

City of Watertown Historic Preservation
& Downtown Design Commission
Meeting Minutes
June 21, 2023

Members present: Melissa Lampe, Mike Trego, Jill Nadeau, Barry Ashenfelter, Jacob Maas and Tim Little. Members not present: Steven Board

1. Call to Order.
Vice-Chair Ashenfelter called the meeting to order at 6 p.m.
2. Review and approve minutes from May 24, 2023 meeting.
Motion by Nadeau, second by Little, to approve as presented. Motion carried.
3. BUSINESS:
 - A. Discuss and approve as appropriate signage – 112 N. Third St.
No action taken as signage would be applied to interior glass storefront.
 - B. Review and approve as appropriate proposed seating platform at 200 W. Main St.
Motion by Nadeau, second by Little, to issue a Certificate of Appropriateness for the project as presented. Motion carried.
 - C. Discussion regarding update of citywide intensive survey of Historic Properties
The commission is planning to apply for a Certified Local Government grant this fall to hire a consultant to update the 1987 intensive survey of historic properties in the city. The grant is administered through the Wisconsin Historical Society and there is a clearly defined process to follow. Little volunteered to be the point-person for the project and will work with Lampe to begin the application process.
 - D. Review draft of local landmark designation for 2 E. Main St.
Lampe presented the resolution for the nomination of this property. Motion by Ashenfelter, second by Nadeau to approve draft and forward to Mayor McFarland for City Council review and approval. Motion carried.
 - E. Election of Officers
With Board's appointment to the City Council, the commission held an election to select a new chairperson and vice-chairperson. Motion by Lampe, second by Little, to elect Maas as commission chair. Motion carried. Motion by Ashenfelter, second by Lampe, to elect Nadeau as vice-chair. Motion carried.
4. Adjournment
Motion by Trego, second by Maas to adjourn. Motion carried.

Respectfully submitted,
Melissa Lampe
Commission Secretary