

15 February 2010

In Attendance: Board Members: Chairman Barry Benepe, Members Susan Puretz, Josh Randall, Michael Smith, and Myles Putman.

Also In Attendance: Town Councilman and Liason James Bruno

Excused: Audrey Klinkenberg, Secretary and Town Historian

Guests: none

Meeting Location: Conference Room, Saugerties Town Hall.

Barry called the meeting to order at 7:12 PM.

Acting Secretary. As per agreement at last month's meeting, Myles is serving as recording secretary tonight in Audrey's absence.

Communications and Documents. Copies of the following were distributed to all present:

- Updated Commission member contact list, distributed by Josh.
- Revised HPC letterhead stationery, distributed by Michael.
- Draft of letter to owner of designated property, distributed by Susan.
- Historic Landmark Designation Request Form, distributed by Michael.
- Stone house tour budget worksheet (2009 income and expenses), distributed by Jim.

Minutes of January 18, 2010 Meeting. A draft of the minutes was distributed earlier from Susan via e-mail. Commission members discussed the following corrections to the minutes:

Under item 3, first sentence: "2009 Preservation Resource Form" should read "2009 Designation Request Form."

Item 3, third sentence: "Josh will take care of this"; correct to "Michael will take care of this"

Motion by Barry Benepe to approve the minutes of the January 18, 2010 Historic Preservation Commission meeting, as amended; seconded by Michael Smith; approved unanimously.

OLD BUSINESS.

Review of Designation Request Form. This form was approved on January 18, 2010. Hard copy of a draft was distributed to Commission members. Myles will forward a copy to Audrey for placement in the Commission files. On a related note, Josh said that we should gather together all of the documentation and photos for the 9 locally-designated properties and put the appropriate descriptive information on the Town website. The Designation Request Form will be available on the Town web site and is a PDF that can be filled in. There was discussion of whether a pre-able should be added stating that "any individual or organization may make a request for designation." The commission members felt that this information was contained in the Historic Preservation Local Law, which is available on the Town web site. The Board felt that the form should be kept as short and simple as possible.

No action is required, as the forms were adopted last month.

New Letterheads. Hard copy was distributed to Commission members, which were created by Mike.

Landowner's Authorization Letter (Designations). Josh led discussion. Possible policy change to require landowner's authorization for a site or building to be locally designated by the Commission. E-mail between Michael Smith and Josh was reviewed. After further discussion, the matter was tabled until the March meeting.

Letter to Owner of Designated Properties. Drafts were reviewed. Several text changes were discussed. The first sentence should stand alone as a short paragraph and be re-written to read as follows: "The Saugerties Historic Preservation Commission wishes to thank you for your stewardship of (*insert name of property*), which received Historic Designation by the Town of Saugerties on (*insert date*)."

The second sentence in the first paragraph ("We, on the Town...") should be moved to the beginning of the second paragraph.

The sentence that currently starts the second paragraph, "We are available....", should be moved to end of that paragraph. This sentence should be revised to read "We are available for consultation whether it is for information on tax benefits that may be available, the review process or on any exterior changes that you are considering".

Following the sentence that begins with "We, on the Town...", a new sentence shall be added to the second paragraph as follows: "A meeting with the Commission prior to applying for a Certificate of Appropriateness should help you move through the process easier."

The current second sentence in the second paragraph which begins with "If you are thinking of making structural alterations" will become the third sentence in the second paragraph (preceding the "We are available...." sentence) and will be revised to replace the word "structural" with "exterior".

The letter should only be from (and signed by) the Commission Chairperson, not from the entire Commission.

There was discussion of how well prepared the Commission is to discuss tax benefits. Data should be gathered on these programs.

