



**HISTORIC ADVISORY BOARD – RECORD OF PROCEEDINGS
DECEMBER 4, 2023**

CALL TO ORDER

The Regular Meeting of the Historic Advisory Board was called to order on Monday, December 4, 2023, at 4:33 PM by Chair John Quest.

ROLL CALL

Present were Chair John Quest, Historian Bob Rasmussen, and Members Audra Kirk, Dennis Rodriguez, and Jaqueline Hallett. Member Lynn Mitchell was absent. Vice Chair Aimee Woodall was present by Zoom. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner / Project Manager Alexandra Cramer, Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, and Community Development Administrative Assistant Dianna Hiatt.

AGENDA CHANGES

There were no changes to the agenda as presented.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled Public Comment.

CONSENT AGENDA

1. Regular Minutes of November 6, 2023
2. Special Minutes of November 20, 2023

Motion by Historian Rasmussen, seconded by Member Kirk, to approve the Consent Agenda as presented.

The vote of those Board Members present was unanimously in favor. Motion carried.

NEW BUSINESS

3. Discussion and Possible Action Regarding 2024 Meeting Schedule
Ms. Cramer provided a Staff report.



TOWN OF ELIZABETH

Motion by Historian Rasmussen, seconded by Member Kirk, to approve the 2024 Meeting Schedule.

The vote of those Board Members present was unanimously in favor. Motion carried.

4. Discussion and Possible Action Regarding 2024 Proposed Budget and Workplan
Ms. Cramer and Town Administrator Patrick Davidson provided a Staff report. Discussion followed.

Motion by Member Kirk, seconded by Member Rodriguez, to approve the 2024 Proposed Budget and Workplan.

The vote of those Board Members present was unanimously in favor. Motion carried.

5. Discussion Regarding Oral History Collection Website
Ms. Cramer provided a Staff report. Discussion followed. The Board directed Ms. Cramer to bring back more information.

STAFF REPORTS

- Planner / Project Manager Alexandra Cramer went through the written Staff report that was provided in the meeting packet.
- There was a discussion on the Brighton Historic District.
- Mr. Higgins shared his appreciation for the Board.

BOARD REPORTS

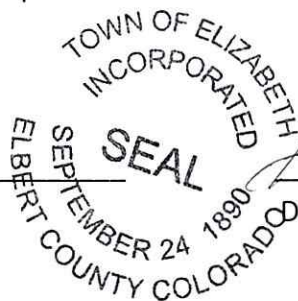
- Chair John Quest requested that the new Board members receive copies of the 2 Town studies.

ADJOURNMENT

Motion by Member Kirk seconded by Historian Rasmussen, to adjourn the meeting at 6:10 PM.

The vote of those Board Members present was unanimously in favor. Motion carried.

Chair John Quest



Deputy Town Clerk Harmony Malakowski