

## Planning and Development

Saco City Hall  
300 Main Street  
Saco, Maine 04072-1538



Isabelle Oechsle  
Program Coordinator  
[IOechsle@sacomaine.org](mailto:IOechsle@sacomaine.org)  
Phone: (207) 282-3487 ext.353

### Minutes

Historic Preservation Commission  
Wednesday, January 8, 2020  
City Hall Conference Room  
Regular Meeting – 4:00 PM

Present: Chair Kelley Archer; Kate Gaudet; Diana Huot; Rob Biggs

Excused: Steve Ryan; Andrew Bracy

Unexcused: Jack Cianchette; Julia May

Also Present: Emily Cole-Prescott, City Planner; Isabelle Oechsle, Program Coordinator; Tim Murphy, City Attorney; Megan Rideout, Maine State Historic Preservation Office CLG Coordinator; Bryan Kaenrath, City Administrator

1. Call to Order: Chair Kelley Archer called the meeting to order at 4:00 PM.
2. Minutes of Previous Meeting: December 11, 2019: **Diana Huot moved to accept the minutes of December 11, 2019 as presented. Kate Gaudet seconded, and the motion passed unanimously.**
3. New Business, Tabled Items & Public Hearings:
  - a. Megan Rideout, CLG: Presented the Certified Local Government toolkit binder and various resources that the Commission has at their disposal in reviewing applications that may come before them. Megan also made the Commission aware of various grant deadlines in 2020.
  - b. Training with City Attorney: Attorney Murphy gave the Commission a training on its roles and duties as well as the laws, statutes, ordinances and rules that the decisions of the Commission are bound by.

*Rob Biggs and Kate Gaudet exited the meeting room at 5:30 PM.*

- c. Finances & Budget: Chair Kelley Archer provided an update regarding the Commission's financial standing.
4. Adjournment: The meeting adjourned at 5:33 PM.