

**CHESHIRE HISTORIC DISTRICT COMMISSION
MINUTES OF THE REGULAR MEETING HELD ON
MONDAY, JULY 7, 2014 AT 7:30 P.M.
CHESHIRE TOWN HALL – 84 SOUTH MAIN ST.
ROOM 210**

Commissioners Present:

Chairman Elizabeth Pratt Fox, Jeanne Chesanow, Christine Pittsley, Breina Schain, Alternate and James Vibert, Sr., Alternate.

Commissioners Absent:

Joseph Dattilo, John Torello and Elizabeth Ryducha, Alternate

Staff Present:

Jerry Sitko, Economic Development Coordinator

Others Present:

Lauren Backman of 108 Cornwall Avenue (departed at 8:30 p.m.); David Majeski of 69 Cornwall Avenue (departed at 8:15 p.m.); Diane & David Calabro and Kathleen Connolly of Cheshire Historical Society (departed at 8:05 p.m.); Paul Bowman of 387 Mount Sanford Road (arrived at 7:48 p.m. and departed at 8:45 p.m.)

I. CALL TO ORDER

Chairman Pratt Fox called the meeting to order at 7:35 p.m.

II. ROLL CALL

The roll was taken for the meeting.

III. SEATING OF ALTERNATES

Chairman Pratt Fox seated alternate Commissioners Schain and Vibert for voting tonight with the Historic District Commissioners.

IV. DETERMINATION OF QUORUM

It was determined that a quorum was present.

V. PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

VI. APPROVAL OF MINUTES – Regular Meeting – June 2, 2014

MOTION by Breina Schain to accept the June 2, 2014 minutes of the Regular meeting with the following corrections: PAGE 4, first paragraph, second sentence should read, "...project at their home where they would like to make..."; PAGE 4, section C) 1. Should noted that the Historic Preservation Awards reception was co-sponsored by the Historic District Commission and Cheshire Historical Society.; PAGE 4 section C) 1.a. second paragraph "layers of mapping" should be replaced with "map layers". **SECONDED** by Christine Pittsley.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert, Alternate
Opposed – None

The motion passed 5 - 0.

VII. COMMUNICATIONS

There were no communications to the Historic District Commission.

VIII. BUSINESS

- A) Application for Certificate of Appropriateness 2014-008C
Kenneth & Lauren Backman
108 Cornwall Avenue
Chip and Seal Driveway

Chairman Pratt Fox stated that Lauren Backman of 108 Cornwall Avenue was present on behalf of this application as Commissioners reviewed this application for Certificate of Appropriateness # 2014-008C for a Chip and Seal Driveway. Commissioners questioned if this is routine maintenance or a change in material because the existing driveway is just gravel. Ms. Schain questioned what the driveway type was originally for the property and was told it could have been dirt, gravel, brick or just grass. It was noted that most driveways now on Cornwall Avenue are black top.

Ms. Backman explained that the process of installing the Chip and Seal driveway would remove the existing gravel and dig down some to allow for a layer of asphalt and the stone chips would be compacted down into the asphalt. Pictures of the existing driveway and a photographic sample of what the chip and seal driveway would like are included in the application.

Commissioners discussed if this is a change in material or just maintenance.

MOTION by Christine Pittsley that the Historic District Commission accepts the Certificate of Appropriateness application # 2014-008C from Kenneth and Lauren Backman for a Chip and Seal Driveway at 108 Cornwall Avenue and sets a Public Hearing for Tuesday, August 5, 2014. **SECONDED** by James Vibert.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert,
Alternate
Opposed – None

The motion passed 5 - 0.

MOTION by Elizabeth Pratt Fox to move item F) Discussion with Lauren Backman Re: Roof Replacement up on the agenda to follow item A) Application for Certificate of Appropriateness from Lauren Backman for Chip and Seal Driveway. **SECONDED** by Jeanne Chesanow.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert, Alternate
Opposed – None

The motion passed 5 - 0.

F) Discussion with Lauren Backman
Re: Roof Replacement

Ms. Backman was present to speak to the Commissioners about the status of a roof replacement project that was approved by this Commission on June 4, 2014. She explained that unfortunately for her and her family, the contractor that was hired for the project did not complete the work to their satisfaction and in fact as a result of the work that the contract did, they had water coming in through the ceiling in their dining room. Ms. Backman explained that what they discovered upon investigating the leak is that the contract removed / destroyed, without consent or informing the property owner, asbestos shingles near the dormers and left the sections exposed so that water got into the house while it rained. These asbestos shingles were also not disposed of properly. Ms. Backman stated that she would like to get the Commission's opinion on what to do to replace the asbestos shingles.

