



Town of Frederick Historic Preservation Committee Agenda

Town Hall, 401 Locust Street
Tuesday, June 9, 2026

2:30 PM

Call to Order – Roll Call

Approval of Agenda

Public Comment

This portion of the agenda is provided to allow members of the audience to provide comments to the Historic Preservation Committee. Please sign in and you will be called. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

Consent Agenda

Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Historic Preservation Committee member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

- A. May 12, 2026 Historic Preservation Committee Meeting Minutes -

Discussion Items

- B. Museum Friday open dates -
- C. Upcoming community events -
- D. Community outreach resources -
- E. Mayor recommendations on community outreach -
- F. Town History, Museum, HPC and Historic Preservation webpage updates -
- G. Historic preservation grants and project ideas -
- H. HPC work sessions -

Commissioner Reports

- I. Memorial Day Ceremony update -

J. Museum/historic preservation donations -

Adjournment



Town of Frederick Historic Preservation Committee Meeting Minutes May 12, 2026

Call to Order – Roll Call: At 2:33 PM, Chairperson Smith called the meeting to order and requested roll call vote. Present were Chairperson Smith, Vice Chair Simek, and Committee Member McDonald. Also present were Senior Planner Brien Schumacher and Town Clerk Tricia David. Committee Member March entered the meeting at 2:49 PM.

Pledge of Allegiance:

Approval of Agenda: The agenda was approved as submitted.

Special Presentations: There were no special presentations.

Public Comment: There was no one present for public comment.

Staff Reports: There were no staff reports.

Consent Agenda: A motion was made by Committee Member McDonald and seconded by Chairperson Smith to approve the Consent Agenda. The motion passed unanimously.

April 14, 2026 Historic Preservation Committee Meeting Minutes:

Action Agenda: There were no items for the Action Agenda.

Discussion Items:

Update of Board of Trustees May 6 meeting - CLG resolution, Bylaws resolution, HPC ordinance, and Historic Preservation Plan resolution: The Committee discussed recent Board of Trustees approvals related to historic preservation. Members also reviewed the next steps in the Certified Local Government application process.

Museum open dates - June first Friday and Committee member attendance at upcoming community events + outreach tools (fliers, social media, etc.): Museum open dates were coordinated and there was discussion about upcoming events, signage, and community outreach.

Grant funding options and potential projects: Mr. Schumacher provided an overview of grant funding options previously discussed. There was also some discussion about a community survey being offered in the future.

HPC webpage update: Updates will be made to the Committee's webpage following the appointments of new members.

Tour(s) of area museums: The committee will consider future dates for touring nearby museums.

June meeting discussion topics or work session ideas:

Other discussion items: Committee members discussed storage options for museum artifacts, including donated items and historical furniture, reviewed available space and logistics, and planned to organize and secure items in the museum and basement.

Commissioner Reports:

Recap of April 24 and May 1 school tours and May 1 Museum open hours: The Committee was well represented during the school tours, and members reported high levels of engagement and enthusiasm from participants. The activity booklets were very well received. The Committee also discussed ideas for further increasing engagement during future tours.

Other Business:

Adjournment: There being no further business of the Historic Preservation Committee, Chairperson Smith adjourned the meeting at 3:59 PM.