

**Agenda**  
**Historic Site Committee**  
**November 15, 2016**  
**7:15 pm Town Board Conference Room**

**Approval of Minutes: September 20, 2016**

**Old Business:**

1. Henrietta Preservation Brochure
2. Interactive Map
3. Historic Plaques

**New Business:**

1. Landmark Society Partners Roundup

**Meeting Schedule: January 10, 2016**

## Historic Site Committee

Meeting Minutes

November 15, 2016

Present: Gary Goodridge, Patti Zeiner, Rebecca Wiesner, Tina Thompson, Kitty Englert, Molly Nikodem, Sam Poulton

The meeting was called to order in the Henrietta Town Board Conference Room by Chairperson, G. Goodridge at 7:20 pm.

A motion to approve the minutes of September 20 was made by M. Nikodem and seconded by R. Wiesner.

### **Vote:**

G. Goodridge - Aye  
T. Thompson - Aye  
R. Wiesner - Aye  
P. Zeiner- Aye  
M. Nikodem - Aye  
K. Englert - Aye  
S. Poulton- Aye

### **Old Business**

#### **1. Henrietta Preservation Brochure**

G. Goodridge and R. Wiesner presented sample brochures for the committee's review. What we would like to be included in the brochure was discussed. To be included may be criteria qualifying a home or property to be in an historic district. In addition, the brochure may include reference to town code, an application to apply for inclusion in a district, responsibilities of the owner, before and after photos, our email address and more to be determined at future meetings. G. Goodridge stated that he would like to keep it inviting and simple. The committee was in agreement.

G. Goodridge suggested having the brochure available on the Historic Site Committee's web page with a link to the town web site and Facebook page.

The committee will continue discussing criteria for homes and properties to be placed in historic districts at future meetings.

#### **2. Interactive Map**

T. Thompson reported that a volunteer from the Rochester Genealogical Society has offered to help our Historic Site Committee prepare an interactive map. T. Thompson plans to include the map as part of our town of Henrietta's bicentennial celebration. The map will include all homes in historic districts. The volunteer, who has created interactive maps, will enter properties and addresses into an Excel spreadsheet. T. Thompson will arrange for genealogy and data entry volunteers. Historic sites and pictures from Dropbox will be used. Information on people and history of the homes and properties will be included. The plan also includes a link to the interactive map on Henrietta.org.

## **Historic Plaques**

P. Zeiner presented the committee with five quotes from companies that she researched online. One of the companies was used by former town historian and Chairwoman of the Historic Site Committee Helen Elam when the first set of plaques was made. P. Zeiner will re-contact three companies to obtain further detail of the quality of the aluminum and request a sample be sent to the committee for consideration.

### **4. Removal of House or Building from an Historic District**

At the September 20 meeting, P. Zeiner brought up the question of our role in removing a house or building from an historic district if it is not being maintained or has fallen into disrepair. K. Englert asked about how much say we have when a home or building in an historic district is to be demolished.

We agreed that the committee chair should be informed when a property in an historic site district is scheduled for demolition. R. Wiesner will look into the town's demolition procedure.

With regard to how a property in an historic site district is being maintained, we will continue to review other area town codes. Our committee agreed to table further discussion until our January meeting.

## **New Business**

### **1. Landmark Society Partners Roundup**

We discussed the upcoming Landmark Society's "Fall Partners Roundup" Event Tuesday November 29th @ 8pm. Gary, Tina, Becky & Molly will attend. The car pool will meet at Town Hall @ 5:15pm.

The meeting was adjourned by consensus at 9:00 pm.

Meeting schedule: January 10, 2017

Respectfully submitted,

Patti Zeiner, Secretary