

**CARROLL COUNTY HISTORIC PRESERVATION COMMISSION MINUTES OF
TUESDAY SEPTEMBER 14TH, 2021 MEETING**

LOCATION: Reagan Room, County Office Building

COMMISSIONERS PRESENT: Edwin Gregg, Kyohei Abe, Craig Saunders, Christopher Tomlinson.

COMMISSIONERS ABSENT: none

OTHERS PRESENT: Timothy Dixon, Counsel; Hannah Weber, Planning Liaison; David Bloom, applicant; Sam Weaver, resident of Uniontown.

New Business

- 1. Introduction of those present:** The Commission members all introduced themselves.
- 2. Approve the minutes from August 24th, 2021 meeting.** Mr. Saunders made a motion to approve the minutes. Mr. Tomlinson seconded the motion and it passed unanimously.
- 3. New Business - Application 21-08 Application for the removal and replacement of a dying tree at 3400 Uniontown Road by David and Kathryn Bloom.** Mr. Gregg asked the Commission if there was enough information on the application for them to proceed. Mr. Saunders made a motion to proceed, and Mr. Abe seconded the motion and it passed unanimously. Mr. Bloom presented his application and was open to hearing recommendations from the Commission about replacement trees. Mr. Gregg said he had received a call about this tree from Carroll County Government being a danger due to the fact it was hanging in the road. Mr. Gregg expressed how Hannah Weber, Department of Planning, reached out to Jonathan Bowman, Forest Conservation Specialist with the Bureau of Resource Management, inquiring about possible tree replacements for Mr. Bloom. Mr. Bowman recommended red bud or flowering dogwood due to the constraints of the power lines near the property. After further discussion Mr. Abe made a motion to approve the application as presented. Mr. Saunders seconded the motion, and it was approved unanimously. The applicant was advised by Mr. Gregg to reach out to Mr. Bowman for more instruction.

New Business – Open Meetings Training. Mr. Dixon led the Commission in Open Meetings Training. Mr. Dixon expressed this training is required by the state of Maryland and the chair must be certified in the training yearly. Mr. Dixon began his training stating how the Commission is a public body because they are appointed by the Board of County Commissioners. Violations of the Open Meetings Act can happen when at least three of Commission members are discussing HPC business outside of an advertised meeting. Mr. Dixon said when in doubt, it is best to hold a meeting in open session. E-mails between the Commission members discussing decisions pending with the HPC is also a violation

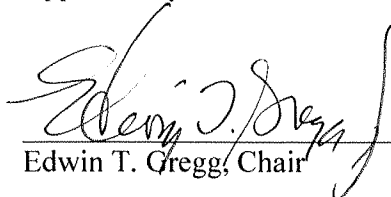
of the Open Meetings Act. Mr. Dixon went through fourteen reasons why a meeting may be held in closed session, but most will not apply to the HPC. The most common reason a meeting will be held in closed session is to obtain legal advice. If a meeting goes into closed session, there must be a motion, a summary of what was discussed in closed session, who was in attendance, and justification of why it was necessary. Only the item being discussed in closed session can be discussed or the session will be in violation of the Open Meetings Act. Mr. Dixon explained if the Commission is found to be in violation with the Compliance Board, it must be explained at the next open session meeting of the Commission. Mr. Dixon finished the training and asked for follow-up questions and there was none. Mr. Gregg expressed he will work on getting his Open Meetings Training certificate shortly.

- 4. Old Business** – Ms. Weber asked the Commission how they felt about the transition of the HPC from Office of Administrative Hearings to the Department of Planning. There were no concerns or follow-up discussions. Mr. Gregg introduced a list of things to think about as the Commission continues to discuss a survey for the residents of Uniontown. The list was made by Mr. Saunders. The list included what the purpose of the survey is, following county procedures in conducting the survey, who is being surveyed, method of survey, content in the survey, and data management. The Commission agreed these were all important things to consider. Mr. Saunders asked Ms. Weber and Mr. Dixon to look into county procedures to make sure the Commission was following guidelines. Mr. Dixon explained as long as the questions in the survey are not too personal, the Board of County Commissioners should not have to be involved. This concluded the discussion about the resident survey. After all agenda items were discussed, Mr. Gregg brought up correspondence from Mr. Weaver and Mrs. Weaver, residents of Uniontown, discussing a fence between their home and Mr. Abe's home. Mr. Gregg explained the HPC has no documentation of this fence being applied for and recommended Mr. Abe apply for the fence to be heard at the HPC's October hearing.

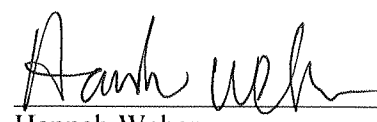
There being no further business and no further discussion, the meeting was adjourned at approximately 7:41 p.m. upon a motion by Mr. Saunders and seconded by Mr. Tomlinson and voted on unanimously.

The next meeting will be tentatively scheduled for October 12th, 2021.

Approved by:


Edwin T. Gregg, Chair

Respectfully submitted:


Hannah Weber
Department of Planning

10/12/2021
Date