

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, January 11th, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Earl Fashbaugh, Doug Carlander (Vice Chairman), Nicci Edwards, Kathy Karpiel and Cheryl Szydlo (Secretary), all attended via Zoom. Town of Berthoud: Adam Olinger (Staff Liaison).

A. Chairman Helen Scavone called the HPAC meeting to order at 6:01pm.

II. MINUTES

Minutes from the October 13, 2020 and December 14, 2020 were reviewed. Both were approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. United Brethren Church – 348 Turner Ave:

Adam provided the completed nomination form to the committee for review.

- a. Helen made a motion: "I make a motion to recommend approval of the United Brethren Church as a Historic Landmark, finding that the quality of significance in Berthoud history, architecture, archaeology, engineering, and culture is present, and the structure is associated with events that have made a significant contribution to Berthoud's history."
- b. Seconded by Cheryl Szydlo, followed by a unanimous affirmative vote.
- c. Approval of this property as a Historic Landmark may be an agenda item at the January 26, 2021 Board of Trustee's Meeting, along with the W.H. McCormick House. It will be presented at the February 9th Meeting if it can't be added to the January 26th agenda. Adam will send HPAC members the link to attend the virtual Board meetings.
- d. Jeff Hindman, Trustee, is the owner of this property. Adam will present the nomination to the Board and Jeff will recuse himself from the discussion and the vote.

B. Other Business:

- a. A draft of the wording for the W.H. McCormick plaque has been written by Doug and will be reviewed and edited by committee members for approval at our next HPAC meeting. We will also review content for the United Brethren Church if it is approved as a Historic Landmark at the January 26th Board meeting.
- b. On hold until weather permits: Adam will let us know when the plaques for the Bell and Ullery properties will be installed for a possible photo opportunity and article to be submitted to the Berthoud Weekly Surveyor.
- c. There hasn't been any further action for possible redevelopment or potential town plans for the Berthoud Feed building and the old Town Hall.
- d. Community awareness and education of the criteria for Historic Landmark designation continues to be a core precept for our committee. Helen has posted notifications at Hay's Market for recruitment of additional members. We're all encouraged to invite interested parties to apply.
- e. We're all invited to attend the "Saving Places: Preservation in Action" conference from February 10–12, 2021. Adam will submit registration for all interested committee members.

IV. Adjournment

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 6:37pm.

The HPAC's next meeting will be held on Monday, February 8th, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, March 8, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Nicci Edwards, Kathy Karpiel and Cheryl Szydlo (Secretary), all attended via Zoom. Town of Berthoud: Adam Olinger (Staff Liaison). The meeting was held via Zoom video conference.

A. Chairman Helen Scavone called the HPAC meeting to order at 6:08pm. Seconded by Cheryl Szydlo.

II. MINUTES

Minutes from the February 8, 2021 meeting were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. 2021 Chair, Vice-Chair, and Secretary Elections

- a. Helen Scavone was nominated to continue her post as Chairwoman of the HPAC. The nomination was seconded and approved unanimously.
- b. Doug Carlander was nominated to continue his post as Vice Chairman of the HPAC. The nomination was seconded and approved unanimously.
- c. Cheryl Szydlo was nominated to continue her post as Secretary of the HPAC. The nomination was seconded and approved unanimously.

B. New Plaque Revisions:

- a. There is written content in process for 4 plaques – W.H. McCormick House, United Brethren Church, JM Lutener House and the Kee Building. All committee members present, along with Adam, engaged in a common effort to revise and edit the wording for each of the plaques during the meeting.

C. Board of Trustees Update: Chris Kirk, Town Administrator, has reminded Adam that an update of the committee's activities is to be presented to the Town Board every 6 months. This practice will be revived as we move out of pandemic related shut-downs to more normal operating procedures. Helen and Adam will be giving the report to the Board on April 27th.

D. Other Business:

- a. The owner of the Chalmon Wray House at 548 Mountain Ave has sent in a formal request to be removed from the historic listing. This is the first time a revocation has been requested and the protocol is written at section 30-9-112 of the Code of Ordinances document. This request will be heard at the next meeting.
- b. There was a brief discussion of the next section of the old town map to focus on for identification of, and notification to, owners of potential historic list properties.

V. Adjourn

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 7:26pm.

