

Minutes of the  
Ninety-Eighth Meeting of the  
Maryland Heritage Areas Authority  
January 12, 2023

The ninety-eighth meeting of the Maryland Heritage Areas Authority (MHAA) was convened on January 12, 2023 via web conference call and live-streaming. The public had the opportunity to listen/watch via live-streaming.

**Authority Members/Designees Present**

Robert D. Campbell (Governor's Appointee for Historic Preservation and serving as the Vice Chair for the Maryland Heritage Areas Authority); Daniel Spedden (MD Tourism Development Board representative); Marianne Harms (Speaker of the House representative); Dennis Doster (Governor's Appointee for Heritage Tourism); Janice Hayes-Williams (Speaker of the House representative); Natalie Chabot (Representative for MD Greenways); Elizabeth Hughes (State Historic Preservation Officer); Burt Kummerow (President of the Senate representative); Pete Lesh (MD Association of Counties representative); Marty Baker (representing MD Department of Transportation Secretary James F. Ports); Nicholas Redding (President of the Senate representative); Elizabeth Fitzsimmons (representing MD Department of Commerce Secretary R. Michael Gill)

**Authority Members/Designees Absent**

John A. Kinnaird (MD Municipal League representative); Amy Seitz (representing MD Department of Housing and Community Development Secretary Kenneth C. Holt); Rowland Agbede (representing MD Department of Agriculture Secretary Joseph Bartenfelder); Bruce Lesh (representing MD State Superintendent of Schools Mohammed Choudhury); Lee Towers (representing MD Higher Education Commission Secretary James D. Fielder, Jr.);

**Staff Present**

Ariane Hofstedt (Maryland Historical Trust); Martha Waldron (Maryland Historical Trust); Andrew Arvizu (Maryland Historical Trust); Rieyn DeLony (Office of the Attorney General)

**Heritage Area Directors/Staff Present**

Lucille Walker (Southern Maryland Heritage Area and Co-Chair, Maryland Heritage Areas Coalition); Brigitte Carty (Lower Susquehanna Heritage Greenway and Co-Chair, Maryland Heritage Areas Coalition); Sarah Rogers (Montgomery County Heritage Area); Elizabeth Shatto (Heart of the Civil War Heritage Area); Carol Benson (Chesapeake Crossroads Heritage Area); Meagan Baco (Maryland Milestones / Anacostia Trails Heritage Area); Kim Folk (Mountain Gateway to the West Heritage Area); Aaron Shapiro (Patapsco Valley Heritage Area); Holly Gilpin (Heart of Chesapeake Country); Gail Owings (Stories of the Chesapeake); Deidra Ritchie (Passages of the Western Potomac Heritage Area/Canal Place); Shauntee Daniels (Baltimore

National Heritage Area); Emily Huebner (Heart of the Civil War Heritage Area); Danielle Walter-Davis (Baltimore National Heritage Area)

**Additional Individuals Present**

Don Mulrine (Town of Denton)  
Jock Walsh (Town of Denton)  
Julie Gilberto-Brady  
Victoria McConnell (Fiber Arts Center of the Eastern Shore)

**CALL TO ORDER**

Mr. Robert Campbell opened the meeting at 10:05 and welcomed the Authority to the meeting.

**ROLL-CALL ATTENDANCE**

Ms. Ariane Hofstedt conducted a roll call to confirm MHAA members' attendance. With 12 members in attendance and 5 members absent, there was a quorum present and a two-thirds majority.

**MHAA VICE CHAIR ANNOUNCEMENTS/UPDATES**

Mr. Campbell reminded everyone that as Vice Chairperson, he will be facilitating the Authority meeting with Secretary McCord's departure upon the administration change.

**APPROVAL OF MINUTES FROM OCTOBER 13, 2022 AND NOVEMBER 10, 2022 MEETINGS**

Mr. Campbell asked for discussion of the meeting Minutes from the October 13 meeting of the Authority. There were none.

Pete Leshar made the following motion. Burt Kummerow seconded.

**RESOLVED, that the Authority approves the October 13, 2022 Minutes as presented.**

The motion was approved unanimously with no abstentions.

Mr. Campbell asked for discussion of the meeting Minutes from the November 10 meeting of the Authority.

Marianne Harms made the following motion. Elizabeth Hughes seconded.

