

**Town of New Paltz Historic Preservation Commission Meeting**  
**Wednesday December 15th 2010 7:30PM - 9:30PM at the Town Hall**

Attendees: Town HPC Commissioners John Orfitelli (Chair), Helen Christie (Vice Chair), and Kathleen Interrante along with Town Board Liaison, Kitty Brown.

**Agenda**

- 1) Public Comment
- 2) On-Line Historic Map Data Submission Process
- 3) Arbuckle Landmark Designation
- 4) Term Renewal for John Orfitelli
- 5) Grant Recovery Status
- 6) Web Site Browser
- 7) Review/Approval of Minutes from November

**Minutes**

Meeting opened for public comment at 7:30 PM.

**1) Public Comment:** No public comments were received.

**2) On-Line Historic Map Data Submission Process:** The Commission reviewed the process which is planned for use by both the Town and Village HPC's to validate and approve information submitted for publication on the soon to be released On-Line Historic Map. Kitty Brown suggestion that the name of the person providing the information on a property be a requirement for submission. No other changes or recommendation have been provided by this Commission or from the Village HPC. A motion to adopt the process will be made at the next meeting in January.

**3) Arbuckle Landmark Designation:** The Commission discussed the Nomination for Local Landmark Designation submitted by Gerri Buck for her property at 46 Libertyville Road which had been visited by the Commission in November. Kathleen Interrante worked with Gerri Buck to edit and arrange the many articles and pictures into chronological order with a narrative from the original letters and articles supplied by Gerri. The resulting Word document was assembled by Kathleen using Adobe software. Kathleen agreed to add a brief introduction to the letter by Jeff Jeanneney which will be dated and posted 'as is' to preserve the authenticity of his accounting. Kathleen will also check with Gerri Buck regarding inclusion of the entire parcel and buildings on the property as part of the designation. Helen Christie agree to check the original date of construction from records in the Towns office and with help from Maggie Dugan from Real Property. John Orfitelli agreed to contact Bill Rhoads to solicit his help in articulating facts regarding the overall structure and architectural features that may be significant. Several survey maps of the property will be taken to PDQ to be digitized.

**4) Term Renewal for John Orfitelli:** A motion was made by Kathleen Interrante to appoint John Orfitelli as Chair of the Commission for 2011. The motion was seconded by Helen Christie. All voted in favor and the motion carried. Kitty Brown agreed to address the appointment with the Town Board at their next meeting.

**5) Grant Recovery Status:** The GIS Map and Time-line grants recovery application materials were submitted to SHPO by John Orfitelli on 11/15 as required.

**6) Web Site Browser:** John Orfitelli spent two hours on-line with Greg Correll to learn how to use the new Joomla based Town Website editor. The education sessions exposed several technical and process issues which were quickly corrected by Greg. John set-up a lap top and projector at this meeting to provide the Commission with a brief demo of the new browser and tutorial on the editor. New documents to be posted must be submitted for approval by Guy Visk who will then post the files in

'Resources' . Links to these documents can then be easily added to 'text words' using the WYSIWYG editor.

Please [click here](#) to check out how the new updated HPC pages on the Town's Website look today and provide any feedback (errors, omissions, suggestions) to John Orfitelli so changes can be quickly implemented.

**7) Review/Approval of Minutes from November:** Minutes from our meeting in November were reviewed and approved with motion from Kathleen Interrante and seconded by Helen Christie.

Motion to adjourn the meeting was made by Kathleen Interrante and seconded by Helen Christie. The meeting was adjourned at 9:25pm.