

**Lancaster Historic District Commission**  
**February 21, 2007**  
**Meeting Notes**

**Attending:**

James S. Keysa	Chairman
Jean Brunea	Member
Michael Meyer	Member

**Excused:**

Tina Preston	Member
Will Harnack	Member
Jan Pecqueur	Member
Joseph Giallanza	Member
Jeff Stribing	Village of Lancaster, Liaison

**Absent:**

Jeff Simme	Village/Town Building Inspector
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This meeting was re-scheduled from February 14, 2007 due to unfavorable weather conditions on that evening.

No quorum was present, therefore no formal meeting was held and no formal actions could be taken.

**DISCUSSION**

- 1) No hearings were scheduled for the regular February Meeting.
- 2) Minutes from the January 10, 2007 meeting have not been published or issued for review. They will be reviewed at the March 14, 2007 meeting.
- 3) Treasurer's Report was discussed; it will be formally reviewed at the March meeting.
  - Jim Keysa stated that he has formulated a budget request for the District for 2007-2008 and has submitted it to the Mayor (Attached). He is asking for an additional \$1000 to cover costs associated with publication of the book and additional items. Total budget amounts to \$3,300.
  - Jim stated that \$800 in surplus balances from the District's 2006-2007 allocations (\$275 from supplies and \$525 from dues & subscriptions) could also be used to cover expenses for the book project. There is a +/- \$491 balance in supplies and \$600 in dues & subscriptions.
  - Tina Preston has yet to submit billing for her services.

4) Old Business Items:

- Board Member Re-Appointment

Those members up for term re-appointment are asked to review their commitment and future intent. They must notify the Village Clerk.

James Keysa asked Michael Meyer if he would consider chairing the Board since it is Jim's intention to step down in April. Mike stated he would give some thought to it.

- Book

Books will be stored at the Village Municipal Building in a secured area.

2500 books will be printed, 1750 spiral bound and 750 perfect bound.

The Village Treasurer's Office will handle all mail orders for the book.

Jim Keysa stated that there would be some additional expense in publishing an index which he felt was necessary.

Jim anticipates a final review of the book this coming week.

Jim feels that perhaps two-dozen complimentary copies of the book should be distributed to SHPO; the Buffalo & Erie Co. Historical Society; John Conlon; the county, local & surrounding governments; the library, etc.

- CBD

The Village has adopted the CBD design guideline legislation. Some further fine tuning needs to be addressed.

- Trees

The Village has marked 600 trees to be reviewed. DPW has indicated that it expects 160 of these to be taken down.

Tina Preston stated that she would set up a meeting to review concerns about the Village's approach to addressing storm damage to the trees.

- Rite Aid

The Mayor has stated he would provide input on the Village sign at the corner of Central & W. Pleasant.

5) Correspondence – Nothing received to date.

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6) Upcoming Meeting Dates:

- March 14
- April 11
- May 9

Respectfully Submitted,

Michael J. Meyer, AIA

Attchmt.

February 16, 2007

Mayor William Cansdale  
Village of Lancaster  
5423 Broadway  
Lancaster, New York 14086

Re: Historic District Budget 2007- 2008.

Dear Mayor Cansdale:

Following is the proposed budget for the Village of Lancaster Historic District Commission for 2007 -2008:

<b>2007 - 2008 Budget:</b>	
Office Supplies	\$500.
Dues & Subscriptions	\$600
Professional Services	\$1,200.
Book: <u>Architecture and History</u>	<u>\$1,000.</u>
Additional items	\$3,300.

Very truly Yours,

James S. Keysa  
Chairman