

Town of New Paltz Historic Preservation Commission Meeting
Wednesday November 28th 2012 7:30PM - 9:30PM at the Town Hall

Commissioners attending: John Orfitelli (Chair), Kathleen Interrante, Caryn Sobel, and David Gilmour.

Agenda

1. Public Comment
2. Review/Approve Minutes for June, July, October
3. Update to Arbuckle Designation
4. 2011 Grant Status: Promotional Video
5. 2012 Grant Status: Time-Lapse Photo
6. State Initiative for On-Line Map Application
7. Mohonk Project Status
8. Mohonk Testimonial Gatehouse Designation
9. Landmark Designation Signage
10. New Business
 - a) 2013 Grant: Designation and CofA Video
 - b) CLG Training Session 12/17
 - c) 2013 Meeting Calendar
 - d) HPC Brochure
 - e) SEQRA Notice: Park Point Housing
 - f) Use of On-Line Map Application to Facilitate Education

Minutes

Meeting was called to order at 7:36pm by motion from Kathleen Interrante, seconded by Caryn Sobel. Motion passed.

1. Public Comment: No public comments were received.

2. Review/Approve Minutes for June, July, October: Motions to approve meeting minutes for June, July, and October were made by Kathleen Interrante and seconded by Caryn Sobel. Motions passed.

3. Update to Arbuckle Designation: John Orfitelli agreed to organize the designation materials and create the cover letter for submission to the County Clerk's office by Town Attorney, Joe Moriello.

4. 2011 Grant Status: Promotional Video. The final payment invoice (part 3 of 3) was apparently lost and is being resent by SUNY to the Town. Once the payment has been made, John Orfitelli will create the final report and submit to SHPO for reimbursement of the grant match.

5. 2012 Grant Status: Time-Lapse Photo. Approval was received from SHPO on 9/14. The grant agreement was completed and returned by the Town on 9/20. We have been awarded \$1,601 (as requested) to complete the project by September 30, 2013. The project will be scheduled for the Spring 2013 semester and involve CRREO with a student at SUNY New Paltz. The Commission outlined several items that need to be addressed, namely,

- The project work scope including how many properties and role of the Commission.
- Source of reference materials and possible participation by the Elting Memorial Library, Historic Huguenot Street, and the Mohonk Preserve.
- Criteria for selection of properties and landscapes.
- Site selection: a few examples include: Ohioville, Architectural Classes: Stone Houses, Landscapes such as found at Mohonk Preserve
- Commission review and approval process of photos and supporting materials.

The Commission will review and refine project plans at our next meeting on December 19th and meet with Josh Simons at our January 16th meeting to discuss plan details and timeline.

6. State Initiative for On-Line Map Application: A meeting was held at the State Historic Preservation Offices in Albany on November 20th to discuss their request to create a version of the Interactive On-Line Mapping application that could be used by CLGs within the State of New York to create their own on-line map of historic properties and districts. John Orfitelli and Caryn Sobel, from the Town of New Paltz Historic Preservation Commission, along with Josh Simons from CRREO, met with five members from SHPO including Julian Adams, Community Liaison Coordinator Certified Local Government Program, and Lorraine Weiss, Certified Local Government Program Administrator.

The On-Line Map [Promotional Video](#) recently completed by Josh and his team at CRREO through a CLG Grant, was used to introduce the application and the excellent work which is considered to be the foundation for future develop.

Josh Simons presented an outline for his initial proposal of work scope (attached) based on prior discussions with Julian Adams. Josh also showed an example map of the city of Auburn NY which he created using the current application to show how easily historic landmark data from an existing site could be migrated into an On-Line Map.

The following are comments from the meeting:

- A key requirement for CLGs will be to identify historic districts and to differentiate property designations as local, state, or federal using a common symbology. The New Paltz map now shows one historic district, namely, that defined for the Village. The New Paltz hamlets are good examples of how historic districts could be shown.
- The map also needs to provide residents with the ability to easily identify which historic district their property is located in. Additional links to information related to local, state, and federal programs should be provided to help clarify assistance available to home owners of historic properties.
- SHPO receives many requests for clarification regarding the designation process and how it can impact a property owner. The brochure created by the Village HPC and available from the Town and Village sites is an excellent example of a Q&A method to address these concerns. Lorraine Weiss suggested that perhaps the video could be updated to include segments on these topics.
- Participating communities fall into three groups:
 - Those that have no historic property inventory: a basic framework would be provided to allow for data entry/edit.
 - A moderate level of existing data: means for transferring the data from a spreadsheet or data base would be required.
 - High volume of data (thousands of historic properties and a number of districts): require automated data transfer probably through a separate service contract with CRREO.
- A set of guidelines and schema needs to be established that will allow CLGs to begin the data entry process in a way that will make it easier for transfer to the application when it becomes

available. Ideally the schema would include polygon data which would define the property outlines.

