

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

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

Commissioners attending: John Orfitelli (Chair), Helen Christie (Vice Chair), Caryn Sobel, along with Town Board Liaison, Kitty Brown. Also attending was Eric Roth from the Mohonk Preserve.

#### **Agenda**

1. Public Comment
2. Testimonial Gatehouse Designation Nomination
3. 2012 Photo Morphing grant
4. 2013 Grant Revision
5. Review/Approve Minutes from August

#### **Minutes**

Meeting was called to order at 7:36pm by motion from Caryn Sobel and seconded by Helen Christie. Motion carried.

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

**2. Testimonial Gatehouse Designation:** The Commission reviewed the draft nomination package and discussed details related to finishing touches including the addition of an index, acknowledgements, cover photo, list of commissioners and liaison.

Eric Roth agreed to provide an unprotected version of the Conditions Summary Draft to facilitate inclusion in the document using the same font. The draft will be replaced with the final version when it becomes available.

A motion to accept the draft landmark designation package for review and consideration at the public hearing in October was made by Helen Christie. Motion was seconded by Caryn Sobel. Motion passed.

The Commission proceeded to outline the following next steps and dates:

- Public Hearing: 10/15 (note that the regularly scheduled meeting date of 10/16 was moved to accommodate a request from the Town Board who needs to meet on that date).
- Legal Notice of Public Hearing: To be published in the New Paltz Times on 10/3 and 10/10. John Orfitelli agreed to prepare the legal notice text and provide a copy by Wednesday 9/25 to the Town Clerk who will submit it to the newspaper for publication.
- Abutter Notification: Helen Christie agreed to obtain the names and addresses of the abutters which will be made into a word doc list. Helen will address envelopes and mail the legal notice to abutters by 9/27.
- Legal Notice signs to be posted. John Orfitelli agreed to procure four signs from PDQ and post according to the Town Code requirements.
- Landmark Nomination Package to be made available at the Town Clerks office and on line at our HPC web site for public inspection on 10/1. Caryn Sobel to complete updates and provide the final package to John Orfitelli.

- Memorandum of Decision to be created by Caryn Sobel and have ready for the public hearing. John Orfitelli agreed to contact Joe Moriello regarding the need to publish the memorandum of decision as part of the public notification process.

**3. 2012 Photo Morphing grant:** The 2012 grant is expected to be completed by 9/30 as planned. Josh Simons will be posting the completed files on the HPC web site. John Orfitelli will submit the final payments to CRREO and complete the project report for recovery of the funds from SHPO.

**4. 2013 Grant Revision:** John Orfitelli provided Lorraine Wiess with the revised scope of work for review and comments by SHPO.

**5. Review/Approve Minutes from August:** The August minutes will be reviewed and approved at our next meeting on 10/15.

Motion to adjourn was made by John Orfitelli and seconded by Helen Christie. Motion carried.  
Meeting adjourned at 9:00.