

Village of Kinderhook
Historic Preservation Commission
Regular Meeting on January 21, 2016

Present: Ken Neilson - Chairperson, Ruth Piwonka, Rod Blackburn, Tim Husband,
Robert Puckett - Trustee Liaison

Absent: Randal Dawkins, Glenn Smith - Code Enforcement Officer

Others Present: None

K. Neilson brought the meeting to order at 7:15 pm.

Minutes: Motion made to approve the regular meeting minutes of December 17, 2015.
Moved: K. Neilson; Second: R. Piwonka. Motion carried.

Funds Available: \$967.50

Workshop: None

Correspondence:

- Received Annual Report Form for FY2015 from NYS Parks, Recreation and Historic Preservation
 - J. Bujanow to work on report, meet with K. Neilson for review, and submit by 2/29/2016.
- Received Grant Applications/Guidelines for FY2016 from NYS Parks, Recreation and Historic Preservation
 - R. Piwonka recommended applying for a grant to scan file documents/old photos for each property in the Historic District/National Register District . Current photos could also be added. Inventory needs to be updated regarding buildings which no longer exist.
 - J. Bujanow to send out the grant application email to HPC members for their review and input.
 - R. Piwonka to look at the website “Cultural Resources Information System” to see what type of documents and photo quality are on the site.
- Received the Historic Preservation Certified Local Government (CLG) 2015 Audit Report
 - Audit conducted every 4 years. Met standards. Recommendation to participate in training events within the region.
- Received Letter of Consideration for Kinderhook African-American Cemetery from NYS Parks, Recreation and Historic Preservation

Correspondence: (Cont.)

- Received email announcement of “Recipients of 2015 Historic Preservation Awards” - Columbia County/Kinderhook African-American Cemetery, from NYS Governor’s website.
- Congratulatory email from State of New York Senator, Kathleen Marchione, re: Kinderhook African-American cemetery

New Business:

None

Old Business:

- Sign Matrix - Reviewed and discussed the current sign matrix as it applies to the Historic District/ National Register District. Once changes are complete, it will be presented to the Planning Board.
- Certificates of Appropriateness - Per R. Puckett (and with his discussion with Attorney Fitzsimmons previously): Remove the existing signature line for the Code Enforcement Officer. HPC Chair to sign COA when project is approved and not when project is complete. Once COA is approved, it is then sent out to applicant. It is then the responsibility of the CEO to ensure the applicant completes the work as approved by CEO. When Building Inspector/CEO issues a “CO”, the HPC should also receive a copy for the file. K. Neilson stated the HPC, to-date, has not received a copy of a CO for any project and the HPC is a Certified Local Government, not a volunteer committee, and State audits are required. He is not in agreement with this process and would like to take this up at a different time.

Other:

- R. Piwonka to send Kinderhook Bank a “Note of Appreciation” for the restoration of their 170 year old fence.

Motion made to adjourn: 9:15 pm. Moved: K. Neilson; Second: T. Husband. Motion carried.

Jacqueline Bujanow, Secretary
Historic Preservation Commission