

HISTORIC DISTRICT COMMISSION, NORWICH, CONNECTICUT

Minutes of August 22, 2016 Meeting

The special meeting of the Historic District Commission was held on August 22, 2016 in Room 319, Norwich City Hall at 5:30 P.M.

Members Present:

Scott Learned, Chairman
Richard Guidebeck
Timothy Dowhan
Pamela Muccilli
Carol Learned and Damien Cregeau (future alternates) were present

Members Absent:

Judy Hamblen (excused)
Nancy O'Neil (excused)

I. Public Hearing:

COA 338 8 West Town Street – Rear Staircase and Rear Fence in COA, but owner brought materials to present about restoration to the door which was not in the COA

COA 339 23 East Town Street – Wooden Fence

COA 340 55 East Town Street – Sidewalk repair

II. Regular Meeting:

The Regular Meeting convened at 6:15pm

A. Action on COAs:

COA 338 8 West Town Street

- Chairman will follow up with Greg Arpin about a building permit for the staircase and the second floor door.
- Owner didn't include restoration to door in COA so therefore the Commission can't vote on it.
- Chairman will send owner a letter asking for a separate COA for the front door, ask for a historical image of the home and more details about what owner is proposing.
- The Historic District Commission would like the back fence to look like the already approved front fence.
- Pamela Muccilli made a motion for the Commission not to approve the fence and staircase. Second by Tim Dowhan, unanimously approved.

COA 339 23 East Town Street – Wooden Fence

- Motion made by Pamela Muccilli to approve COA 339, seconded by Tim Dowhan and unanimously approved.

COA 340 55 East Town Street – Sidewalk repair

- Pamela Muccilli made a motion to approve COA 340, Richard Guidebeck seconded, unanimously approved.

Listened to owner of 428 Washington Street about replacing the gutters on his house. The owner will write a COA for the next month's meeting

- If water is flowing into his house, the Historic District Commission can hold a special meeting to approve his COA
- Owner can take measures to protect his property by putting tarps around his property
- If copper gutters are too cost prohibitive, then Commission will recommend white 6 inch half round aluminum gutters to the owner

B. Minutes:

Due to the Recording Secretary's absence at the July 20, 2016 meeting, the July 20 minutes were not sent out. The July 20 minutes will be sent out after the August 22 meeting.

C. Chairman's Report:

- Chairman asked Tim Dowhan to ask Leon Barnowski about establishing an email for the Historic District Commission members to use and ask Betsy Barrett what the process is for sending out a Historic District Commission mailing.
- Chairman will have an updated COA application and draft for a letter to the residents of the Historic Districts at the next meeting. Chairman would like to send two mailings to residents a year giving them information about the Historic District Commission.

D. Old Business:

- Damien Cregeau will apply to be a commission member

E. New Business:

There was no New Business

F. Next Meeting:

September 21, 2016 5:30pm

F. Adjournment:

On motion made by Pamela Muccilli, seconded by Tim Dowhan, the meeting adjourned at 6:59pm.

Respectfully submitted
Scott Learned
Chairperson

SL/rm