**RESOLVED, that the Authority approves the November 10, 2022 Minutes as presented.**

The motion was approved unanimously with Marty Baker abstaining.

**MANAGEMENT REPORT (Ariane Hofstedt, MHAA Administrator; Martha Waldron, MHAA Administrator)**

Ms. Hofstedt greeted the Authority and wished everyone a Happy New Year.

### **MHAA Financing Fund Report**

Ms. Hofstedt reported that there have been no changes to the Financing Fund since the last meeting because there have been no emergency grant requests or project grants that have closed under budget. The Financing Fund therefore has a balance of \$41,558.32, the same amount reported at the October meeting.

### **FY 2023 and FY 2024 Grant Updates**

Ms. Waldron provided an update on FY 2023 grants: 25% of grant agreements are currently with procurement and those grantees will see their first grant payments very soon. Another 10% of FY 203 grant agreements are with grantees for their signature. MHAA staff are working closely with the Office of the Attorney General amidst staff departures at the MHT level to get these out the door as quickly as possible. Priority has been given to heritage area management and block grants and projects needing their first payment to move forward.

Ms. Hofstedt announced that the FY 2024 application has been revised in response to feedback from numerous stakeholders both before and during the racial equity audit process. These changes address immediate concerns about barriers to access that have been identified. The revised application was shared with all the heritage area directors in addition to a small test group including individuals representing organizations that were either new or repeat applicants and multi-heritage area grantees. Repetitive questions were removed, and the format was reorganized making it less cumbersome and more consolidated. MHAA staff believe this application will be more user-friendly and the program will continue to see quality submissions moving forward.

Mr. Leshner thanked MHAA staff for undergoing this process and complimented them on producing a cleaner application.

Ms. Hofstedt added that the FY 2024 grant round was officially launched on December 21 and program staff have held one in-person and one virtual information session so far. There are four more information sessions scheduled through the next month.

Ms. Walker raised concerns about the pace of FY 2023 grant agreements and asked about options to alleviate the delay moving forward.

Mr. Campbell noted that FY 2023 is an anomaly as MHAA and MHT catch up with staffing vacancies.

Ms. Hofstedt mentioned that MHAA staff are very aware that FY 2023 grantees are anxious to receive their funds and noted that it is not unusual to announce the next grant round while just starting to issue payments for the current year. In previous years, grantees do not typically see their first payment until around December/January. While there is a delay, staff are doing everything they can to get these out given the reduction of staff this year.

Ms. Hofstedt also reported that the position that helps to process grant agreements for MHAA is currently being recruited and will be replaced by next year's cycle.

### **Racial Equity Working Group Update**

Ms. Hofstedt provided a brief update on the Racial Equity Audit that was presented by Symphonic Strategies to the Authority in November 2022. Comments from the Authority, the heritage area directors, and the Racial Equity Working Group were consolidated and were provided to Symphonic Strategies. A revised report has been submitted to MHAA staff who are reviewing it closely and working with Symphonic to correct some factual errors. The final report is anticipated to be completed by the end of January.

### **MHAA Member Reappointments**

Ms. Hofstedt provided an update to the Authority regarding member reappointments considering the new year and the administration change.

For state agency representatives: once the new Secretary of Planning is appointed, MHAA staff will be briefing them on the role of the Authority. For members of the Authority who are currently serving as proxies for agency heads, are remaining in their positions, and want to continue their role on the Authority, please communicate this with your new agency head.

For governor-appointed representatives: members whose existing term ended in 2022 and would like to be reappointed, an application must be submitted to the state appointments portal. This applies to four Authority members: Dennis Doster, Janice Hayes-Williams, Pete Leshner, and Dan Spedden. Ms. Hofstedt will send the link to this portal to these individuals.

There are several Authority members whose term expires in 2024 – no action is needed at this time. This applies to Robert Campbell, Natalie Chabot, Marianne Harms, John Kinniard, and Nicholas Redding.

Mr. Campbell announced that Burton Kummerow will be leaving the Authority and a replacement will be appointed.

### **MARYLAND HERITAGE AREAS COALITION (MHAC) REPORT Lucille Walker and Brigitte Carty, Co-Chairs**

Ms. Walker reported that the heritage areas coalition has an eye on the upcoming legislative session and is currently focused on attending meetings, legislative breakfasts, conferences, etc. One meeting of note was the Eye of Annapolis where Governor-elect Moore, Senate President Ferguson, and Speaker Jones were in attendance, and it was a good opportunity to remind them about the heritage areas program and its importance. The coalition is hoping to increase funds for the program in the future.

