

**Agenda**  
**Historic Site Committee**  
**December 12, 2017**  
**7:15 pm Town Board Conference Room**

**Approval of Minutes: November 14, 2017**

**Correspondence:**

- 1) Becky - update

**Old Business:**

1. Homeowners historic markers – update
2. Historic House Tour – Dave Oliver
3. Nominating Committee
4. Town Code Change – Town Board adopted change to code making the historian an advisory member of the Historic Site Committee pending filing with the Secretary of State
5. Historic Site Plaque – update on budget approval.

**New Business:**

1. Committee Member – with the change in Tina’s status to advisory there is now an opening on the committee.

**Meeting Schedule:**

**December 12, 2017**

**January 9, 2018**

Historic Site Committee  
Meeting Minutes  
December 12, 2017

The meeting was called to order in the Henrietta Town Board Conference Room by G. Goodridge at 7:15 p.m.

**Present:** Gary Goodridge, Molly Nikodem, David Oliver, Tina Thompson, Rebecca Wiesner  
**Absent:** Kitty Englert, Michelle Lebel

**Approval of Minutes: November 14, 2017**

A motion to approve the minutes of November 14, 2017 as submitted was made by T. Thompson, seconded by D. Oliver, and approved by consensus.

**Correspondence:**

R. Wiesner reported that no new correspondence had been received.

**Old Business:**

1. **Homeowners historic markers – update**

The letter to property owners of historic sites interested in obtaining an historic marker for their property was mailed on Friday, December 8<sup>th</sup>. The letter included an order form for an 8.5” x 12” oval cast aluminum marker made by Lake Shore Industries in Erie, Pennsylvania. The cost of the marker is \$195.00 plus \$11.00 shipping and handling for a total cost of \$206.00. Once the Town receives the order form and payment from property owners, one order will be placed by the Town for all of the markers. By having the Town place all of the orders, the Historic Site Committee has a chance to verify the dates listed on the marker and the property owners will avoid paying tax on the purchase.

2. **Historic House Tour – Dave Oliver**

D. Oliver gave an update on the properties he was considering for inclusion on the Historic House Tour scheduled for April 28<sup>th</sup>. The Committee discussed planning a meeting with D. Oliver and the owners of said properties to better address questions and comments from everyone all at one time. D. Oliver said that he would send a list of the properties considered to G. Goodridge so that he could aid in researching the properties and to R. Wiesner so that she could look for phone numbers for the property owners.

3. **Nominating Committee**

Although the term for the current officers – Committee Chair and Secretary – will expire at the end of December, the Committee determined that they would discuss new officers at the January 9<sup>th</sup> meeting.

4. **Town Code Change – Town Board adopted change to code making the historian an advisory member of the Historic Site Committee pending filing with the Secretary of State**  
Resolution #21-250/2017 adopting Local Law No. 11 of 2017 to adjust the composition of the Historic Site Committee was adopted at the December 6, 2017 Town Board Meeting.

5. **Historic Site Plaque – update on budget approval**

T. Thompson reported that although the 2018 Budget has officially been adopted by the Town Board, she would need to check with the Town’s Director of Finance to ensure that the money for a Historic Site Plaque to be placed at the site of the first town meeting on April 20, 1818 was still included.

**New Business:**

1. **Committee Member**

Due to the adoption of Local Law No. 11 of 2017, the Town Historian is no longer a voting member of the committee, which opens up a position on the Committee. R. Wiesner reported that the Town Clerk’s Office had placed a notice regarding the open position on both the Town’s website and Facebook page, but no applications had yet been received.

The Historic Site Committee Meeting was adjourned by consensus at 8:00 p.m.

**Meeting Schedule:**

January 9, 2018

Respectfully submitted,

Rebecca Wiesner, Secretary