

## **Historic Preservation Commission September 03, 2007 Meeting Minutes**

Attendees: Town HPC Commissioners Mary Ann Colopy, Dave Gilmour, John Orfitelli, and Helen Christie.

*Note that the September meeting was limited to 45min in order that the Town HPC could join the Village HPC at the Village Hall to discuss status and preparation for the November conference.*

### **Agenda**

- Review/Approve Minutes from the July Meeting
- Follow-ups from Prior Meetings
- New Business

### **Minutes**

Meeting started at 7:00.

#### **1. Review/Approve Minutes from the July Meeting**

Motion to approve minutes from July was presented by Dave Gilmour and seconded by Helen Christie, Motion carried.

#### **2. Follow-ups from Prior Meetings**

##### **A) Completed and In-Process grant activities by Neil Larsen**

- a) Presentation of the completed Survey Grant
- b) National Landmark Designation currently in process

Several Commissioners raised questions regarding both of the above activities. John Orfitelli agree to contact Neil to arrange for him to attend our next meeting on October 1 to clarify the deliverables, invoice, project time-line, and to discuss community outreach actions which will be needed to mitigate negative reactions to the designation.

##### **B) 2008 Budget**

John Orfitelli provided a 2008 draft budget to the Town (attached below). The Commission will review and discuss in detail at the October meeting.

### **New Business**

No new business was discussed.

Meeting adjourned at 7:45.

## Historic Preservation Commission Budget Draft for 2008

Expenses	2006	2007	2008	2009
Contractual				
Conference/Seminars	\$100	\$250	\$250	\$250
Travel Expenses	\$25	\$100	\$100	\$100
Professional Consultants	\$0	\$1,500	\$1,500	\$1,500
Office Supplies	\$148	\$200	\$200	\$200
Printing/Mailing	\$357	\$700	\$700	\$700
Subscriptions	\$0	\$100	\$100	\$100
Services: Secretary	\$366	\$50	\$50	\$50
Services: Graphic Design	\$0	\$900	\$900	\$900
Community Education Event	\$0	\$400	\$400	\$400
Subtotal	\$996	\$4,200	\$4,200	\$4,200
Special Items (Town portion of CLG Grants)				
Intensive Level Survey				
Phase 1 (note 1)	\$4,000	\$0	\$0	\$0
Phase 2	\$4,000	\$0	\$0	\$0
Phase 3	\$3,000	\$0	\$0	\$0
Phase 4	\$2,152	\$0	\$0	\$0
Historic Preservation Seminar	\$0	\$5,000	\$0	\$0
Nat Reg Hist Dist Nom (note 2)	\$0		\$4,063	\$0
TBD				\$4,000
Subtotal	\$13,152	\$5,000	\$4,063	\$4,000
Total Expenses	\$14,148	\$9,200	\$8,263	\$8,200
Revenue				
Int Lev Grant Recovery (note 3)	\$0	\$7,891	\$0	\$0
HP Seminar Grant Recovery (note 4)	\$0	\$0	\$3,000	\$0
Nat Reg Nom Hist Dist Recovery (5)	\$0	\$0	\$0	\$2,438
TBD	\$0	\$0	\$0	\$0
Total Revenue	\$0	\$7,891	\$3,000	\$2,438
Revenue less Expense	(\$14,148)	(\$1,309)	(\$5,263)	(\$5,763)
Budget	\$11,152	\$13,063	\$6,000	\$6,000
Net Surplus/Shortfall	(\$2,996)	\$11,754	\$738	\$238

#### Notes

- (1) Phase 1 was budgeted for 2005, however, work was not completed and invoiced until 2/2006
- (2) National Registry Grant split 25% Town - 75% Village
- (3) Recovery of Intensive Level Survey (60%) is anticipated for 4Q2007
- (4) Recovery of HP Seminar Grant (60%) is anticipated for 2Q2008)
- (5) Recovery of National Registry of Historic Districts (60%) is anticipated for 1H2009