



Town of Frederick Historic Preservation Committee Agenda

Town Hall, 401 Locust Street
Tuesday, July 14, 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. June 9, 2026 Minutes -

Action Agenda

Discussion Items

B. Museum Friday open dates -

C. Upcoming community events -

Commissioner Reports

Other Business

Adjournment

Work Session 3:00 PM

The Work Session will begin immediately following adjournment of the Regular Meeting. The meeting will be held at Town Hall, with the possibility of relocating to the Frederick Museum.



Town of Frederick Historic Preservation Committee Meeting Minutes June 9, 2026

Call to Order – Roll Call: The meeting was called to order at 2:33 PM and roll call was requested.

Present: Chairperson Smith, Vice Chair Simek, Committee Members March, and McDonald. Committee Member Grubb entered the meeting at 2:34

Also Present: Trustee Hickman, Staff Liaison Brien Schumacher, and Secretary Tricia David.

Approval of Agenda: The agenda was approved as submitted.

Public Comment: Tomoko Pataka and Ken Hopping attended and introduced themselves to the committee.

Consent Agenda: Chair Smith announced consensus approval of the May 12, 2026, meeting minutes.

May 12, 2026 Historic Preservation Committee Meeting Minutes:

Discussion Items:

Museum Friday open dates: The Committee discussed the recent Friday museum opening, including cleaning activities, exhibit labeling improvements, and oral history collection efforts. An inquiry from a vision-impaired resident regarding museum accessibility also prompted discussion of signage, ADA compliance, legal waivers, and potential accessibility upgrades.

Upcoming community events: Scheduling was coordinated for Music in the Park, Frederick in Flight, and Tour & Talks.

Community outreach resources: Topics of discussion included tables at Town events, handouts and materials, oral history interviews, flag displays, questionnaire distribution, and plans to collaborate with communications staff.

Mayor recommendations on community outreach: There was discussion about Mayor Crites' recent request for the Committee to recognize local founding families and historic places.

Town History, Museum, HPC and Historic Preservation webpage updates:

Historic preservation grants and project ideas: Brian provided updates on available historic preservation grants, including Certified Local Government and State Historic Fund grants, discussed cash match requirements, and outlined steps for prioritizing projects and asset surveys as the committee prepares for grant applications.

HPC work sessions: The Committee agreed to dedicate half the July meeting and all the September meeting as work session meetings.

Commissioner Reports:

Memorial Day Ceremony update: There was discussion about the event logistics.

Museum/historic preservation donations: Recent museum donations were logged, and more donations are expected following the meeting.

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

Approved by the Historic Preservation
Committee:

ATTEST:

Pamela Smith, Chair

Tricia David, Secretary