The HPAC's next meeting will be held on Monday, April 12, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, April 12th, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Doug Carlander (Vice Chair), Earl Fashbaugh, Nicci Edwards and Cheryl Szydlo (Secretary). Town of Berthoud: Adam Olinger (Staff Liaison), Tim Hardy (Trustee Representative). The meeting was held in person and via Zoom video conference.

A. Chairman Helen Scavone called the HPAC meeting to order at 6:06pm.

II. MINUTES

Minutes from the March 8, 2021 meeting were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. Wray House Revocation Hearing

The owner of the Chalmon Wray House at 548 Mountain Ave has sent in a formal request to have the property removed from the historic listing. The owner, Gina Kolby, has been in contact with Adam. She explained that she didn't fully understand what she was getting into when she applied for the historic designation. In addition, she has made some changes to the exterior of the home, in particular new windows, a new roof and removal of stained glass.

The property is currently listed for sale. Gary Maggi, Ms. Kolby's real estate agent, attended the meeting to speak on her behalf. The property is dually zoned as Commercial and Residential which Mr. Maggi explained presents unique challenges to what anyone who owns the property will be able to do with it. Basically, the functional obsolescence of each of the buildings inhibits optimum use as either a viable commercial enterprise(s) or reversion to residential use and updates that are needed are difficult to do because of the historic designation. The property is under contract at this time. The sale is not contingent on the historic designation status and to his knowledge, the potential owner does not have any near-term plans to change anything about the property.

Discussion ensued about Ms. Kolby's motive to remove the property from the historic register, concern about whether the buildings may be demolished, possible subdivision of the property and future development that may not reflect the current historic character. The committee agreed this is a complicated situation and difficult decision.

Earl made a motion to recommend acceptance of the revocation request and removal of the property's historic designation. Doug seconded the motion.

Upon a roll call vote the motion failed with a tally of 3 Aye and 2 Nay. The committee recommends the historic designation of the Chalmon Wray House be left in place.

B. Other Business:

The plaques for the W.H. McCormick House, United Brethren Church, JM Lutener House and the Kee Building are in process of being made. The completed plaques for the Bell and Ullery properties will be installed in the next few months as timing and weather allows.

V. Adjourn

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 7:26pm.

The HPAC's next meeting will be held on Monday, May 10, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, May 10th, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Doug Carlander (Vice Chair), Earl Fashbaugh and Cheryl Szydlo (Secretary). Town of Berthoud: Adam Olinger (Staff Liaison). The meeting was held in person and via Zoom video conference.

- A. Chairman Helen Scavone delegated Doug Carlander to call the HPAC meeting to order. Doug called the meeting to order at 6:02pm. A roll call attendance was taken.

II. MINUTES

Minutes from the April 12, 2021 meeting were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. Plaque Updates

Plaques were ordered as of May 10, 2021 for the W.H. McCormick House, JM Lutener House and the Kee Building with expected delivery in 5-6 weeks. Posts are on order and will be available next week and installation will be toward the end of June or early July. The United Brethren Church plaque has been postponed as homeowner's revisit their designation status.

B. Future Activities Discussion

It was clear during the Wray House revocation process that as a committee we have limited power, only advisory capacity to town council. One of our main objectives is to identify potential homes for recognition. Committee could strategize for raising positive attributes of historic designation. Earl would like to see each member bring to next meeting one positive idea to promote the concept and value of historic designation.

These are some ideas from brainstorming potential Committee activity:

- 1) Help owner's with minor maintenance. High school students that need to fulfill their required service hour could be a source of help for minor maintenance or exterior clean-up at historic homes in old town. We could advertise to the home owners to determine interest, then reach out through youth advisory committee.
- 2) Exceptional landmark recognition with some fanfare
- 3) Monthly, bi-monthly or quarterly feature or ad in Surveyor to recognize homes that currently have plaques and upcoming homes
- 4) Open house coordination with Mark French or historic home tours.
- 5) Pre Covid discussions were to have a celebratory get-together and maybe an open house when plaques are installed at designated homes.

At our next meeting we will outline a plan to begin action items and assign committee members to tangible tasks. Committee members will submit outlines of potential committee projects to Adam for inclusion with the June 14th meeting agenda.

