

**Minutes of the
Seventy-Third Meeting of the
Maryland Heritage Areas Authority
October 13, 2016**

The seventy-third meeting of the Maryland Heritage Areas Authority (MHAA) was held on October 13, 2016 at the Hyattsville Municipal Building (City Hall) Prangley Room, 4310 Gallatin Street, Hyattsville MD 20781

Authority Members/Designees Present: Elizabeth Hughes (State Historic Preservation Officer); Elizabeth Fitzsimmons (representing MD Department of Commerce Secretary R. Michael Gill); John Wilson (representing MD Department of Natural Resources Secretary Mark J. Belton); Virginia Burke (representing MD Department of Transportation Secretary Pete K. Rahn); Peter Leshner (MD Municipal League representative); Wayne E. Clark (President of the Senate representative); Amy Seitz (representing MD Department of Housing and Community Development Secretary Kenneth C. Holt); Lee Towers (representing MD Higher Education Commission Secretary James D. Fielder, Jr.); Janice Hayes-Williams (Speaker of the House representative); Lisa Challenger (Governor's Appointee for Heritage Tourism); Natalie Chabot (Representative for MD Greenways); Donna Ware (Speaker of the House representative); Robert D. Campbell (Governor's Appointee for Historic Preservation); J. Matthew Neitzey (MD Tourism Development Board representative); Burton Kummerow (President of the Senate representative)

Authority Members/Designees Absent: Wendi Peters (Secretary, MD Department of Planning and Chair, Maryland Heritage Areas Authority); Francis Jack Russell (MD Association of Counties representative); Amanda Conn (representing MD State Department of Education State Superintendent of Schools, Karen B. Salmon); Rowland Agbede (representing MD Department of Agriculture Secretary Joseph Bartenfelder)

Staff Present: Bernadette Pruitt, Richard Hughes, Jennifer Ruffner and Jennifer Neely (Maryland Historical Trust/MHAA); Rieyn Deloney and Paul Cucuzzella (Office of the Attorney General)

Heritage Area Directors/Staff Present: Liz Shatto (Heart of the Civil War Heritage Area & Co-Chair, Maryland Coalition of Heritage Areas); Carol Benson (Four Rivers Heritage Area); Jason Vaughan (Baltimore National Heritage Area); Gail Owings (Stories of the Chesapeake Heritage Area); Aaron Marcavitch (Anacostia Trails Heritage Area); Mary Ann Lisanti and Brigitte Carty (Lower Susquehanna Heritage Greenway); Lucille Walker (Southern MD Heritage Area); Sarah Rogers (Montgomery County Heritage Area); Lisa Ludwig (Lower Eastern Shore Heritage Area); Mary Catherine Cochran (Patapsco Valley Heritage Area); Jen Durbin (Mountain Maryland Gateway to the West Heritage Area)

Heritage Area Directors Absent: Deidra Ritchie (Canal Place Heritage Area) Amanda Fenstermaker (Heart of the Chesapeake Heritage Area & Co-Chair, Maryland Coalition of Heritage Areas)

Others Present: Marci Ross (MD Department of Commerce, Office of Tourism Development), David Craig, Executive Director, Maryland WWI Centennial Commission; Mayor Candace B. Hollingsworth, and Jim Chandler, City of Hyattsville; Stuart Eisenberg, Hyattsville Community Development Corporation; Tom Costello, Cultural Resources Management Inc.

CALL TO ORDER The meeting was called to order at 10:05 a.m. by Elizabeth Hughes who chaired the meeting serving as Secretary Wendi Peters' designee.

INTRODUCTIONS: The Chair asked everyone in attendance to introduce themselves. Mayor Hollingsworth welcomed everyone to Hyattsville.

APPOINTMENT OF MHAA VICE CHAIR AS REQUIRED BY MHAA BYLAWS, ARTICLE V, SECTION 2

The Chair called for requests for nominations for Vice Chair of the MHAA. Ms. Ware nominated Dr. Marty Baker for Vice Chair. No other nominations were made and nominations were closed. The motion was seconded by Mr. Lescher and approved unanimously.

MHAA CHAIR ANNOUNCEMENTS/UPDATES

The Joint Committee Chairmen's Report prepared by the Maryland Historical Trust on Preservation, Survey and Museum Funding Needs will be released on October 15th.

