

**Town of New Paltz Historic Preservation Commission Meeting**  
**Wednesday June 15th 2011 7:30PM - 9:30PM**  
**at the Town Hall.**

Commissioners attending: Helen Christie (Vice Chair), Dave Gilmour, and Kathleen Interrante.

**Agenda**

- 1) Public Comment
- 2) Review/approve minutes from May meeting
- 3) New Business

**Minutes**

**1) Public Comment:** Meeting opened at 7:40 PM. No public comment received.

**2) Review/approve minutes from May meeting:** All present reviewed minutes from our meeting in May. Motion to approve minutes was made by Kathleen Interrante and seconded by Helen Christie, motion carried, minutes approved.

**3) Review Follow-up Actions from May Meeting**

*Prior to the meeting, John Orfitelli provided updates (shown in blue) to his follow-ups for review at this*

*meeting in his absence and inclusion in the minutes. Additional comments from this meeting are also included.*

- **Stickers** to identify HPC materials as 'Property of Town of New Paltz Historic Preservation Commission': *Completed, draft doc of labels (Avery 5160) provided to Commission for review/approval.* Helen was not able to print color labels.
- **Mailing labels:** can we create from the Reconnaissance Level survey excel spreadsheet? *Yes, mailing labels can be created from the excel file.. I used mail merge on a modified version of the spreadsheet and it worked nicely... we'll need to decide which of the addresses we want to use and how best to send them to minimize mailing cost. Refer to attached excel file to review data and determine which addresses we should use to send out a copy of the 2011 HPC FAQs brochure.* Further discussion deferred to next meeting in July.
- **Re-send** Helen Christie the e-mail requesting a correction to our map data with copy to Carol Johnson: *Completed. Commission provided with approval process description. If Helen get's ok from Carol, then we can proceed to review and approve changes and I'll update the site.* Commission discussed methods for validating and confirming data received from our website and corrections to the survey data done by Neil Larsen. Submission will be e-mailed to Carol Johnson at Elting Memorial Library with request for confirmation e-mail in return.
- **Usage/tracking data:** *Completed, Commission provided with analytics report created on 6/9 with suggestion that the Commission reviews the data in more detail using live demo at our next meeting in July.* No discussion.
- **Web problems** associated with our web site. *Completed, several problems resolved through phone call with Greg Correll.. all is working fine. A problem associated with the on-line map was resolved by Josh Simons.* No discussion.
- **Deliver maps** to get digitized by PDQ. *In Process.. expect to complete on 6/10.* Commission to discuss the Arbuckle maps and status at July meeting.
- **Contact Bill Rhodes** to request his help in describing the architectural features of the property. *Completed.. Bill agreed to help us with the Arbuckle designation .. I'll be providing him*

with all the material we've created so far and he'll arrange a visit with Gerri to look at the building up close.

- **Grant Status:** *received e-mail from SHPO grant amount approved for \$5000. We'll need to trim the work-scope to match the total grant (SHPO plus our matching portion) which had been originally set at around \$20K.* The total grant amount was actually \$14,366 of which the CLG matching portion was \$5,189 (\$3000 cash plus \$2,189 in volunteer time). John Orfitelli will update the Commission in July with current status and plans.
- **Post minutes** from the February and March 2011 meetings: *Completed: sent to Guy for loading into Docman.*
- **Create voucher** for Kathleen for USB drive with Gerri Buck designation data: *Completed.* Helen submitted the signed voucher to Town's bookkeeper.

#### 5) New Business:

Helen presented an application from the Smiley Brothers for a 2 lot subdivision consisting of 500 acres to be retained and 856 acres to be transferred to the "Open Space Institute." The parcel to be transferred contains the Old Memorial Gatehouse and all of the farms on Smiley property in the Town of New Paltz. Dave Gilmour and Kathleen Interrante review the application and maps. Dave pointed out that the National Registry Designation should be shown on the subdivision maps. Kathleen found the designation information on a small supplemental maps included in the Full Environmental Assessment Form. Dave stated that the Commission needs information from the Open Space Institute regarding intentions and stewardship plans and highlighted how local zoning triggered the referral to our Commission. Subjects on the National Register are a Type 1 Action. The application was submitted to the Town and Town HPC but not SHPO. Does the application involve the entire site of just the buildings that in on the National Registry? Dave moved to continue our review at the next meeting in July. Helen agreed to provide material to Dave who will determine if the Commission needs to request State documentation, additional information and Intent and Stewardship plans.

Motion to adjourn the meeting was made by Dave Gilmour and seconded by Helen Christie. The meeting was adjourned at 8:55pm.