconded, and the motion passed unanimously.

### **Historic District Commission and Public Comments**

Commissioner Ambrose shared that the Recreation and Parks Advisory Board will be holding a ribbon-cutting at Tahoma Farm Park on July 13 at 6 PM.

Commissioner Ambrose also encouraged anyone to apply for a grant through the “Hey Westminster” program. The most recent award recipient was the Westminster Pride Festival.

Vice-Chair Burroughs shared his experience on the East Middle School Renovation Committee. He also reported on the 158<sup>th</sup> anniversary of the Battle of Gettysburg and how Corbit’s Charge played a vital role in that event.

Chair McMasters reported that she will remain the Interim Executive Director for the Historical Society of Carroll County until a new director is found. She also shared that two students who placed in National History Awards local contest went on to compete in the State level contest.

Mr. Gray stated that the Commission will soon resume in-person meetings in the Community Meeting Room located at 45 West Main Street and provided the Commission photos of the meeting space.

Ms. Gerhard reported on the placement of the restored bicentennial monument at Belle Grove Square Park.

Chair McMasters shared that she remains the HDC representative for Carroll County Celebrate America organization. The group will be doing a livestream with four counties in Pennsylvania about railroads during the week of November 8-12.

Chair McMasters asked that the video link of the Box Lunch Talk she did for the Historical Society of Carroll

County be placed on the City website related to Historic Tax Credits.

### **Adjournment**

Commissioner Ambrose made a motion to adjourn. Vice-Chair Burroughs seconded. The Commission adjourned at 7:40 PM.