

## Town of New Paltz Historic Preservation Commission Meeting Wednesday June 21<sup>st</sup> 2017 7:00PM - 9:00PM in the Community Center

Commissioners attending: John Orfitelli (Chair), Caryn Sobel (Vice Chair), Susan DeMark, and Dawn Elliot along with Town Board Liaison Julie Seyfert Lillis. Kate Brozowska was not able to attend due to family illness.

Also attending:

Matt Maley, Local Artist and Owner of [Visual Stuff Studio](#)  
Renzo Cinti, HHS Building and Grounds Site Supervisor

### Agenda (order revised)

1. Public Comment
2. Put Corners Cemetery Maintenance by HHS
3. Historic Landmark Signage
  - a. Road Side Marker Design Review
  - b. Selection of Sign Fabrication Company
  - c. Interpretive Plaque Design
4. Other
  - a. Incentives for Historic Presentation
  - b. Appointment of Kate Brozowska to the Commission
  - c. Meeting Date Change for July
5. Review/Approve May 17th Meeting Minutes

### Minutes

The meeting was called to order at 7:20pm with a motion from Caryn Sobel and seconded by Dawn Elliott. Motion carried. **Due to time constants, Renzo Cinti requested the Commission review the Put Corners Cemetery Maintenance at the top of the agenda.**

### Pledge of Allegiance

1. **Public Comment:** No public comments were received. Since Stacy Delarede was not able to attend, the topic of Public Hearing Guidelines will be discussed at a future meeting.
2. **Put Corners Cemetery Maintenance:** The Put Corners Cemetery which was designated by the Commission as a [Local Historic Landmark in 2009](#) is owned by Historic Huguenot Street (HHS). The Building and Grounds Site Supervisor at HHS, Renzo Cinti, assured the Commission that HHS is fully committed to maintaining the grounds at the site.

Renzo and his team will monitor conditions to insure that the lawn area is mowed, trees are trimmed, and grounds are generally clear of debris. While the Town does mow all cemeteries prior to Memorial Day each year, Renzo prefers that HHS do the work since care must be taken not to disturb the grave markers which have been moved in the past. HHS will consider adding a motion detecting trail camera at the site (\$150) and signage to discourage vandalism.

In fact, part of the future restoration work by both the Commission and HHS will be to relocate a number of displaced stone markers using maps from HHS archives to their corresponding gravesites.