C. Other Business

There is another home that may request revocation from historic designation. Adam will meet with the property owner to clarify facts and answer questions. This may result in a revocation hearing at next month's meeting

The Wray House will be discussed at town board meeting of May 11th.

V. Adjourn

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 7:07pm.

The HPAC's next meeting will be held on Monday, June 14, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, June 14th, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Doug Carlander (Vice Chair), Cheryl Szydlo (Secretary) and Kathy Karpel. Town of Berthoud: Adam Olinger (Staff Liaison) and Tim Hardy (Board Liaison). The meeting was held in person and via Zoom video conference.

A. Chairman Helen Scavone called the HPAC meeting to order at 6:00pm. A roll call attendance was taken.

II. MINUTES

Minutes from the May 10, 2021 meeting were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. Arndt House Historic Revocation

The owners of the Arndt House have asked for revocation of the historic designation. They were not aware of the significant and limiting impact this would have on their property.

Discussion ensued about the Town of Berthoud, Code of Ordinances Section 9 – Historic Resources as it is currently written. Although they are now written with the lowest qualifying standards per the state requirements the committee members and town liaisons agree the code could be better written for both clarity and intent.

An improper recommendation was made, and thus this item will need to be re-heard at the next meeting.

B. Future Activities Discussion

Tabled until future meeting

C. Other Business

Todd Duval has applied to be a committee member. An interview is scheduled during the week of June 21st.

V. Adjourn

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 7:40pm.

The HPAC's next meeting will be held on Monday, July 12, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, July 19th, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Doug Carlander (Vice Chair), Cheryl Szydlo (Secretary, arrived at 6:10pm), Todd Duval, Nicci Edwards and Kathy Karpiel. Town of Berthoud: Adam Olinger (Staff Liaison). The meeting was held in person and via Zoom video conference.

A. Chairman Helen Scavone called the HPAC meeting to order at 6:05pm. A roll call attendance was taken.

II. MINUTES

Minutes from the June 14, 2021 meeting were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. Arndt House Historic Revocation

The owners of the Arndt House have asked for revocation of the historic designation, as they were not aware of the significant and limiting impact this would have on their property.

Discussion ensued amongst the committee members regarding the property owners previous position within the HPAC and Trustees, the value of the historic nature of the house to the community, and the potential work that could be done to it if the designation was removed. Doug Carlander made a motion to recommend denial of the Arndt House Historic Revocation Request. Seconded by Kathy Karpiel, followed by a unanimous approval vote.

B. Future Activities Discussion

The committee discussed future activities for the group to accomplish, such as creating a "Home of the Quarter" award, mailing an inquiry letter to a new set of homes, and creating a new historic district. It was decided that individuals will bring in-depth plans for these projects to the next meeting so work can begin to be divvied up.

C. Other Business

Doug announced that he was soon to be term limited, and that September would be his last meeting.

V. Adjourn

The meeting was adjourned at 7:30pm.

The HPAC's next meeting will be held on Monday, August 10, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, August 9th, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Doug Carlander (Vice Chair), Cheryl Szydlo (Secretary), Earl Fashbaugh and Todd Duval. Town of Berthoud: Adam Olinger (Staff Liaison) and Tim Hardy (Board Liaison). The meeting was held in person.

A. Chairman Helen Scavone called the HPAC meeting to order at 6:00pm. A roll call attendance was taken.

II. MINUTES

Minutes from the July 19, 2021 meeting were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

The owners of the August Johnson House at 500 1st Street attended the meeting to discuss the possibility of building another home on the property. They want to do this in a way that doesn't jeopardize the historic designation status. The property can be properly divided to include the barn and other outbuildings to ensure the historic integrity and continued designation. The "new" lot will be a separate address allowing a home to be built on it. They will continue planning for this change and return to the committee at a future date to request approval.

IV. DISCUSSION ITEMS

A. Plaque Updates

- The plaque for the McCormick House has been installed
- The plaque for the Lutener House has been delivered to the owners
- The plaque for the Key Building is on hold until the renovation of the property is completed.