APPROVAL OF MINUTES FOR JULY 7, 2016

Ms. Hughes called for a motion to approve the July 7, 2016 minutes. Ms. Challenger offered the following motion:

RESOLVED, that the Authority approves the July 7, 2016 minutes as written.

The motion was seconded by Mr. Kummerow and approved unanimously.

PRESENTATION BY DAVID CRAIG, EXECUTIVE DIRECTOR, MARYLAND WORLD WAR I CENTENNIAL COMMISSION (WWICC)

Mr. Craig shared that the members of the WWICC board were selected by the end of September. The first meeting of the Commission will be held in November 2017 and the Commission will last until November 2019. Nineteen hundred Marylanders were killed in the war. Mr. Craig asked heritage area directors for an update on any activities and plans that they may have for the centennial commemoration period and to make WWICC aware of needs or projects to restore WW I commemorative monuments. He has asked Governor Hogan to create an advisory board consisting of state agencies, Aberdeen Proving Grounds, Ft. George Meade, and the United States Naval Academy. There may possibly be the creation of a monument guide book. Mr. Craig also had a copy of the book that he has written about historic postcards depicting scenes from the Battle of Gettysburg that he shared with the MHAA.

MANAGEMENT REPORT

Maryland Heritage Areas Authority Financing Fund Report (R. Hughes)

Mr. Hughes reported that as of October 4, 2016 the current balance was \$161,256.38. This included the projected amount for emergency grants for 2017 of \$100,000.00 leaving a remaining balance of \$61,256.38.

Boundary Amendments:

Status report on Anacostia Trails Heritage Area (ATHA) request to amend boundaries to include portions of City of Bowie, Town of Cheverly, Bell Station Rd. area of Glenn Dale, Folly Branch Stream Valley, and the Washington, Baltimore & Annapolis Trail (R. Hughes & Aaron Marcavitch, ATHA Exec. Director).

Mr. Marcavitch reported that Prince George's County Planning Board and County Council (sitting as District Council) met to discuss the Resource Conservation Plan which will amend the General Plan to include the Heritage Area boundary expansion areas. No comments were received about the addition, but there were many comments in support of expanding in the future the Anacostia Trails Heritage Area southward into other areas of the county, or possibly expanding the Southern MD Heritage Area northward to include portions of Prince George's County.

Status report on Anacostia Trails Heritage Area, City of Laurel boundary amendment completion (R. Hughes & Aaron Marcavitch, ATHA Exec. Director)

Mr. Marcavitch reported that Laurel has amended their master plan and is now fully compliant with the Management Plan and that eligible organizations and projects within the City of Laurel are eligible to apply for financial and other benefits available from MHAA.

Status report on Southern Maryland Heritage Area to include a parcel and structure at the American Chestnut Land Trust property and additional areas of the Biscoe Gray Farm Heritage Park (R. Hughes & Lucille Walker, SMHA Exec. Director)

Ms. Walker reported that the private non-profit American Chestnut Land Trust Property and the Calvert County-operated Biscoe Gray Farm Heritage Park are including two small parcels that were originally left out of the heritage area designation (as they were private property or not yet acquired). Both of these entities now have acquired these parcels and wish to incorporate them into the Heritage Area.

Status report on Heart of the Civil War Heritage Area (HCWHA) request to amend boundaries within Washington County to include Fort Frederick State Park, portions of the Western Maryland Rail Trail, Ft. Tonoloway State Park, Funkstown, Washington Monument State Park,

and certain other areas within Washington County - *locations tentative* (R. Hughes & Liz Shatto, HCWHA Exec. Director)

Ms. Shatto reported that the HCWHA received a request from Ft. Frederick State Park to add the Park, part of the Western Maryland Rail Trail, Ft. Tonoloway State Park and Woodmont to the Certified Heritage Area. Mr. Hughes met with Ms. Shatto and Washington County officials regarding other potential areas within the county that may be desirable to add to the HCWHA. As a result of the meeting, Washington County and interested partners are conducting a review of what other areas within Washington County should be considered for inclusion within the HCWHA. Ms. Shatto reported there are some municipalities that were originally expected to be included in the HCWHA boundaries that never completed the required Comprehensive Plan resolutions. Of those, Funkstown has expressed interest in being a part of the current boundary amendment and the municipality is interested in acquiring land pertinent to the Battle of Funkstown. It appears that Washington Monument State Park also is not included within current boundaries – an oversight that should be corrected. Also, there are unincorporated areas that need to be brought in, including segments of Civil War Trails, the historical National Road, the C & O Canal and some battle areas related to the retreat from Gettysburg. A draft version of the HCWHA map showing areas that are likely to be proposed for the new boundary was shared with MHAA members. It has not yet been vetted by the HCWHA Board, so it may change before the boundary amendment request is ready to submit. HCWHA is hoping for an April 2017 approval by MHAA.

