

Palmyra Preservation Commission Meeting Minutes
August 18, 2011

Commissioners present: Chris Daly, Ellie Drake, Jim Elliott, Judy Zanin

Also present: Architectural consultant Mark Vande, and Village Board liaison Vicky Daly

The meeting was called to order at 7:04 pm by Chair Ellie Drake.

Review of the minutes: A misspelling of the word “cemetery” was noted. Jim Elliott moved that the corrected minutes be accepted. Ellie Drake seconded this motion, and the motion passed unanimously.

Brochure update: The commissioners agreed that the brochure be printed on ecru paper. Vicky Daly said she would ask Alicia Lynch to make some copies. Vicky also suggested that Ellie Drake, as the chair of the Commission share the brochure at the 9/6/11 Village Board meeting, with the trustees.

Spotlight update: It was suggested that the Spotlights alternate with the 9th Period History Classes. For September, we will try to locate information on the VanScott Canal St. building. If we are unable to find any information about that building, another possibility for September is the Blazey cobblestone warehouse on Canal St. A third possibility is the Surlines’ Brick House on Main St.

Ellie Drake told the group that she has accumulated an extensive collection of Village photographs on disk, and that for future Spotlights it would just be a matter of doing a little research for the accompanying caption.

9th Period History Class: In October, the Commission hopes to host a timber-framing expert. A future 9th Period History Class possibility might be a presentation following the process of adapting the historic building that is to be the new library to its new use.

Design Guidelines update: The group discussed changes to the document. Ellie Drake and Jim Elliott will be working together to do another proofreading of the Guidelines. Adapting a flowchart for the Certificate of Appropriateness process was discussed, as were appendices and the bibliography contents. The applications will need to be turned into pdf files. Various links on the Village website were proposed, also. Mark Vande recommended that the graphic design of the cover emulate that of the Pittsford Standards. Mayor Daly said she would ask one of the clerks in the Village office to make a first “draft”. A photo of the Village bandstand will be the cover image.

Recordkeeping: Mayor Daly said that she was saving the published Spotlights.

Other business: Vicky Daly asked the Commissioners if they wanted to renew the Village membership to the National Trust. The Commissioners agreed that it would be a good idea.

The next meeting is September 15, 2011.

Chris Daly moved to adjourn the meeting, Judy Zanin seconded the motion. The meeting ended at 8:50 pm.

Respectfully submitted by Chris Daly.