

Notes from 3/6 Meeting (7:00 – 10:00)

Attendees:

Commission Members: John Orfitelli, Dave Gillmore, Ricki Solinger, Mariann  
(prospective member), Jackie Secretary

Town Board Liason: Kitty Brown

Susan Stessin-Cohen, Previous Commissioner  
Bill Schnitzer, Village Historical Commission Chair  
Neil Larson, Architectural Historian  
Al Marx Village/Town Historian

After introductions by new members, Susan shared her prior experiences and highlighted the need for maintaining good records and documentation. Susan offered her personal set files to augment the existing records.

Follow-up: 3/7, Jackie will be ordering hanging folders for Historical Commission files and create categories for designation records, minutes, agendas, vouchers, etc. Once the file system is in place, John will sort through Susan's records and file copies not already available.

Agenda Items:

December Minutes: Jackie will be documenting in 3/6 meeting minutes that December minutes have been approved as written.

February Minutes: Also, since minutes had been distributed and no response had been received from members for over 30 days, Jackie will be documenting in 3/6 minutes that February minutes have been approved as written.

Sign-off for Smith designation: Susan and Rich are required to sign the Landmark Designation form.. Susan has signed... Jackie agreed will obtain signature from Rich. Once both signatures are in place, the form will be sent to the owners (original), with copies sent to the Town Clerk, County Clerk, and Town Building Inspector.

A Letter of Designation will be prepared by Jackie for distribution to same group as above.

Larsen Fisher Letter re: Open Space Areas... Neil provided an overview of the work outlined in the Letter of Agreement dated 11/20/05 which is to end on 4/30/06. This activity represents one of five grants aimed at creating the data to support current and future historical preservation initiatives within both the village and town. The fifth and final grant establishing the basis for historic districting is currently being drafted for review/approval by the town board.

Other recommended action items:

Commission should review and compare the town and village charters for historic preservation.

Commission should consider leveraging the Open Space plan in considering historic preservation sites/designations.

Bill Schnitzer agreed to conduct a 3 hour orientation meeting for the new commissioners. A tentative date for will be April 1<sup>st</sup>. Location TBD...

John