Stone House Tour. Susan presented her progress report. She has heard back f/ the Cunninghams and Zahorsky. Both parties have declined to be on the tour. Doug and Susan Myer has been out of town, so the Tobias Myer House is still a question. There was discussion of whether Phillips could donate the Christian Myer House to the Town. In regards to including the Eligh House on the tour, we must get Alvie Weeks to inspect the interior, especially the condition of the support beams and joists. Visitors will only be allowed in the basement level. There ^{was} should be a dendrology study done on the house timbers to accurately date them. *that determined the house to have been built around 1750*

Report on 2009 Expenses. Copies of the income and expenses worksheet were reviewed. Myles will forward a copy to Audrey for placement in the Commission files. It was noted that the tour brought in \$3,330.00 of revenue, and there were \$1,901.00 of expenses. The question is what happened to the balance of the tour income (about \$1,018.00). Did it get incorporated into the Town General Fund? We need \$500.00 up front for mailing and other production costs for this year's tour. We also were planning to set aside some of the tour revenue for the proposed self-guided auto tour. Michael noted that the Commission received two Quadricentennial grants of \$500.00 each. The tours should be classified under header of "activities/programs", not under "subcommittee". Jim will investigate this matter further.

2010 Budget. We had requested \$4,000.00, but the Town Board minutes from September 21, 2009 show that the request was not approved.

Winston Farm (Augusta Savage Road) Update. Barry noted that there has been one objection raised so far. The concern over project delays from an additional layer of government review. There may be Town Board action taken on this. Barry asked Jim to let the Commission know by e-mail if the matter is on the Town Board's agenda.

Katsbaan Historic Marker. Bottom sign face - break just above collar. Mounting post and collar are still intact in the field. Members will inspect the sign, which is in Barry's car, after the meeting. Barry will contact Bob Chiarlante about repairs or recommending a specialty welder who could do this type of repair work.

Bicentennial Committee. The Town has established an "outreach group" to investigate organization and activities of such a committee, and to make appointments to the same. Discussion followed over participation of the Historic Preservation Committee as part of our mandate to provide educational programs. It was noted that a CLG grant was applied for last year. Mike, Josh and Myles all expressed interest in serving on such a committee. It was also recommended that the Town Historian also be appointed to the group.

Motion by Susan Puretz to designate the following three Town Historic Preservation Committee members as liaisons to the Bicentennial Committee outreach group: Josh Randall, Michael Smith and Myles Putman, and also the Town Historian, Audrey Klinkenberg; seconded by Josh Randall; approved unanimously.

Jim will forward this to Leeanne Thornton. This topic will be discussed again at the March meeting.

Priorities for 2010. Josh stated that as we consider whether to focus this year on new items vs on-going projects, we should be mindful of the Town's Bicentennial and the Palatine Tercentennial. These appear to be obvious areas of interest. There was discussion of possible houses that would be especially relevant to the Bicentennial, such as the Shoub, Cole, Christian Myer and Ralph Vedder houses. Michael noted that three of these houses are in the same general area of the Town and we should consider a broader range of candidates in terms of the Town's geography. Josh also stated that we should clean up the documentation on the Eligh House.

Motion by Josh Randall to set as a goal of the Commission for 2010 the designation of the Shoub, Cole, Christian Myer and Ralph Vedder houses; seconded by Susan Puretz. Discussion followed on whether old houses in other locations of the Town should be included for consideration. Josh suggested narrowing the list to just two houses - Cole and Christian Myer houses.

An amendment to the motion was made by Josh Randall to limit the houses under consideration for local designation in 2010 to the Cole and Christian Myer houses; seconded by Susan Puretz; motion passed unanimously.

This topic will be discussed further in March.

Other Old Business: None.

NEW BUSINESS.

There was no new business discussed.

Miscellaneous Business.

The next meeting of the Historic Preservation Commission will be on March 15, 2010.

Adjournment.

Motion by Josh Randall to adjourn the meeting; seconded by Barry Benepe. Meeting closed at 9:14 PM.

Respectfully submitted,

Myles Putman

Acting Secre