

MEETING MINUTES
ST. ALBANS CITY HISTORIC PRESERVATION COMMISSION
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
6:00 PM TUESDAY, AUGUST 12, 2025

Approved February 2, 2026

Commission Members Present: Laz Scangas (Chair); Richard Stahl (Vice Chair); Don Curylo; Joe Luneau

Commission Members Absent: Barbara Weinstein

City Staff present: Gratia Rowell, Planning and Development Assistant; Chip Sawyer, Director of Planning and Development

Members of the public present: Lyssa Papazian; Aron Garceau

1. L. Scangas began the meeting at 6:00 PM.

- No public comments on issues not on the agenda.
- No additions or deletions to the agenda.

2. French-Canadian Heritage District project.

- C. Sawyer led a discussion on the volunteer hour forms. Everyone will need to complete the forms to reflect time spent on the project to ensure accurate tracking of volunteer time.
- L. Papazian will touch base with Elizabeth Peebles regarding the number of properties within the district and how comparable that number needs to be to the grant application.
- L. Papazian then led the VARI form training. She will be creating a template to be used for every form. Forms should be saved for each address using “[Address] VARI [Date Completed]” as the naming scheme. VARI forms are completed using information from the 1985 State Register and comparing old and new photos. The historical overview section is completed using city directories and Sanborn maps to verify when homes were built/first appear on the maps and in the directories. A separate page should be used for including a Google map screenshot of the property as well as the recent photo taken of the property.
- **J. Luneau left the meeting at 6:48 PM.**
- L. Papazian then completed an example run-through of a VARI form for 5-7 North Elm Street.
- The commission discussed meeting together to work on VARI forms next month

to ensure questions can be answered and any issues with completing the forms can be addressed as they come up.

3. Other business.
 - **A. Garceau motioned to approve the minutes of the May and June 2025 meetings as presented. Seconded by D. Curylo. The motion passed with all in favor.**
 - Next meeting date is set for Wednesday, September 3 at 6:00 PM.
4. **L. Scangas adjourned the meeting at 7:46 PM.**