

Historic Commission
Old Academy Building
315 Main Street Odessa, DE 19730
Meeting Minutes 11-15-22

1. Call to order – Carla Pyle called the meeting to order at 7 pm and welcomed everyone to the meeting of the Historic Commission.
2. Roll Call was taken and Neeka Grove, Melissa Steeley, Debbie Buckson, Todd Nelson and Carla Pyle were all present.
3. Approval of Minutes
 - a. Minutes from: 8-11-22 A motion was made by D Buckson and it was seconded to approve the minutes. There was no discussion. A vote was taken and the minutes were approved.
 - b. Minutes from 9-8-22 A motion was made by T Nelson and it was seconded to approve the minutes. There was no discussion. A vote was taken, with one abstention, and the minutes were approved.
 - c. Minutes from 10-13-22 A motion was made by D Buckson with the corrections noted and it was seconded to approve the minutes. There was discussion about how the owner wanted to have a copy. There was also discussion about how the owner did know about how it must be a wooden window but that it could be A vote was taken, with two abstentions from Neeka Grove and Carla Pyle, and the minutes were approved with the correction of the spelling of Melissa Steeley's name.
4. Correspondence – There was no correspondence.
5. New Business
 - a. Maureen Given – 401 Main Street
 - Parcel #24003.00122
 - Brick Patio

It was moved by Debbie Buckson and it was seconded to approve the brick patio and pathway plan as submitted for 401 Main Street. There was discussion on the color of the brick, using an old look brick color in the existing sidewalk. A vote was taken and the project plan was approved as presented and discussed.
6. Old Business
 - a. Carole Coleman – Roof questions & Architectural Design Guidelines

It was agreed that the Commission needs to do a review of the guidelines. We should all look at the guidelines and review each of our concerns. They could be individually reviewed and shared via email. Then we need to meet and discuss and then vote and then recommend any changes to the Town Council. Any changes then could be sent on to Town Council for approval. Any meeting we hold, then it needs to be posted one week before the meeting. There was discussion about meeting dates / postings, etc. Neeka will send a copy of the Guidelines around so that each of us can make comments and see recommendations

of the other Commission members. The Commission will recommend changes through an email process, meet and approve any changes on December 8th and these will be submitted to town council prior to the January Town Council Meeting. Carole can come with samples of the Architectural Shingles in December, or at a meeting of the commission in January.

7. Next Meeting Date and Time – December 8, 2022 at 7 pm.

8. Adjournment

There was a motion to adjourn by M. Steeley, with a second by Neeka Grove. A vote was taken and the meeting was adjourned at 7:36 pm.

Susan Carla Pyle
December 20, 2022