

Village of Lewiston  
Historical Preservation Commission

Meeting # 7 Minutes July 23, 2018

**CALL TO ORDER**

Ken Slaughoupt called the Historical Preservation Commission meeting to order at 5:59 PM with the Pledge of Allegiance.

**PRESENT**

Ken Slaughoupt, Rita Geiben, Loretta Frankovitch, Jim Fittante, Peter Coppins, and Secretary Myers

**EXCUSED**

Susan Hofert

**INTRODUCTION**

Slaughoupt introduced new member Rita Geiben. Slaughoupt also said that Lee Simonson stepped down and was replaced by Susan Hofert.

**APPROVAL OF MINUTES**

Loretta Frankovitch made a motion with a second by Jim Fittante to approve the June 25, 2018 minutes. The motion passed unanimously.

**OLD BUSINESS**

**CHAIRMAN**

Slaughoupt said that when Mayor Welch made the changes to the Commission she intended for me (Slaughoupt) to become the Chairman but HPC code requires a vote.

Loretta Frankovitch nominated Ken Slaughoupt to fill the position of Chairman, Jim Fittante seconded the nomination. The results were:

HPC Member Frankovitch	“YES”	HPC Member Geiben	“YES”
HPC Member Fittante	“YES”	HPC Alternate Coppins	“YES”

Peter Coppins nominated Loretta Frankovitch to fill the position of Vice Chairman, Jim Fittante seconded the nomination. The results were:

HPC Chairman Slaughoupt	“YES”	HPC Member Geiben	“YES”
HPC Member Fittante	“YES”	HPC Alternate Coppins	“YES”

**INVENTORY**

Chairman Slaughoupt said the inventory has been delayed due to the changes to make sure everything is organized. We want to send out letters to the owners of properties that are over 100 years old that are qualified to be designated. Chairman Slaughoupt said he

will draft a letter and take it to the next Village Board meeting and explain what the commission would like to do and that the commission would also like to meet with the Lewiston Police Chief to let him know that they will be walking around the village. The inventory will include new photographs of the front, sides and back of each house and a description. This will most likely begin in the fall.

### **CODE OF ETHICS**

Chairman Slaughenhoupt said this is the Code of Ethics that is used in Virginia Beach, Virginia. The HPC has never adopted a Code of Ethics. Chairman Slaughenhoupt asked if everyone had a chance to look it over. Frankovitch said I think it was very well done.

Frankovitch recommended that a letter be drafted to Virginia Beach asking whether or not we can use it.

Chairman Slaughenhoupt said we should forward this to the trustees and see if they want to adopt it for all the boards and commissions.

### **FRONTIER HOUSE**

Chairman Slaughenhoupt said at 10am tomorrow morning the scanning of the building will begin and will take about 3 days.

Chairman Slaughenhoupt suggested making a small booklet for possible developers including information of when it was built, who built it, what are some of the interesting historic features, and why it was designated. Also include in the packet tax credit information.

### **SURVEY**

Frankovitch asked what the status was about getting a survey of the village. Last year the HPC missed the grant cycle and Frankovitch stated she didn't want to miss it again.

Chairman Slaughenhoupt said this leads into the first thing under new business: the Certified Local Government Annual Report that he received today. He explained the reason the HPC was divided out from the Planning Commission is that to be a Certified Local Government, you have to have a standalone HPC. The HPC is technically the community review board for the State Office of Parks and Recreation. As long as the HPC passes the yearly evaluation, the Village of Lewiston will continue to be a Certified Local Government and has access to additional funding opportunities.

### **NEW BUSINESS**

#### **OTHER**

#### **ADJOURN**

A motion was made by Rita Geiben and seconded by Jim Fittante and passed unanimously to adjourn the Historical Preservation Commission meeting at 6:33 PM.

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Stephanie Myers, Secretary