

**CHESHIRE HISTORIC DISTRICT COMMISSION  
MINUTES OF THE REGULAR MEETING HELD ON  
MONDAY, APRIL 6, 2015 AT 7:30 P.M.  
CHESHIRE TOWN HALL – 84 SOUTH MAIN ST.  
ROOM 210**

Commissioners Present:

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

Commissioners Absent:

John Torello and Elizabeth Ryducha, Alternate

Staff Present:

Jerry Sitko, Economic Development Coordinator

Others Present:

Robert Lewis of 195 Cornwall Avenue (departed at 7:50 p.m.) and Christopher George from Renewal by Anderson Windows (departed at 7:50 p.m.)

**I. CALL TO ORDER**

Chairman Pratt Fox called the meeting to order at 7:31 p.m.

**II. ROLL CALL**

The roll was taken for the meeting.

**III. SEATING OF ALTERNATES**

Chairman Pratt Fox did not seat any alternate Commissioners 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—Education / Community Outreach Committee Meeting -  
March 2, 2015  
Public Hearing & Regular Meeting—March 2, 2014**

**MOTION** by Jeanne Chesanow to accept the March 2, 2015 minutes of the Education / Community Outreach Committee Meeting as submitted. **SECONDED** by Christine Pittsley.

VOTE: In Favor – Chesanow, Dattilo, Pittsley and Pratt Fox  
Opposed – None

The motion passed 4 - 0.

**MOTION** by Joseph Dattilo to accept the March 2, 2015 minutes of the Public Hearing and Regular Meeting as submitted. **SECONDED** by Christine Pittsley.

VOTE: In Favor – Chesanow, Dattilo, Pittsley and Pratt Fox  
Opposed – None

The motion passed 4 - 0.

**VII. COMMUNICATIONS**

There were no communications to the Historic District Commission.

**VIII. BUSINESS**

- A) Application for Certificate of Appropriateness 2015-002C  
Robert and Maryann Lewis  
195 Cornwall Avenue  
Re: Window Replacement

Mr. Lewis, property owner, and Mr. George, contractor, were present on behalf of this application for window replacement at 195 Cornwall Avenue. Mr. George apologized the Commission for not being at the February 3<sup>rd</sup> Public Hearing on the prior application for this project. He stated that he hoped to clarify some misinformation on the replacement windows for this project. Mr. George state that the Renewal by Anderson windows are wood windows clad in Fibrex material, which is a wood material. Mr. George shared a sample window section with the Commission.

Mr. George noted that the Renewal by Anderson window is a better product than the 400 series, which is clad with a polymer on the outside. He has included information on both types of Anderson windows with the application for this project.

Mr. George noted that since the Public Hearing, he has been back to the Lewis property and installed the proper grills on the exterior of the windows. They were applied with an adhesive on the exterior of the windows.

**MOTION** by Christine Pittsley that the Historic District Commission accepts the application of Robert and Maryann Lewis of 195 Cornwall Avenue for window replacement and sets a Public Hearing of April 20<sup>th</sup> at 7:30 p.m. **SECONDED** by Joseph Dattilo.

VOTE: In Favor – Chesanow, Dattilo, Pittsley and Pratt Fox  
Opposed – None

The motion passed 4 - 0.

B) Committees

1. Education / Community Outreach Committee

a. Trolley Tour

Ms. Chesanow stated that the Education / Community Outreach Committee met earlier tonight. Ms. Pittsley outlined a tentative route for the next Trolley Tour, which would travel Cook Hill Road, Fenn Drive, Mt. Sanford Road and South Brooksvale Road. The Trolley Tour is scheduled for October 4<sup>th</sup> and will be a “South End” Tour. The next step for this project will be a drive of the tentative route. Ms. Schain has expressed an interest in participating in the drive through the proposed Trolley Tour route, if there is room.

b. Plan of Conservation and Development

Ms. Chesanow stated that there will be historic preservation section of the Plan of Conservation and Development for Cheshire. Mr. Sitko stated that Mr. Voelker, the Town Planner, has asked for a 3-month extension to finalize the submission of the Plan for Cheshire.

c. Preservation Awards

Mr. Vibert stated that the Cheshire Historical Society is moving forward with Preservation Awards nominees and have been working on a sign design. The sign will similar to the “Beauty Spot of the Month” signs that Cheshire Garden Club uses. The Preservation Award sign will be placed for the month of May and re-used annually. The Cheshire Historical Society is hoping to announce this year’s winner at their Annual Meeting on April 20<sup>th</sup>.

2. Regulations / Rules

a. Design Guidelines

Chairman Pratt Fox reported that she is still working her way through formatting the Design Guidelines; she is hoping to be finished in June.

C) Signage for South Brooksvale Historic District

Chairman Pratt Fox stated that she heard back from Mary Dunne from CT Trust for Historic Preservation regarding Certified Local Government grant options. She stated that the Historic District Commission can apply by the 10<sup>th</sup> of each month for grant funding.

It was also noted that the location for the signs in the South Brooksvale Historic District have already been reviewed and marked.

D) Chairman's Report

Chairman Pratt Fox stated that she is planning to attend a windows workshop tomorrow night, to which Mr. Dattilo stated that he is planning to attend the workshop, too. Mr. Vibert talked about the 3-day window workshop he attended at the end of March on window preservation. He noted that preserving old, wood windows is worthwhile but does involve a lot of work.

Chairman Pratt Fox informed the Commissioners that she has written letters on behalf of the Historic District Commission to all the Government Representatives for Cheshire to ask them to support the Community Investment Act that is potentially going to be cut.

**VIII. ADJOURNMENT**

**MOTION** by Joseph Dattilo to adjourn the April 6, 2015 meeting of the Historic District Commission at 8:15 p.m.; **SECONDED** by Christine Pittsley.

VOTE: In Favor – Chesanow, Dattilo, Pittsley and Pratt Fox  
Opposed – None

The motion passed 4 - 0.

Respectfully submitted:

Tracey M. Kozlowski  
Recording Secretary