

City of Watertown Historic Preservation  
& Downtown Design Commission  
Meeting Minutes  
January 24, 2024

Members present: Jacob Maas, Jill Nadeau, Michael Trego, John Klink, and Tim Little. Members not present: Barry Ashenfelter. Also present: Melissa Lampe (Main Street Program Director).

1. Call to Order.  
Maas called the meeting to order at 6 p.m.
2. Review and Approve Minutes (Not Applicable)  
Motion by ( ), second by ( ), to approve as submitted.
3. BUSINESS:
  - A. Take action: Election of Commission Secretary.  
Lampe announced that she was stepping down from her role as Commission Secretary. The commission opened to receive nominations for the position. Trego volunteered to fill the role. Motion by Nadeau, second by Little, to elect Trego as Commission Secretary. Motion carried.
  - B. Review and take action: Properties Eligible to Receive 2023 Lindborg Award for Historic Preservation.  
The commission reviewed qualified projects. Motion by Nadeau, second by Little, to confer the award to 300 E. Main St. Motion carried. Motion by Trego, second by Klink to award Honorable Mention to 202-206 S. Third St. Motion failed. Motion by Nadeau, second by Jacob to award Honorable Mention to 400 E. Main St. Motion carried.
  - C. Update and discussion: Certified Local Government grant application  
Little provided an update regarding the grant timeline. The commission may find out the status in March. The process is ongoing.
  - D. Discussion: Modification of Downtown Signage Review Boundary.  
Lampe presented a map of proposed changes to the boundaries. The commissioners were open to changes that result in appropriate property additions but opposed changes that subtracted properties currently in the defined Downtown Historic District. Lampe will revise and resubmit.
  - E. Discussion: Brainstorm Project Ideas for 2024.  
Commissioners revisited the idea of informative plaques for historic properties. Also considered: the possibility of reviewing and revising Chapter 325 of zoning ordinance.
  - F. Information: Main Street Program Grant Application Window opens March 1, 2024
4. Adjournment  
Motion by Nadeau, second by Klink to adjourn. Motion carried.

Respectfully submitted,  
Michael Trego  
Commission Secretary