

Subject to Approval

**OLD ELM STREET STUDY COMMITTEE
Old Elm Street Historic District Study Committee Meeting, Monday, Jan. 25, 2016
8 p.m. at Madison Town Campus
Meeting Room B**

MEMBERS present: Chairman Thomas Boyle, Susan Cartledge, Eileen Banisch, John Lind, Carol Snow, Peter Clement, and Eric Berg.

1. **Call to Order** ~ Chairman Thomas Boyle called the meeting to order at 8 p.m.
2. **Study Report breakdown of duties and due dates** ~ Chairman Boyle passed out information and links; determinations have to be made on who will be responsible for which parts of the report. Information is needed from the Historic Society and for maps. Chairman Boyle will put the link up for access by others.
3. **Property descriptions—all complete, Garry Leonard editing** ~ Chairman Boyle would like an architect to look at the links. Descriptions have been sent to Garry Leonard, all 52 properties have been sent to him for editing.
4. **Study Report template** ~ Chairman Boyle will create a template and put it on a link.
5. **Results of contact efforts to no-response property owners** ~ In progress.
6. **Review current meeting minutes** ~ September 28, 2015

Commissioner Berg made the motion to approve the Sept. 28, 2015 minutes as written; it was seconded by Commissioner Lind and unanimously approved.

Vote to approve the Sept. 28, 2015 minutes passed, 7-0-0.

IN FAVOR: Chairman Boyle and Commissioners Lind, Snow, Berg, Banisch, Clement, and Cartledge.

OPPOSED: None.

ABSTAINED: None.

7. **Other items** ~ None.

8. **Adjournment**

Commissioner Lind made the motion to adjourn at 8:12 p.m.; it was seconded by Commissioner Berg and unanimously approved.

Vote to adjourn at 8:12 p.m. passed, 7-0-0.

IN FAVOR: Chairman Boyle and Commissioners Lind, Snow, Banisch, Clement, Berg, and Cartledge.

OPPOSED: None.

ABSTAINED: None.

Respectfully submitted,
Marlene H. Kennedy, clerk