



City of North Tonawanda

Historic Preservation Commission

City Hall
216 Payne Ave.
North Tonawanda, NY 14120

Regular Meeting January, 17, 2023
Held on Tuesday due to observation of Martin Luther King Day

Minutes

Present: Kristin Derby, Erin Robinson, Joe Fonzi, Andrew Klettke
Excused: Jay Soemann, April Gampp

Meeting called to order 6:00 pm.

Regular Meeting

Old Business

CLG

RFP was voted on by Council, contract needs to be drafted for Clinton Brown. Scope should be defined front end language, KD to connect with Preservation Buffalo Niagara for guidance on boilerplate language.

Website

KD walked through current build out of website and site map. Only outstanding tasks are completing uploads of featured press, blog posts. KD to connect with LCDC on payment option for the 5 year hosting. Domain will be ntpreservation.org

Memorial Pool NR nomination being finalized, KD and ER to review and submit to SHPO WNY representative.

Annual Report – highlight of meetings, preservation tasks accomplished.

Violations

Letters were sent at end of December, KD will follow up with Building Inspector's office after 30 days has passed.

New Business

Vacant term seat. Two residents interested, one expressed interest during the last vacant seat and has confirmed they are available to attend meeting dates without conflict. HPC recommendation is to suggest this resident to Mayor for appointment due to their continued interest, academic

background, and ability to follow through on CLG work, nominations. HPC currently has two licensed design professionals, a business owner within the district, sustainability background, licensed real estate professional, and resident of the Sweeney Estate National Register District.

Open Discussion

Motion to adjourn 7:05pm

1st Andrew Klettke 2nd Joe Fonzi

All in favor

 4 Aye 0 Nay