Status report on Lower Eastern Shore Heritage Area (LESHA) request to amend boundaries to include the community of Allen and other areas within Somerset County - to be determined (R. Hughes & Lisa Ludwig, LESHA Exec. Director)

Ms. Ludwig continues to work with the Village of Allen in Wicomico County. She is working with the Wicomico County Planning and Zoning to identify and produce a map of the areas proposed to be added into LESHA. Other areas being considered include the Bordeleau Winery, Upper Ferry, portions of the Blue Crab Scenic Byway and a Wicomico County Park. The Village of Allen is already referenced in the LESHA management plan.

Ms. Ludwig stated the Seagull Century bicycle event includes the area as part of their annual touring route. Mr. Lescher mentioned that a shipyard study had been conducted near Upper Ferry by the Maryland Historical Trust.

Baltimore National Heritage Area (BNHA) Boundary Expansion

Mr. Vaughn reported that the BNHA is currently researching and developing background documentation for a potential boundary expansion. Potential areas for expansion include Greenmount Cemetery, Clifton Park, Morgan State University, and Morgan Park. The expansion would likely also include the entirety of the Highlandtown Main Street district. BNHA hopes to start the formal process of requesting an expansion in the spring of 2017.

ACTION ITEMS

Request to amend the Scope of Work, Budget, and Timetable for FY 2014 grant to Town of Emmitsburg for the Emmitsburg Town Square Revitalization project. (R.Hughes)

Mr. Hughes reported that MHAA approved a FY 2014 grant for \$30,415 to the Town of Emmitsburg for the “Emmitsburg Town Square Revitalization” project. As originally approved, \$28,068 of the Grant was to be used for consultant fees to prepare final project construction plans and fees for required State Highway Administration (SHA) permits, and \$2,347 of the Grant was to pay for production of approximately six wayfinding signs. Because the Town Square is a state highway and additional safety upgrades were needed, SHA agreed to pay for the basic, standard infrastructure, including preparation of final project construction plans. Emmitsburg remains responsible for elements that affect the aesthetic aspects, pedestrian amenities, and historic character of the town's central element. A Project Timetable extension is requested to provide SHA sufficient time to complete the construction plan development and for Project construction to be completed. Emmitsburg also identified another source of funding for production of wayfinding signs.

As a result of these developments, Emmitsburg requests the Authority approve changes to the Grant Agreement Exhibit A – Scope of Work, Project Timetable, and Project Budget to allow the use of Grant funds and Project matching funds for some of the actual Project capital construction costs, as presented in the document provided to MHAA members titled “Change in Scope of Work, Timetable, and Budget, 2014 Maryland Heritage Areas Authority Grant for the Town Square Revitalization Project, Emmitsburg, MD.”

Ms. Hughes called for a motion to approve the request as presented. Mr. Clark offered the following motion:

RESOLVED, that the Maryland Heritage Area Authority approves an amendment to revise the scope of work, extend the project completion date, and revise the budget of the FY 2014 grant for \$30,415 (the “Grant”) to the Town of Emmitsburg. The revised project now involves capital construction improvements at the Town Square in the Town of Emmitsburg, as more particularly described in the document titled “Change in Scope of Work, Timetable, and Budget, 2014 Maryland Heritage Areas Authority Grant for the Town Square Revitalization Project, Emmitsburg, MD.”

The motion was seconded by Ms. Seitz and approved unanimously.

