

Historic Preservation Commission  
November 16, 2015  
Minutes

Present: Barry Benepe, Susan Poretz, Michael Sullivan Smith, Stefan Yarabek  
Excused: Stephen Shafer

Liaison: Bill Schirmer, Town Councilman

Secretary: Audrey Klinkenberg was ill (see number 5) and so Susan Poretz took the notes

The meeting was called to order by the chair at 5:00 p. m.

1. Minutes:

September 21, 2015: Moved by Susan and seconded by Stefan that the minutes for September 21, 2015 be approved as submitted. Vote = 3 Ayes, 1 Abstention  
Minutes attached

October 19, 2015: Because not everyone had seen the final copy of the minutes, Barry read the minutes. There were several corrections that were noted;

a. Page 1/2 -- The words "approximately 1510" were struck so that the sentence now reads: "The 155 structures in that survey come from the structures identified as built before 1945 and then ranked by Bill Rhineheart and Jeanne Goldberg slightly more than a decade ago from material made available by the assessor's office 1945."

b. Page 4 The words "designate it in 10 days" were struck. The sentence now reads "Barry added he would ask Claudette to try to notify him if one of the 155 looks threatened so that he might be able to call an emergency meeting to discuss the problem."

Action: Moved by Susan and seconded by Michael that the minutes for October 19, 2015 be approved as corrected. Vote = 4 Ayes.  
Minutes attached

2. Honoring Our Historic Legacy Final Report.

Susan gave a verbal summary of the October 17, 2015 event and submitted several documents (attached). The documents submitted included: an expense sheet for the event and a summary of the Debriefing Meeting of the Honoring Historic Houses Committee on November 13, 2015. Barry handed out his financial report of the event (see attached).

3. Budget for 2016.

There is still some confusion (contention?) over the finances of the HPC and the separation of the funds as House Tour Money and Town allocation. Bill indicated that as part of the resolution, \$1500.00 will most likely be allocated to the HPC for the 2016 year.

4. Attendance at Planning Board Meetings:

Stefan agreed to attend (whenever possible) the meetings of the Planning Board. This is especially important because of the current proposal for a hotel behind the locally designated Wynkoop House.

The Commission members examined the plans, and looked at the photos and had some reservations about “the fit” of the new building with the Wynkoop House.

5. Search for Secretary:

Barry had previously informed the Commission that Audrey indicated that she was resigning from the Secretary’s position but would continue coming to meetings as the Town Historian. Several names were suggested as possibilities for the position and Barry will follow-up on these suggestions.

6. Update of Historic House Survey:

There is still some confusion about exactly what Neil is doing and Michael attempted to clarify how the current work being done by Neil fits into the previous Historical Survey model. Barry will speak to Neil clarifying the work currently being done (this has to be vouchered for this year) and the status of the work.

7. Other Old Business

None

8. New Business:

None

9. Announcements;

Michael shared the good news that his manuscript was just accepted by the History Press and should be published in 2016.

The meeting adjourned at 6:45

Susan Puretz

Secretary pro tem

Attachments:

September 21, 2015 Minutes (Attachment One)

October 19, 2015 Minutes (Attachment Two)

Debriefing Meeting of the Honoring Historic Houses Committee on November 13, 2015 (Attachment Three)

Expenses House Event: October 17, 2015 (Attachment Four)

Barry’s financial report (16 november 2015) of october 17<sup>th</sup> event (Attachment Five)

ATTACHMENT ONE

Historic Preservation Commission Meeting  
MONDAY  
September 21, 2015 at 5 PM  
Minutes

Present: Stephen Shafer, chair pro tem, Stefan Yarabek, Michael Sullivan Smith.

Excused: Barry Benepe, Susan Puretz

Liaison: Bill Schirmer, Town Councilman who arrived at 5:40 p. m.

Secretary: Audrey Klinkenberg, Town Historian

Moved by Michael and seconded by Stephan that the minutes for June, 2015, be approved as submitted. Note that the July meeting did not reach a quorum and August meeting had been cancelled at the June meeting.

