

Monthly YHPC Zoom Meeting - November 16, 2022, 7pm: Zoom Details, Agenda, Minutes/Actions

From: Lynn Briggs (lynn1200@aol.com)

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Date: Wednesday, November 16, 2022 at 04:17 PM EST

Lynn Briggs is inviting you to a scheduled Zoom meeting.

Topic: My Meeting
Time: November 16, 2002

I. Join Zoom Meeting

Lynn Briggs is inviting you to a scheduled Zoom meeting.

Topic: My Meeting
Time: Nov 16, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/83708330328?pwd=VVlwanN5YlNzMUdlQ3VzM01FaVFLUT09>

Meeting ID: 837 0833 0328
Passcode: 677748
One tap mobile
+16469313860,,83708330328#,,,,*677748# US
+19292056099,,83708330328#,,,,*677748# US (New York)

Dial by your location

+1 646 931 3860 US
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 689 278 1000 US
+1 719 359 4580 US
+1 253 205 0468 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 360 209 5623 US

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II. Agenda Topics

Minutes / Approve
Budget Status
Public Outreach Programs
Fund Raising and Grants
Proposed Homes of Historic Distinction
Proposed Landmarks/Student Research Projects
Certificates of Appropriateness
Design District overlay Law and Zones
Bronze Markers
Tours (Audio/digital)
Public Relations
HPC Website / Facebook

III. Meeting Minutes (September 28) and Subsequent Activity

Attendees: Nancy Milanese, Bridget Krowe, Lynn Briggs, Christine Sisler, Adam Fetzer

1. YHPC Team Members

-On October 28, 2021, requested that Supervisor Slater acknowledge Ed Pell in conjunction with Hyatt Cemetery, no response received yet

2. Budget (as of 11/16/2022)

Account 82 - 001 Homes of Distinction \$537.42
Account 8020 - Landmarks \$1600 (paid Grady and Petagine/\$500, paid Carla Hall and Jim Keyes/\$400)
Account T.0000.0082.0002 Landmark Preservation \$3219.40
Total \$5356.82

It appears that Planning Department may have removed \$5K on October 29, 2020 without YHPC knowledge or approval signature

Sent emails to Supervisor Slater to determine why \$5K removed from YHPC account to pay for Quoset Hut for storage of Zino barn timbers; Comptroller provided documentation history; the Town did or did not pay its obligation but that the Town extracted its obligation from the YHPC, who had already secured the donors for its portion of the agreement; requesting the return of the budget

On August 25 sent Supervisor Slater/rest of Town Board another email indicating "there is no debate over the Town's commitment to meet its obligation...the issue is where the Town sources let us know when the funds will be returned." No response.

On October 31, sent Supervisor Slater another email: "We know you are super busy with year end matters and also campaigning. Can you let the YHPC know who we can work with to return Commission account. We are anxious to get our 2023 Yorktown 250 programs underway and we are dependent on these funds to move forward." No response.

Pursued Alternate Path

On November 9 and followup on November 16, 2022, requested meeting with Luciana Haughwout, our Town Board Liaison, review our 2023 programs and plans.

2023 Budget Request

- Requesting \$5550 for audio digital tour of 15 Revolutionary War sites in Yorktown
- Requesting \$11884 for four more bronze landmark markers to replace plywood markers: Davenport House, Congregational Church, Lane's Tavern, Community Church
- Approvals expected by Town Board in December following Public Discussion

3. Storage Solution for YHPC historical document

- on September 20, 2021, requested from Town Supervisor, space and files at YCCC for our historical records
- followed up on October 13 and November 2, 2021; waiting for response from Supervisor
- researched and found NY State Contact: Michael Martin, Records Advisory Officer, michael.martin@nysed.gov contacted NY Archival; will seek advice

4. Public Outreach Programs/YHPC/Yorktown 250/ RW250/TMAS and Partners YSBA, YHS and Arts + Culture

- planned and executed 12 programs from December 11, 2021-November 13, 2022 (lecture, plays, concert, webinar)
- see appended file for all program details

Funding Summary to Date

YHPC/ Yorktown 250 Program - \$1533

- \$500 July 23 Guns at the Gateway! play
- \$400 August 6 This Man's A Spy! concert
- \$500 October 8 The Trial of Major Andre, play
- \$133 November 13 This Man's A Spy! concert

YHPC/Yorktown 250 Venue Fees - \$450

- \$125 June 17 This Man's A Spy! concert, First Presbyterian Church
- \$125 July 23 Guns at the Gateway! play, First Presbyterian Church
- \$200 August 6 This Man's A Spy! concert, Railroad Park

Collateral Marketing Materials - \$872 (from donations)

- Banner, flyer, eight programs/summary/map, Joe Frogger cookies, program preference survey, spy activities, business cards

Total YHPC/Yorktown 250 Funding - \$2855

Funded by Other Organizations

Revolutionary Westchester 250 - \$900

- \$500 Rendezvous with Treason, play, First Presbyterian Church, April 9
- \$400 This Man's A Spy! concert, First Presbyterian Church, June 17

Living – History to Go Catalog (Westchester Library System and Westchester County Tourism & Film) - \$950

- \$350 Hulda: The Witch of the American Revolution, John C. Hart Memorial Library
- \$600 Rendezvous with Treason, Briarcliff Manor Public Library

Yorktown Small Business Association: Venue – \$225

- \$100 Rendezvous with Treason, play, First Presbyterian Church of Yorktown
- \$125 Trial of Major Andre, play, First Presbyterian Church of Yorktown

