

# HISTORIC PRESERVATION COMMISSION

## Official Minutes

Wednesday January 24, 2018

5:00 pm

City Hall, One Batavia City Centre, Batavia New York

**Members Present:** *Sharon Burkel, Connie Boyd, Henry Emmans, Paul Schulte, and Ellen Schulte*

**Others Present:** Janice Smith – Recording Secretary, Ron Panek—Code Enforcement Officer

### I. Call to order:

The meeting was opened at 5:02 pm by Paul Schulte.

### II. Approval of minutes

**Motion by: Sharon Burkel**

Motion was made to approve the meeting minutes for December 20, 2017 as written.

Seconded by: Henry Emmans

Vote for: 5

Abstained: 0

Vote against: 0

### III. Public Hearings:

**23 Jackson Ave – Vinyl Signs on the windows.** Adam Lowder, the sign contractor, was present to explain the project. He explained that the client would like to put vinyl signs in the two windows facing Jackson Avenue. The signs are black and white and represent the New York State Defenders Association.

**Motion by: Connie Boyd**

Motion was made to approve the proposal as presented: two black and white vinyl signs in the windows facing Jackson Avenue.

Seconded by: Ellen Schulte

Vote for: 5

Abstained: 0

Vote against: 0

### IV. Communications Sent and Received : none

### V. Old Business:

**A. Signs for Historical Districts.** The historical signs are currently in the budget proposal. The Council will be meeting in February regarding the budget, and approving or disapproving items.

**B. Redfield pillars.** Ms. Burkel asked Ms. Smith to send her the letter that has been sent to other properties regarding having their property designated. Ms. Burkel will be sending a letter to Mr. Riggi at 384 West Main Street.

**VI. New Business:**

- A. Designation of positions.** Ms. Burkel stated since it is a new year any position changes should be discussed now. Mrs. Burkel state that she would like to see them stay the same as Mr. Schulte is the Historic Preservation Chair and Ms. Burkel is the historic Preservation Vice Chair. Everyone agreed.
- B. New member** – Connie Boyd. The Commission welcomed their new member.
- C. Christmas tree and ornaments.** Ms. Smith had the commission meet in the Council Workroom. She asked everyone where they would like to keep their tree and two boxes of ornaments. They agreed to put them all on the top shelf next to their filing cabinet.

**VII. Adjournment**

**Motion by: Henry Emmans**

Motion was made to close the meeting at 5:25 pm.

Seconded by: Sharon Burkel

Vote for: 5

Vote against: 0

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Janice Smith

Administrative Assistant of Public Works