

**Agenda**  
**Historic Site Committee**  
**February 21, 2017**  
**7:15 pm Town Board Conference Room**

<p><b>The January 10, 2017 meeting was postponed until February 14, 2017 at 7:15 p.m.</b> <b>The February 14, 2017 meeting was postponed until February 21, 2017 at 7:15 p.m.</b></p>
---

**Approval of Minutes: November 15, 2016**

**Old Business:**

1. Henrietta Preservation Brochure
2. Interactive Map
3. Historic Plaques
4. Removal of House or Property From an Historic District

**New Business:**

1. Architectural Heritage Awards 2017
2. Review of Town Codes re: Item 4 Old Business

## Historic Site Committee

Meeting Minutes

February 21, 2017

Present: Gary Goodridge, Rebecca Wiesner, Tina Thompson, Kitty Englert, David Oliver

The meeting was called to order in the Henrietta Town Board Conference Room by Chairperson G. Goodridge at 7:10 p.m. Newly appointed Historic Site Committee Member David Oliver was welcomed.

A motion to approve the minutes of November 15, 2016 was made by K. Englert and seconded by R. Wiesner.

### **Vote:**

G. Goodridge – Aye

T. Thompson – Aye

R. Wiesner – Aye

K. Englert – Aye

D. Oliver – Aye

### **Old Business**

#### **1. Henrietta Preservation Brochure – Updates**

Locations to distribute the “Local Historic Site Designation” brochures were discussed and the Committee agreed to have the brochures available at Town facilities including the Town Hall, Henrietta Public Library, Tinker Nature Center, Henrietta Senior Center, and the Henrietta Recreation Center. T. Thompson will take brochures to the next Henrietta Historical Society Meeting as well.

#### **2. Interactive Map – Updates**

T. Thompson reported there was no update on the interactive map; however the plan is for it to be ready in time for the Town’s bicentennial celebration. The interactive map would be similar to the interactive tour available on the Town of Pittsford’s website. G. Goodridge referenced an email he sent earlier in the day with a link to videos developed by the Ontario County Historical Society and suggested that the HSC cooperate with the Henrietta Historical Society to develop something similar to post on either the Town of Henrietta website or the Henrietta Historical Society website.

#### **3. Historic Plaques – Updates**

There was consensus that the recipient of the next Architectural Heritage Award be given a plaque purchased using the Town Historian’s budget. T. Thompson brought a sample plaque of what the Historic Site Committee had issued previously. G. Goodridge will review the quotes former HSC Member Patti Zeiner obtained. In the meantime, this year’s plaque will be purchased from the same vendor used previously, Lake Shore Industries.

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

There was a discussion to determine at what point the HSC would recommend removal of a property’s local historic site designation. The Committee agreed that more research was necessary and the topic be put on hold. G. Goodridge said he would research the Codes of other towns to determine how they handle removing historic site designation from properties.

## **New Business**

### **1. Committee Member Changes**

Historic Site Committee Member Sam Poulton passed away unexpectedly on February 10<sup>th</sup>. G. Goodridge reported he sent an email to Councilwoman Zinck, who is the Committee's Town Board liaison, about reading a resolution or proclamation recognizing him at an upcoming Town Board Meeting. A notice regarding the opening on the Historic Site Committee will be posted on the Town website.

### **2. HSC Officers for 2017**

The positions of Chairperson and Secretary were determined by consensus. G. Goodridge will continue to serve for a second year as Chairperson and R. Wiesner will serve as Secretary.

### **3. Planning and Development Land Use Decision Making Training Program**

T. Thompson presented information on a number of upcoming meetings that may be of interest to the Committee:

- Landmark Society Spring Partners Roundup on Thursday, March 16<sup>th</sup> from 6:00 – 8:00 p.m.
- Statewide Preservation Conference from April 6-8<sup>th</sup> in Rochester, NY.
- Monroe County Department of Planning and Development Land Use Decision-Making Training Program events at Monroe Community College:
  - Land Use Law on Thursday March 9<sup>th</sup>
  - Introduction to Planning and Zoning on March 28<sup>th</sup>
  - Site Plan Review on Thursday April 13<sup>th</sup>
- Strategic Organizational Sustainability Conference at Colgate University on March 15<sup>th</sup>

### **4. Architectural Heritage Awards 2017**

The Architectural Heritage Award(s) presentation will be scheduled for the second Town Board Meeting in May – May 17<sup>th</sup>. The Historic Site Committee is looking for nominations of properties to receive the 2017 Architectural Heritage Award(s). T. Thompson proposed two options for consideration: the Halpin House and the Myglod barn on Middle Road.

### **5. Discussion of HSC and the Upcoming 2018 Henrietta Bi-Centennial**

Based on the responses to the survey sent by the HSC to property owners of designated historic sites, there are a number of owners willing to open their property for tours, which the Committee agreed would be a way to build momentum into the Town's Bi-Centennial Celebration. The HSC discussed working with the Henrietta Historical Society to host a home and/or garden tour.

The meeting was adjourned by consensus at 8:45 p.m.

Meeting schedule:        March 14, 2017  
                                  April 11, 2017  
                                  May 9, 2017  
                                  June 13, 2017  
                                  September 12, 2017  
                                  October 10, 2017  
                                  November 14, 2017  
                                  December 12, 2017

Respectfully submitted,

Rebecca Wiesner, Secretary