

**Town of Saugerties
Historic Preservation Commission
Minutes of the November 20, 2017 meeting**

Present: Stefan Yarabek, Chairman; Susan Puretz, Vice-Chairwoman; Commission members Myles Putman, Secretary; Barry Benepe and Michael Sullivan Smith; Town Historian Audrey Klinkenberg; Town Board Liaison Bill Schirmer (arrived 5:40 pm)

The Commission met in the conference room adjacent to the Building Department offices at Town Hall. Meeting was called to order by Chairman Yarabek at 5:08 pm. Chairman Yarabek announced that he would have to leave the meeting by 6:15 due to another commitment.

Approval of minutes of October 18, 2017 Commission meeting.

Motion by Susan Puretz to accept the minutes as submitted, seconded by Michael Sullivan Smith; approved unanimously.

Old Business.

1. 2018 Budget. There was discussion over the actual allocation made for the Commission in the 2018 Town Budget. Councilman Bill Schirmer confirmed that the Commission budget for the next year will be \$1,450.00, which covers baseline expenses, but not new projects. This is an increase of \$200.00 over last year.

Regarding the payment for Larsen-Fisher that was made from the Commission's own checkbook (the so-called "House Tour Fund"), which should have been made from the 2017 general fund, Bill said that the Town Board agreed to put any remaining unexpended Commission funds from 2017 into the Commission's account at the end of the year. But the Commission must follow up with Julie Dunn to make sure this happens.

2. Bus Tour. Susan reported the outcome of this morning's planning group meeting. A decision point has been reached due to the desire on one hand to feature as many sites as possible within the Town, to keep the tour interesting for the attendees, and on the other hand, the realities of navigating a Trailways bus down many of the roads that would have to be used to access these sites. So the choice now is to (a) "abandon ship" (cancel doing a tour); (b) think "outside the bus", in other words do a conventional tour, which requires many volunteers; or (c) do a different type of bus tour, using smaller vehicles that can maneuver better on a larger number of town roads.

The last option would require the fewest volunteers. A small schoolbus would hold about 15 people. Susan said the group will meet again on December 4. Myles has been asked to update a tour route map. Michael mentioned his experience as a docent in a 2003 bus tour in the Village. The tour used big school buses and ran every 15 minutes.

3. NYSOPRHP/CLG Audit. Stefan reported that copies of the missing HPC minutes have been forwarded to SHPO. He has not heard back from them.

4. Stone House Legacy memorialization resolution. Stefan is awaiting further comment from SHPO.
5. Asbury District. Stefan will contact the affected landowners. A cover letter will be drafted. Michael mentioned National Register Bulletin No. 30, which addresses thematic designations.
6. Sebring House (McVinish) Site Landmark Designation. Michael will assist the owners with preparing the required documents. This single-site designation can be done separately from the Asbury district designation.

New Business.

1. Management of Commission Finances. The Commission maintains an account separate from our allocation in the Town General Fund. In the recent series of e-mails between Bill and Commission members, there is no "House Tour Fund" set aside in the Town Budget. All of the Commission's expenditures are from one entry in the General Fund. If the Commission maintains a separate bank account and checkbook, that has nothing to do with the Commission's funding in the town budget.

Susan said that the payment for the Larsen-Fisher study should have not been from the Commission's account, which is the house tour revenue, but should have been paid out from the Commission's share of the 2017 town budget.

Commission members were in concurrence on having a member designated as "Treasurer" and given the responsibilities of managing the commission's bank account and other financial matters.

Motion by Michael Sullivan Smith to appoint Commission Vice-Chair Susan Puretz as Treasurer, seconded by Barry Benepe. Discussion: Susan stated that it made sense for the person overseeing the house tour should be responsible for the Commission account.

The motion was approved by unanimous vote of the Commission.

2. Town Board Liaison. Councilman Bill Schirmer is stepping down at the end of his term (December 31). Bill chose not to run for Town Board due to other commitments. Town Board member-elect John Schoonmaker was invited to attend tonight's meeting but was unable to do so. Michael expressed his support for having John appointed as our liaison for 2018.

Miscellaneous Business.

1. Town Historian Report. Audrey reported giving two presentations recently, one for the Garden Society of Saugerties and the other, a type of "show and tell", during a wine and cheese party for the Friends of the Saugerties Library.
2. Secretary's Report. Myles reported the follow-up on the following matters:
 - a. The obsolete version of the Town's historic preservation regulations have been

removed from the Town website by webmaster Mike Campbell.

b. Copies of the Historic Preservation Commission minutes from the second half of 2016 were posted on the Town website also by Mike Campbell in late October; and copies of the 2017 minutes were posted earlier this month, so we are up to date.

c. The local landmark designation notice for the Edmond Osterhoudt house was circulated electronically, along with cover correspondence, to the Town Clerk, Building Department and Assessor, as well as to the County Clerk's Office.

3. December 2017 Meeting. The next Commission meeting is scheduled for Monday, December 18, 2017 at 5 pm. Barry announced that he will be unable to attend the December meeting due to other plans.

With no further business to discuss, a motion to adjourn was made by Susan Puretz; seconded by Michael Sullivan Smith.

Meeting was adjourned at 6:10 pm.

Respectfully submitted
Myles Putman
Secretary