

City of Watertown Historic Preservation  
& Downtown Design Commission  
Meeting Minutes  
September 21, 2022

Members present: Steven Board, Melissa Lampe, Candy Stramara, Barry Ashenfelter, Mike Trego and Jill Nadeau. Members not present: Ellen Klaus. Also present: Zoning Administrator Jacob Maas.

1. Call to Order.

Chairperson Board called the meeting to order at 6 p.m.

2. Review and approve minutes.

- a. Review and approve minutes from the April 20, 2022 commission meeting.  
Motion by Stramara to approve, second by Trego. Motion carried.

Review and approve minutes from the May 25, 2022 commission meeting.  
Motion by Trego to approve, second by Stramara. Motion carried.

3. Business

- a. Update on 2022 façade grant projects.  
Lampe provided the commission with an update on completed projects and the remaining balance of the 2022 façade grant fund.
- b. Discuss a new project – creating a plaque for downtown building windows that lists date and brief history.  
Lampe shared the idea to move forward with this project to enhance the downtown visitor experience and to help educate the community regarding architecture and Watertown history. Commission members volunteered to assist the Main Street Program in designing and researching the signage.

4. Adjournment

Motion by Nadeau to adjourn, second by Trego. Motion carried.

\*Jacob Maas has been a significant asset to the Commission and the city of Watertown in general. While we are disappointed that he is leaving the city, we wish him only the best in his future endeavors.

Respectfully submitted,  
Melissa Lampe  
Commission Secretary