

Village of Lancaster
Historic Preservation Commission
Municipal Building, Lancaster NY

MEETING MINUTES
February 8, 2017

I. Attendance/Call to Order

The meeting was called to order at 6:59 PM by Chairman Meyer.

Board Members

Allein, J.	<u>X</u>
Batt, R.	<u>exc.</u>
Campbell, S. (Vice Chair)	<u>X</u>
Keefe, J.	<u>X</u>
McNichol, S.	<u>X</u>
Meyer, M. (Chair)	<u>X</u>
Mikula, E.	<u>X</u>

Code Enforcement Officer

Marshall, S.	<u>exc.</u>
Fischione, M.	<u>X</u>

Secretary

Eckert, E.	<u>X</u>
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Roll call indicated that six (6) voting members were present and a quorum existed.

II. Public Hearings:

a. *40 Clark St.– Mark Lubera (Town of Lancaster) – Emergency Temporary Railings*

Mr. Lubera was not present at the meeting, but had explained the need for an emergency, temporary railing to be installed on the porch of the Historical Society building to Chair M. Meyer. The Commission discussed the importance that this railing be temporary and that an additional CoA be required when a permanent repair be made.

MOTION: E. Mikula motioned to approve the CoA as presented. M. Meyer motioned to amend the motion to approve the CoA under the condition that this railing be an emergency repair pending approval of historically-correct railing. Second by S. McNichol,

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

Justification: The railing is not intended to be a permanent fix and is a temporary and emergency measure in order to maintain accessibility and safety for those using the building.

III. Approval of Meeting Minutes

a. *January 11, 2017 (Regular Meeting)*

MOTION: E. Mikula moved to approve the minutes as submitted. Second by S. Campbell.

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MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

IV. Administrative Matters:

- a. Public comment on matters of interest - *None*
- b. New property issues - *None*
- c. Ongoing property issues
 - i. 5513 Broadway (Formerly Memory's Restaurant) – *No update*
 - ii. 4 West Main St. (Carson's Jewelers) – *No update*
 - iii. 5622 Broadway – *No update*

MOTION: J. Keefe made a motion to cite 5622 Broadway and 4 W. Main Street for ongoing property maintenance issues and for Code Enforcement to take the steps necessary to bring the property owners to legal action. Second by E. Mikula.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.

- d. Communications/Reports - *None*
- e. Treasurer's Report
 - i. The 2017-18 FY Budget is due to Clerk-Treasurer M. Stegmeier 2/24/17. M. Meyer will send the proposed budget to M. Stegmeier.

V. Old Business:

- a. Website – *E. Eckert has posted past minutes and new agendas to the website. New information or comments can be directed to her. (www.villageoflanasterhpc.com)*
- b. NYS CLG Audit – *Audit occurred the date of the last meeting. The HPC will be making a few changes to improve the completeness of CoA Applications as well as updating the filing system for historic properties.*
- c. Local Historic Designations – *E. Eckert is working on digitizing the Local Historic Designations Form. M. Meyer will work on a letter to solicit interest from property owners that the HPC thinks would be good candidates to be Local Historic Landmarks.*

VI. New Business

- a. NYS Preservation Conference (April 6-8, 2017 - Rochester NY) - <http://landmarksociety.org/conference/>
Commission members are strongly urged to register and attend the NYS Preservation Conference. Registration opens February 15, 2017.

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b. Preservation Month – May 2017 – *The HPC discussed an open house or some event to take place during Preservation Month in May. Possibly this could coincide with the initiative to designate additional Local Historic Landmarks and educate the public about historic preservation.*

VII. Next Meeting: March 8, 2017 @ 7:00pm

VIII. Adjourn

MOTION: S. McNichol moved to adjourn the meeting. Seconded by J. Allein.

MOTION APPROVED: In a vote of six (6) ayes to zero (0) nays.