Commission Members Present:
Chairman Jeanné Chesanow, Eric Anderson and Elizabeth Pratt Fox

Commission Members Absent:
Joseph Dattilo and John Torello –Alternate

Staff Present:
None

Others Present:
Anne Giddings, Town Council Liaison; Peter Taylor of 185 Cornwall Avenue

I. CALL TO ORDER

Chairman Chesanow called the meeting to order at 7:40 p.m.

II. ROLL CALL

The roll was called.

III. SEATING OF ALTERNATES

There were no alternates seated for this meeting.

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 of June 21, 2010

MOTION by Jeanné Chesanow to accept the minutes of the June 21, 2010 Regular Meeting of the Historic District Commission as submitted; SECONDED by Eric Anderson.
VOTE: In Favor – Anderson, Chesanow and Pratt-Fox  
Opposed – None

The motion passed 3 – 0.

VII. COMMUNICATIONS

None.

VIII. BUSINESS

A. Chairman’s Report

Chairman Chesanow commented that she was contacted by Charlotte Hitchcock of the CT Trust for Historic Preservation about a historic Connecticut barn survey she is working on. Chairman Chesanow has forwarded her a list of possible locations in Cheshire that Ms. Hitchcock may be interested in.

1. Barns at Ives and Boulder Knoll Farms

Chairman Chesanow stated that the barn at Boulder Knoll Farm will be taken down by the Town in the near future. She noted that the Cheshire Land Trust currently is restoring the Ives Farm barn, with the help of a Grant. Chairman Chesanow hopes it will be possible to salvage some of the lumber at the Boulder Knoll Farm barn to be used in the Ives Farm barn restoration, such as posts and beams adding that it would be nice to keep some of the materials in Town.

Mr. Sitko stated that he has made Town Manager Milone aware of the Cheshire Land Trust’s interest in salvaging lumber from the Boulder Knoll Farm barn and suggested that the Land Trust send him a letter as well with a copy to Town Council Chairman, Tim Slocum.

2. New version of Guidelines

Chairman Chesanow gave a copy of the new version of the Guidelines to Ms. Pratt-Fox for her review. Chairman Chesanow explained that she has seen Wethersfield, CT and Concord, MA’s Guidelines, which she likes and finds easy to use. She has taken Cheshire’s Historic District Commission’s Guidelines and put them into a new layout, done alphabetically with a brief informative description, and distributed the draft to the members. She has asked Commission members to review and let her know if there are any changes needed.

It was suggested that once the new version of the Guidelines is completed, it could be posted online as a searchable pdf file.
C. Education / Community Outreach Committee

1. Sign Report

Chairman Chesanow stated that she and Mr. Sitko will be meeting with Creative Dimensions about finalizing the design for the South Brooksvale Historic District signs and to talk about a 4th sign for the Cornwall Avenue / Town Center Historic District. The proposed location for this 4th sign would be in the area of Cornwall Avenue and Preston Terrace.

2. Upcoming educational programs

Ms. Pratt-Fox stated that she has pursued some possible topics for future educational programs and would like to review them with the Education / Community Outreach Committee before approaching the Cheshire Historical Society about co-sponsoring some events. It was noted that Historic Preservation Technical Assistance Grants (HPTAG) will be available from the CT Trust for Historic Preservation this Fall. The grant awards will range from $2,500 - $20,000 and require a one-to-one match of cash and/or in-kind.

Ms. Pratt-Fox brought in her handbook from the CT Trust Historic District Commission seminar she attended to share with Commissioners. She stated that there was a lot of discussion at the seminar about the new EPA requirements for replacing windows and doors that contain lead paint and asbestos. Commissioners talked about writing a letter to Historic District property owners or to the Cheshire Herald with a link to the EPA web site to let them know about the upcoming EPA requirements.

D. Preservation Committee

1. 1986 Inventory Update

There was nothing new to report on the 1986 Inventory Update. Mr. Anderson brought a laptop that had the Whiting House photograph he had scanned recently, for Commissioners to review. It is believed that picture of the Whiting House is from the 1940’s and it was noted that the 2nd floor balustrade is present as well as the “blocks” at the bottom of the front stair rails.

E. Rules and Regulations Committee

1. Changes in Regulations & Rules of Procedure

The Rules and Regulations Committee will meet August 16th before the regular Commission meeting to review suggested changes in the Regulations and Rules of Procedure.
F. Certified Local Government

Mr. Sitko will be working on the Certified Local Government application again at the end of the month after he finishes a grant project he is currently working on.

G. George Keeler House and Stove Shop

There was nothing new to report on the George Keeler House and Stove Shop. Chairman Chesanow stated that she did bring this property to Charlotte Hitchcock’s attention for the Connecticut Barn survey she is working on, at Mr. Anderson’s suggestion.

H. Signs at 15 South Main Street

Chairman Chesanow commented that the number of unapproved signs at 15 South Main Street seems to be increasing. Mr. Sitko stated that he has talked with the Assistant Zoning Enforcement Officer about this property.

I. Clerk’s report

There was nothing for the Clerk to report.

J. Website Update

There was nothing new to report on the Historic District Commission’s web page.

K. Other

Chairman Chesanow noted that she would not be at the next meeting, on August 2nd.

Mr. Anderson asked about the “campaign” to find new members of the Historic District Commission. Chairman Chesanow stated that she did write the letter for the Cheshire Herald and received some phone calls, but nothing definite yet, adding that they seemed to be more interested in the Historical Society. Commissioners suggested contacting Tom Hyman to see if he would be interested in joining the Historic District Commission.

Mr. Anderson asked about the individuals that came forward a few years ago when the Commission was last looking to fill vacancies. It was noted that Caitlin Guelakis and Elizabeth Pratt-Fox were both discovered as part of that search. Chairman Chesanow and Mr. Anderson both stated that they would look through their papers to see if they could find the list of people from the previous search. The Historic District Commission is currently looking to fill a regular member slot and an alternate member slot.
IX.  ADJOURNMENT

MOTION by Jeanné Chesnow that the Historic District Commission regular meeting of July 6, 2010 be adjourned at 8:30 p.m. SECONDED by Elizabeth Pratt-Fox.

VOTE: In Favor – Anderson, Chesnow and Pratt-Fox
   Opposed – None

The motion passed 3 - 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary