



a town for a lifetime
IRONDEQUOIT *New York*

Irondequoit Historic Preservation Commission
Meeting Minutes
March 26, 2024

Meeting held in Broderick Room, Irondequoit Town Hall.

CALL TO ORDER: 7:30 pm - by Chairperson, Christopher Brandt.

PLEDGE TO THE FLAG:

ROLL CALL:

- Present:
 - Chairperson, Christopher Brandt (CB)
 - Vice Chairperson, Mark Johns (MJ)
 - Greg Walther (GW)
 - Sara Corona (SC)
 - Jennifer Ahrens (JA)
 - Anne Himes (AH)
 - Historian, Gregory Merrick (GM)
- Absent:
 - Bruce Dumbauld (BD)

Quorum met: (simple majority of voting members [needing 4]) YES

REVIEW OF MEETING MINUTES:

- February 27, 2024 - Motion to adopted minutes with minor corrections made by MJ / Seconded GW - Motion carried

PUBLIC INPUT:

- None

NEW APPLICATIONS - Certificates of Appropriateness or Landmark Designation:

- None

CORRESPONDENCE / COMMUNICATION:

- None

LIAISON REPORT:

- GM: Spoke with Town Supervisor Evans, today about having a meeting with the Chair of the Historic Preservation Commission, the President of the Historical Society, the Historian and the Director of Development Services (Building Department) to discuss responsibilities, Memorandums of Understanding and a general flow of business between these entities. Having contacted each of the above and obtaining available dates, the Historian will set up a meeting for us to discuss these topics next week.
- GM: Shared information on the budget process and that this Commission needs to have its own budget next year. This budget should reflect needs of the Commission such as, postage, attorney fees, printing and copying and other topics which are required for the Commission to fulfill its obligations. This topic will be a part of the discussion at next week's meeting with the Town Supervisor.

COMMITTEES:

Brochure and Notification Letter to Landmark Property Owners:

- SC and JA shared the progress of this Letter and Brochure, which are in final draft stage. A discussion by the Commission as to the layout and size of the brochure, number and type of pictures to be used, information needed within the brochure as well as the letter and brochure having the same font style were discussed. The prospect of using the Town's Web page to share and maintain updated information was also discussed.

OLD BUSINESS:

Wimbledon Road Historic District:

- CB, a date for the public meeting with staff members of the State Historic Preservation Office (SHPO) has been agreed on. April 30, 2024 at 7:30 pm, which is the same date as our next Commission meeting and will be held at the Town Hall in the Broderick Room. The meeting will be run by two members of SHPO, connected via an online link (WebX) with a video feed and interactive capabilities for audience participation.
- The draft National Register Nomination for the Wimbledon Road Historic District has been submitted. This nomination is on the State Review Board's Hearing agenda for June, 2024, in Albany, NY. If approved at this meeting, the Wimbledon Road National Historic District will become official through the National Parks Service in July. This will authorize anyone who has applied for homeowner tax credits this year to be able to claim these credits on their 2024 tax returns.

Landmark Plaques:

- CB reported if there is money left in the budget, we should begin ordering plaques for some of our historic properties. MJ reported he has a draft of the design and is waiting for the Town (DPW) to give him price and let him know if they are able to produce them.

Town-wide Historic Resource Survey:

- CB reported the Final RFP (Request For Proposal) has been reviewed and approved by the Town Council and has gone out to eight (8) qualified sub-consultancies. Six of the eight consultants have confirmed receipt. At least three bid return from qualified consultancies are needed to be able to choose one. After the closing date for receiving qualified consultancies, a review committee will be

chosen for awarding of the grant. We should know who our selected consultant is in about two months, pending approval from Town Board and New York State.

Code Update:

- Learning the Town is updating parts of the Town Code, in particular the Planning and Zoning sections of the code, the topic of where Chapter 236, Historic Preservation Commission, stands was discussed. CB sought interested members of the Commission to take on the task of compiling our changes and updates of the last two years and put together a draft for the Commission to review and submit. The Town attorney would need to review our draft and once approved by the attorney, the Town Board needs to adopt. MJ offered to take on the task of compiling the edits made by the Commission during the past two years and creating a final draft.

Restore or Replace Cast-iron Landmark Plaques and Markers:

- CB reported a potential future project regarding the documentation of the location and need for repair or restoration of cast-iron historic markers at current landmark locations.
- AH provided a list of locations that have landmark designations. She also reported that she has had some good feedback on some locations which are missing. GW is willing to use this list and verify current need or conditions of a plaque at each location.

NEW BUSINESS:

- none

GOOD AND WELFARE:

- CB reported as a reminder, the state preservation conference is coming up in three weeks. There are still some scholarships available for anyone interested in attending and this year's conference is being held in Rochester. Anyone using the scholarship is required to take the state training on the first day of the conference and the scholarship entitles them to all the program events.

With no other business before the Commission, Chairman, CB entertained a motion to adjourn.

ADJOURN:

- Motion made by GW, seconded by JA. Meeting adjourned at 8:35 pm.
- Next meeting: Tuesday, April 30, 2024; 7:30 pm; Broderick Room, Irondequoit Town Hall.

PARKING LOT:

- 690 Titus Ave Designation - legal action
- Wimbledon Road Historic District
- Historic Plaques / Markers
- Town-wide Historic Resource Grant
- Designation Letter & Brochure
- NYS Historic Preservation Conference
- Code Updates (Town Code - Chapter 236)