

VILLAGE OF BROCKPORT
Historic Preservation Board
Meeting of January 16, 2014
Minutes

The meeting began at 7:17 pm, Bill Andrews as chair in the absence of Kathy Goetz. Others present were Pam Ketchum, Kevin McCarthy, and Sri Ram Bakshi.

Andrews reported that Kathy Goetz and Jackie Morris had informed him that they were unable to attend.

The minutes of the meeting of November 21, 2013, were approved as distributed.

McCarthy reported on progress with creation of the website. He informed the Board that tech support through Clinton Brown was no longer available. The Board agreed that he should be authorized to attend a class on website management at Village expense. He agreed to consult with Erica Linden, Deputy Village Clerk, with respect to any assistance she might provide. Andrews reminded the Board that the Village Board has agreed to pay \$200 a year toward website maintenance.

Andrews reported that the Architectural Description Project for the district west of Main Street had been completed. McCarthy reported that the architectural descriptions and photographs had been posted on the website.

Andrews reported that Lorraine Weiss of SHPO had informed him that she had set aside \$3,000 of CLG funds for the hiring of a consultant to complete the process of nominating the Park Avenue/State Street residential district for the State and National Registers and might add to that but requires that we secure a proposal from Clinton Brown. He reported that he had found such a proposal on the office copier immediately before the meeting. It included a figure of \$11,000 for the consultants, but he did not understand if that included the funds that had been provided for the architectural descriptions. He agreed to contact Alma Brown for clarification.

Andrews reported that the Village had been awarded a \$200,000 Main Street grant, that the mayor had signed the required contract with the state, and had signed a contract with J. O'Connell to administer the grant. According to O'Connell, the final program will not necessarily be the same as that submitted in the application.

The Board discussed the CLG audit report and agreed that its contents were largely valid. Andrews agreed to send a memorandum to Julian Adams of SHPO reporting the preliminary response of the Board. Also, the Board agreed to appoint a committee to review the audit and recommend to the Board how it should respond. Andrews agreed that he would discontinue his practice of approving sign permits in the historic district without consulting the Board. Board members expressed willingness to attend training sessions if they could learn of them. Andrews agreed to inquire into the possibility of an amendment to the building permit requirements to include all exterior renovations of historic landmarks.

Ketchum reported that she planned to ask Mayor Blackman to contact Mayor Hauser of Perry to arrange for a field visit to Perry by the Board. She said that Brockport might learn from Perry's example of a food fair and that we might schedule our visit to coincide with their food fair.

The next meeting of the Board was schedule for 7:15 pm, Thursday, February 20, 2014.

11. The meeting adjourned at 8:02 pm.

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