

Palmyra Preservation Commission Meeting Minutes

February 21, 2013

Commissioners Present: Chris Daly; Ellie Drake; Michael Haskins; Becky Remington.

Also Present: Vicky Daly and Tim Kurek, advisors; Mark Vande, consulting architect.

Absent: Jim Elliott.

Chair Ellie Drake called the meeting to order at 7:02 pm.

Review of the minutes: Chris Daly made a motion to accept the minutes, Becky Remington seconded the motion. The motion passed unanimously.

Plaque: Vicky Daly stated her concerns about the "Participation in Government" students making plaques for the designated local landmarks. She was concerned about a lack of consistency in the plaques. Becky Remington checked with the shop teacher at the high school, who referred her to Ryan Paretta. Becky has not heard from Mr. Paretta. It was also stated that the plaque would be created by Computer Aided Design (CAD), and would therefore be consistent. Becky Remington said she would let Ellie Drake know when she heard something from her contacts at the high school. Mark Vande suggested creating a design in case an owner of a designated local landmark would like to have one made for them. The plaque design will be an agenda item for the March meeting.

Certificate: Ellie Drake told the group that Dr. Griffith preferred "Griffith Home" to "Griffith Mansion" The commission would like the village seal to be embossed onto each certificate, and the year and number of the designation (i.e.: 2013 – 1) in the lower right hand corner of the certificate. Ellie Drake said she would talk to Alicia about creating and saving a template for the certificate. After discussion, it was decided that the certificates would be given to the owner in an envelope, rather than a frame.

Photos of Dr. Griffith's home: Mark Vande took photos of Dr. Griffith's home, with her permission. He also took photos of prospective nominations, the Gellatly house and the Hall house, both on Cuyler St. Ellie Drake will keep the thumb drive that the photos are on, and then put the photos on CD to give to Alicia at the Village Hall.

Letter: The Commission reviewed and made suggestions for the form letter to be used when notifying property owners of their property's landmark designation. Chris Daly will make the suggested changes. The Commission would like to use Village letterhead.

Article: Jim Elliott and Ellie Drake will write the article about the nomination of the Griffith Home.

Website: Vicky Daly told the commission that she asked webmaster Bill Unterborn to put the Design Standards on the website, so that table of contents section headings would hotlink to the sections directly, removing the pagination.; The forms that will be on the website include the application for designation, the survey, and the checklist. Vicky Daly said that we should hold off on adding the certificate of appropriateness at this time.

Property Owner Packet of Materials: Vicky Daly told the group that she thought it would be a good idea to have a standard packet to provide to the owners of potential local landmarks. She thought the packet should include the landmark designation application, a letter from the chair thanking them for applying for landmark designation, and the FAQ brochure. Ellie Drake said she would draft the Chairperson's letter.

Vicky Daly has spoken to Tom Hall and Iain Gellatly about nominating their respective properties. She has written notes of acknowledgement to both of them. Vicky said that she thought that the standard practice should be for two commissioners to speak with the property owners about the process. Tim Kurek pointed out that having two commissioners present with the property owner was appropriate, but a third commissioner would turn the appointment into a meeting with a quorum.

Ordinance: Ellie Drake said she would talk to Mayor Chris Piccola about being an agenda item on one of the March Village Board Meetings.

Spotlights: Ellie Drake has the National Register Historic District photos on CD. She said she would look at the photos to see what options there are for future Spotlights. Tim Kurek raised the point that the Commission should spotlight and/or nominate historic homes that are middle class homes, not just homes built by the wealthy. Ellie Drake said she would ask Jim Elliott about making contact with the owners of the cobblestone on Church St. Dr. Griffith's house was suggested as a spotlight.

Ninth Period History Classes: Tim Kurek said that he did not have luck getting in touch with Cynthia Howk about a possible presentation for local real estate agents. Mark Vande said that Cynthia puts on a two day seminar with a tour for the real estate agents in Rochester, and that we would not be able to do the same locally. Michael Haskins agreed to call Chip Stevens to see if he would speak to us in May. Vicky Daly said she would talk to Peter Jemison. Becky Remington suggested asking historians if they could speak to us about the Underground Railroad. Another suggested idea was to ask representatives of the local churches to speak about the history of their churches. An invitation should be made to the LDS missionaries at the Grandin Building to attend as they may find the topic interesting;.Mark Vande volunteered to talk to Tom Dantz at Western Presbyterian for a suggestion for someone to speak about his church's history.

Other Business: Vicky Daly told the commission that Dr. Griffith and she were meeting to work on applying for National Register nomination for Dr. Griffith's home. Vicky found out that professional assistance was often used in this process, and that Virginia Bartos was the name given to Vicky. CLGs can get grants for assistance. Vicky also found out that the National Register nominations now require interior photographs of the nominated structure, so that windows, woodwork, walls can be seen.

The meeting closed at 8:45.

Respectfully submitted by Christine Daly.

