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Village of Lancaster  
**Historic Preservation Commission**

Lancaster Municipal Building • 5423 Broadway • Lancaster, NY 14086 • www.villageoflancasterhpc.com

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**MEETING MINUTES**

July 10, 2024

**I. Attendance/Call to Order**

The meeting was called to order at 7:00PM by Chair M. Meyer. M. Meyer led the HPC in the Pledge of Allegiance.

*Board Members*

Budzinski, J. (Village Historian)	<u>exc.</u>
Campbell, S.	<u>X</u>
Chaves Yates, C.	<u>X</u>
Eckert, E. (+ Secretary)	<u>X</u>
Kacala, J.	<u>abs.</u>
Keefe, J. (Vice Chair)	<u>abs.</u>
Meyer, M. (Chair)	<u>X</u>
Stonebraker, N. (Alt.)	<u>X</u>
Wells, N (Alt.)	<u>exc.</u>
Allein, J (Planning Commission Liaison)	<u>X</u>
Fischione, M (Code Enforcement Officer)	<u>X</u>

Roll call indicated that five (5) voting members were present, and a quorum existed.

**II. Public Hearings**

a. 19 W. Main Street (Symposium Wine Bar) – Katie McKenna – Sidewalk seating

Katie McKenna was present at the meeting. She explained plans to have 4 tables out front of the restaurant. M. Meyer clarified that no barricade would be installed – Ms. McKenna stated that was correct. She explained that her staff would not be serving to these tables, but they would be bussing them. The tables and chairs are removeable and they planned to move the chairs inside each night. There was no other discussion.

MOTION: M. Meyer made a motion to approve the COA as presented. Second by N. Stonebraker.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.

*Justification: This work is compatible with the historic district per the Secretary of the Interior's Standards for Rehabilitation, Number 10 – New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

**III. Approval of Meeting Minutes**

a. June 12, 2024 (Regular Meeting)

MOTION: S. Campbell made a motion to approve the minutes as amended. Second by M. Meyer.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.

**IV. Administrative Matters**

- a. Public comment on matters of interest - none
- b. New property issues –
- c. Ongoing property issues –

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- i. 5622 Broadway – *Code Enforcement has been in contact with the property owner.*
- ii. 81 Central Ave – *No update on the work. Code Enforcement will be sending a final notice at the end of the month.*
- iii. Town Hall\* – *awarded NY Forward Grant funds. Work is underway.*
- iv. 5497 Broadway (Masonic Temple) – *Building is for sale. Code Enforcement has sent a second and third notice.*
- v. 5440 Broadway (Depew-Lancaster Boys and Girls Club) \* – *awarded NY Forward Grant funds. Code Enforcement has contacted the building managers.*
- vi. 5615 Broadway (Amigone Funeral Home) – *Exterior Maintenance Issues – M. Fischione discussed with the building owner and the work has already been completed.*
- d. Communications/Reports
  - i. Village Board – *S. Campbell attended 6/24 meeting. E. Eckert to attend in July.*
  - ii. Village’s 175<sup>th</sup> Anniversary Committee – *S. Campbell updated the HPC on events.*
- e. Treasurer’s Report – *none*
- f. Village Newsletter (July) - *Preservation Month Award.*
- g. HPC administration
  - i. Training – *4 hours + VOL Sexual Harassment Training due at the end of 2024*
    - 1. Sexual Harassment Prevention Training – July 25 @ 6pm
    - 2. National Association of Preservation Commissions (NAPCommissions.org)
    - 3. National Trust for Historic Preservation (Savingplaces.org)

**V. Old Business:**

- a. Village Code Re: Parking - *E. Eckert and S. Cambell attended the Village Board meeting on 6/26 to discuss the HPC’s concerns with the Board. M. Meyer to write a letter to the Village Board with the HPCs decisions.*
- b. CLG Audit – *M. Meyer to write a response to the CLG Audit findings and submit to NYS SHPO.*

**VI. New Business – none**

**VII. Next Meeting: August 14, 2024 @ 7:00pm.**

**VIII. Adjourn (7:38pm)**

MOTION: N. Stonebraker moved to adjourn the meeting. Second by S. Campbell.

MOTION APPROVED: In a vote of five (5) ayes to zero (0) nays.