

NORWICH HISTORIC DISTRICT COMMISSION

Minutes of the May 19, 2021 Regular Meeting

The regular meeting of the Historic District Commission was held Wednesday May 19, 2021 at 5:32 PM via Zoom virtual meeting.

Members Present:

Regan Miner (Chairwoman)

Nancy O'Neil

Richard Guidebeck

Gregory Johnson

Members Absent: Gregory Farlow, Timothy Dowhan.

Guests: Pam Kinder, Lyn Smith, Clayton Huckaba, Pat McLaughlin, Damien Cregeau.

I. Public Meeting

The public meeting was convened at 5:34 pm. The order of COA presentations and discussions are at the discretion of the commission to accommodate all participants.

- COA 450 – 87 Town Street (David Figarski) – *Other, Skylights*

The applicant was not in attendance.

- COA 453 – 34 East Town Street (United Community & Family Services) – *Windows*

Lyn Smith, the architect working with UCFS on the window replacement project, stated that after the past month's ruling regarding the proposed storm windows on the side of the building she reworked a new proposal for the windows on the main body of the home which will maintain energy efficiency while hopefully meeting HDC requirements. Lyn Smith explained that the new proposal was for the existing 20 insulated double hung wood windows to be replaced with six-over-six, painted wood, double pane sash which would remove the need for interior or exterior storm windows. Gregory Johnson asked for clarification on which windows were to be addressed to which Lyn Smith responded it would be the windows with shutters referenced in the application. Gregory Johnson noted that the windows on the rear of the home would still be visible from the road, if they were to have storm windows. Lyn Smith clarified that the rear windows were approved at the previous meeting and would be two-over-two insulated wood

windows, as the rear portion of the home had been constructed at a later date, and would also not require storm windows.

- COA 454 – 7 East Town Street (Clayton Huckaba) – *Restoration, New Construction, Masonry*

Clayton Huckaba stated his retaining wall to driveway had collapsed over the winter which caused a 10% loss of the driveway so he began repairing the damage as he was not aware a COA was required. Clayton Huckaba stated he was looking to update the old concrete retaining wall with a new concrete retaining wall with stone atop to match the front of the home and other side of the retaining wall. Gregory Johnson questioned the concrete blocks shown in the COA to which Clayton Huckaba stated he put in the concrete blocks for a garden bed that would be covered by the stone atop the wall.

- COA 455 – 4 Scotland Road (Michelle DeGray) – *Demolition, Restoration, Roofing, Perimeter*

Kyle DeGray of K DeGray demolition stated he was looking to remove the existing deck from his mother's property as it was currently rotting and not on stable supports or attached to the home well. Kyle DeGray explained he was seeking to complete a full demolition of the deck on the rear and side of the building and to replace the step out to the mailbox with a square platform that goes into the ground and is bolted into the home. Kyle DeGray stated he already met with City Building and Zoning inspectors. Richard Guidebeck questioned if roof work had occurred as well to which Regan Miner answered she was in contact with Kyle DeGray who informed her that the roof was leaking, and they needed to do an emergency roof replacement. He explained that like for like materials were being used and Regan encouraged him to move forward with the work and to then formally come before HDC with a COA.

- COA 456 – Crossway Street, Little Plains Park (City of Norwich) – *Preservation, Restoration, Perimeter*

Pat McLaughlin stated the city received funding to restore and repaint the fence at Little Plains Park as pieces were broken and missing. Pat McLaughlin stated the city had spare pieces to use to replace the missing sections and that brackets and some broken metal posts would need to be fixed but that none of the granite posts needed repairs. Pat McLaughlin continued that following the repairs the lead paint would be stripped abated properly then treated with a three coat system of tmeic paint, similar to the stairs at city hall except black instead of green.

II. Regular Meeting

The regular meeting was convened at 5:57 PM.

