

## **Town of New Paltz Historic Preservation Commission Meeting**

### **Wednesday December 18th 2013 7:30PM - 9:30PM at the Town Hall**

Commissioners attending: John Orfitelli (Chair), Helen Christie (Vice Chair), Caryn Sobel, and David Gilmour along with Town Board Liaison, Kitty Brown.

#### **Agenda**

1. Public Comment
2. Testimonial Gateway Designation Update
3. Grant Activities
  - Photo Morphing Grant Recovery
  - 2013 Grant
4. Term Renewal for David Gilmour
5. Review/Approve Minutes from November

#### **Minutes**

Meeting was called to order at 7:30pm by motion from Helen Christie, seconded by Caryn Sobel. Motion carried.

**1. Public Comment:** No public comments were received. Kitty announced that Dan Torres will likely be replacing her as Town Board Liaison.

**2. Testimonial Gateway Designation Update:** The completed designation package is available on the HPC web site. Caryn Sobel is planning to add a contents page and an aerial map along with a link to the designation document on her Facebook, Twitter, and LinkedIn accounts.

#### **3. Update on Grant Activities**

- **Photo Morphing Grant Recovery:** John Orfitelli has submitted the final report and request for recovery of funds from SHPO.

- **2013 Grant:** The Commission reviewed the work items from our prior meeting and discussed the list of qualifications for a candidate to serve as a consultant. The following candidates (all in NY) were identified to receive the RFP:

1. Harry Hansen – High Falls
2. Diana Waite – Albany
3. Kerri Culhane – Fort Miller
4. Ruth Piwonko – Kinderhook
5. Ned Pratt – Troy
6. William Rhodes – New Paltz
7. Larson Fisher Associates – Woodstock
8. Jack Braunlein - Hurley
9. Susan Roth – Montgomery
10. Marilyn Kaplan

Steve Warren was not available to provide a list of 10 candidate properties with brief synopsis. This material will be reviewed at our meeting in January.

John Orfitelli provided an RFP to use as a starting point. The Commission discussed a number of changes. Dave Gilmour agreed to incorporate the various ideas into a draft for review by the Commission. The following timeline was created: (revised/distributed 12/19).

- **Draft:** Dave to provide updated RFP draft for on-line review by Commission on or about 1/6.
- **Review:** We'll circulate and make adjustments as needed so that by 1/15 the RFP can be shared with Lorraine Weiss.
- **Distribute:** At our meeting on 1/22 (moved from 1/15), we'll review list of candidates, finalize, and mail RFPs out the next day.
- **Response:** deadline will be 2/12. We'll informally review the responses on-line.
- **Formal Review:** February 2/19 meeting used to select interviewees and create standard set of questions.
- **Invitations:** will be sent after our meeting on 2/19 for interviews to be held at our meeting on 3/12 (moved up from 3/19).
- **Interviews** on 3/12 will start at 6:30pm and schedule 45min for each. Commission will deliberate and make selection.

Also discussed: Records indicate that the designation of White Duck Farm, while apparently voted on by the Commission in 2005, was never filed. Dave Gilmour agreed to check with Richard Miller (previous HPC Chair). John Orfitelli agreed to check with Joe Moriello as to where exactly the designations are located at the County Clerk's office.

**4. Term Renewal for David Gilmour:** A motion to renew the appointment of David Gilmour to the Commission for another term was made by John Orfitelli. Motion was seconded by Helen Christie. Motion carried. John Orfitelli agreed to notify the Town Board of the decision.

**5. Review/Approve Minutes from November:** Motion by Dave Gilmour to approve minutes from November. Seconded by Helen Christie, Motion Carried.

Motion to adjourn was made by David Gilmour and seconded by Helen Christie. Motion carried. Meeting adjourned at 9:34.