

Waterford Meeting 10.29.18

Meeting Minutes

Abbreviations:

- WF - Waterford Foundation
- NPS – National Park Service
- CHAD – University of Delaware Center for Historic Architecture & Design
- VDHR – Virginia Department of Historic Resources
- LOCO – Loudoun County Planning

Attendees:

- Kathryn Smith (NPS)- kathryn_smith@nps.gov
- Morgan Peters (NPS)- morgan_peters@partner.nps.gov
- Cate Morrissey (CHAD)- cmorris@udel.edu / office: 302-831-8097/ cell: 734-644-2753
- Michael Emmons (CHAD)- mjei@udel.edu / 419-630-8895
- Kimberley Showell (CHAD)- kshowell@udel.edu
- Kevin Barni (CHAD)- kbarni@udel.edu
- Blake McDonald (VDHR)- blake.mcdonald@dhr.virginia.gov / 804-482-6086
- Aubrey VonLindern (VDHR)- Aubrey.vonlindern@dhr.virginia.gov
- Casey Dehaven (VDHR)- casey.dehaven@dhr.virginia.gov
- Margaret Good (WF)- mgood@waterfordfoundation.org / 540-882-3018
- Stephanie Thompson (WF)- sthompson@waterfordfoudation.org / 540-882-3018 5
- Susan Honig-Rogers (WF)- shonigrog@gmail.com / 919-270-3007
- Heidi Siebentritt (LOCO)- heidi.siebentritt@loudoun.gov

Existing data/ update needs/ issues

- VDHR asked that WF share the historic names of properties so the database files can be updated.
- Waterford's survey data largely dates back to 1980. Blake and his team will clean up database info and provide that info to the team prior to start of fieldwork.
- The VDHR wants to update properties to help know what is contributing in regards to easements (data for Waterford that isn't under easement hasn't been updated since 1980)
- VDHR conducts updated site visits for easements every few years so the information should be somewhat up to date
- Waterford Foundation has an archives in the basement of the Waterford Old School. Access can be gained through contacting Margaret or Stephanie.
- Heidi talked about making the terms of easements consistent because the language and verbiage varies across easements; some are very old and vague; not consistent with current practice

- This is not in the scope of the NHL update project but is an important project to consider.
- Brad McDonald at VDHR can provide easement database access
- Incorporate new themes into the updated NHL Documentation (for example: African American History, Brown Morton and Historic preservation legacy of Waterford, etc.)
- VDHR has physical archives and the VCRIS database
 - VDHR wants to update data and put it in VCRIS. Can then generate inventory for the updated NHL documentation
 - VDHR will do VCRIS training for CHAD and anyone who will be entering data (can be done in person and on skype)
- Heidi was curious about if there would be a re-justification of the boundary and if the periods/areas of significance would expand
 - VDHR suggested that periods and areas of significance be outlined before survey begins)
 - Discussion was that the existing boundary has strong justification related to national significance so it does not need revision. NHL update should directly address the boundary justification and explain how properties that are split (in and outside district) are addressed for C/NC status.
 - Periods and areas of significance will be reconsidered as part of the project.
- Interview/ Oral History with Brown Morton? WF said they would share the previous interview with Morton re: Waterford district boundary definition.
- Loudoun County can provide maps, addresses, property pin #s, and GIS data
 - Also print maps for the public meeting and share the map electronically
- The WF indicated that it has the following resources:
 - House files – includes oral histories, clippings, photos, deeds sometimes
 - Rock In A Weary Land by Bronwen Souders (African American history)
 - Lost Waterford photo exhibit
 - WF archives
- LOCO can provide GIS data layer; VDHR, CHAD and LOCO will work together to figure out who will provide mapping data/base layers

Survey Guidelines/ Required Steps/ Levels of documentation

- Hardcopy of survey materials including photographs are required for the VDHR submission, survey guidelines are online and Blake can share specifics and answer any questions
- The data entered into VCRIS will produce standard forms; Blake provided a printout spreadsheet of fields; he'll provide electronic version as well.
- DHR would prefer to just see the complete/final draft of the NHL update rather than review multiple interim drafts
- Foundation will review VCRIS data and review for VDHR/CHAD team

Schedule/ Process

- CHAD planning on doing field work during 2 weeks in early December (2nd & 3rd weeks of the month is the plan) (will be in Waterford for 3 consecutive days for each week.)
- Overall project period: Sept. 2018 through March 2020. **Note:** the intent is to have a complete set of NHL Update products ready to be presented at the Spring 2020 NHL Committee meeting. This requires that the NPS regional office (NCR) submit all final product to our NPS headquarters by Feb. 2020.

Protocol for property owner/ public outreach and interactions

- Every time CHAD comes to Waterford the WF wants to know so they can reach out to property owners/tenants ahead of time
- Letter invitation for public meeting will be sent out soon. WF has it ready to go and LOC provided owner mailing labels.
- Collect emails at the public meeting using electronic sign in
- At the meeting, explain how the public will be notified prior to survey at November 14th meeting
- WE will want to have the WF send out a notification that the field work process has been completed and at other progress points in the project – we'll define stages to check in with the public
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- Planning to hold a final presentation once the NHL update is complete to show the public the findings & update for the community
- Planning to do a local news article

Roles/Logistics for Nov. 14th Public Meeting

- The WF will welcome and explain why this project is needed and the benefits to the community
- WF working with Co. Supervisor Higgins who may attend and may want to say some remarks
- NPS will introduce the NHL update project, explain partnership with CHAD, explain meaning of the NHL update
- CHAD will explain their process
- If Brown Morton attends, WF will acknowledge him; may also want to make remarks?
- LOCO will provide large size maps of the district showing NHL boundary, property lines, easements, local HD boundary, and building footprints