

Windermere Historic Preservation Board  
Meeting Minutes  
October 30, 2019

**IN ATTENDANCE**

Amanda Black  
George Poelker  
Hannah Ammar  
~~Jackie Rapport~~  
Mary Fran Howard  
~~Theresa Myers~~  
~~Andy Williams~~

**Call to Order** – 6:34 pm

**Open Forum / Public Comments** - None

**Approval of Minutes** – Amanda makes motion to approve minutes. Unanimous approval.

**Old Business** – No one has showed up to Oral History meetings, therefore no discussion at this time.

**New Business**

1. Proposal presentations by Charles and Janine Matteson, Eagle Scout and Gold Award Candidates.
  - A. Janine would like to make an online museum and digitize all of the files and old photos currently held in community room. Members discuss project questions with her. Refer to handout for questions.
    - **Scanners** – George suggests Janine talk to Robert regarding available scanners.
    - **Relocate files** - George makes a recommendation to allow Janine to take one or two boxes home at a time to scan with a sign out system. Hannah recommends acid free gloves while working/scanning and a supervisor for the first session.
    - **Social media** – George approves of social media use.
    - **Website** – New town website should have enough storage capacity.

Amanda makes a motion to accept proposal as discussed. Hannah second. Approved unanimously.

- B. Charles would like to repair stairs, paint, install historical sign and add flowers/landscaping to the Cal Palmer Building. Members discuss project questions with Charles. Refer to handout for questions.

- **Paint** – Members recommend painting walls, soffits, doors & trim white to match Town Hall. Amanda will obtain color specifications from Town Admin and provide to Charles.
- **Shutters** – Members recommend removing shutters which are not original.
- **Stairs** – Will be replaced with pressure treated wood and left natural. George will supervise and assist.
- **Powerwash** – Members do not approve powerwashing. George recommends cleaning with a hand brush instead.
- **Back screen door** – Members recommend removing damaged screen door since it is not original.
- **American Flag** – Replace the old flag.
- **Historic Plaque** – Members suggest that this would be out of scope due to the cost.
- **Landscaping** – Charles has a contact at Leu Gardens that can help with landscape suggestions. George recommends that Charles contact the Garden Club.
- **Funding** – George will coordinate with Town Manager & CT.

Hannah makes a motion to approve proposal with the changes as discussed. Amanda seconds. Approved unanimously.

Contact information:

Janine Matteson: [Janinematteson555@gmail.com](mailto:Janinematteson555@gmail.com) / 407.795.0916

Charles Matteson: [Cmatteson7@gmail.com](mailto:Cmatteson7@gmail.com) / 407.795.5649

Charlene Matteson : [Cmatteson6@gmail.com](mailto:Cmatteson6@gmail.com) (mother)

C. Schoolhouse decisions to be made.

Table discussion until next meeting. Approved unanimously.

**Non-Agenda Items - None**

**Liaison Report - None**

**Adjourn – 8:00pm**