

City of Watertown Historic Preservation
& Downtown Design Commission
Meeting Minutes
April 26, 2023

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

1. Call to Order.
Chairperson Board called the meeting to order at 6 p.m.
2. Review and approve minutes from March 15, 2023 meeting.
Motion by Trego, second by Ashenfelter, to approve as presented. Motion carried.
3. Election of officers for 2023 – Chair, Vice-Chair, and Recording Secretary
Board called for nominations for Chair, Vice-Chair, and Recording Secretary. Motion by Trego, second by Ashenfelter to elect Board as Chair - motion carried. Motion by Lampe, second by Trego, to elect Ashenfelter as Vice-Chair - motion carried. Motion by Trego, second by Little, to elect Lampe as Recording Secretary - motion carried.
4. Conduct design review of 2023 Façade Grant Projects and make recommendations.
Lampe presented the façade and sign grant projects for 2023. She explained that while a sub-committee of the Main Street Program would make funding determinations for each project, the commission's role is to ensure the work proposed meets current design standards.

Far Horizons Imports, 413 E. Main St.

Installation of new storefront awning. Motion by Nadeau, second by Trego, to approve as presented.

Tri-Star Co., 222 W. Main St.

Installation of three new commercial storefront doors. Motion by Trego, second by Ashenfelter, to approve as presented. Motion carried.

Ernest Inn, 11 E. Main St.

Tuck-pointing of second-story brick façade. Motion by Nadeau, second by Little, to approve as presented. Motion carried.

Pine Hill Farm, 200 W. Main St.

Creation and installation of new mural to hang on N. Water Street side of building. Mural will depict the Octagon House and America's First Kindergarten with children playing. Motion by Nadeau, second by Ashenfelter, to approve the mural in concept. Motion carried.

American Family Insurance, 114 W. Main St.

Installation of new storefront. Motion by Trego, second by Little, to approve as presented. Motion carried.

Deerfield Properties, 118 N. Water St.

Installation of two historically accurate replacement windows facing O'Connell Street. One window opening will be reduced and filled in with brick to match opening on other side of entranceway. Motion by Little, second by Trego, to approve as presented. Motion carried.

Chandler House Bakery, 411 E. Main St.

Creation/installation of new exterior projecting sign. Motion by Nadeau, second by Trego, to approve as presented. Motion carried.

Pine Hill Farm, 200 W. Main St.

Installation of new sign for The Wellness Spa with entrance along N. Water Street. Motion by Nadeau, second by Trego, to approve as presented while noting the lettering proposed may be difficult to read from a distance. Motion carried.

5. Discuss creation of local landmark designation for the Masonic Temple building, 2. E. Main St. Lampe shared that building owner Bill Lindborg has requested the commission designate the Masonic Temple building as a locally designated landmark “on its own merits” as it did for the Schempf Building several years ago. While all properties downtown are locally landmarked as part of a district by ordinance, this request is to apply a high level of distinction to this particular property. Based on the ordinance language for local landmark designation, the Masonic Temple building would qualify for individual listing. Lampe said she would prepare the nomination paperwork.
6. Discuss and review the design for commercial building historical markers. The commission reviewed the design and color options for the proposed historical markers. Motion by Ashenfelter, second by Trego, to approve as presented with the recommendation to move forward with the background color in back or navy blue. Motion carried.
7. Adjournment
Motion by Ashenfelter to adjourn, second by Nadeau. Motion carried.

Respectfully submitted,
Melissa Lampe
Commission Secretary