- SHPO raised concern over how the application would be supported in the future. Josh suggested that resources at SUNY would be more than sufficient to provide on going support and an agreement would simply be created with CRREO to secure their commitment.
- Next Steps: 'What's it going to take...' (items not shown in order)
 - New Paltz HPC to continue roll out of the video and collect data to gauge response to site and measure success of the application.
 - Work scope/functionality: needs to be defined based on feedback from CLGs
 - Required to Support/Participate: skills, etc. needs to be clarified for CLGs
 - Pilot groups need to be established: these would be several CLGs who meet 'start up' criteria
 - Determine Interest: a survey or presentation within the CLG community.. possibly via net meeting...
 - Lorraine Weiss will serve as primary SHPO interface. Josh Simons will manage technical/development.
 - Time Line: project expected to start as early as summer 2013 and extend through to fall 2014.
 - Funding model has yet to be worked out.. SHPO agreed to review various options.

Dave Gilmour highlighted how the State Initiative project offers the opportunity for convergence of several data resources that currently exist as separate and distinct data bases that include historic district footprints, cultural resources, and architectural sensitive areas.

John Orfitelli emphasized the need for the Commission to utilize the recently completed video in an aggressive outreach campaign aimed at soliciting support for historic preservation within the community. Metrics regarding contacts, requests for designations, and volunteerism need to be recorded to demonstrate other CLGs the effectiveness of the On-Line Map Application and build support with SHPO for future projects.

Kathleen Interrante agreed to work with John Orfitelli in developing a 'marketing' plan and to help with making arrangements for presentations with various groups such as New Paltz Rotary, Woodland Pond, New Paltz Public Access, as well as, articles for publication.

7. Mohonk Project Status and 8. Mohonk Testimonial Gatehouse Designation: Both of these topics were addressed by the Commission in a discussion of the overall Mohonk Preserve activities being conducted by Caryn Sobel. A meeting on 10/28 was held at the Mohonk Reception Center with John Orfitelli and Caryn Sobel along with Glenn Hoagland, Eric Roth, and Bob Larsen to introduce Caryn to the team and review the Mohonk Project. The Promotional Video was presented to introduce the On-Line Map Application. John and Caryn highlighted how the various features of the Mohonk Preserve landscape could be incorporated into the map to further facilitate it's use in education and tourism.

Most recently Caryn Caryn reviewed the Mohonk Preserve LAMP reports of the historic structures, and walked the Pine Road area to see the properties listed in the Mohonk Project. The priority structures, based on condition reports, are the Pine Road Hay Barn, the Kleinekilla Farm House and ancillary buildings, and the Turner House (the latter two reportedly do not have Historic and National District

Inventory Forms on file with SHPO). The Hasbrouck House, just east of Humpo Marsh and north of Rte. 299, is in "average" condition.

Caryn has been in contact with Glenn Hoagland and is setting up research time with Paul Huth for the middle of December, and will be documenting current structure conditions for the Commission with photos. The Gatehouse will be included. She will also be verifying the Inventory Forms status, for our further documentation.

9. Landmark Designation Signage Tom Olsen of the Village HPC provided us with the name and info for the vendor used for the combined Town/Village designation plaques; Kathleen has the information. Tom said the design was a joint one, designed by himself and Dave Toder, and several have been placed in recent years.

11. New Business

- a. **2013 Grant Concept: Designation and CofA Video.** Due to lack of time, this topic will be carried over for discussion at our next meeting on December 19th. Here's the text from a recent e-mail by John Orfitelli that provides background:

On a call with Lorraine Weiss last week, she mentioned how many folks call SHPO with questions regarding the Landmark Designation Process and Certificate of Appropriateness.. I seem to recall her highlighting this at our meeting in Albany and how it would have been nice if our video included segments dealing with concerns about both of these topics.. anyway, after our call, it occurred to me that we could apply for a 2013 grant (application due on January) to create two more video segments specifically dealing with those topics... we could interview owners of designated properties and describe both processes to mitigate concerns... sort of a video version of the Village Q&A brochure..

- b. **CLG Training Session 12/17:** The Town HPC has been invited to attend a CLG training session with Julian Adams from SHPO and organized by the Village HPC.
- c. **2013 Meeting Calendar:** Due to lack of time, the Commission will discuss if any changes required to our meeting dates for next year at our meeting in December.
- d. **HPC Brochure:** John Orfitelli agreed to update the HPC Brochure text as requested by the Village HPC to reflect the addition of our Promotional Video.
- e. **SEQRA Notice: Park Point Housing** David Gilmour reviewed the notice (attached), which had been distributed to the Commission at the meeting, and suggested that no immediate action was required by the Commission. Since there was insufficient time remaining for other's to fully assess the notice, the Park Point Housing project will be included on our December meeting agenda..
- f. **Use of On-Line Map Application to Facilitate Education** Caryn Sobel is expected to meet with Dr Benjamin and Josh Simons at CRREO to discuss Curriculum Development and the application of the On-Line Map as a tool in education.

John Orfitelli and Caryn Sobel attended the Town Board on 11/15 to provide support for the Mohonk Preserve's Foothills initiative and grant request. In an e-mail from Glenn D. Hoagland, Executive Director Mohonk Preserve, thanked the Commission for *the 'work and leadership on the nexus of historic preservation and open space issues throughout the community!'*

Motion to adjourn was made by Kathleen Interrante, seconded by Helen Christie. Motion passed. Meeting adjourned at 8:50.