Grand Total All Funding \$4930

All 12 programs and associated funding sourced within YHPC and/or partners and donations

Donations - \$963

- Raised \$536 at April 9 event
- Raised \$68 at June 17 event
- Raised \$128 at July 23 event
- Raised \$50 at August 6 event
- Raised \$142 at October 8 event
- Raised \$39 at October 22 event

6. Proposed Homes of Distinction

- No activity

7. Proposed Landmarks

On Hold

- Isaac Underhill House: application draft completed; conversation with homeowner, reviewing code, concerned about limitations on future exterior construction, acknowledged receipt of code (options: landmark, HHD or national register listing)

- Hilltop Hanover Farm-County funded consultants to build master plan; attended stakeholder visioning workshop on Friday, November 5; shared aspects of research Terry completed; meets landmarking criteria: 1, 2, 5; Lynn amending the content to better fit criteria

In Progress

- Underhill Farm-draft 99% complete, received advocacy letters from five entities, each request is customized, three more in the works
- Continue to Submit Input to the Planning Board: 10 SEQRA site plan reviews completed; now Planning Board is determine environmental impacts from development, board contemplating F Assessment Form assessment (no further public input) vs Environmental Impact Study (required if one Adverse Effect significance finding) and public input required in scoping EIS
- received approval from Town Board resolution on November 15, 2022, to advertise RFP for Historic Consultant: Authorize Advertisement for Professional Consulting Services for Historic Pr and Landscapes
- Resolved, the Town Clerk is authorized to advertise for Professional Consulting Services to support the Town Board and Planning Board on development applications, development proposal: term planning projects and other related efforts as it pertains to the issue of historic properties, structures, and Landscape.

8. Student Research Projects with WCC/Historic Preservation Certificate Program

- Rochambeau French encampment research continues
- early stages of planning for three city tour: North Salem, Hawthorne and Yorktown in 2023 June (digital audio tour can assist)

9. Certificates of Appropriateness

- J. Vigilante reported the basement door collapsed and police were called to the Community Church
- contractor delayed in replacing the door per the January 26, 2021, Certificate of Appropriateness approval; also increased cost to donor of funding
- alternate contractor to be secured
- also completing Certificate of Appropriateness for front steps (decaying)

10. Bronze Markers

- completed for YCCC, First Presbyterian Church, Yorktown Railroad Station, Shipman House (see below)
- stored at Parks and Recreation Building
- Jim Martorano has okayed our continued storage of the markers

- planning design and execute install / recognition events when conditions permit
- next group: Davenport House, Congregational Church, Lane's Tavern, Community Church
- Bridget developed proposed sign copy for Davenport House (needs to be vetted and sources; volunteers?)
- planning install event underway with First Presbyterian Church in early Fall

11. Mobile Audio Tour Guide (see budget 2023 above)

Desired Result

- Develop a digital mobile narrated audio tour guide to navigate and discover the historical significance of each point of interest of the story

Scope

- Fifteen Yorktown Revolutionary War sites including selected encampment sites and Andre stops through Yorktown

Approach

- develop the information requirements (what is the story to be told—text, audio), accompanying videos, still photographs, and other resource links
- solicit proposals from digital application vendors
- conduct a test of a digital application vendor with a small subset of sites

Progress

- conducted preliminary interviews with four potential vendors: The Clio, Otocast, Lantern Audio, TravelStorysGPS
- topline initial assessment:
 - ...The Clio-limited "smart functionality"; more like a Wikipedia for points of interest, WCHS choice, makes sense to add profiles for the Andre/Arnold points of interest to The Clio
 - ...Otocast-Ossining based, robust function, 200 tours around US, reasonable cost
 - ...LanternVideo-W3R application, broker, looks for best fit, very expensive
 - ...TravelStorysGPS-has produced several local projects and local historical familiarity, competitive price

Preliminary List of Sites

1. Davenport House
2. Pines Bridge Monument (Railroad Park)
3. First Presbyterian Church
4. Bridge Over Croton on Route 100 (original bridge 100 yards north)
5. Isaac Underhill House (California and Hanover)
6. Hunts Tavern
7. French Hill
8. Hallock House (Post Office /Mill)
9. Rochambeau Park
10. Hanover Farm
11. Strang Tavern
12. Delevan House
13. Andreas Miller House
14. Lane's Tavern/Underhill Avenue
15. Other Rochambeau encampment sites?

12. Public Relations

- wrote and submitted press releases for programs Trial of Major Andre, October 8 and November 13, This Man's A Spy Concert, November 13; submitted to Yorktown News and Northern Ex
- wrote copy and had flyers designed for all program events (assisted by Jessica Cox)
- posted flyers to YHPC, WCHS, YHS, Miller House, YSBA, Arts+Culture, Town Website, Facebooks Yorktown Families

13. Website and Facebook - Jessica Cox (no activity since last Zoom; Jessica ill today)

- main page updates made
- R. Steinberg must execute any changes to the photos/copy of HHDs and landmarks (ARCGIS) ("scrolls")
- Upload additional Certificates of Appropriateness and Resolutions
- Update and optimize the menu to be more clear (easier access to HHD & Landmarks scroll, separate out section for applications, tuck less frequently used pages under a heading)
- Change bullets and adjust where the print option appears on each page (currently shows up in a different place everywhere)
- Populate Public outreach page
- Update the press release page



Attachment I Summary of Programs and Funding.docx
21.3kB