B. Future Activity Plans

- There was discussion about defining the next area of the old town grid for potential properties to be added to the Historic Register. The following steps are a guideline:
 1. Create the map and outline the next area of the old town grid to focus on – Adam will print the map for the next meeting
 2. Assign a team to walk the designated area
 3. The team will eliminate homes that don't qualify for historic designation
 4. A redrafted letter will be sent to home owners of potential properties along with a pamphlet with more information about the city's historic designation program

Revision of the code is in process by city employees

- An Exceptional Preservation program was discussed with the earliest likelihood of a January kick-off. A couple ideas for recognition of these homes are notification in the flyer included in monthly water bills and a sign posted at the property. Tim and Earl will look further into these possibilities.
- Other future activities include:
 - Historic Home Tours
 - Street signs for the Berthoud Commercial Historic District – Adam will check with the county regarding restrictions to this

C. Other Business

The hearing for the Arndt House revocation is an item on the agenda of the Town Board Meeting on August 10, 2021.

V. Adjourn

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 7:00pm.

The HPAC's next meeting will be held on Monday, September 13, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, September 13, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Doug Carlander (Vice Chair), Cheryl Szydlo (Secretary), Earl Fashbaugh, Kathy Karpiel and Nicci Edwards. Town of Berthoud: Adam Olinger (Staff Liaison). The meeting was held in person.

- A. Chairman Helen Scavone called the HPAC meeting to order at 6:04pm. A roll call attendance was taken.

II. MINUTES

Minutes from the August 9, 2021 will be presented for approval at the October 11, 2021 meeting.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. Exceptional Landmark Preservation Recognition Project

Earl worked with Tim Hardy to put together a prototype sign to be used for the project. Earl will send the wording draft to the committee for review and feedback. We discussed the type of sign that will be best suited for placement at the recognized properties, considering ease of installation, durability and city ordinances. We also recognized the need for two signs, one for residences and one for businesses. Earl will scope out sign companies in the area.

We began identifying the process to determine what residence or business will be selected for special recognition:

- Committee members will bring a list of their preferred properties to an HPAC meeting
- A brief summary of each nominated property will be presented by its nominator
- The Committee will vote on the nominees to name the recognized property
- The homeowner or business owner will be notified of recognition status by _(whom TBD)___.

B. New Landmark Grid Canvassing Project

Earl and Todd walked around the first defined grid to revisit the determinations made previously and familiarize Todd with the criteria used to identify or eliminate properties from historic landmark consideration.

- A property can be disqualified, deferred for further consideration or identified as currently eligible for historic landmark status.

They began identifying homes on Welch Avenue to start the next grid section. The committee decided the boundaries of this section are:

- To cover all areas from the south side of Mountain Avenue with 1st Street as the east border and 8th Street as the west border.
 1. Interested committee members will walk the designated area on dates to be suggested at future meetings.
 2. The team will disqualify homes that don't meet the criteria for historic designation.
 3. A redrafted letter will be sent to home owners of potential properties along with a pamphlet with more information about the city's historic designation program.

C. Other Business

- The request for revocation of historic designation of the Arndt house at 706 7th Street was unanimously approved at the August 10, 2021 Town Board Meeting.

- Excerpt from the minutes of the meeting: The Board directed staff to inform people on the list what it means to be a Historic Designation. To allow them to opt out without going through the process. Then ensuring that clear guidelines are in place, so future designations fully understand what it means to be a Historic Designation.
 - Discussion ensued on what, if any, action should be taken by HPAC to reach out to all historic designation properties to revisit the complete set of code regulations with them.
- Adam told us that an alteration request for the historic property at 315 Mountain Ave will likely be submitted to HPAC.
- This is Doug Carlander's last meeting. He cannot reapply for a committee position due to term limits. The committee will need to appoint a new Vice Chair for the October – December 2021 period at the October 11, 2021 meeting.
- Cheryl Szydlo's application to renew her seat on the committee will be considered at the September 27, 2021 Board of Trustee Meeting.
- Helen Scavone will post notices about open committee positions at the library and other locations.

V. Adjourn

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 7:34pm.

The HPAC's next meeting will be held on Monday, October 11, 2021 at 6:00pm at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, November 8, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Nicci Edwards, Earl Fashbaugh, and Kathy Karpel. Town of Berthoud: Adam Olinger (Staff Liaison). The meeting was held in person and via Zoom.

- A. Chairman Helen Scavone called the HPAC meeting to order at 6:05pm. A roll call attendance was taken.

