



**Memorandum**

**To:** Historic Preservation Commission  
**From:** Niall Connolly, Principal Planner  
**Date:** January 18th, 2023  
**Re:** **Historic Preservation Commission Meeting- Town Birthday**

"

The Town of Springdale is planning an event to celebrate the anniversary of the Town's incorporation. This event will take place on Saturday April 1st, 2023.

The Historic Preservation Commission is being asked to provide a booth at this event. The Commission can explore various options for the booth, but staff would like to make the following suggestions:

- The booth should provide information on some projects the Commission has completed/ work done so far that might be of interest to town residents.
- Include some information on a project/ projects the Commission is currently working on (e.g. granary, town jail, pioneer cemetery, walking tour etc...).
- Man the booth and be available to answer questions from members of the community. We recommend two Commissioners would be required to be there. However, we recommend that no more than two commissioners be there, or else it officially becomes a HPC meeting and public notices are required.
- This would be an ideal opportunity to encourage community members to buy a brick to support the granary project. Equally, if a community clean up event for the cemetery is planned, this could be a great way to drum up support/ attendance for that. It could be good to tie the booth information to these projects.
- A small budget from the Town is available for materials, if required, for creating posters etc. for the booth.
- Staff will be involved in other activities on the day, so will be unavailable to assist with manning the booth.

We hope this event will be a good opportunity to showcase the work of the Commission, and to garner support and enthusiasm from the community for historic preservation and the many projects Commissioners are spearheading.