

Chili Historic Preservation Board Meeting
Sept. 11, 2017 APPROVED MINUTES

- Call to order: Phil Supernault, Chair; Bonnie Moore, V Chair; Linda Hamilton, Sect; Earl Bassett, Rona Pearce, Judy Schreck, Peter Widener,
Absent: Michael Slattery, liaison.
- Pledge of allegiance
- Approval of minutes, Aug 14, 2017 meeting Edited by Peter. Judy Moved, Earl 2nd. Carried.
- Community Forum/Recognition and registration of visitors
- Old Business
 - **150 Archer Rd Past Action/Current Status.**
 - Bonnie sent a letter to the owners of both Wickens Rd. and Archer Rd.
 - Rona received a phone call from owner of Archer, (Sandy Foley) who said she did not receive Bonnie's letter.
 - (Perhaps she received the original letter, but since it was December, she may be wondering if there should have been a second letter). We are ready to make an appointment for a public hearing of both Wickens and Archer properties. Rona will follow up the Archer Rd. contact. Peter will call Nancy at Wickens Rd. Phil will contact Dawn to set a time for Public Hearing. Earl has pictures of Archer which he will send to Phil. Peter will send his pictures of Wickens. Linda will see if she has pictures. Mike suggested Phil speak to Dawn to see if there is time for both presentations and if so, ask owners if date is convenient for them.
 - Phil has spoken with Sandy Foley, owner of the Archer Rd. property and has invited her to tonight's meeting. He also contacted D. Forte to schedule the town board approval presentation for both properties
 - **Aug Meeting Discussion**
 - **Nothing noted in minutes**
 - July Meeting Discussion
 - One Wickens Rd. tabled by town board because of code issues
 - 150 Archer accepted and awaiting plaque
 - June Meeting
 - 1 Wickens Rd and 150 Archer Rd. Peter has spoken to Sandra Foley at Archer Rd. We have yet to get response from Dawn to set a time for Public Hearing. Per Michael Slattery we are on the agenda for the June Town Board meeting on June 14th 2017 for Public hearing for landmark status of both 150 Archer Rd and 1 Wickens Rd. The July Town Board meeting will have the presentation and Phil will send a letter regarding the presentation.
 - Phil will notify Dawn and the owners for the Presentation of Landmark Status at the July Town Board Meeting and Phil and Bonnie will type letters on letterhead for presentation to the owners.
 - May Meeting:
 - Nancy had questions regarding her property line and if it was the same original border. After discussion, we referred her to our town lawyer, Richard Stowe. We told her if she would like to inform us of the status of her concerns, we would be happy to know.
 - Phil said that Dawn will put the Wickens Rd. property hearing into the June Town Board meeting
 - Rona will ask Dawn to put the Archer property into the June Board meeting as well.
 - **Fenton Rd. and 745 Ballantyne Rd. Past Action/Current Status:**
 - *Peter Widener will follow up when code revisions are finalized and adopted. Fenton Rd. owner(Renee Johnson) is not interested if the code remains the same. He also owned Streeters Inn at one time.*
 - **August Meeting**
 - **Nothing noted in minutes**
 - July Meeting
 - No Further action
 - June Meeting
 - No further action

- May Meeting:
- No further action
- **Certificates of Merit** *Past Action/Current Status:*
 - *We will continue to look at opportunities to award them 3 or 4 times per year*
 - *Peter has an application for the Certificate of Merit. We did not use it for our last two recipients. There was discussion of eliminating parts of it. (i.e. Architect, fax) We discussed asking for at least one picture and a brief description. Then we would ask for a date to visit. Keep "Mail to the Town of Chili." Change title to "Certificate of Merit" and put the application on the town website. Phil will revise the document using our suggestions and bring a draft to our next meeting.*
 - **August Meeting Discussion**
 - **Phil showed us the 2nd draft of a Certificate of Merit Nomination to be given to owners who have taken special care of their properties. Michael suggested that in the document we include wording "for further clarification, check our website." We need further clarification before voting on this in a future meeting.**
 - **Supervisor Dunning suggested we use a town letterhead as our general format with Dawn's assistance.**
 - July Meeting Discussion
 - Phil will distribute 2nd draft of Certificate of Merit
 - June Meeting Discussion
 - Phil will present the 2nd draft of Certificate of Merit at the July CHPB meeting and should have final draft done.
 - May Meeting:
- Phil presented draft certificate of merit
- Phil shared copies of the old Certificate and a draft of the new form for us to edit. Phil will change the "Property/Project Description" to make it clearer. Peter suggested that the certificate could be submitted by either the property owner or any interested individual. Phil will include this at the beginning of the certificate. The "nominated-by" statement is optional to use if applicable. This form is for our use, not necessarily for the owners. The items given to the owner could include a picture, a letter of commendation and the certificate. Bonnie suggested making the logo larger.
- **Restored Barn on Attridge Rd.** *Past Action/Current Status:*
 - *Mike Slattery mentioned it at Jan. meeting*
 - *The board has also given a certificate of merit to others in Chili who have taken exceptional care to refurbish and restore their building. It may be a barn, house, garden or church. We have several opportunities available. The barn owned by Paul Shewan on Attridge Road is an excellent example and is a likely candidate of a Certificate of Merit. couple of Saturday options for any of the board to go visit.*
 - *Date to tour barn property on Attridge Rd. Paul Shewan is excited to hear that we are interested in giving this award. Paul paid \$30,000 to have it properly repaired. Bonnie spoke with him. Most Saturday mornings he is available. Earl will call Paul to ask for a couple of Saturday options for any of the board to go visit.*
 - **August Meeting Discussion**
 - **Phil showed us a picture of the barn for presentation to Paul and Joy Shewan for their barn restoration.**
 - **Phil suggested that someone from our board could volunteer to go. Earl volunteered and will see if Bonnie wants to go. She can report to news sources. Earl will take pictures.**
 - July Meeting Discussion
 - None on record
 - June Meeting Discussion
 - Bonnie will follow up to get appt to view/tour of barn and best day is Saturdays. Per Phil we don't have to wait until the July CHPB meeting this can be set up anytime.
 - May Meeting:
- Linda reported a short conversation with Paul Shewan regarding his barn. She assured him that we haven't forgotten him. We will follow up to see that contact is made.

