

## **RESOLUTION FOR ESTABLISHMENT OF THE WATERVILLE HISTORIC PRESERVATION BOARD**

WHEREAS, the Town of Waterville contains historic sites, structures and districts of local, statewide and national significance and the Selectboard has determined that a Historic Preservation Board would be beneficial to the cultural enrichment and general well-being of the community;

NOW THEREFORE BE IT RESOLVED, that on this 20<sup>th</sup> day of March 2006, the Town of Waterville Selectboard has hereby voted in favor of forming the Town of Waterville Historic Preservation Board in accordance with the rights and limitations set forth in Title 24, Vermont Statutes Annotated (V.S.A.) §4433 to be effective starting on this day March 20, 2006.

Pursuant to authority granted them by 24 V.S.A. §4433, the Selectboard hereby ordains and enacts the following:

1. The Town of Waterville has agreed to enforce, within its jurisdiction, the provisions of the Vermont Municipal and Regional Planning and Development Act (24 V.S.A. Chapter 117), the Vermont Historic Preservation Act (22 V.S.A. Chapter 14), and any other state or local legislation which may be enacted for the designation and protection of historic properties.
2. The Town of Waterville hereby establishes a Historic Preservation Board of 7 members appointed by the Selectboard. The structure and responsibilities of the board shall be as follows:
  - a. The board shall be known as the Waterville Historic Preservation Board.
  - b. The board shall be composed of professional and lay members, a majority of whom reside within the jurisdiction of the Town of Waterville.
  - c. All members of the board shall have a demonstrated interest, competence or knowledge in historic preservation.
  - d. To the extent available within the jurisdiction of the Town of Waterville, at least a majority of the members shall be

professionals from the discipline of history, archeology, architectural history, architecture and historical architecture who meet the requirements outlined in Appendix A of the *Regulations for the Vermont Certified Local Government Program*. Members representing other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology, and lay members are encouraged. When a discipline is not represented on the board, the board shall seek the assistance of the Division in obtaining the necessary expertise when considering National Register nominations and other actions that will impact properties which are normally evaluated by a professional in such discipline.

- (e.) A general membership to the board will be made up of the current members of the Waterville Historical Society and other interested citizens who will be non-voting "members" of the board.
- f. All activities of the board shall be in accord with the terms of the Vermont Open Meeting Law (1 V.S.A. Chapter 5, Subchapter 3), and the board shall take additional steps as it deems appropriate to stimulate public participation in board activities, such as, publishing minutes, publishing the procedures by which assessments of potential National Register nominations will be carried out or using public service announcements to publicize board activities.
- g. The board shall meet no less than four times each year, and maintain an attendance rule for board members.
- h. The board shall have written rules of procedure, including conflict of interest provisions in compliance with the *Historic Preservation Fund Grant Manual*.
- i. The board shall have the following responsibilities, to be carried out in coordination with and in accord with format and standards established by the Division:
  - (i.) Creation and maintenance of a system for the survey and inventory of historic properties within its jurisdiction that is coordinated with the *Vermont Historic Sites and Structures Survey* and the *Vermont Archeological Inventory*.
  - ii. Preparation, for submission to the Division by the Selectboard, of a report concerning properties within its jurisdiction that are under consideration for nomination to the National Register of Historic Places. The report shall be prepared in cooperation with the Division and shall be

prepared in a manner consistent with the requirements of the National Historic Preservation Act as described in the Regulations for the Vermont Certified Local Government Program.

- iii. When determined to be appropriate in the discretion of the board, preparation and submission for approval by the Selectboard of grant applications to the Division for funds from the CLG share of the state's annual Historic Preservation Fund (HPF) grant award.
- iv. Advising and assisting the Selectboard, Planning Board, and other appropriate persons on matters related to historic preservation.
- v. Performance of additional responsibilities in accordance with a mutual written agreement between the Division and the Selectboard.

Signed:

Jay Marsh

Jay Marsh

Donald Lynch

Don Lynch

Arthur Tilton

Arthur Tilton