

Hamburg Historic Preservation Commission Minutes

May 25, 2011-
7:00pm

1. Call to Order:

In accordance with the open Public Meeting Act, with regard to notices, the regularly scheduled meeting of the Hamburg Historic Preservation Commission is hereby called to order.

2. Statement of Certification – The Historic Preservation Commission Secretary Advises:
Adequate notice of this meeting has been provided to the public and press February 23, 2011 by delivering to the press and posting at the Municipal Building pursuant to the provisions of the “Open Public Meeting Act”.

3. Roll Call

Members

Present: Marion Wood, Allen Rude, Dwight Landrud, Tom Watts, Robert O’Connor

Absent: Guy Harby

Professionals

Present: Dan Barr

Absent: Richard Clemack, Wayne McCabe

4. Approval of Minutes:

- April 26, 2011

Motion to approve minutes made O’Connor

Second by: Wood

Eligible to Vote:

Wood - Aye

Watts - Aye

O’Connor – Aye

5. Bills/Vouchers: None

6. Correspondence:

7. Liaison Report:

- Budget Report

8. Old Business/New Business

9. Executive Session: None

10. Chairman’s Agenda: - Commission Training

Meeting is turned over to planner Wayne McCabe. Wayne hands out “Application Procedure” document. He reviews this document page by page with the commission.

Wayne suggests the commission have an application and check list. He goes into detail about what the application should contain, who is able to represent the applicant, the rules of how a meeting is run and basic application procedures.

Wayne gives two examples of how testimony can be handled. One option is testimony is given and then opens to the public for questions. The other option is to have all testimony heard before opening the meeting to the public for questions. If the public is asking questions they do not need to be sworn in, but if they are making comments or statements for the record they do have to be sworn in.

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Wayne goes on to discuss the roles of the construction department and their relationship with the commission.

The commission discusses the different types of materials that are allowed to use.

Wayne clarifies that the commission has the final say as to what is an appropriate material and what is not.

The Secretary states that the commission does have an application and a check list.

11. Public Portion:

Motion to open to the public made by Wood Second by: Rude

No Public

Motion to close to the public made by Watts Second by: Wood

Commission discusses the community event that will be held with the Historic Society. It will be held on Sunday October 23, 2011 at 2pm.

If the commission is in formal session it would have to be noticed.

Bob O'Connor states that the minutes of April 26, 2011 need to be amended to list Guy Harby as being absent. The secretary will make the necessary amendment.

12. Adjourn:

Motion to adjourn meeting made by: O'Connor Second by: Landrud

Respectfully submitted by:



Mary Jones
Secretary, Historic Preservation Commission

Approved: 6/29/11