

CITY OF LEWISTON
HISTORIC PRESERVATION REVIEW BOARD
Thursday, January 7, 2021, @ 3:00 p.m.
ZOOM Meeting
FINAL MINUTES

I. Roll Call: This meeting was called to order at 3:00 p.m., and David Chittim chaired the meeting.

Members Present: David Chittim, Douglas Hodgkin, Mark Lee, Michael Brochu and Sandra Marquis

Members Absent: Steve Dayton, Margaret Craven (note two positions remain unfilled)

Staff Present: Douglas Greene, Deputy Director of Planning and Code Enforcement

Guests Present: Kara Wilber, Gerard Raymond

II. Annual Election of Officers

MOTION: by **Doug Hodgkin** to nominate **David Chittim** as Chairperson.
Second, by **Mark Lee**.

VOTED: 5-0 (Passed).

MOTION: by **Sandy Marquis** to nominate **Mark Lee** as Vice-Chairperson.
Second, by **Mike Brochu**.

VOTED: 5-0 (Passed).

III. New Business

A. Meeting Protocol

Prior to the consideration of the Lincoln Street Historic Registry nomination, Chair David Chittim discussed his concern about meeting protocol and how the timing and elevation of alternate members to full member status might be handled in the future. Mr. Chittim noted that at the last meeting, a full member joined the meeting after an associated member was elevated to a full member. He presented a draft proposal. He did not want to allow full members joining the meeting after an agenda item had been taken up by the Board to vote on the item.

The Historic Preservation Review Board is composed of seven (7) appointed Members and two (2) appointed Associate Members. Associate Members sit with the Board and may participate in all Board deliberations but are not able to vote unless designated by the chair or acting chair to serve in the place of a Member who is absent during the initial roll call, recused, disqualified, or otherwise unable to participate. Such designations should be on an alternating basis between associate members.

A quorum necessary to conduct an official meeting of the Board shall consist of at least five (5) members.

It was noted by others that the Zoning Ordinance stated a quorum was four (4) members. Mr. Chittim's proposal would require a text amendment to the Zoning Ordinance. After a discussion, the consensus was for the Chair to start the meeting with an understanding of which alternate had been last elevated and to not allow more than 7 members to vote on an item.

B. 188 Lincoln Street National Register Nomination- HPRB Board Review and Report

The Board discussed the draft report by Staff and recommended that two sentences be taken out as being superfluous. Mr. Greene said he would edit the document and send it to the Chair for a signature.

MOTION: by **Mark Lee** that on January 7, 2021, the City of Lewiston Historic Preservation Review Board accepts the Findings of Fact for the Lincoln Street Fire Station, 188 Lincoln Street, regarding the applicability of National Register criteria, how the nomination of this building contributes to local preservation efforts; (i.e. educational programs, planning, economic development, protection, etc.), and the summary of the public record. Second by: **Douglas Hodgkin**

VOTED: 6- 0 (Passed)

MOTION: by **Douglas Hodgkin** that on January 7, 2021 the City of Lewiston Historic Preservation Review Board makes a favorable recommendation to the Maine Historic Preservation Commission for the National Registration nomination of the Lincoln Street Fire Station. Second by: **Sandy Marquis**

VOTED: 6-0 (Passed)

IV. Minutes: Adoption of the December 3, 2020 draft Historic Preservation Review Board minutes.

The following motion was made:

MOTION: by **Mike Brochu** to accept the December 3, 2020 minutes as amended. Second by **Sandy Marquis**.

VOTED: 6-0 (Passed).

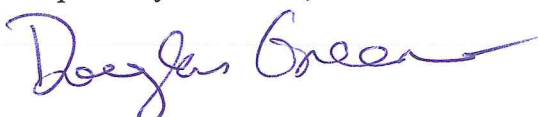
V. Adjournment:

MOTION: by **Mark Lee** to adjourn the meeting at 3:45 p.m. Second by **Sandy Marquis**.

VOTED: 6-0 (Passed).

The next regularly scheduled meeting is for Thursday, February 4, 2021, at 3:00 p.m.

Respectfully submitted,



Douglas Greene, City Planner and
Deputy Director Planning & Code Enforcement Department