

**TOWN OF WESTPORT
HISTORIC PRESERVATION COMMISSION**

Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

Minutes April 4th, 2024

Members Present: Pichette, Moore, Werner, Crowell, Will, Lange Public Present: none

Meeting called to order at 6:00 pm

Public comment on matters not on the agenda: *none*

Motion to approve minutes from Feb. 1st, 2024, made by Will, seconded by Crowell, motion approved unanimously.

Empty Cases in Lobby of Community Meeting Room Ideas for HPC Content

- HPC discussed ideas for case – Pichette noted HPC should review and determine what members would like to do moving forward.

CLG Grant Application Status

- While no grant was awarded this year, Pichette encouraged HPC to consider reapplying for next year.

HPC Town Preservation Ordinance Status

- Pichette provided updates to progress, noting Jason Tisch at WHS said HPC would benefit from having expanded code provisions in place to allow for action, if needed on items in the future.

HPC Discussion on Possible Request for Town Board and Town Plan Commission to Consider Adopting Procedures Regarding Undisturbed Land and/or Wooded areas.

- Pichette provided an overview of reasoning to limit focus of ordinance considerations. Will suggested members should find example(s) in other Town statutes for reference, as we consider what might be a good fit for the Town. HPC agreed it may be advantageous to integrate into updated historic preservation ordinances.

Misc. Matters / Forthcoming Events

- Pichette noted he will be stepping down from HPC. Members welcomed Jeremy Lange who has joined the HPC. Pichette noted Werner will be taking over as HPC Chair beginning next meeting.
- Kennedy Family Banner Donation Status: Moore noted size was discussed recently and seems that banner will fit in Town Hall lobby. Moore / Crowell noted Cynthia Kennedy said still banner is still getting protective cover finalized.
- Mill Road Sign: Design was previously approved by HPC. Moore provided update, noting he had completed sourcing and adjusting imagery to proper resolutions, and created final print artwork which was delivered to Town staff on 04/03/2024, along with quote from sign company that HPC selected to produce and ship to Town, for Town staff installation at site. Pichette noted the final item will be to determine the final location on site, and recommended Werner follow-up as needed.
- Ella Wheeler Wilcox Site: Pichette provided an overview of the current state of EWW projects overall. Noted HPC should figure out what (if any) action needs to be taken in the future.

- Report on State Marker Application Status: Pichette has not received any further updates and will continue to report back to HPC chair on status moving ahead.
- HPC discussed ideas for possible future projects and some area features that could be documented.
 - o Don Sanford project (Camp Indianola), Camp Indianola building (River Rd) that could be relocated back to Gov. Nelson, existing cupola (noted Don Sanford may have information), another barn on River Rd.,
 - o Locations noted that may be of possible interest; Arts Orchard, old Meffert Farm location, Gordy Meffert said there was some things in the barn (artifacts), pile of granite stones that used to be state street that have the old rail car ruts on them, Bishop's Bay - Sam Jacobsen building deteriorating fast.
 - o Moore noted the advantage of doing a map project, as may help locate points of historic note in Town. And could help future efforts of survey or documentation.
 - o St. Mary of the Lake Pichette noted the stained glass has Town of Westport history embedded in some manner.
- CLG form; Annual report was done and submitted.
- At meeting culmination, HPC members thanked Pichette for his ten years of dedicated service and leadership on the Commission.

Motion to adjourn by Crowell, seconded Moore.

The meeting adjourned at 7:00 pm.

The next HPC meeting is May 2nd, 2024

Minutes respectfully submitted,

Chris Moore, Commission Secretary