Ms. Walker reminded the Authority that February 10 is tourism day, which typically encompasses heritage tourism. She will be addressing the Southern Maryland delegation on that day as will other heritage area directors in their regions.

### **Heritage Area Director Highlights**

Ms. Carty (Lower Susquehanna Heritage Area) shared the news that in October 2022, Governor Hogan and Constellation announced the donation of approximately 300 acres in the Lower Susquehanna Heritage Greenway for public recreation and conservation. This has been a collaborative effort between local, county, and state organizations. Natural resource preservation is an important component of the heritage area program.

Additionally, the National Park Service recently announced that the Havre de Grace Maritime Museum's MHAA-funded exhibition "Underground Railroad, Other Voices of Freedom" was designed as a National Underground Network to Freedom program.

A long-planned bike and pedestrian river crossing between Havre de Grace and Perryville is moving forward with strong momentum. Trail development in the region has also accelerated and LSHA is working on presenting the Susquehanna River Rail Bridge project to stakeholders.

Ms. Walker (Southern Maryland Heritage Area) shared that the Southern Maryland Heritage Area received national designation and is now known as the Southern Maryland National Heritage Area through an act of Congress. This is an amazing achievement for the area and highlights the national relevance of a Maryland story. Ms. Walker emphasized the importance of the state heritage area program in this achievement. A feasibility study was completed, and a steering committee is being formed. A media event launch will take place this summer.

On February 19, Senator Ben Cardin will be the keynote speaker at a legislative reception for the Tri-County Council for Southern Maryland. All are invited.

Ms. Daniels (Baltimore National Heritage Area) shared that Senate Bill 1942, the same bill, reauthorized the Baltimore National Heritage Area for another 15 years. In addition to the reauthorization, the state heritage area boundary is now merged with the federal national heritage area boundary which will allow for more organizations and partners to receive federal funding through the heritage area.

Ms. Folk (Mountain Maryland Gateway to the West Heritage Area) congratulated her fellow directors. She then shared the success of Garrett County's 150<sup>th</sup> anniversary celebration, which was supported by a MHAA grant, through a video highlighting the sesquicentennial.

Ms. Ritchie (Passages of the Western Potomac Heritage Area) reminded the Authority of the concept of the River Park at Canal Place which was launched in 2017. MHAA funded the feasibility study and a survey of the park parameters. Ms. Ritchie proudly shared that \$6 million in earmark funding was recently awarded from their federal legislators for the river park. This project will provide public access to the river, the dam will be removed, public viewing areas,

trail connectors, and white-water features. PWPHA will be asking for \$25 million from the general assembly this session.

Ms. Ritchie also announced that the Levitt Foundation has funded a cultural event series at Canal Place in partnership with Allegany Arts Council, City of Cumberland, and Frostburg State University over the next three years. These will be free public events.

Lastly, Ms. Ritchie shared that Allegany County and Garrett County will be hosting the PACE Reception on January 19. The main theme is outdoor recreation.

Ms. Hofstedt congratulated all the heritage areas on their recent successes!

### **ACTION ITEMS**

#### **Resolution R-300 to Approve a Request by the Town of Denton to Revise the Scope of Work of the FY 2021 Grant for the Restoration of the Richard Potter House**

Ms. Hofstedt provided context for the resolution which requests the approval to remove a rear addition and the second floor, restoration to the roof to be lowered to the first floor, and the restoration of the fireplace and chimney. Ms. Hofstedt invited Jock Walsh and Don Mulrine from the Town of Denton to speak about the project.

Mr. Walsh provided helpful context surrounding the Richard Potter House and shared that the Town of Denton is requesting to take the two-story rear addition, the second floor off the house, both built in 1900, drop the original roof back to the original floor, which are both circa the early 1800s.

Ms. Hofstedt told the Authority that the original scope included renovations to exterior repairs, reconstruction of the front porch, and installation of an ADA ramp.

Mr. Campbell asked if aspects of the original scope will still be included.

Mr. Walsh responded that the ADA ramp will be included but the front porch dates to the 1900s and will therefore be removed as it is not original to the building.