- **CODE REVISIONS** *Past Action/Current Status:*
 - *We received a decision from the Town Board regarding our suggested changes in the Town Code for Preservation. Our intention was to soften the language to reflect the criticism we have received. Supervisor Dunning personally came to our meeting to explain the Town Board decision regarding our request. We accepted his explanation as he laid out their reasons for remaining the same*
 - *Phil revised the code to reflect the Chili Town Board's concerns and emailed to D. Forte requesting next steps and CTB approval*
 - *We are awaiting town board response*
 - *Based upon his understanding of an email from our liaison, Mike Slattery, Phil re-submitted our code changes (originally submitted early Feb.) to D. Forte and Supervisor Dunning.*
 - **August Meeting Discussion**
 - **304—6** Supervisor Dunning said that there is no need to make the Landmark status “easier” for applicants. Phil suggested that people may want to make permanent construction improvements, but this may discourage them from making their structure a landmark. Discussion followed as to the usage of the terms “historic district” vs. “Landmark.” Phil and Supervisor Dunning suggested that our board define the term. Phil read our suggestion to change the wording to soften the tone. Discussion of asking the town board and counsel to keep our board’s modification.
 - Pete said we have never had an issue with a certificate of appropriateness.
 - The board will discuss this further. We do not ask for this during the process-
 - **Code 304-7** Supervisor Dunning said that the particular order of A and B is insignificant. Judy said that the order is important because the “exterior” is what stands out if it is listed first. Supervisor Dunning suggested using the wording “Interior spaces are exempt.”
 - Supervisor Dunning suggested that 304-7 into 304-6 could be combined since there really is no “criteria.” Do we want to create “criteria?”
 - Phil said that at our next meeting we should clarify terms.
 - 304-8 B “Within 5 days” should be kept as is.
 - 304-8 D Supervisor Dunning suggested that we discuss wording “public hearing.” He will ask our attorney. We need a form if we continue to use “A certificate of appropriateness.”
 - 304-8 Letter E is not in the original. Phil will check this.
 - 304-10 David Dunning asked, “Do we have a Hardship form?” No
 - 304-13 A. The original language will be retained.
 - 304-13 B Supervisor Dunning asked who would issue a violation and establish fines? Pete said that we would report a violation to the proper board. We are not designated to enforce laws. Supervisor Dunning asked If there a process of informing the building department or other boards? We should discuss a formal process which future board members could follow.
 - July Meeting Discussion
 - None on record
 - June Meeting Discussion
 - The board discussed the supervisors Code 304 issues. Phil will submit to Supervisor Dunning; Mike Slattery will follow up as needed.
 - May Meeting:
 - Before the end of the week, Phil will contact the Supervisor Dunning or Dawn to ask for an answer by our next meeting.
- **New Business**
- Code 304 discussion:
 - 304-6 We DO have “the certificate of appropriateness” in the files. Bonnie asked who makes the final decisions. If we pursue this, it needs to go to the board for approval.
 - 304-5 Phil read the definition of “Landmarks” written in our code.--individual properties which have met 4 qualifications.

After discussion we still support our change to the wording of the code based upon the 2 recent homeowners' concerns.

Phil doesn't like the title of 304-6. Discussion of clarity by changing the title to "Alterations of Landmark Properties."

We should retain the two subdivisions (Exteriors and then Interiors)

B Wording unchanged.

- Schedule plaque presentation- 150 Archer Rd. Rona suggested a news article to publicize. Bonnie will help with this. Rona will call Sandy Foley to set a time for presentation.
We have the plaque. Rona will call Sandra Foley and set a time to go to her home for presentation, Recommendation of choosing a weekend or late afternoon in October.
- Schedule Certificate of Merit presentation- Attridge Rd.
- Related discussion (Aug meeting) It was agreed that we would make this less formal than the presentation of Landmark Status which is our main focus. Phil suggested that one or two of us go to their home and present it and take a picture. Phil will approach Chris Levey to see if we can post the certificate. Peter said Cathy Reed, Building Board secretary, has a map showing all the homes with Landmark status.
- Phil showed us a picture of the barn for presentation to Paul and Joy Shewan for their Barn restoration. Phil suggested that someone from our board could volunteer to go. Earl and Bonnie volunteered.. Bonnie will write an article and report to news sources. Earl will take pictures. Phil offered to go as well and help photograph.
- Structure of meetings during Phil Supernault's absence Nov., Dec. 2017 Phil will be unavailable until early January. Bonnie agreed to chair the meetings in his absence. Bonnie asked if we should have the election of officers. Peter suggested waiting for Phil's return.
- At our October 16 meeting, we will continue discussion of the code, starting with 304-8B.
We need to sign the certificate before presentation. Decision to hold the presentation until after our next meeting.

Bonnie moved the meeting be adjourned. Earl 2nd. Carried

Adjourned at 8:25PM

Respectfully submitted,

Linda Hamilton