Update on Historic House Event that is scheduled for Oct 17. Estimates for expected costs, especially printing of multiple copies of the guidelines, will be presented. Susan, who is absent, submitted a written report. This report is filed with these minutes. There was a discussion of the number of invitations that were sent, over 600. The Saugerties Performing Arts Factory (SPAF) will host event at a cost of \$250.00. The guidelines will be distributed to those who attend the event.

There was a discussion of the type of printing and binding would be used for the Guidelines. The work will be done by the The Copy Hut, in Kingston. There will be a meeting of the House Event committee on Friday, Sept 27, at 3:00 pm at SPAF. Their budget was presented and is filed with these minutes. The planned budget, not counting reproduction of the guidelines is \$750.00 to 950.00 from the house tour monies, dependent on the number of persons who attend particularly in regard to the cost of refreshments.

Stephen suggests that 200 copies of the guidelines be printed. The copy which was presented as a sample, is not acceptable. The photos are poorly reproduced, and the printing has dark blocks in the copy. The Commission members are not clear as to the origin of this particular copy. The Commission would prefer the spiral binding for the guidelines. The cost would come from the Commission Budget.

Stephen reported that the amount in the Historic Preservation Commission, per Julie Dunn is \$4,409.33.

According to The Copy Hut estimate 200 copies of the guidelines would cost \$1,120. Five hundred and sixty dollars (\$560.00) per hundred. Michael will visit The Copy Hut sometime in the next week. He will take them a digital file, approve copy quality, and commission the printing, spiral binding and covering (with clear plastic sheet) of as close to 200 copies as can be done for less than \$1300. He will open an account in the name of Town of Saugerties Historic Preservation Commission [or something like that] so that there will be no tax on the job or any other job like it for HPC at Copy Hut. Copy Hut needs to know that HPC is a part of Town

Government, will probably ask for an exemption letter unless they already have an account with Saugerties Town. Michael will also have them do some blowups of photo images for the Oct 17 event.

It was moved by Stefan and seconded by Michael that the expenditure \$950.00 for the non-printing expenses of the Historic House Event be approved, and also to approve an amount not to exceed \$1,300 for the printing of the guidelines. Michael, aye; Stefan, aye; Stephen, aye. Unanimous.

The Holiday Inn proposal for a site on Old King's Highway next to a designated stone house was next on the agenda. Bill Schirmer reported that the planning board has met and the project has been scaled down to two buildings, the hotel and perhaps a restaurant.

History map update. In the absence of Barry Benepe, there is no update.

Possible designations: update

- Staples Brickyard
- Portion of Winston Farm or Augusta Savage Road
- Persen House.

On the plan for Staples Brickyard, Bill and Stephen have been trying to find maps showing the outline of the area. Stephen spoke with the Palisades Park Commission, who does not have a map. There is a request from that Commission and DEC for bids to clean up an oil spill in the brickyard, found in 1996. Stephen will contact the head of the Palisades Park Commission to discuss the possibility of the designation of the brick yard. Michael has aerial photographs of the area to make a map.

Joint Grant request with Village Historic Review Board. Deferred due to absence of David Minch. It is suggested that Jonathan Shapiro be invited to a meeting.

Follow-up of decision last meeting that Barry send a memo to Alva Weeks re what Building Inspector should do when asked for a permit for work on a structure that is not designated but is on the 2005 Cultural Survey. There is no report due to the absence of Barry Benepe.

New business:

Plan budget for remainder of calendar 2015 aside from the Oct 17, 2015 event. Michael suggests that the Commission joins the New York State Preservation League, sending the dues money this year for 2016 membership. Michael also suggests the Commission belong to the National Association of Preservation Commissions. This would be \$100.00 each. Stefan suggests that the Commission allocate \$700.00 for continuing consultation with Neil Larson for an update of knowledge of existing properties and addition of new properties to the survey. There is also the secretary's salary, \$120.00 and \$100.00 for postage. Michael suggests that since the CLG offers education for members of Commissions, this Commission should take advantage of the training. There was a question as to whether the town budget includes a line item for education, otherwise to allocation \$150.00 from the Historic Preservation budget for this use, giving a total of \$1,270 for the rest of the year 2015.

