

# Town of Concrete

45672 Main Street  
P.O. Box 39  
Concrete, WA 98237

## Historic Preservation and Landmarks Commission

### Agenda

August 23, 2023 at 6 p.m.

#### Members

John Boggs, Chair  
Kylee Moneypenney, Chair Pro-Tem  
Stephanie Semro  
Sharon Riels  
Gibson Fichter

#### Staff

Andrea Fichter  
Kevin Crecchio

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call and recognition of Zoom attendees
4. Approval of Minutes (pages 1-2)
5. Old Business  
Go over written homework submissions that were due August 14<sup>th</sup>. Discuss any questions or concerns that were noted.
6. New Business
  - a. Where does this Commission need to go, how are we going to get there, and when?
  - b. Any feedback on first virtual training session from those participating.
  - c. Homework Assignment (?)
7. Other Business
8. Announcements  
Meeting Schedule: Next meeting September 27<sup>th</sup> at 6pm.
9. Adjournment

**Town of Concrete**  
**Historic Preservation & Landmarks Commission**  
**July 19, 2023**

**6:00 p.m.** Chair John Boggs called the meeting to order and led the gallery in the Pledge of Allegiance.

**Commissioners Present:** John Boggs, Kylee Money Penny, Stephanie Semro (Council Member), and Gibson Fichter. Sharon Riels' absence was excused.

**Additional Council Members/Staff Present:** Andrea Fichter

**Audience Members Signed In/Present/Zoom:** Jason Miller

**Approval of Minutes:** Stephanie made the motion to approve the minutes of the June 1 meeting, seconded by Kylee and motion passed.

**Old Business:** Lilypad Capital Investments Proposal. No further contact has been made.

**New Business:** Upon query from the chair it was noted that everyone had not yet read over the packet for the meeting. The meeting was paused to permit members to read the especially pertinent pages regarding the Comments and Positions from the Chair.

- a. Comments and Positions from the Chair. There were no disagreements regarding the roles and responsibilities outlined. Members pledge to do a better job of being responsive and making time to prepare for meetings in advance. It was noted that not everyone has the same opportunities or talents related to emails. Hard-copies of emails to commissioners and packets should be routed to Gibson via his in-box at the Town Hall.
- b. Proposed Changes to the Planning Commission. Andrea provided some valuable insight on some of the issues related to finding the right wording to make this recommendation from the EDC a reality. It appears that having a rotating member of the HPLC, EDC, or Chamber will work, however the voting member for decisions is likely to remain vested with the commission chairs and the President of the Chamber. This will require code changes to permit voting by proxy. John expressed his opinion that it was important for everyone to experience this rotation and get involved in the bigger picture.
- c. Homework Assignment. The assignment for members to analyze and write down/document any questions or things that weren't explained well in Chapter 2.18 of the CMC was pared down. The current assignment now is for Chapter 2.18 sections .020 Purpose, .030 Definitions, .040 Town of Concrete Historic Preservation and Landmarks Commission, and .050 Town of Concrete Register of Historic Places. That assignment is due, as stated 10 days prior to the next meeting (which is August 14<sup>th</sup>). Responses may be emailed or dropped off at the Town Hall. Assignments are due whether you're able to attend the meeting on August 23<sup>rd</sup> or not. John stressed the importance of everyone being able to answer questions about the HPLC and what its advantages may be for property owners before we start charging ahead trying to perform the defined mission. Andrea made a good point that checking with the town whose code that Concrete's is based on, would be a wise step. There might be some valuable insights regarding any changes they found pertinent over time since Concrete's code was enacted over 10 years ago and hasn't really been implemented yet. John mentioned he thought Chapter 2.18 was based on the code of Anacortes. [Post Script: John double-checked and the code was based upon Burlington's code and he'll check with them.]

- d. The group training session with Michelle Thompson (Washington DAHP) will be conducted August 1<sup>st</sup>, 6pm at the Town Hall unless otherwise notified.
- e. Kylee and Stephanie signed up for the Virtual Course scheduled for August 23 & 24. It was announced that virtual attendees don't have to view the entire series of presentations live, but can view them at their leisure. Both John and Gibson expressed some interest in attending that way.
- f. John requested if it would be possible to shift our regular scheduled meetings to another night. The third Wednesday conflicts with another meeting for him. It was mutually agreed to shift the HPLC meeting nights from the 3<sup>rd</sup> Wednesday of the month to the 4<sup>th</sup> Wednesday.

**Other Business:** None

**Upcoming :**

- a. Next Group Training Session (Structure & Styles by WA DAHP): **August 1, 2023**, 6pm at Town Hall unless otherwise notified.
- b. Homework due via email or dropped off at Town Hall: **August 14, 2023**
- c. Virtual Course: **August 23 & 24, 2023**, details in confirmation packages.
- d. Next Regular Meeting: **August 23, 2023**, 6pm at Town Hall.

**Adjournment:** Motion was made by Stephanie to adjourn at 6:35pm, seconded by Gibson. Motion passed.