

**City of South Portland
Arts & Historic Preservation Committee
October 2nd, 2019
Planning and Development Department**

Members in attendance:

Hannah Holmes, Chairperson
Jessica Kessler, Secretary
Mary DeRose
Doreen Gay, Vice Chairperson
Kathy DiPhilippo, South Portland Historical Society
Alessa Wylie, Greater Portland Landmarks
Jon Godin
Jim Flahaven

Absent:

Mark Wiesendanger

Staff in attendance:

Justin Barker, Community Planner

Chairperson Hannah Holmes called the meeting to order at 7:30 a.m.

Minutes: Mary made a motion to accept the April and September minutes, Jessie seconded. The motion passed.

West End Trails Update: Mary gave an update on the progress of the project, notifying the committee that former city councilor Brad Fox is helping to move the process forward.

Sopo History Brochure Update: Mary gave an update on the brochure, indicating that she has submitted a first draft to Hannah for review. Mary invited members to explore the current draft language.

Archeological Resource List Update: Jon gave an update on his work to identify historically significant archeological sites, expressing that he has not been able to locate an existing inventory. His next step is to contact the State Archeologist.

Plaque Design Update: Justin circulated a printed draft of the plaque. Members discussed the placement of the words, how much detail to include, and the orientation of the design. Members also discussed how to submit the plaque template to historic property owners, for purchase.

Public Art Subcommittee Update: Jessie detailed her meeting with neighbors of Millcreek Park, and conveyed their wishes for changes in the tree lighting display. Members discussed the role of our committee in affecting the design. Jessie resolved to contact the parks department to communicate the feedback. Jessie also asked to resign as secretary to better focus on the art subcommittee goals.

Database Update: The retreat for Saturday morning was cancelled due to Kathy's inability to be present. She has access to the Historical Society database and helps make the process of approving

properties more efficient. Members decided to work on the list with the remaining meeting time. Members worked on the Meeting House Hill Neighborhood. Jessie made a motion to include the finished properties of this section on the formal list and submit them to the city for approval. Mary seconded the motion, and it passed. Kathy asked that 254 Cottage Road (The Mussey Farm) be added to the list for consideration. The property was added to our working document.

Hannah made a motion to adjourn, seconded by Jessie.

Meeting concluded at 9 a.m.

Next Meeting: Wednesday, November 6th, 2019 at 7:30 a.m.