

Meeting Minutes
Brandon Historic Preservation Commission
Brandon Workbook Working Group Meeting
9 September 2025

The working group for the updating of the Brandon Workbook was called to order at 7:01 pm on 9 September 2025 in the basement of the Town Hall. In attendance was: Dennis Reisenweaver, John Peterson, Vicki Disorda, Robert Black, Lisa Peluso and Bill Moore.

1. The meeting minutes for the 9 September 2025 were approved. (5-0).
2. Received a question from the Walter Cerf Community Fund Grant organization.
Response was returned.
3. A discussion of the Notebook Chapter was presented. The chapter assignments are as follows:
 - a. Chapter 1, Introduction – D. Reisenweaver – Review has begun.
 - b. Chapter 2, Façade Improvement Recommendations – R. Black – Review has started. Discussion of content and presentation was discussed.
 - c. Chapter 3 – Street and landscape Recommendations – J. Peterson – Review has begun. Tree Warden will be contacted for input.
 - d. Chapter 4 – Parking – L. Peluso – Initial draft version of chapter presented for review.
 - e. Chapter 5 – Traffic Recommendations – V. Disorda – B. Moore has offered to assist in reviewing this chapter. Police Department will be contacted for input.
 - f. Chapter 6 – Signing Guidelines – J. Peterson – Review has begun.
 - g. Chapter 7 – Standards for New, Replacement and Infill Construction – R. Black – Review has begun.
 - h. Chapter 8 – Building restoration and Maintenance Guidelines – R. Black – Review has begun.
 - i. Chapter 9 – National and State Historic Registry - D. Reisenweaver – Initial draft version of chapter presented for review.
4. The font for the document was discussed. Five fonts were proposed (Times New Roman, Arial, Verdana, Calibri and Aptos). Examples were presented and an informal vote was taken. The results were Calibri (4) and New Times Roman (1). However, after the vote there was additional discussion. It was decided to further discuss next meeting after a sample page for the two fonts is provided.
5. The meeting was adjourned at 8:16 pm.

The next meeting of the Brandon Working Group will be on 11 November 2025 at 7:00 pm in the Town Hall Basement.

Dennis Reisenweaver

Chair, Historic Preservation Commission and Working Group Chair