Budget proposal for 2016. Stephen brought forth the following from Susan Poretz's addendum. Secretary, \$500.00, Legal Notices \$200.00, Postage \$100.00, Membership in NY Preservation League, \$100. The Outreach Event, \$975.00. Membership in the Association of Preservation Commissions, \$100.00. Neil Larson consultation fees \$1000.00, education fees for the Commission, \$500.00. Total \$3475.00. Bill Schirmer stated that the budget should be submitted by September 30. Stephen will do so.

Note: The one thousand dollar (\$1000.00) consultation fee for Neil Larson is to be broken down into specific pieces totaling no more than \$1000. Michael is to supply these figures to Stephen before the 30th.

The Survey of Historic Houses in the Town of Saugerties is on line at the following address:  
<http://saugerties.ny.us/content/Generic/View/100>

Future meetings. Third Monday of each month at 5 p. m. at the Conference Room in Town Hall.

Audrey Klinkenberg  
Secretary

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Unanimous.

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Audrey Klinkenberg

Secretary

ATTACHMENT TWO  
**Town of Saugerties**  
**Historic Preservation Commission**

**Minutes**

**October 19, 2015**

Monday October 19 2015 5 PM Planning Board Room Town Hall

Present HPC members Barry Benepe, Michael Sullivan Smith, Susan Puretz, Stephen Shafer  
Town Board Liaison Wm Schirmer arrived 6 PM. (since the meeting time was changed earlier  
this year from 7 to 5 PM he has an unavoidable conflict in the first hour)

Guest Neil Larson

Excused HPC member Stefan Yarabek and HPC secretary Audrey Klinkenberg

Minutes of Sept 21 meeting had not been received by everyone. It was decided to defer  
consideration until next meeting. Susan Puretz raised question of whether a member who was  
not at a particular meeting can vote on approval of minutes from that meeting. Chair Benepe  
said yes. Susan said she would check in a manual of parliamentary procedure and report back.

Neil Larson, of Larson Fisher Associates, was our invited guest tonight. He is ready to start on  
phase one of a proposed extensive update of potentially historic properties in the Town of  
Saugerties. The Village is not included.

The HPC had voted at the Sept meeting to ask him to start. He had made a proposal to us earlier  
at our invitation for a five-phase project. The details of this proposal are on file with us.

This first phase is a spreadsheet building on data from the Assessor's files on structures and  
parcels recorded before 1970. Susan informed him that the assessor's office had provided to her  
some data on about 1510 structures that existed before 1946. She asked why 1970 is his  
proposed cutoff date, as this would likely double the number of items on the inventory. Neil

replied that structures more than 50 years old are considered to have possible historic and cultural significance. He added five years to cover against mis-dates.

The new spreadsheet will pinpoint the location of each structure or parcel in that time frame, color-coded by time period. It will specifically identify the 155 structures that are in the Cultural Resources Survey published in 2005. The 155 structures in that survey come from the structures identified as built before 1945 and then ranked by Bill Rhineheart and Jeanne Goldberg slightly more than a decade ago from material made available by the assessor's office 1945.

Deleted: approximately 1510

Barry Benepe pointed out that if we move into phase three of the proposal, which would require a future grant to do, there will be a requirement for matching in-kind work by volunteers. Neil noted that data entry into the state electronic record system (Cultural Resource Information System, or CRIS) should qualify as the Town's in-kind work.

The Commission has allocated \$750 from our 2015 budget toward phase I, which Neil had estimated would cost \$1000. We plan to pay the remaining \$250 in 2016.

Neil replied to a question from Barry that he would have a complete or nearly complete work product at our December meeting, to be presented with a projector (printing would be too voluminous)

We thanked Neil for his meeting with us and he departed

Barry asked if anyone could attend the Planning Board meeting of Oct 20 at which the Holiday Inn proposal for Old Kings Highway would be presented. No one could commit.

The "history map project" was next discussed. Barry wants to put out a request for proposals seeking a consultant to develop a map of Saugerties with color that would precisely highlight the following items we had listed at a meeting in May: Burial grounds, houses of worship, quarries, contours, old road, railroads, bridges, dams, brickyard, bodies of water, and industrial ruins. Michael observed that pinpointing quarries is a huge task; Stephen said "why not use for now only the ones you know about?"