Ms. Backman noted that the contractor, after being contacted and questioned about the work that was done, returned (against the homeowner's wishes) with some pieces of asbestos shingles to "repair" the problem but put them up crooked and miss-sized. Ms. Backman stated that she has contacted John Torello for his professional opinion of how to correct this problem. She also noted that as a result of the unsatisfactory work, the Connecticut Consumer Protection Agency is now involved with trying to resolve this problem as well as the Connecticut Department of Energy and Environment Protection because of the improper removal / disposal of the asbestos shingles.

Commissioners talked about the use of fiber cement shingles or cedar shingles as possible options to replace the asbestos shingles. They also noted that if there is the change of material, a Certificate of Appropriateness would be needed for repairs. Commissioners also talked about an Emergency Repair Order that could be used to prevent further damage to the house. If Emergency Repairs are needed on the exterior of the house, then the property owner must notify the Historic District Commission within 48 hours of the work being done. Ms. Backman commented that because of the State agencies that are now involved, she really can't do anything at this time but she wanted to let the Commission know what was happening.

Commissioners thanked Ms. Backman for coming to them with the update on the roof and expressed their sympathy to the Backmans for having to go through this. Ms. Backman commented that this contractor is the same contractor that they used 7 years ago to replace a different section of their roof and they had a wonderful experience then, which makes this whole situation even more upsetting for her.

- B) Application for Certificate of Appropriateness 2014-009C
Cheshire Historical Society
43 Church Drive
Repair Apartment Kitchen Window

Commissioners reviewed the Certificate of Appropriateness application from the Cheshire Historical Society for repairs to the apartment kitchen window at 43 Church Drive. Commissioners also received a copy of a proposal the Town has received for the window repairs at the Cheshire Historical Society from Restoration Contractor, Christopher Wuerth. Chairman Pratt Fox noted that present on behalf of this application were Kathleen Connolly, Diane and David Calabro of the Cheshire Historical Society.

Ms. Calabro explained that in researching for this project she believes the plastic over the apartment kitchen window has probably been up for over 35 years. Commissioners reviewed the write up by Mr. Wuerth for the proposed work to be done to repair/replace the rotted wood of the window. It was noted that Mr. Wuerth has done repairs on other windows in this building in the past.

MOTION by Jeanne Chesanow that the Historic District Commission finds the repairs of the apartment kitchen window of the Cheshire Historical Society at 43 Church Drive are Exempt from a Certificate of Appropriateness because it is ordinary maintenance. **SECONDED** by Christine Pittsley.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert,
Alternate
Opposed – None

The motion passed 5 - 0.

- C) Application for Certificate of Appropriateness 2014-010C
Town of Cheshire Public Works
84 South Main Street
Outdoor Lighting Upgrades

Commissioners reviewed the Certificate of Appropriateness application from the Cheshire Public Works Department for Outdoor lighting upgrades at Town Hall, 84 South Main Street. Mr. Sitko explained that the lighting upgrades are part of numerous Energy Savings project by Ameresco for the Town of Cheshire.

Chairman Pratt Fox stated that she was contacted to provide input into the potential lighting design early in the process of this project and made suggestions, similar to the lighting that is used in West Meriden's recent streetscape upgrades. Mr. Sitko noted that the project also calls for LED lights on the building but a design for those lights is still needed.

Commissioners noted that a lighting design was suggested for use at the Keeler property by this Commission and perhaps the Town could coordinate with the same or similar lighting due to the two properties' proximity.

MOTION by James Vibert that the Historic District Commission accepts Certificate of Appropriateness application # 2014-0010C from the Town of Cheshire Public Works for outdoor lighting upgrades at 84 South Main Street and set a Public Hearing for Tuesday, August 5, 2014. **SECONDED** by Breina Schain.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert,
Alternate
Opposed – None

The motion passed 5 - 0.

- D) Application for Certificate of Appropriateness 2014-011C
David Majeski
69 Cornwall Avenue
Repair Front Porch

Commissioners reviewed the Certificate of Appropriateness application from David Majeski for repairs to the front porch located at 69 Cornwall Avenue. Mr. Majeski was present to address the Commission and explained that there are brick pylons under each column of the front porch which are deteriorating in different stages and need to be repaired. In addition there are rotting trim boards and lattice that need to be replaced below the front porch. All existing wood trim and wood lattice will be replaced with wood trim and wood lattice, probably cedar. Mr. Majeski stated that his intention is that the front porch will look exactly as it does now, after the work is done, except it will be newer.

MOTION by James Vibert that the Historic District Commission finds the repairs of the front porch at 69 Cornwall Avenue proposed by David Majeski are Exempt from a Certificate of Appropriateness because it is ordinary maintenance. **SECONDED** by Christine Pittsley.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert,
Alternate
Opposed – None

The motion passed 5 - 0.