Modifications to MHAA “Policy on the Use of Management Grant Funds for Discretionary Non-Capital Activities including Mini-Grants” (Follow-up to July 7, 2016 MHAA discussion on funding options for smaller, low cost projects):

Mr. Hughes reported that at its July 7, 2016 meeting MHAA had requested that the Technical Advisory Committee (TAC), in consultation with Heritage Area Directors, develop recommendations for possible funding options to allow additional support for smaller, lower-cost projects. The TAC recommended that MHAA approve an amendment to the current policy to

allow Certified Heritage Areas to increase the maximum amount of funding they can utilize for discretionary or mini-grant expenditures from their annual management grant from \$10,000 to \$15,000, and that they can also increase the amount of their required matching funds spent on discretionary or mini-grant expenditures.

The group discussed the fiduciary responsibility that necessitated a cap, the impact the increase would have on management grants, the need for increased funding for MHAA grants across the board, and the importance of the mini-grants as capacity-building tools.

Ms. Hughes called for a motion to approve the TAC's recommendations as presented. Mr. Clark offered the following motion:

RESOLVED, that the Maryland Heritage Area Authority (the "Authority") approves an amendment (the "Amendment") to the Authority's January 7, 2010 "Policy on the Use of Management Grant Funds for Discretionary Non-Capital Activities including Mini-Grants." The Amendment increases the maximum amount that Certified Heritage Areas may utilize of their management grants from \$10,000 to \$15,000 for discretionary activities that qualify as non-capital or programming activities under the MHAA grant program, including mini-grants to non-profit organizations and local jurisdictions allowed, as more particularly described in the document titled "Amendment to the Policy on the Use of Management Grant Funds for Discretionary Non-Capital Activities including Mini-Grants, October 13, 2016."

The motion was seconded by Mr. Leshner and approved unanimously.

DISCUSSION ITEMS

Discussion of changes to be implemented regarding certain MHAA Grant procedures and requirements:

a) Procedure for mid-project disbursement of grant funds – Change from mid-project fixed 50% of grant funds to reimbursable disbursement (excepting management grants)

Ms. Ruffner outlined that current MHAA policy for the disbursement of grant funds to grantees in three payments:

1. a first disbursement of 25% of the grant amount to the Grantee within 45 days of the Effective Date of this Agreement;
2. a second disbursement of 50% of the grant amount upon submittal by the Grantee of a Mid-Project Progress Report and a completed MHAA Request for Disbursement form; and
3. a final disbursement of 25% of the grant amount, or the balance of funds that have been expended, upon submission of all final products, including a Final Report and a final MHAA Request for Disbursement.

MHAA staff has found that the automatic disbursement of the second payment of 50% of the grant amount upon submittal by the Grantee of a Mid-Project Progress Report and a completed MHAA Request for Disbursement form makes it difficult for staff to accurately determine the progress of grant funded projects, does not allow for accurate review of what work and expenditures of both grant funds and matching funds have occurred, and could result in grant funds being disbursed and used to pay for ineligible expenses that staff would only learn about at the end of the project since Grantees currently are not required to submit financial documentation such as invoices and proof of payments until the project is completed.

To address these concerns, MHAA is implementing, beginning with FY 2018 grants, the following new administrative procedure:

MHAA will require that a Grantee's second Request for Disbursement must include an accounting of total actual expenditures to date, according to line items in Exhibit A - Project Budget and evidence of actual cash expenditures (both Grant funds and Grantee's Contribution) to include such things as copies of purchase requisitions, purchase orders, consultant contracts, invoices, and receipts as well as cancelled checks or computer spreadsheets to verify payments made, and evidence of any in-kind contributions, such as donated services, should include such things as time sheets/time/work/records for Grantee staff and /or volunteers which provide the value of the time, based on reasonable hourly rates for the services provided. Grantees can request up to 50% of the grant at this mid-point, but only if they can fully document the expenditure of the initial 25% disbursed at the start of the project, and up to a further 50% of the grant in additional expenditures.

b) Streamlining of application and review of Education, Archeology and Natural Resources project grant procedures

In previous years, MHAA has awarded a few extra points to projects focusing on Education, Archeology and Natural Resources. In order to obtain these points, applicants were required to complete additional questions and submit additional materials, making their grant applications longer. In examining the effectiveness of this strategy, it was determined that the extra points did not encourage more applications of this type, and the additional questions could, in fact, hinder applications. Staff will therefore be eliminating these criteria from the application materials, and will instead include the general types of questions in the overall application.