In answer to the question of what would be the “base map?” Michael recommended the 1893 USGS Topographical maps in two quadrants where the town of Saugerties is surveyed on the mountain side and the river side.

Susan proposed having Myles Putman consult on the map. Stephen said he thinks Michael could do the map though not in color. Michael commented about the content layering and coloring of the map, to wit, that color was a non issue in composing the map digitally because layers can be made any color in the production of the finished product.

Motion (Susan/Stephen) that Barry ask Myles to come to the next meeting and present how he could work with Michael, using newly discovered resources from the Lamb Rosenblum collection. Unanimously carried. It was agreed that if Myles continued he should get a consultant’s fee.

Stephen reported he had asked Jonathan Shapiro, head of Village HRB about coming to a meeting and working on a grant request together. The latter had replied that State Historic Preservation Office does not want such joint efforts. Barry Benepe confirmed this is so. Nothing further to do on that front.

Regarding the question raised earlier this year as to whether the Building Department has a duty to notify HPC when it seems there is an application for work on a structure that is not designated but is one of the 155 in the Cultural Resources Survey: Barry reported that Claudette told him several months ago that the Department has no duty to do so and is bound by regulations which require a reply to the applicant within 10 days. Barry said he had informed the HPC of this, but Stephen remarked that if so, he, Stephen, had overlooked any mention in the May or September minutes. Barry added he would ask Claudette to try to notify him if one of the 155 looks threatened so that he might be able to call an emergency meeting to [discuss the problem](#).

Susan, because of time considerations, gave a brief verbal update on the Historic Houses Day held Oct 17 at SPAF (and will send out the preliminary report she had prepared for this meeting). In brief, more than 80 people attended, and copies of the Guidelines for Historic Preservation were distributed to all attendees. She reported that the media display (blow-ups of several pages from the Guidelines plus other selected illustrations) was quite impressive.

A final report will be presented at the next meeting.

Deleted: designate it in less than ten days.

Staples Brickyard. Stephen reported he had contacted Jim Hall at Palisades IPC who saw no obstacle to our designating the Brickyard. Barry noted that more descriptive data are needed before we can do so, including (ideally) a survey. Bill Schirmer noted that a survey has not been found yet and would be very costly. Stephen and Barry will follow-up on the survey issue by contacting Jim Hall again.

1883 Rte 32 is on the National Registry and the owners are interested in getting a local designation. Barry wants to meet with them soon, and Stephen would like to go with him, maybe next Monday?

The preliminary budget proposal for 2016 went to the Town on Sept 30. Bill Schirmer told us that in the first look the Town Board had not allocated anything to us for 2016 as it appeared we had hardly spent anything in 2015 first three quarters. This is a major misunderstanding, as we have made big outlays in 2015 fourth quarter as predicted in the budget request we submitted for 2015 –back in 2014. Bill said he will speak to the Supervisor, and recommended that Barry do likewise. Bill warned that money is very tight indeed for 2016 because of expenses and the tax cap.

Review of the September minutes and the budget proposal submitted showed an error by Stephen in preparing the proposal. The sum of all line items approved in the Sept 21 meeting came to \$3475, but on the proposal he prepared there was a typo and the sum was given incorrectly as \$4475. Stephen said he would send an amended version with note of explanation to the Supervisor the next morning.

There being no further business the meeting was adjourned at 6:55 PM

Next meeting will be 5 PM Nov 16 2015

Draft minutes by Stephen Shafer standing in for Audrey Klinkenberg

#### ATTACHMENT THREE

Summary of Debriefing Meeting: Honoring Historic House Committee, November 13, 2015

Committee Members Present: Elaine Chaback, Susan Davis, Jeanne Goldberg, Mary Alice Lindquist  
Susan Puretz, Myles Putman, Michael Sullivan Smith.

Photo slide show put on by Myles of pictures from Oct. 17<sup>th</sup>.....