A. Action on COA's

- COA 450 – 87 Town Street (David Figarski) – *Other, Skylights*

Nancy O’Neil made a motion to discuss the application. Gregory Johnson seconded. Regan Miner stated the application could not be tabled a second time and did not feel there was enough information for an approval, but that she recommended follow up with the applicant on what the commission is looking for and examples to help facilitate the process to make it easier for the applicant. Discussion ensued. Richard Guidebeck discussed how he recommended blinds to the applicant which would not require a COA. Richard Guidebeck made a motion to deny the application as submitted. Gregory Johnson seconded. Regan Miner stated a commission member would follow up with the applicant regarding the status of the meeting. Richard Guidebeck, Gregory Johnson, Nancy O’Neil and Regan Minter voted in favor. The application was denied. (unanimous)

- COA 453 – 34 East Town Street (United Community & Family Services) – *Windows*

Nancy O’Neil made a motion to approve the COA as written and presented. Richard Guidebeck seconded. Richard Guidebeck, Gregory Johnson and Nancy O’Neil voted in favor. Regan Miner abstained. The application was approved.

- COA 454 – 7 East Town Street (Clayton Huckaba) – *Restoration, New Construction, Masonry*

Gregory Johnson made a motion to approve the COA as written and presented. Nancy O’Neil seconded. Richard Guidebeck, Gregory Johnson, Nancy O’Neil and Regan Minter voted in favor. The application was approved. (unanimous)

- COA 455 – 4 Scotland Road (Michelle DeGray) – *Demolition, Restoration, Roofing, Perimeter*

Gregory Johnson made a motion to approve the COA as written and presented. Richard Guidebeck seconded. Richard Guidebeck, Gregory Johnson, Nancy O’Neil and Regan Minter voted in favor. The application was approved. (unanimous)

- COA 456 – Crossway Street, Little Plains Park (City of Norwich) – *Preservation, Restoration, Perimeter*

Nancy O’Neil made a motion to approve the COA as written and presented. Gregory Johnson seconded. Richard Guidebeck, Gregory Johnson, Nancy O’Neil and Regan Minter voted in favor. The application was approved. (unanimous).

B. Minutes of Wednesday April 21, 2021 Regular Meeting

- Nancy O'Neil made a motion to approve the meeting minutes with the addition of one spelling correction. Gregory Johnson seconded. Nancy O'Neil, Richard Guidebeck, Gregory Johnson, and Regan Miner voted in favor. The motion passed. (unanimous)

C. Chairman Report

- Regan Miner stated that the City Attorney advised her that the rules regarding city meetings may be changing with the new executive order and will update the other members as she receives information.

D. Old Business:

- CLG Grant Update: Regan Miner stated she went out to bid with CLG Grant RFP with names she received from Preservation CT and gave a deadline for responses of June 2nd with the hope of reviewing the RFPs at the June meeting. Gregory Johnson recommended developing an evaluation criteria prior to the review of the RFPs. Regan Miner stated she would take the evaluation criteria listed in the RFP and create a document to share with members before the next regular meeting.

E. New Business: Gregory Johnson discussed with Regan Miner the maintenance of the Norwichtown Burial grounds and trees that need to be addressed. Regan Miner stated she would follow up with Public Works.

F. Additional business before commission: Damien Cregeau stated he lives in Norwich and serves on the Wethersfield HDC and shared that their HDC found it problematic to have live samples of building permits on the ZOOM call, whereas instead someone that lives in area has samples on their property for people to come and inspect. Damien Cregeau also inquired of the condition and future of the property at 16 Huntington Lane to which Richard Guidebeck responded he was not sure if the owners currently lived on the property but that their hopes were to have small animals.

G. Next Meeting Date:

- Scheduled for Wednesday June 16, 2021 at 5:30 PM.

H. Adjournment

- Nancy O'Neil made a motion to adjourn the Regular Meeting at 6:30 PM. Gregory Johnson seconded. Richard Guidebeck, Nancy O'Neil, Gregory Johnson, and Regan Miner voted in favor. The motion passed unanimously.

Respectfully submitted,

Katherine Rose
Recording Secretary