Marketing Grants Working Group – Designation of MHAA members

Mr. Hughes summarized that staff intends to create a Marketing Working Group consisting of Maryland Coalition of Heritage Areas designated representatives and representatives from MHAA and/or the TAC to comprehensively review current MHAA marketing policies including eligible MHAA grant-funded activities to determine if updates and revisions are needed. A number of Heritage Area directors have asked that MHAA consider making revisions to existing policies.

Mr. Hughes asked that if any MHAA members would like to serve on the Working Group that they please let him or Jen Ruffner know. Mr. Kummerow volunteered to serve, as did Ms. Seitz.

MARYLAND COALITION OF HERITAGE AREAS (MCHA) REPORT
(Ms. Elizabeth Shatto, Co-Chair MCHA)

Ms. Shatto reported that MCHA has organized a number of committees, which should allow for greater efficiency. Committees include: Outreach and Marketing, Best Practices, Policy and Legislative which will address interaction with state agencies and issues related to the MHAA program and legislative session and will carry out advocacy and legislation change efforts as prioritized by the MCHA.

At the September 8th MCHA meeting, it was agreed by consensus to pursue a legislative change regarding the MHAA funding cap. Right now, it is just the funding cap adjustment that will be sought, but that could change should circumstances appear favorable to pursue increased funding in the next year.

The decision to work towards a legislative change was shared with the TAC after the Coalition meeting. MCHA knows it will work towards a change, but final specifics of what that change should look like and how it will be pursued have not been determined.

An October 6th meeting with Secretary and MHAA Chair Wendi Peters was planned, but that meeting was canceled and is being rescheduled for later in the month.

Mary Catherine Cochrane is the Legislative Committee Chair and her group is in a fact-finding/research mode. Coalition strategies will be greatly influenced by MCHA's meeting with Secretary Peters so there isn't a great deal to share.

The MCHA discussed marketing, acknowledging that a working group to look at the marketing grant policies is being formed. Also, over the summer Mr. Buchheit met with Ms. Fitzsimmons who graciously provided the back page of the Star-Spangled Banner National Historic Trail Travel Guide to the Coalition for an ad. MCHA had to act quickly but with lots of help it was able to get a hold of an ad previously used for the Byways guide, and update it for this purpose. It is a great opportunity to market the heritage areas program, and a good example of how the MCHA can be nimble and quick.

Ms. Shatto reported that once again MML and MaCo were great events and she was grateful to the heritage area directors that make sure MCHA is represented at those annual events. Next week many heritage area directors will be in Hyattsville at the new Anacostia Trails Heritage Area office, for Community Development Week on the 18th. Thanks to Mr. Buchheit, the heritage areas program will be represented at Fleet Week – some heritage area directors are sending staff for assistance.

The Policy Committee includes Ms. Owings, Dr. Benson, Ms. Ludwig, Ms. Carty, Ms. Lisanti, and Ms. Ritchie. The majority of the group met in August and discussed a range of policy issues,

priorities, and approaches. Ms. Ritchie shared a quick summary at the Coalition meeting in September.

HERITAGE AREA DIRECTOR ANNOUNCEMENTS

Heart of the Civil War Heritage Area

Ms. Shatto announced that the HCWHA launched the Heart of the Civil War Heritage GeoTrail with great success on October 1st. It has already drawn geocachers from all over the county and internationally. They are tracking data, including information about visitor spending as people return completed passports for geocoin prizes. Sixteen sites across the three counties are included. The project is funded by the Rural Maryland Council and the Hagerstown-Washington County CVB.

In August an Education Portal on their website was launched, part of a larger education initiative funded by the American Battlefield Protection Program and the Delaplaine Foundation. The project includes 11 original lesson plans that integrate projects previously funded by MHAA as content resources (the HCWHA film and the related app with additional content are available at (www.crossroadsofwar.org)). It also includes travel planning materials, and they have begun to actively market to the student group travel market for multi-day trips. As a part of that effort, HCWHA staff met with 30 tour operators this summer at the Student Youth Travel Association Conference.

Southern Maryland Heritage Area

Ms. Walker reported that the "Through Piscataway Eyes" initiative is progressing and the draft master plan is being edited. This plan will promote the interpretation and understanding of the Native American Indian experience throughout the Heritage Area, and it will serve as a model for others to utilize when seeking to develop an understanding of the Native story. The plan is Piscataway-driven, and will be spearheaded by the Piscataway people going forward.

Four Rivers Heritage Area

Dr. Benson shared that Four Rivers recently held its Fall FY17 Mini-grant round, its 14th year of offering mini-grants. The organization received 14 proposals, a record number. The proposals totaled more than \$31,000 in requested funds, for more than \$223,000 in total project costs. The process of advising grant applicants (and not just those applying for the first time) is a very important and an effective means of capacity-building.

In addition to the mandatory Mini-Grant workshop, Four Rivers offered a successful free workshop on Best Practices in Program Accessibility, which is becoming more of a priority in their Education Committee discussions, and they will be offering a free workshop on "Getting Started with Planned Giving" on October 25, with speaker Patti Bender, who is Planned Giving Officer at the U.S. Naval Academy; all are welcome.

Four Rivers has made good progress with its marketing project for website redevelopment, in partnership with their DMO, Visit Annapolis, which is funded by a FY-17 marketing grant. Four excellent proposals have been received in response to the RFP, which are still being evaluated.

In March ALTSCHA will present the 10th annual Maryland Day Celebration, on March 24-26, 2017. It is now much more of a collaborative effort among their partners.

Dr. Benson invited MHAA members to attend the 15th Anniversary Celebration and 13th Annual Heritage Awards event on Thursday, November 10th, 5-7p.m., in the Blue Heron Room at Quiet Waters Park. This year the major Heritage Leadership award will be named for Four Rivers Heritage Area's longtime (recently-retired) Chair; it will now be known as the Patricia Barland Leadership Award.

Maryland Mountain Gateway to the West (MMGTW)

Ms. Durbin announced that MMGTW is hosting a five-year anniversary celebration on November 15th at 1:00 p.m. at the Garrett County Visitors Center. Save-the-date cards have been sent out and a more formal invitation will be sent later in the week. The celebration will include speakers, the unveiling of the Visitor Center Photo Project and light refreshments with cake.

The Autumn Glory festival is celebrating 49 years and is being held on October 12th-16th. The fall foliage tours are available and the leaves have not quite peaked at this time, so there is still time to visit for beautiful colors!

Lower Susquehanna Heritage Area (LSHA)

Ms. Lisanti reported that the LSHA is working to complete the required plans to apply for designation of the "Birth of the Bay National Scenic Byway." LSHA is also involved in the Exelon relicensing plan and is pushing to increase public access, and is an interested party in the review process for the Federal Railroad Administration to replace the Susquehanna Bridge. Ms. Lisanti shared some frustrations with working through the Section 106 compliance review process.

Montgomery County Heritage Area (MCHA)

Ms. Rogers reported that the African American church records collection, stabilization, and digitizing project is nearly completed. Protocols have been developed so that can be adapted to any African American church site for preserving their records. The Maryland State Archives is going to use their program as a model for similar projects. The new Heritage Montgomery website is up – visit it at heritagemontgomery.org

The Loving & Charity Hall preservation project is set to begin soon. The project has received MHT, MHAA, and Montgomery County funds.

Heritage Montgomery's 2017 mini grant award ceremony will take place on November 1st (14 grants will be awarded).

Heritage Montgomery's branding revision continues with new site markers featuring HM, MHAA, and Montgomery County logos. Each site that has received funding will display the marker.

The Town of Brookeville is proceeding with plans to expand its interpretation of the African American and Quaker stories. MNCPPC and Brookeville will work together to include each other's sites in the interpretation – this represents a major new partnership.

The Woodend Audubon Naturalist Society – home to notable conservationists, Rachael Carson, Roger Tory Peterson, and Theodore Roosevelt – is pursuing joining Heritage Montgomery.

Stories of the Chesapeake Heritage Area (SCHA)

Ms. Owing was pleased to announce the completion of several large projects funded by MHAA including the Sultana Education Center, the Webb and William Still Cabins.

SCHA is participating in the discussion of the impact of solar and wind installations on cultural landscapes - both specifically in the Mills Branch case and in general discussions concerning potential legislation.

Lower Eastern Shore Heritage Area (LESHA)

Ms. Ludwig reported that they are starting their mini-grant round and three workshops are scheduled.

A storm created severe flooding on the lower Eastern Shore. Ms. Ludwig sent an email request to all partners requesting feedback indicating if there was damage to anyone's sites. The Ward Museum in Salisbury reported they were closing temporarily due to water damage. No exhibits were harmed. Historic St Martins Church reported cracks appearing in their ceiling and damage to the plaster. The Salisbury Zoo had flooding to the entire complex and they lost an old llama due to hypothermia.

Somerset County held a 350th Anniversary Celebration in Westover that was well attended. They gave out a special commemorative glossy booklet and also special commemorative gold coins. LESHA helped with the event and served Smith Island Cake with the Somerset County Tourism office. Eastern Shore American Indian groups were represented. A large History Tent was provided along with genealogical exhibits and experts, various state and local officials, University of MD Eastern Shore provided a huge fireworks display.

Baltimore National Heritage Area

Jason Vaughan, BNHA's director of preservation and interpretation, represented the heritage area. Vaughan noted that the Maryland Fleet Week in Baltimore was underway; BNHA was a lead partner in coordinating "Navigate the Fleet Day," which brought more than 1,000 eighth-grade students to the Inner Harbor to visit the ships and take part in education stations around the Inner Harbor and Fell's Point. BNHA published a passport for Fleet Week participants that provided spaces to collect stamps from the ships as well as help direct visitors to historic sites and attractions near the waterfront. More than 10,000 passports were distributed during Fleet Week.

Mr. Vaughan noted that tickets were currently on sale for the heritage area's first fundraiser: History Is a Drag. The January 15 event will feature four hours of food, drink, music, historic re-enactors, and drag performances (more info at www.historyisadrag.com).

BNHA's annual meeting will be held on the evening of Thursday, November 17. During the event the heritage area's partners of the year will be announced, as well as the recipients of the BNHA Small Capital Grants.

Mr. Vaughan expressed solidarity with the Section 106 concerns voiced by the Lower Susquehanna Heritage Greenway. BNHA had a similar frustrating experience in a state 106 review process in which the advice of the involved non-governmental organizations was ignored or dismissed by the lead state agency (DHCD). He suggested that if heritage areas are to become more involved in the 106 process, additional training and capacity building should be considered by MHAA and the Maryland Historical Trust.

Anacostia Heritage Area

Mr. Marcavitch welcomed everyone again and displayed an image of the Heritage Center for those not attending the lunch. He looked forward to telling everyone about the great work on the tour.

NEW BUSINESS

No new business.

CLOSED SESSION

Ms. Hayes-Williams made a motion to enter into closed session to consult with counsel to obtain legal advice on the interpretation of heritage area law under General Provisions Article § 3-305(b)(7). The motion was seconded by Mr. Kummerow, and unanimously approved.

Authority Members/Designees Present at the Closed Session: Elizabeth Hughes (State Historic Preservation Officer); John Wilson (representing MD Department of Natural Resources Secretary Mark J. Belton); Virginia Burke (representing MD Department of Transportation Secretary Pete K. Rahn); Peter Leshner (MD Municipal League representative); Wayne E. Clark (President of the Senate representative); Amy Seitz (representing MD Department of Housing

and Community Development Secretary Kenneth C. Holt); Lee Towers (representing MD Higher Education Commission Secretary James D. Fielder, Jr.); Janice Hayes-Williams (Speaker of the House representative); Lisa Challenger (Governor's Appointee for Heritage Tourism); Natalie Chabot (Representative for MD Greenways); Donna Ware (Speaker of the House representative); Robert D. Campbell (Governor's Appointee for Historic Preservation); J. Matthew Neitzey (MD Tourism Development Board representative); Burton Kummerow (President of the Senate representative)

RETURN TO OPEN SESSION

The Authority returned to open session at approximately 1:15 PM.

Action taken in closed session:

The Authority resolved that the Administrator should respond in writing on behalf of the Maryland Heritage Areas Authority to the July 15, 2016 letter from Eastern Shore Heritage, Inc., regarding the Mills Branch Solar Project.

ADJOURN

Ms. Hughes called for a motion to adjourn. Mr. Kummerow made a motion to adjourn, which was seconded by Ms. Challenger, and approved unanimously.

The meeting adjourned at 1:24 p.m.

MHAA members and Heritage Area Directors and guests participated in an afternoon tour of select sites in the Anacostia Trails Heritage Area