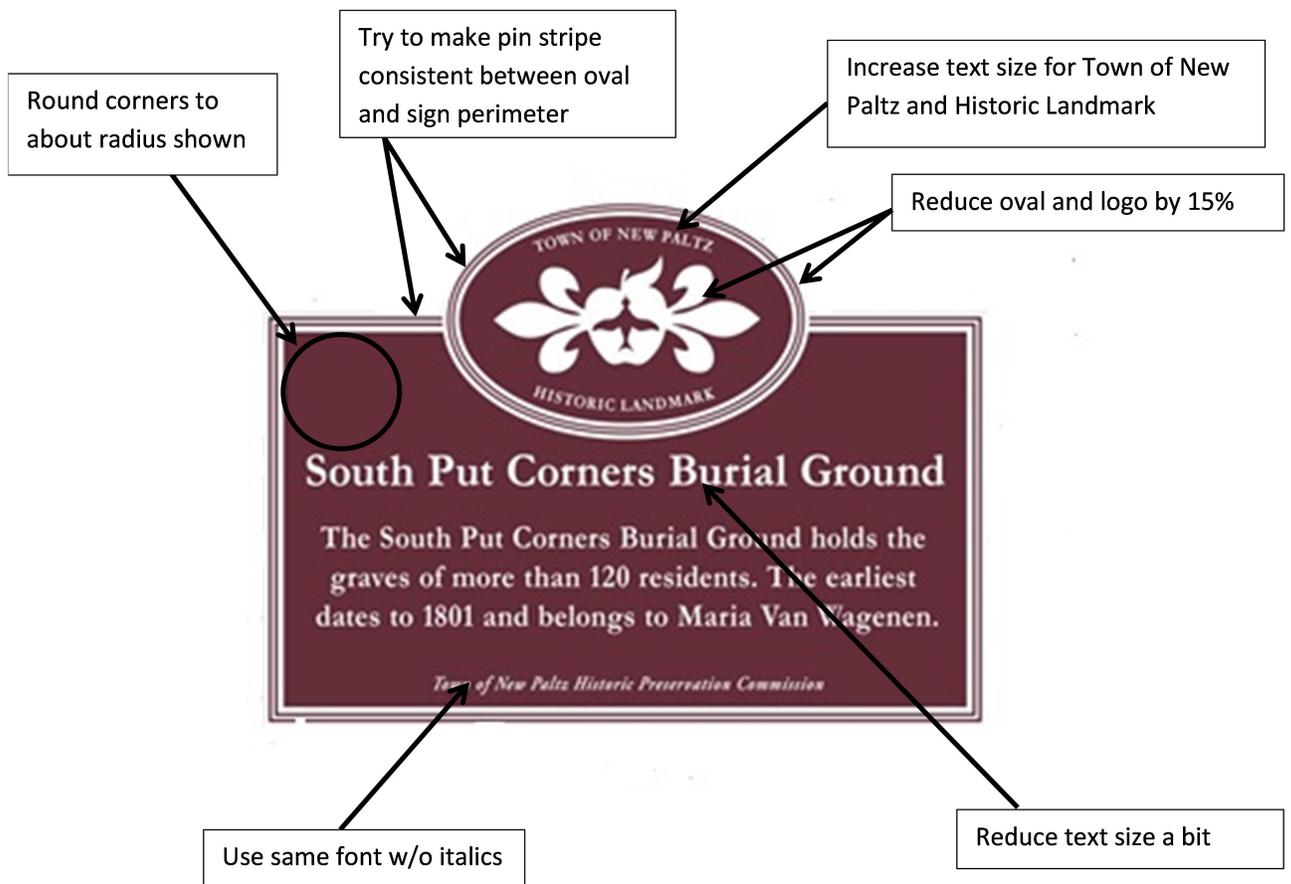
Renzo recommended cleaning the stone with [D/2 biological solution](#). This product (shown on the right) is used by HHS to remove moss and discoloration from stone monuments and headstones caused by mildew and algae.



Dawn Elliott described a [cemetery maintenance workshop](#) on the care and maintenance of cemeteries hosted by historian Kathy Welsh. These will be “hands on” events with cleaning and repairs done by all participants. Attendance for each workshop is limited to 16 people. The sites for the cleanup event are: Circleville Presbyterian Church on May 27, Temple Beth Jacob Big Rock Cemetery in Newburgh on July 16, Washingtonville Presbyterian Church on August 12; and Gumaer Cemetery in Deerpark on October 14.

### 3. Historic Landmark Signage

a) **Road Side Marker Design Review:** John Orfitelli created a scaled mock-up of the road side marker based on the updated design provided by Kate Brozowska that captured all of the elements from public feedback and comments by the Commission at our two meetings in May. The Commission along with Matt Maley and Julie Seyfert Lillis discussed a number of additional changes (shown below). John Orfitelli agreed to follow-up with Kate Brozowska and request revised artwork to share on-line to finalize prior to our next meeting in August.

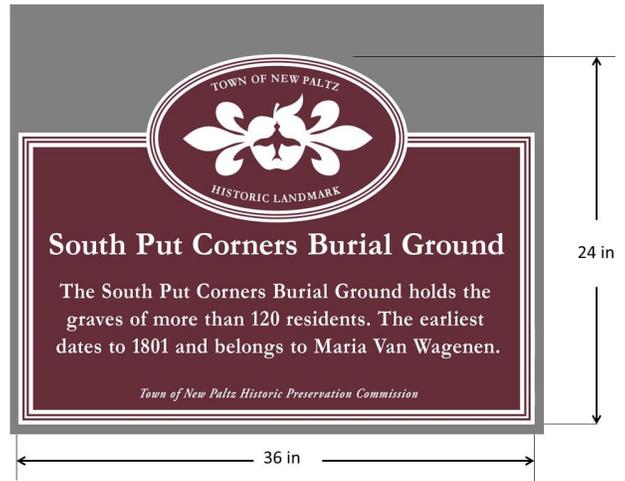


b) **Selection of Sign Fabrication Company:** John Orfitelli submitted a Request for Quote (RFQ) with revised artwork and specifications to three vendors. The following summary shows the RFQ along with vendor responses.

