

**Lancaster Historic District
Lancaster, New York**

**MEETING MINUTES
October 25, 2006**

1. Attendance / Call to Order

The meeting was called to order at 7:40 p.m. by Chairman Keysa.

Roll Call:

James Keysa, Chair	present
Jean Brunea	present
Joseph Giallanza	excused
William Harnack	present
Michael Meyer	excused
Jan Pecqueur	excused
Tina Preston	present
Jeffrey Stribing, Village Liaison	excused
Jeffrey Simme, Town Bldg. Ins.	excused

Roll call indicated that four (4) board members were present and a quorum existed.

2. Hearings

a) 23 School Street / Joan Eldridge: Window replacement.

The application for replacement of windows on the west and north side of the building was reviewed by the board. The board and Ms. Eldridge discussed various window types that would be both functional and historically sensitive. There was an agreement by Ms. Eldridge and the board on the windows that would be approved by the board from the Sellmore Windows brochure presented for review. They are noted as: Windows "A" and window "B" on the brochure. A motion was made by Harnack to approve the application as submitted with the windows noted, seconded by Preston.

MOTION APPROVED: In a vote of four (4) to zero (0). Carried

ACTION: To accept the application for replacement windows on the west side of the property as 2 double hung windows marked as "A" in recessed entry; 3 windows marked as "B", 2 on west side of property and 1 on north side of property.

3. Meeting Minutes – September 20, 2006

A motion was made by Harnack to accept the September 20, 2006 Board Meeting Minutes as amended. Seconded by Brunea.

MOTION APPROVED: In a vote of four (4) to zero (0). Carried.

ACTION: Received and filed. A copy of minutes will be provided to the Lancaster Village Clerk.

4. Treasurer's Report

There was no report.

5. Old Business

a) Broadway / Central Ave./Municipal Building Parking Lot / Tree

There was no new information to report.

b) Compliance Issues

Keysa informed the board a letter was received from Jeffrey Simme providing an update on some of the properties. There was further discussion regarding addressing the areas of concern within the district and the lack of progress to repairs some buildings in these areas. Preston reported that correspondences are being sent monthly to the Town Building Department however requested guidance to streamline this task.

ACTION: The board recommended a form letter be drafted to be used monthly which would be easily updated and would include new and historical (previous) properties. The letter would include all properties previously listed and any new ones. Creating a spread sheet enabling the board to log these properties was suggested.

Keysa informed the board that he was unable to contact the Mayor to schedule the suggested joint meeting of the boards to discuss the "cluster areas" within the district.

c) Book Update

A status report was presented by Keysa. He noted there are a few properties still in need of text and is in the process of securing them. A draft "mock up" of the book may be available for 12/7/06 to secure orders. A mechanism to inventory, store and distribute the books was discussed although not resolved who would be charged with the task. Payment of artists has been on hold until the budget between the Town and Village is resolved.

6. New Business

a) Board replacements

Keysa informed the Board that member Joe Giallanza has indicated he will be resigning in the near future and requested members to present candidates for replacement. He also informed the board that he will be stepping down as Chairman in April, 2007 and a new Chairman needs to be appointed.

b) Tree damage from storm

There was concern among board members that trees damaged by the storm within the district are being cut down unnecessarily. Keysa noted an article in

the Buffalo News and indicated it should be sent to the Village Board. Due to the weak tree ordinance in the Village there is little the Board can do regarding this.

7. Correspondences / Articles

- a) Village Board and Community Development Corp. dated 9/25/06 & 10/9/06
- b) NYS – A letter requesting the Annual Report (Due 11/15/06).

ACTION: A letter be sent indicating a natural disaster has occurred and the report will be forthcoming.

9. Upcoming Meetings

Wednesday, December 13, 2006 – Board Meeting

Wednesday, January 10, 2007 – Board Meeting

10. Adjourn

A motion was made by Harnack to adjourn the meeting, seconded by Preston. The meeting was adjourned at 9:00 p.m.

MOTION APPROVED: In a vote of four (4) to zero (0). Carried

ACTION: none

