



Historic Advisory Board Regular Meeting

Monday, November 3, 2025 at 4:30 PM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Elizabeth Historic Advisory Board was called to order on Monday, November 3, 2025, at 4:34 PM by Chair Dennis Rodriguez.

Roll Call

Present:

Chair Dennis Rodriguez
Vice Chair Jacque Hallett
Member Lynn Mitchell
Member Jeff Lehman
Member Gayle Gardner

Absent:

Historian Bob Rasmussen

There was a quorum to do business.

Also in Attendance:

Planner/Project Manager Alexandra Cramer
Planning Technician Dianna Hiatt
Assistant Town Clerk Allison Ritter

Public Comment

This is a meeting of the Historic Advisory Board held in public. We welcome you here and thank you for your time and concerns. When you are recognized, please stand and state your name and address to the Board. Your comments will be limited to 3 minutes. The Historic Advisory Board may not respond to your comments during this meeting. Rather, they may take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up. Personal attacks against Board Members, Administrative Staff, or Employees will not be recognized. If a response from Staff is requested, the Chair will direct Staff to have a response at the next regularly scheduled Board meeting.

There was no Public Comment.

Agenda Changes

No changes from Administration.

No changes from the Board.

Agenda set.

Consent Agenda

1. Minutes from the Regular Meeting of July 7, 2025

Motion by Member Mitchell, seconded by Vice Chair Hallett, to approve the Minutes from the Regular Meeting of July 7, 2025.

Voting Yes: Chair Rodriguez, Vice Chair Hallett, Member Mitchell, Member Lehman, Member Gardner

Voting No: None

Motion Passed Unanimously (5-0)

New Business

2. Request to Change December 2025 Meeting Date and Discussion of 2026 Meeting Schedule

Ms. Cramer provided a Staff report.

Motion by Member Gardner, seconded by Member Mitchell, to approve the Request to Change December 2025 Meeting Date from the 1st to the 8th.

Voting Yes: Chair Rodriguez, Vice Chair Hallett, Member Mitchell, Member Lehman, Member Gardner

Voting No: None

Motion Passed Unanimously (5-0)

Staff Report

3. Staff Report

- Planner/Project Manager Alexandra Cramer:
 - Discussion on Saving Places conference.
 - Member Mitchell asked about doing a Rooted in Place submission. Discussion followed.
 - Ms. Cramer let the Board know that the owners of the Pomegranate House picked up their plaque.
 - Ms. Cramer is working on an on-boarding packet for current and future board members.
 - Discussion on possible new HAB attire.

Board Reports

4. Board Report

- Chair Dennis Rodriguez:
 - Asked how the report to the Board of Trustees went. Discussion followed.

Adjournment

Motion by Member Mitchell, seconded by Member Gardner, to adjourn the Adjournment.

Voting Yes: Chair Rodriguez, Vice Chair Hallett, Member Mitchell, Member Lehman, Member Gardner

Voting No: None

Motion Passed Unanimously (5-0)

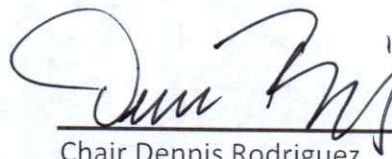
Workshop

- 5. 2026 Workplan Workshop



~~Town Clerk Michelle Oeser~~

Assistant Town Clerk, Allison Ritter



Chair Dennis Rodriguez