

TOWN OF CHARLESTOWN
HISTORIC DISTRICT COMMISSION
November 7, 2023 – 6:00 PM
Town Hall, 241 Market Street, and via Zoom

MEETING MINUTES

The meeting was called to order by Pamela Mahan at 6:04pm.

In attendance - Board Members: Linda Slicer, Pamela Mahan, Patsy Clements (Via Zoom), David Gordon (Via Zoom), Suzanne Fockler (Via Zoom), and Heather Hoge (Via Zoom); Town Staff: Mary Culver; Chairwoman Mary Clark Confalone was unable to attend.

The minutes of May 2, 2023 were presented. A motion was made by Ms. Fockler, and seconded by Ms. Clements. Carried 3-0-1.

The minutes of August 2, 2023 were presented. A motion was made by Ms. Fockler, and seconded by Ms. Mahan. Carried 4-0.

Mr. Gordon joined via Zoom at 6:07pm.

The minutes of October 3, 2023 were presented. A motion was made by Ms. Slicer, and seconded by Ms. Mahan. Carried 5-0.

OLD BUSINESS

Permit 23-122, 127 Conestoga Street

Needed picture of railing and color; acknowledgment of approval via email by Ms. Fockler, Ms. Clements, Mr. Gordon, and Ms. Slicer.

NEW BUSINESS

Permits:

Number	Name	Address	Description	Motion	Second	Decision
23-125	Joe Sexton	212 Market St	Shed	Mr. Gordon	Ms. Fockler	Approved 5-0
23-126	Suzanne Fockler	343 Market St	Painting & Soffit Repair	Ms. Mahan	Ms. Slicer	Approved 5-0
23-128	Joe Carey	344 Market St	Driveway	Ms. Mahan	Ms. Fockler	Approved 5-0
23-129	William Metcalf	335 Frederick St	Shed	Ms. Fockler	Mr. Gordon	Approved 5-0

Ms. Hoge joined the meeting via Zoom at 6:22pm.

23-130	Terry Hamm	725 Bladen St	Siding Replacement	Ms. Fockler	Ms. Mahan	Conditional approval upon clarification of color of windows, doors and trim; approved 6-0
23-131	Debi Harvey	320 Tasker Ln	Pool & Fence	Ms. Fockler	Ms. Mahan	Approved 6-0

This marks the end of New Business.

GENERAL DISCUSSION

Maryland Association of Historic District Commissions Training Workshop

Ms. Culver started the process of setting up training, but a timeframe for when to schedule was needed. The Board briefly discussed and would like to setup training for after the holidays and either take two classes in one day or on a weekend, if possible. Ms. Culver will follow up.

Update to Tory House Sign for Historic Tours

The Board briefly discussed the options for updating the sign at the Tory House. The current sign has a phone number listed that is no longer valid, so it's proposed that the updated sign have Town Hall's number instead. The Board suggested the sign have a black background with white lettering, and Ms. Mahan will present to Colonial Charlestown at their next meeting for approval.

This marks the end of General Discussion.

Ms. Clements left the meeting at 6:45pm.

There being no further business, **Ms. Slicer motioned to adjourn the meeting at 6:57pm, seconded by Ms. Mahan. Carried 5-0.**

Respectfully submitted,

Mary Culver, Office Manager