

Village of Kinderhook
Historic Preservation Commission
Regular Meeting on April 19, 2018

Present: Ken Neilson - Chairperson, Ruth Piwonka, Rodrick Blackburn, Randal Dawkins, James Dunham - Village Mayor Liaison, Glenn Smith - Code Enforcement Officer

Absent: Timothy Husband

Others Present: William Mancini, Linda Mackey NY-SHPO, Julian Adams NY-SHPO, Richard Phillips, Eric Hustvedt, Tom Riddle

K. Neilson brought the meeting to order at. 7:17 pm.

Workshops: **Climate Smart Community Task Force/William Mancini**
Mr. Mancini, Chair of the Village of Kinderhook's Climate Smart Community Task Force, read the following statement to the HPC:

“Our Task Force is part of a DEC’s Climate Smart Communities initiative to involve municipalities in working toward goals to reduce greenhouse gases and to adapt to changes in climate. There are currently five members of the task force. We were selected by the Village Board to help research, recommend and assist with implementing activities that will achieve those goals.

We started our work two years ago. Thus far we have worked with the Village Board on several initiatives including the implementation of a unified residential solar permit process which resulted in a \$2,500 award to the Village from NYSERDA.

We are currently working on a project to install an electric vehicle charging station in the Village’s municipal parking lot. A grant request will be submitted shortly to New York State for 80% of the cost of the installation. In this application we have specifically noted that consistency with the Village’s historic identity will be incorporated into the project. With the completion of this project, the Village will be designated as a Clean Energy Community and be eligible for additional state funding of up to \$80,000 for other environmentally focused projects. We believe it will also encourage more visitors to our Village and contribute to its economic growth. At the same time, it will highlight our Village’s commitment to preserving our natural environment.

At present, we have received a number of bids for the installation, researched potential designs and are discussing landscaping alternatives for the site. We would appreciate your input and support.”

Discussion was had regarding:

Style - in keeping with the historic district, it was recommended the charging station be similar to those used in Camden Baltimore which is a converted/repurposed fire/police box, black in color, and available through vendors. Ballards are required to protect the charging station and landscaping or possible screening could also be used. Photos were presented.

Location - the Village municipal parking lot is the intended site location for one charging station with two cables. If placed on non-Village property, a waiver would be required.

Electrical Hookup - a private contractor will be selected to provide electrical service through a bid process. It was suggested that wiring during the installation process should accommodate another charging station for future expansion.

Ownership/Cost - a grant application is in the process of being submitted and once approved, the Village will have ownership of the charging station. The initial installation and 1st year cost of electric usage would be provided by NYSERDA. Reports generated through a software service would provide data on usage for the 1st year. This data report will then be used by the Village to assess fees for the 2nd year. Users would simply swipe their credit cards and be charged for their usage based on established fees. A networking capacity is also available which will allow a driver, with a specific app, to be informed of charging station locations and availability.

Certificate of Appropriateness - although the Code Enforcement Officer stated a utility use did not require HPC approval unless screening was to be used, the HPC requested the application be reviewed and approved in the same manner as other Village projects in the historic district.

Minutes: Motion made to approve the Regular Meeting Minutes of October 19, 2017.
Moved: R. Blackburn; Second: R. Dawkins. Motion carried.

Funds Available: \$1,124.58

Correspondence: -

New Business: -

Old Business:

-

Procedures:

Mayor Dunham introduced Julian Adams and Linda Mackey from NY-SHPO (New York State Historic Preservation Office)/Certified Local Government Program, who were invited to attend tonight's meeting for their guidance and clarification of procedures relating to the HPC and Code Enforcement Officer's responsibilities.

6 William Street - Original COA was issued in October 2013 for the mass of the building, approval to proceed with the footings, foundation, and framing only. Final review for approval of the plans were requested of the builder by the HPC at the October 2013 meeting.

The builder d

Mr. Riddle, was unaware of the unapproved work performed.

At the October 2017 meeting of the HPC, the Commission reviewed the unapproved work performed and agreed the roof, siding, doors, and trim were acceptable. The 8 windows, currently 4 over 4, were requested by the HPC to be changed to 6 over 6 (as originally planned by the builder) on front block of house. Small windows on upper front of building are acceptable.

A photo of the building "as is" was presented and both Mr. Adams and Ms. Mackey had looked at the building before tonight's meeting. Mr. Adams agreed that 6 over 6 windows were common to the area, however, with new construction, he feels it does not have to be exact, 4 over 4, although rare, would be acceptable. A possible compromise would be to have the two front windows changed to 6 over 6 leaving the 3 windows on each side of the house unchanged was suggested.

Mr. Riddle does not want to incur the cost for changes for violations by the builder. The builder was asked to come before the HPC several times in 2015 for approvals and the builder refused. K. Neilson provided a 2015 email he had sent to the Code Enforcement Officer requesting a Stop Work Order be placed. Mr. Adams stated if a Stop Work Order was requested then the Village should require the builder to correct the violation. The builder is at fault, not the new owner. Mr. Riddle received a quote from Mario's of \$6,000 for 8 windows, 6 over 6. He is willing to provide the labor to install the windows if someone pays them. The Village Attorney would have to be involved to pursue the builder for payment. The Mayor will discuss at the next Village Board meeting and with the Village Attorney. Discussion to follow at the next meeting of the HPC.

Audit Summary Report of December 30, 2015 - After review of an Audit Summary report received by the previous Mayor in 2015, it was realized that a response to findings had not been addressed as requested within the 120 day period. Both Mr. Adams and Ms. Mackey were unaware of the audit since their office had no record of the Audit Summary performed in 2015 by Stacey

Matson-Zuvic. Mayor Dunham requested to review the findings at tonight's meeting and address the corrective actions to-date:

- Training - K. Neilson & R. Dawkins will be attending training next Thursday. A Conference at the end of April will be attended by K. Neilson.
- CLG Grant Applications - In 2013, R. Piwonka worked with Lindenwald and Cornell in planning for the Village HPC to sponsor a training workshop on Cultural Landscapes, unfortunately, this training did not come to fruition. However, the lighting study was completed in 2016-2017.
- Enforcement Procedures - CLG should review enforcement procedures and ensure they are consistently applied in accordance with the historic preservation ordinances by all Village staff/officials to uphold the ordinances. Internal discussions for corrective action suggested.
- Updating & Digitizing Records - grants are available and could be used to link historic property records to the Village website, via a map of the Village. Village of New Paltz has updated their website with this feature. Currently, CRIS (Cultural Resource Information Systems) is available on the internet and most of the properties in the historic district are available to view. Those that are not listed can be uploaded for CRIS to add to their database.
- HPC/Public Education - The "Village Bulletin" is published twice a year and contains information relating to the HPC. HPC information will be added to the new resident info sheet. Also, the Village website contains HPC information, easily accessible.

Certificates of Appropriateness - currently one signature line appears for the Secretary of the HPC. Mr. Adams was in agreement with Mayor Dunham's recommendation for at least two signatures, one when issued and the Code Enforcement Officer's signature when project is completed as approved by the HPC.

Also, it was recommended that a list of open COA's be part of the monthly minutes with a status update on each. This will inform the Commission of COA's as they are closed out by the Code Enforcement Officer.

Next meeting of the HPC - May 17, 2018

Motion made to adjourn at 8:23 pm.

Moved: R. Dawkins; Second: R. Blackburn. Motion carried.

Jacqueline Bujanow, Secretary
Historic Preservation Commission