Mr. Baco asked what the visitation value of the property is and if the grantee has applied for the MHT Capital grant program.

Mr. Walsh replied yes, they have applied.

Ms. Hughes commented on the restoration rather than the rehabilitation of the project and asked if this would go through Section 106 review.

Mr. Arvizu mentioned that this request has gone through review by MHT's Compliance office and they have no concerns to the proposed changes.

Ms. McConnell commented that the Fiber Arts Center, adjacent to the Richard Potter House, has received a AAHPP grant for a feasibility study and architect to make repairs to the Richard Potter House. This site will become part of the Fiber Arts Center and will open as a museum available to the public.

Mr. Campbell summarized the discussion: preliminary investigations of the dwelling have given the grantee a clearer understanding of how to proceed with the initial award of phase I to bring the house to its original state; preliminary feedback from Section 106 review has no immediate concerns; and the various parties/partners are working together to see this project to fruition.

Ms. Baker asked which DHCH program the Town is sourcing for more funding.

Mr. Mulrine provided an answer to the question: the community legacy program.

Ms. Harms applauded the organizations for their enthusiasm for honoring the legacy of this property.

With no further discussion, Ms. Harms made the following motion:

**RESOLVED, that the Authority approves the request by the Town of Denton to revise the Scope of work of the FY 2021 grant project titled "Richard Potter Dwelling - Phase I" to allow for the restoration of the property, including the removal of a rear addition, the removal of the second floor, the restoration of the roof to be lowered to the first floor, and the restoration of the fireplace and chimney.**

Ms. Baker seconded the motion, which passed unanimously with Ms. Hayes-Williams abstaining.

## **DISCUSSION ITEMS**

### **Heritage Areas 5-Year Action Plans**

Ms. Hofstedt reminded the Authority that each heritage area is required to produce five-year action plans, which are a simplified way of updating their management plans. The most recently submitted five-year plans ended in 2018 and Covid-19 has prevented the cycle from continuing. The heritage areas are currently scheduled to submit their five-year action plans for approval at the April 2023 Authority meeting. A handful of heritage areas have expressed extenuating circumstances that are preventing them from completing action plans by the deadline. They are asking the Authority for extensions.

A memo provided to the Authority in the meeting materials identifies these heritage areas and offers three possible recommendations for how to proceed. The memo listed Southern

Maryland National Heritage Area, Baltimore National Heritage Area, Stories of the Chesapeake Heritage Area, Passages of the Western Potomac Heritage Area, Anacostia Trails Heritage Area and, Montgomery County Heritage Area.

Ms. Hofstedt summarized the three options for the Authority to consider: 1) to deny the extension request and require heritage areas to submit their five-year action plan in April; 2) to defer the start date only of the five-year action plan but keep the same end date for all heritage areas; and 3) to defer the start and end date so it would be a true five-year plan. MHAA staff are not recommending option 3 as it would cause everyone's start and end dates to be different.

If the Authority were to consider approving either the deferred start date or the deferred start and end date options outlined by MHAA staff, the heritage areas asking for an extension would be required to submit a justification stating their proposed start/end dates along with a list of goals and objectives that would use the same five-year plan template in order to outline what they will be working on during the deferment period in lieu of the five-year plan.

Mr. Leshar suggested heeding the staff's note about option three and recommended the second option to give extra relief to the heritage areas without undue burden on the state staff.

Ms. Baker agreed with Mr. Leshar and appreciated the inclusion of interim work so it can be referenced in future years.

Mr. Campbell further agreed that rejecting the request outright would not be appropriate and that an explanation and justification for the interim period will suffice. The second option sounds well considered.

Ms. Hofstedt considered this to be consensus and said she will work with the heritage area coalition to provide the deferred start date option.

### **MEMBER ANNOUNCEMENTS**

Mr. Kummerow offered parting words as his tenure on the Authority ends and thanked Mr. Campbell and everyone for being wonderful colleagues.

Mr. Campbell and Mr. Hofstedt thanked Mr. Kummerow for his service, contribution, and legacy.

Ms. Baker announced that DOT's bikeways and trails-related grant programs are getting ready to launch. They will be having a grant workshop webinar on February 15.

### **ADJOURNMENT**

Mr. Kummerow provided a motion to adjourn, seconded by Mr. Campbell.

Meeting adjourned at 11:41 AM.