### **Request for Quote**

Our Commission recently approved the design shown below for a road side marker and would like a price quote according to the following:

- Aluminum
- Size, Coloration and Font as shown
- Double Sided
- Integrated Post Mount
- 10ft Aluminum Post



### **Response to RFQ**

Centec Cast Metal Products  
501 Knapp St. / Fremont, OH, 43420 Phone 800-969-3740 / Fax 419-355-141-22  
<http://www.centec.com>

1 - 36"w x 24"h Solid Aluminum Double Sided Plaque = \$3,318 (Plaque designed to specs given) 1 - 10' Integrated Post @ \$243 **Total w/Post \$3,561 (no shipping)**  
Possible charge of \$25 for Color if we do not have in house  
Shipping for Plaque not included, 10' Post will add additional cost to shipping

Sewah Studios, Inc. : Unfortunately we cannot do a custom pattern. 190 Millcreek Rd.  
Marietta, OH 45750  
(740) 373-2087 phone / (740) 373-3733 fax  
[www.sewahstudios.com](http://www.sewahstudios.com)

Catskill Castings  
51971 State Highway 10 Bloomville, N.Y. 13739 (800) 214-9572  
<http://catskillcastings.com>

1 - 36"w x 24"h Solid Aluminum Double Sided Plaque = **\$3,350** (Plaque designed to specs given) 1 - 10' Integrated Post Included  
Shipping Included  
Delivery would be 10 - 12 weeks from placement of order. 50% deposit required to begin production

John Orfitelli agreed to follow-up with Centec and Catskill Castings to clarify the type of coating each company uses. John will provide detailed information to the Commission via email which will also serve as the method for collaboration and making a final decision on which vendor will be used for fabrication.

While the Commission agreed that the current wording was sufficient for proceeding with the RFQ process, Susan DeMark, Dawn Elliott, and Caryn Sobel agreed to continue working with Carol Johnson, Coordinator, Haviland-Heidgerd Historical Collection, to obtain wording based on her knowledge of the site and related materials in the library archives. Since our next meeting is in August, the final wording will be shared via email and used to update the specification for the vendor.

c) **Interpretive Plaque Design:** The Commission previously discussed several areas for consideration, namely,

- Amount and Format of Interpretive Information
- Image of Put Corners
- Image of Key Individuals
- Use of Q-Codes

Dawn Elliott agreed to continue her efforts to provide Matt Maley with ideas for a colorful background that would reflect the historic past associated with the cemetery and possibly incorporate images of the more notable individuals. Susan DeMark, Dawn Elliott, and Caryn Sobel will also continue to collaborate on content that would reflect a 'story book' style narrative.

The Haviland-Heidgerd Historical Collection includes a book of clippings with the list of names of those buried at the cemetery without grave markers.

#### 4. Other

a) **Incentives for Historic Preservation:** The Commission addressed the need for designation incentives to owners of historically significant properties in a [presentation by John Orfitelli](#) to the Town Board on June 1st 2017.

Several types of tax incentives were described along with the creation of an Historic Preservation Fund sourced from Real Estate transactions.

The Commission requested that the Town Board authorize Town Attorney Joe Moriello to conduct research into creation of an HP Fund and specifically:

- Determine Legal Issues and Precedence
- Describe Process for Moving Forward

Reporter Terence Ward published an excellent [article in the New Paltz Times](#) regarding the presentation.

b) **Appointment of Kate Brozowska to the Commission:** Kate Brozowska's nomination to the Commission was approved by the Town Board at the June 1st meeting. Welcome aboard Kate!

c) **Meeting Date Change for July:** The Commission agreed to **not meet in July** and conduct reviews regarding the design changes and vendors for the signage at Put Corners Cenetry via email.

**The next meeting will be on August 16<sup>th</sup>.**

5. **Review/Approve [May 17th Minutes](#):** Motion to approve meeting minutes from our March 17th was made by Susan DeMark, seconded by Dawn Elliott. Motion passed. John Orfitelli agreed to post a pdf version with active links (once converted by Caryn Sobel from .doc file).

Motion to adjourn was made by Susan DeMark and seconded by Dawn Elliott. Motion carried.  
Meeting adjourned at 9:00pm.