

**TOWN OF WESTPORT  
HISTORIC PRESERVATION COMMISSION**

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

**Minutes February 1, 2024**

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

Meeting called to order at 6:00 p.m. There were no public comments on matters not on the agenda. Motion to approve minutes from January 4, 2024, made by Crowell, seconded by Werner, motion approved unanimously.

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

- HPC discussed ideas for case – Members noted some EWW items may be available from Waunakee Library if those would be available to display and of interest.

**CLG Grant Application Status**

- Pichette provided update; CLG Grant Application was not approved. Email was shared, HPC discussed returning to application next year, and noted Town could go back for a survey grant, or a specific project. Jason Tish may be present for the March Town Board meeting. Pichette will ask Town staff to forward any emails from WHS training opportunities. HPC will put on agenda for July for preparation for next year.

**HPC Town Preservation Ordinance Status**

- Pichette provided updates; Town Board will meet with attorneys at Monday, further status pending.

**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 updates; Town Board would like to keep to undisturbed lands.

**Misc. Matters / Forthcoming Events**

- Kennedy Family Banner Donation Status: HPC was unsure about banner status, and requested Town check with Cynthia Kennedy. Also need to verify size, unless this has been done to ensure it will fit within lobby space allotted.
- Mill Road Sign: Design has been approved by HPC; Moore noted he is still working to get high resolution images. Will is going to assist by contacting Jim Koltes who may be in possession of one or several of the images used from his collection.
- Ella Wheeler Wilcox Site: No further updates from Dane County, HPC members agreed we should have Town Staff put up existing signs now and requests they be installed on site when site is ready (weather).

- Report on State Marker Application Status: Pichette heard from State; Clarification occurred from citizen commenting on sign and Pichette directed State to review as they see fit. Pichette clarified individual is not a part of the HPC. Pichette noted that the State said that our application has been escalated to priority status and hope to have approval status by Feb. and will then go to (State) committee to look at content of sign, as State undergo their own research from that point. Will noted original surveyor notes that clearly delineate miliary road from Indian trail, and those were shared for reference.
- Bishops Bay: Farm on Oncken Road; Developer has proposed plan for private park, and not planning to keep barn on property. Noted some black oaks may be preserved.
- Bob Birmingham talks or tour: HPC members expressed interest in a talk or tour of historic areas around Town. Pichette will reach out to Bob Birmingham to gauge his availability and interest.

Motion to adjourn by Moore, seconded Werner. The meeting adjourned at 6:43 pm.

The next HPC meeting is (TBD)

Minutes respectfully submitted,  
Chris Moore, Commission Secretary