E) Discussion with Paul Bowman
Re: Modification to Windows for Keeler House

Mr. Bowman, owner of the Keeler properties on South Main Street was present to talk with the Commission regarding modification to the windows for the Keeler house. He stated that he would like to ask the Historic District Commission to add Harvey Building Products to the Commission's list of recommended vendors. Mr. Bowman also asked the Commissioners if he could submit a Certificate of Appropriateness application to the Historic District Commission tonight for storm windows and doors at the Keeler House. It was noted that there is not a second meeting of the Commission scheduled for July or August and if the application is not accepted until the August 5th meeting, then the Public Hearing would not be held until September.

MOTION by Christine Pittsley that the Historic District Commission add to this meeting's agenda item E) 1. Application for Certificate of Appropriateness 2014-012C PABCO, Inc. 168 South Main Street for Storm Windows and Doors. **SECONDED** by Breina Schain.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert, Alternate
Opposed – None

The motion passed 5 - 0.

With regards to the windows facing the rear of the Keeler House, Mr. Bowman informed the Commission that he was able to receive a waiver from the State for the building code regarding the window size for egress because the building has sprinklers. Therefore Mr. Bowman stated that he was able to salvage and make repairs to the existing back windows of the house.

NEW 1. Application for Certificate of Appropriateness 2014-012C
PABCO, Inc.
168 South Main Street
Storm Windows and Doors

Paul Bowman of PABCO, Inc. was present to discuss this application with the Historic District Commission. He brought with him a sample storm window display for Commissioners to see. Mr. Bowman showed the Commissioners that the storm windows will have 2 sashes to meet the sashes of all the existing windows. The exterior is a white metal, which would cover the existing white window trim. Mr. Bowman stated that there are 3 exterior doors that he would like to add storm full glass doors too, also.

Commissioners were unsure about what exactly was approved for the renovation project at the Keeler House property located at 168 South Main Street. It was noted that the existing windows are the single pane windows that had been repaired during the renovations and these storm windows would help to seal up the house. Also, some of the windows did have storm windows on when this project was started but some did not. At this time Mr. Bowman could not say which windows this applied to.

Commissioners agreed that it would be best to set a public hearing to allow time to review the prior minutes and if the storm windows and doors were not addressed previously for the Keeler House, it could be done then.

MOTION by Jeanne Chesanow that the Historic District Commission accepts Certificate of Appropriateness application # 2014-0012C from the PABCO, Inc. for storm windows and doors at 168 South Main Street and set a Public Hearing for Tuesday, August 5, 2014. **SECONDED** by Christine Pittsley.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert,
Alternate
Opposed – None

The motion passed 5 - 0.

Mr. Sitko stated that he would have the minutes from the previous Public Hearings for this property sent out to the Commission members for their review, before the August 5, 2014 Public Hearing.

G) Committees

1. Education / Community Outreach Committee
 - a. Plan of Conservation and Development

Ms. Pittsley sent links to Google Fusion maps to Historic District Commission members to see the difference between using “pins” vs. “parcel” type maps. Commissioners talked about dividing Cheshire into 4 quadrants for the map printouts and having barns, historic properties based on the age of the properties, local and National historic district properties with some streets to orient people on the maps.

Mr. Sitko suggested that this Committee should meet with the Plan of Conservation and Development Committee this Fall to review suggestions to include a historic element to the Plan for Cheshire. Ms. Pittsley stated that she hopes to have the maps completed in August. Mr. Sitko stated that he would talk to the Town Planner to get a better idea of the Committee's timeline for completing the Plan of Conservation and Development for Cheshire.

2. Regulations / Rules

a. Design Guidelines

Mr. Sitko stated that he would have the most recent draft of the Design Guidelines re-sent to the Commissioners for their review. Ms. Chesanow stated that there are certain topics in the Guidelines that she will be asking Commissioners for their input to finalize the wording so that everything is as clear as possible when the homeowners read them.

H) Chairman's Report

Chairman Pratt Fox stated due to scheduling conflicts, the next Historic District Commission will be held on Tuesday, August 5th. She also noted that the next Planning and Zoning Public Hearing for the Ball & Socket Arts project is scheduled for July 14th if any Commissioner would like to come out as members of the public to express their opinion for this proposed project.

VIII. ADJOURNMENT

MOTION by Christine Pittsley to adjourn the July 7, 2014 meeting of the Historic District Commission at 9:10 p.m.; **SECONDED** by James Vibert.

VOTE: In Favor – Chesanow, Pittsley, Pratt-Fox, Schain, Alternate and Vibert, Alternate
Opposed – None

The motion passed 5 - 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary