

Town of Saugerties
Historic Preservation Commission
Building Department Conference Room
21 July 2014
7:00

Present - Barry Benepe, chair, Stephen Shafer, Susan Puretz, Michael Sullivan Smith.
Liaison to Town Board – Bill Schirmer
Secretary – Audrey M. Klinkenberg, Town Historian, Deputy County Historian.

The meeting was called to order by the Chairman at 7:15 pm.

1. Minutes of 16 June 2014. It was moved by Stephen and seconded by Michael that the minutes be approved a spelling correction. Michael, aye; Stephen, aye; Susan, aye; Barry, aye. Unanimous.

Susan brought the May 2014 minutes to the table, questioning the “???????” and the “sidebar comment” that appeared under item 10 in the minutes. That sentence has to do with the additional \$5,000 which was received in 2012 and acknowledged in 2013 by the Town Board. The minutes of the May, 19, 2014 meeting have been reconsidered with the following change: The addition of the date of 2012 in item 10 and the sidebar comment deleted. The corrected minutes will be posted on the web site.

Barry noted that the secretary will not be available in August, Stephen offered to take notes.

2. Introduction of Robert Sweeney. Mr. Sweeney was expected but did not attend.

3. Update on Historic Property Event 2015. Susan distributed a summary of the meetings of the House Tour Committee for 2014. The House Tour Committee has sent invitations to those persons (20) who had graciously opened their homes for the previous four tours, requesting that they attend a focus group meeting on August 5th to discuss the committee's plans for April 2015.

The committee wants the input from the focus group to shape what the program will be.

4. Guidelines and Newspaper Inserts

Barry, using previous minutes, reported on the summary prepared by Josh Randall, regarding the grants received from SHPO.

Barry also distributed the current grant application for \$927.00. Display ads must be prepared after the Guidelines are complete and in publication form. Michael has the proper programs with which to do this and will prepare the ads and send them, after the Guidelines have been published on the website, to the three newspapers mentioned in the grant application (the Post Star, Penny Saver, and the Saugerties Times). – Barry asked about the tri-fold “Frequently Asked Questions” – one of the two tri-folds created and printed in recent years. There should be 12,000 copies of the “Preserving Our Heritage” Tri-Fold which was created as part of the prior grant the Commission received. Stephen will bring these tri-folds to the three newspapers mentioned in the

2014 grant, probably in mid-September. Barry stated that the bill must be submitted to SHPO by September 30th, thus the Commission will have to pay the money up front and be reimbursed.

Barry brought up the printing of 50 copies of the Guidelines since the grant does not pay for the printing of these copies. The grant expects that time and expense will be the matching grant obligation of the Town. SHPO needs to have a report about the completed project. Barry is awaiting an answer from Lorraine. The grant was officially accepted last month. Lorraine Weiss wrote on June 11, that the Town will be awarded \$927.20, once SHPO has received concurrence of the completion of the grant and the bills, and this must be done by September. Michael wants clarification that the grant had been accepted and thus would like a copy of the grant application with the signature of the Town Supervisor, Greg Helsmoortel.

Barry has gone to three foundations, requesting funds for the printing of the Guidelines. Steven does not think that it is necessary to print the 50 copies specified in the grant application.

Stephen moved that we do not print 50 copies of the guidelines. Seconded by Michael.

Copies should be given to the Library, Historical Society, Clerk, Saugerties School District (one copy), Village of Saugerties, Historic Preservation Commission, and Barry wishes to purchase one.

Barry asked if the Guidelines would be on the town web site by mid September, Michael says that it is possible. Once the Guidelines are on the web site then the ads can be placed and the tri-fold placed in the three newspapers. Susan has already asked Michael Campbell to place a link to the Guidelines on the town web site.

It was mentioned that there has been a flurry of e-mails regarding the various sections of the Guidelines. There was discussion about the table of contents that Barry created.

A corrected version will be created once the entire Guidelines are completed since.

Michael has in mind numbering the lines in the text, so that the table of contents will represent the exact spots in the Guidelines. Sections that still need to be added are:

The 4th section on roads, byways, land forms, etc., and the 5th section on the laws, application forms, etc. that are currently in use by the Town and the Village. Barry does not think that the law and applications should be included in the book. Stephen believes that the 11 PDF documents should be in it and Susan stated that it should be called an appendix. Michael stated that the whole four sections before the last are to define the expectations of what a person has to do to preserve a house, a general document, going to everyone in the town, but for those whose homes are designated historic, all the forms should be explained in context, the lead up to the responsibilities of those home owners. Michael used the local zoning laws for the village and the ordinances for the town.

Stephen said that Michael would like Barry to write a narrative on his experience with historic preservation law for the 5th or the appendix section. Michael suggested that Barry do this with Richard Frisbie. There would be an average of one page of text. Barry proposed that Richard Frisbie write the piece. Michael has sent an email to Mr. Frisbie.

Susan moved:

Whereas the HPC has been having discussions about the grants of 2009 and 2014 over a period of years;

and

Whereas there seems to be confusion over several separate issues, i.e., **acceptance** of the guidelines, and **completion** of the guidelines that should be resolved;

and

Whereas the guidelines were shown to HPC members at the March and June 2011 meetings;

and

Whereas Michael asked for input from Commission members at the June 2011 meeting, to wit:

3. Update on Guidelines Pamphlet -- Michael updated, via power point, what he has done recently to the Guidelines booklet. While there is a deadline for printing in October, the preapproval deadline from the State is September 1, 2011. The current assignment to the Commission from Michael is to look over the Guidelines to see if anything has been missed

and

Whereas the Guidelines have been reviewed and accepted by SHPO;

and

Whereas the guidelines were presented at the HPC meeting of September 19, 2011 which took place at the Saugerties Library and to which UC Executive Michael Hein and SHPO representative Lorraine Weiss were in attendance as invited guests , and according to the Minutes of that meeting:

5. Presentation of Town/Village of Saugerties Historic Preservation Guidelines: Michael Sullivan Smith spoke regarding the guidelines. The pages were displayed. The Guidelines will be placed on the web site and on the county web site...

and

Whereas according to the minutes of October 15, 2012 (the complete specific section is attached to this document), it says

The decision had been made to digitally publish and distribute through the town web site and this had been completed by the contract deadline. Discussion with Lorraine Weiss in attendance at our September, 2011 meeting where the electronic version was unveiled along with the brochure for promoting the web address, for a special Ulster County Heritage Week presentation, allowed that the contract could remain open for adding to the series and that additional funds could be made available. Since that time text for the third section was submitted to the State and has been returned after review and editing by Julian Adams.

And

Whereas there was never a formal acceptance of the Guidelines by either the HPC or the HRB;

Be it resolved that the HPC formally accepts the concept that the Guidelines that were introduced to the public at the Commission meeting of September 19, 2011 and placed on the website in October of 2011 indicated acceptance and partial fulfillment of the 2009 grant;

And further

Be it resolved that the HPC will fulfill the intent of the 2009 and 2014 grant by completing said Guidelines and publishing as inserts and advertisements announcements about the guidelines before the 2014 grants closing date;

And finally,

Be it resolved that the HPC formally will accept the 2014 revised and completed guidelines at the appropriate time.

The motion was seconded by Stephen. Discussion:

Rewording was suggested by Stephen and will be included in the file Susan will send.

First resolved: Barry recommended that the HPC “recognizes that” rather than “accepts the concept” the guidelines...

Second resolved is OK as printed.

Third resolve, Stephen has some issue with the word ‘accept’ and would substitute the words “act on.”

Susan called the question on the motion on the floor as amended.

All in favor, Michael, aye; Stephen, aye; Susan, aye; Barry, aye.

By way of explanation and background, Michael said that this current grant application was made because of information received by the village of Saugerties and not through the town. This grant announcement was in the village offices for a period of time such that there was only 3 weeks left to apply. Michael discovered that most historic preservation groups had guidelines, professionally done, of about 100 pages each.

Michael knew that he had access to these guidelines, so Michael wrote the grant and got it to the town grant writer. The grant was accepted and NYS funded 2010 in the year 2011, so it was really too late to get the guidelines done by the end of the Bicentennial Year. The members of the historic board and the Commission, village and town, were asked to read the Georgia guidelines. Susan and Myles did their homework and submitted data for the guidelines.

Barry wants Michael to be named as the author. Michael chooses to decline the honor.

He believes that the guidelines were written by the HPC. Susan suggested that in one of her edits, she provided a possible solution, to wit:

By: Michael Sullivan Smith

For the Town of Saugerties Historic Preservation Commission and the

Village of Saugerties Historic Review Board

Nothing was resolved about authorship.

Susan distributed copies of the Guidelines which were on the web and the changes.

The word Summary was changed to Preface. Some editing took place.

5. Other Old Business: Barry asked whether the Commission knows that there is a plan to build a hotel next to the Wynkoop Property. There is no notification of a public hearing at this time; in fact the plan has not yet been formally presented to the Planning Board. During the ensuing discussion it became evident that the Commission has some

concerns about the adjacent historic property. There is a requirement to do an Environmental Impact Statement (EIS) since the Wynkoop House is on the National Register.

6. New Business: Susan stated that the Commission needs the fifth member. Susan will re- invite Rob Sweeney and Barry will re-invite his prospective member. Barry also mentioned some other names of persons who might be members.

All business being completed the meeting was adjourned at 9:15 pm.

Audrey Klinkenberg, Secretary