### **The AGENDA for DEBRIEFING DAY!!!!**

Good/Bad/Indifferent (REACTIONS TO October 17th)

And, of course, where do we go from here?????? (i.e. what, when, how, etc)

#### DISCUSSION:

All AGREED THAT THE EVENT WAS VERY SUCCESSFUL. Exhibits were especially good and refreshments were “right on.” People read the displays that were up and “Networking” seemed to have occurred for some individuals. There seemed to be lots of interest in the Historical Survey.

Recommendation: if we use the Survey again, have more available for people to peruse and station “experts” nearby to explain the Survey.

#### FUTURE PLANS

1. Some Committee members have experienced burn-out and do not plan to be involved if and when we do anything else. Susan D suggested using the email addresses of people who attended to get “new blood” for the Committee if “something” was to be done in the future.

2. Freewheeling discussion of possible event for Spring, 2017 (or perhaps fall, 2016). Scheduling should be done cognizant of the possible conflicts: Cancer Relay and Mother’s Day in the spring, burning of Kingston in the fall.

3. An idea: Saugerties Mystery History Tour.

Bus Tour starting at either the Senior Center or SPAF – open to the public and advertised as such. Displays inside either place (things we displayed at SPAF this year). Docent on each bus. Possibly two different THEME tours alternating in timing. First dealing with significant houses to see from the road, the other the history of the area’s roads –including, e.g., a stop at Ciarlante’s Ice House as illustrative of the Glasco Turnpike and the transportation of bluestone. Other roads..Buffalo Road, Wilhelm Road, etc.

Tonzi Busses --check that out to rent for the tour. Also check re Insurance that would be needed.

Meeting was scheduled for one hour and so discussion was cut short to adhere to the schedule.

Susan Puretz, 11/15/2015

#### ATTACHMENT FOUR

Expenses House Event: October 17, 2015

	Budgeted	Actual
Media and miscellaneous production costs (e.g. videos, photo ID badges, stand-alone displays)		
Copy Hut		140.65
Misc. Copying (by Michael)		7.30
<b>SUBTOTAL FOR MEDIA AND MISC PRODUCTION COSTS</b>	<b>200.00</b>	<b>147.95</b>
Badges from Town		???
Balloons (by MaryAlice)		10.00
Miscellaneous (by Susan P)		70.17
Folders (by Susan D)		55.00
Refreshments:	200.00 - 400.00	369.63
SPAF Donation (in lieu of rental):	250.00	250.00
Transportation Expenses (for Guest Speaker)	100.00	56.13
 <b>TOTAL</b>	 <b>\$750-\$950</b>	 <b>958.88</b>
	without badges and without 40.00 credit (see note)	

**NOTE:** Although folders are entered as 55.00, the Town, as a result of many hours of follow-up by Town Bookkeeper Julie Dunn and me, has received a credit of 40.00 from Staples

In summary: Total costs for the Oct. 17<sup>th</sup> event (without badges and without 40.00 credit) are as follows:

From House Tour Money:	958.88
From HPC 2015 budget allocation(for GUIDELINES):	834.00
<b>TOTAL COSTS FROM BOTH SOURCES</b>	<b>\$1792.88</b>

**NOTE:** The town will recover some of those monies in the future from the sale of the GUIDELINES.

I am pleased to report that the very successful event came in UNDER BUDGET and was money well spent in fulfilling the mandate of the ordinance creating the Historic Preservation Commission.  
Susan Puretz

ATTACHMENT FIVE

From Barry

Honoring Our Historic Legacy

FINANCIAL REPORT

16 November 2015

Photocopying by Copy Hut

Miscellaneous Flyers	140.65 ✓	
300 Copies of Guidelines	834.00	
Frances Gubler, speaker Transportation	56.15 ✓	
100 Two Pocket Folders ( Susan Davis from Staples)	55.00 ✓	
Food (Jeanne Goldberg)	369.63	
Balloons (Mary Alice Lindquist)	10.00	
Bottled Water, Pads, Markers (Susan Puretz)	70.17 ✓	
Exhibit Supplies (Michael Sullivan Smith)	7.80 -	should be 7.30
Hall Rental (SPAF)	250.00	
<hr/>		
TOTAL	1722.88	should be 1792.88