

**HISTORIC PROPERTIES COMMISSION GRANT REQUEST
CAUCUS ROOM, 3RD FLOOR, CITY HALL**

Chair Nancy Deep Damici called the meeting to order at 6:15 pm on July 14, 2011

COMMITTEE MEMBERS PRESENT: Nancy Deep Damici, Chairman, Mary Teicholz, Benjamin Chianese, and Ex Officio Donald Taylor (arrived at 6:18 pm).

ALSO PRESENT: Wayne Shepperd, Mayor's Office, Dan Garrick, Assistant Finance Director, and Dr. Laurie Weinstein, Historic Properties Commission, Dr. Cosimo Sgarlata, Western Connecticut State University, and interested members of the Public.

After making introductions Chair Deep Damici stated the purpose of the Ad Hoc Committee meeting was to make a recommendation on the request of the Historic Properties Commission to set-a-side \$2800 for a project outlined in the request. She then asked Dr. Laurie Weinstein to give the committee an overview of the project. Dr. Weinstein stated that as a Certified Local Government the City of Danbury can apply for grants specifically for the preservation of historic properties. The Historic Properties Commission is seeking a grant to pay for a survey of Danbury residents to study prehistoric sites in Danbury. The grant will not require matching funds, but does require that the City set-a-side the funds and pay for expenses which will be reimbursed by the grant upon the completion of the project. The bulk of the expense for this project will be postage costs for questionnaires mailed to Danbury residents. Follow-up interviews and surveys would then be conducted by Dr. Weinstein and Dr. Sgarlata with their students at Western Connecticut State University. Once the initial data was collected they would develop maps. Dr. Sgarlata explained that the maps would be predictive of high sensitivity sites using the GIS mapping. The maps would serve as a resource for future development and increasing community involvement in archeology.

Councilwoman Deep Damici asked Mr. Garrick to comment on the likelihood of the City obtaining the grant funds. Mr. Garrick stated that he has not seen the language of the grant application, but the City has done similar grants in the past. The process is to freeze the funds until the grant is awarded. A discussion regarding the procedures for reimbursable grants ensued.

Councilman Chianese asked if \$2800 was the true cost of the project, as it seemed like a small amount of money to do this type of work. Dr. Sgarlata stated that the technology to create the maps was available at WCSU. He continued that he and Dr. Weinstein would be volunteering their time as well as students that will be working on the project as part of their studies. A discussion ensued regarding the partnering of the City and WCSU, The Historical Society and other community members.

Councilwoman Teicholz asked if the grant was time sensitive. Dr. Weinstein stated that it was not.

Chair Deep D'Amici asked what would be the impact on personal property owners once sites were found. Dr. Sgarlata stated that he is not aware of any local ordinances that would prohibit private property owners from using their land as they wished. He continued that there are state and federal laws that cover state and federal property. Further discussion of the rights of private property owners ensued.

Chair Deep Damici asked if there were any other resources needed from the City. Dr. Weinstein said there was not.

Further discussion regarding the actual maps to be produced, the scope of the mailing, and the phases of archeological surveying ensued.

Dr. Weinstein stated that the questionnaires, follow-up interviews and surveys would all be voluntary by the residents.

Chair Deep Damici asked what the practical application of the project was. Dr. Sgarlata stated that they are not looking specifically for prehistoric sites, but rather developing predictive maps that could be used for preservation in the future depending on development to be determined by the City Officials.

A discussion of where the funds would come from and the process for establishing the reimbursement procedure took place.

Councilwoman Mary Teicholz moved to recommend that the City Council authorize the Finance Director to establish a budgetary line item for \$2800 from contingency on behalf of the Historic Properties Commission, only to be released at time of grant approval and to follow reimbursement procedure as specified by the Finance Department. The motion was seconded by Ben Chianese. Vote, all in favor, motion unanimously approved.

There being no further business before the committee, Mary Teicholz made a motion which was seconded by Benjamin Chianese to adjourn the meeting. Vote, all in favor, motion unanimously approved. The meeting ended at 6:45 pm.

Respectfully Submitted,

Chair, Nancy Deep D'Amici

Mary Teicholz

Benjamin Chianese