II. MINUTES

Minutes from the August 9, 2021 meeting and the September 13, 2021 were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. Election of new Vice-Chair

Kathy Karpel volunteered to serve as the Vice-Chair for the remainder of 2021.

- Motion to nominate made by Helen Scavone, 2nd by Earl Fashbaugh
- With all in favor, the motion carried.

B. 315 Mountain Ave Historical Alteration

- The property owners explained their plans to paint the building brown and install corrugated metal siding along the base to protect the structure from wear and tear.
- The committee members displayed initial hesitancy regarding the metal siding as it is not historical to the time period in which the building was built, but ultimately decided it would be OK as it would help protect the building for the future.
 - Motion to approve made by Earl Fashbaugh, 2nd by Kathy Karpel.
 - With all in favor, the motion carried.

C. Exceptional Landmark Preservation Recognition Project

- Earl Fashbaugh updated the committee on his work regarding the program. He stated that he received a cost estimate from a business in northern Colorado to create the signs.
- There was conversations regarding the wording around the signs and the background images. Nicci was to email her suggestions to Adam Olinger and have him create different options for the committee to choose from at the next meeting.

D. New Landmark Grid Canvassing Project

- Earl updated the committee with the new list of potential homes based off of his walkthroughs with Todd Duvall and former member Doug Carlander.

E. Other Business

- Helen Scavone mentioned that the owner of Berthoud Drug was showing interest in a plaque for their building and would continue to communicate with them to try to get one created.
- Adam Olinger mentioned that the new Berthoud Rec Center was going to have an open house on Wednesday, November 10th and invited anybody who was interested to attend.

V. Adjourn

The meeting was adjourned at 7:56pm.

Berthoud Historic Preservation Advisory Committee
Minutes of Meeting, Monday, December 13, 2021 at 6:00 PM
Berthoud Town Hall (807 Mountain Ave.)

I. ROLL CALL

Committee members present included: Helen Scavone (Chairman), Cheryl Szydlo (Secretary), Earl Fashbaugh and Kathy Karpel. Town of Berthoud: Adam Olinger (Staff Liaison) and Tim Hardy (Board Liaison). The meeting was held in person.

- A. Chairman Helen Scavone called the HPAC meeting to order at 6:04pm. A roll call attendance was taken.

II. MINUTES

Minutes from the November 8, 2021 were reviewed and approved unanimously.

III. PUBLIC COMMENT PERIOD

There were no public comments presented.

IV. DISCUSSION ITEMS

A. McCarty Medical Office Building (338 Massachusetts Ave) Renovation Request

The committee reviewed the Historic Alteration Information Sheet provided by Adam Olinger.

- The Information Sheet was prepared by Adam using the Application for Historic Alterations to Historic Landmarks and photos submitted to the town by the property owner, Jason Innes.
- Mr. Innes was available via zoom video and answered questions about the mudroom and front door, as shown in the photos. He was able to clarify that the renovations to these areas will be more historically accurate than the photos portray or the current conditions represent.
- A motion was made for approval of the 338 Massachusetts Ave Historic Alteration, finding that it satisfies all of the requirements of Section 30-9-111 5. of the Berthoud Municipal Code, with no conditions.
- The motion was seconded and approved unanimously.

B. Exceptional Landmark Preservation Recognition Project

We discussed the wording and imagery to be used on the signs that will rotate between the recognized properties for this project.

- Adam will use the preferred wording and images to solicit bids/quotes to bring to the committee for final approval at the January meeting.

C. New Landmark Grid Canvassing project

An update to the project was provided to Adam by Earl. Adam will distribute the update to the committee for continuation of the discussion.

D. Other Business

- The possibility of holding the next meeting on a date other than Monday, January 10 was discussed.
 - Adam will tally member's preference and availability for the meeting on Tuesday January 18, 2022 and let everyone know.

V. Adjourn

There was a motion to adjourn the meeting, it was seconded. The meeting was adjourned at 7:34pm.

The HPAC's next meeting will be held on Monday, January 10, 2022 at 6:00pm, unless the alternative date is approved. The meeting will be in-person at Berthoud Town Hall or by video or conference call if necessary.

Respectfully submitted,
Cheryl Szydlo, Berthoud HPAC Secretary