

**CHESHIRE HISTORIC DISTRICT COMMISSION
MINUTES OF THE REGULAR MEETING HELD ON
MONDAY, APRIL 1, 2019 AT 7:30 P.M.
CHESHIRE TOWN HALL - 84 SOUTH MAIN STREET
ROOM 210**

Commissioners Present:

Chairman Joseph Dattilo, James Vibert, Sr., Lisa Franco, George Pawlush, Helen Wilson, Andrew Martelli and John Torello

Commissioners Absent:

None

Staff Present:

Jerry Sitko, Economic Development Coordinator

Others Present:

Stephen Mulholland
Matt and Catherine Cavanaugh and family members
CCSU Student

I. CALL TO ORDER

Chairman Dattilo called the meeting to order at 7:30 p.m.

II. ROLL CALL

The roll was taken for the meeting.

III. SEATING OF ALTERNATES

Chairman Dattilo seated Mrs. Wilson and Mr. Torello as commissioners for voting.

IV. DETERMINATION OF QUORUM

A quorum was present.

V. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

VI. Approval of Minutes - Regular Meeting of February 4, 2019

MOTION by Mr. Martelli to approve the regular meeting minutes of February 4, 2019 as submitted.

SECONDED by Mr. Vibert and passed unanimously.

VIII. Communications

Mr. Sitko stated Diane Calabro will be honored on Wednesday, April 3, 2019 at 7:30 p.m. as Citizen of the Year by The Cheshire Grange.

IX. Business

A. Solar Guidelines

There was a brief discussion about the final draft of the Cheshire Historic District Solar Guidelines.

MOTION by Mr. Vibert to amend the Guidelines to include language that any proposed projects must meet the requirements and regulations of Planning and Zoning and the Building Official.

SECONDED by Mrs. Wilson and passed unanimously.

MOTION by Mr. Pawlush to accept the Cheshire Historic District Solar Guidelines, as amended, including a typographical error on the first page.

SECONDED by Mr. Martelli and passed unanimously.

- B. Certificate of Appropriateness #2019-001
First Congregational Church
111 Church Drive
Signage

Stephen Mulholland stated the First Congregational Church would like to replace the sign on the church green. Mr. Mulholland presented a picture of the new proposed sign and stated the church would also like to move the hanging sign in front of the church to the back driveway on Cornwall Avenue. There was a brief discussion.

MOTION by Mr. Pawlush to amend the application to include moving the smaller sign.

SECONDED by Mr. Vibert and passed unanimously.

MOTION by Mrs. Franco to send this application to public hearing on May 6, 2019.

SECONDED by Mr. Martelli and passed unanimously.

- C. Certificate of Appropriateness #2019-002
 Matt and Catherine Cavanaugh
 479 Mt. Sanford Road
 Miscellaneous Improvements and Maintenance

Mr. Cavanaugh presented a list of improvements and maintenance items that the Historic District Commission went through one by one. After a lengthy discussion, it was determined that the following items can be approved under maintenance:

1. Removal of light posts at the beginning of the driveway; and
2. Addition of gravel to existing driveway.

MOTION by Mr. Martelli to send the following proposed improvements to public hearing on May 6, 2019:

1. Rip and replace water table board and add historically correct drip cap;
2. Remove and replace broken lantern on front porch and replace with lantern on each side of the door;
3. Rip and replace trim around windows;
4. Add additional parking area top right of driveway;
5. Add fencing around the driveway circle;
6. Replace windows in kitchen; and
7. Move existing back door 3-4 feet to the left.

SECONDED by Mrs. Wilson and passed unanimously.

D. Committees

1. Education/Community Outreach
 - a. Letter to Property Owners

Mr. Sitko stated the Historic District Commission would like to simplify the letter to property owners in the district.

2. Regulations/Rules
 - a. Design Guidelines

Chairman Dattilo requested the members of the Historic District Commission review the design guidelines for discussion and possible revision.

- b. Handbook

Chairman Dattilo requested the members of the Historic District

Commission review for the handbook for discussion and possible revision.

Mr. Sitko stated he will send the design guidelines and handbook to the commissioners.

3. Chairman's Report

There was no Chairman's Report.

4. Other

Mr. Sitko stated Business Appreciation Day will be held on Wednesday, June 19, 2019 at Elim Park from 7:30 to 9:00 a.m. Jim Smith, CEO of Webster Bank will be the keynote speaker.

Mr. Sitko stated the Town of Cheshire is celebrating 325 years this year and a meeting with a variety of organizations will be held later this month. Mr. Sitko stated he will send the meeting notice to the Historic District Commission.

Ms. Wilson stated she is interested in exploring the possibility of expanding the historic district. There was a brief discussion.

XI. ADJOURNMENT

MOTION to adjourn by Mr. Martelli at 8:30 p.m.

SECONDED by Mr. Pawlush and passed unanimously.

Attest:

Karen M. Gill
Recording Secretary