

## **NORWICH HISTORIC DISTRICT COMMISSION**

### **Minutes of the February 15, 2023 Regular Meeting**

The regular meeting of the Historic District Commission was held Wednesday February 15, 2023 at 5:30 PM via Zoom virtual meeting.

#### **Members Present:**

Timothy Dowhan (Chairman)  
Jacob Stahl  
Regan Miner  
Nancy O'Neil  
Dayne Rugh  
Gregory Johnson

**Members Absent:** Gregory Farlow

**Guests:** Father Peter Langevin and Director of Diocesan Properties & Cemeteries Joseph M. Muscarella

Timothy Dowhan reviewed the rules of a virtual meeting and clearly notified participants that the meeting would be recorded.

#### **I. Public Meeting**

The public meeting was convened at 5:32 pm. The order of COA presentations and discussions are at the discretion of the commission to accommodate all participants.

- COA 509 - 197/199 Broadway & 7 Otis Street (Diocese of Norwich) - *Preservation, Roofing*

Father Peter Langevin stated the roof is in desperate need of replacement and their plan is to use like-for-like shingles. Director of Diocesan Properties & Cemeteries Joseph Muscarella stated they would use asphalt shingles, but would like to use architectural shingles opposed to the existing three-tab shingles, as they are higher quality. Joseph Muscarella stated the shingles would remain the same color. Jacob Stahl asked if all of the roofing was to be replaced. Father Peter Langevin responded that both the roofing of the Peter Bishop Flanner Mission Center and the cottage house, which were conjoined by a breezeway, would be replaced.

- COA 510 - 2 Town Street (Society of the Founders of Norwich) -

### *Reconstruction, New Construction, Porch*

Regan Miner stated that the Norwich Historical Society, who operates the Leffingwell House Museum in conjunction with the Society of the Founders of Norwich, have been working in a partnership effort to restore two properties; the Joseph Carpenter Shop and the Greenleaf House. Regan Miner continued that the goal for the Greenleaf House is to create a campus at the Leffingwell House Museum complex, as the buildings sit next to one another. Regan Miner stated that the organizations had received significant grant funding for work on the interior of the home, stabilization of the lower basement level and some site work, but the site work was not completed due to a lack of funding. Regan Miner continued that the groups recently received additional funding from the ARPA plan to ideally finish the rehabilitation of the Greenleaf House. Regan Miner stated the first task would be to rehabilitate the porch that faces Washington Street as it is currently blighted and deteriorating. Regan Miner continued that the goal would be to remove the existing structure and save any salvageable historic materials to re-install. Regan Miner noted that the porch was not original to the building which dated roughly 1895-1930, whereas the building was constructed in 1763. Regan Miner stated the damaged clapboard siding would be repaired as well as the installation of wood windows and the replacement of the existing wood door. Regan Miner stated the porch would be rebuilt to resemble the 1910-1930 photo included in the COA. Regan Miner stated that cedar would be used for the reconstruction and that the new porch would match all city codes. Regan Miner stated the roof of the porch would also be fixed using like-for-like asphalt shingles. Dayne Rugh added that the property would be returned to its original decorative nature and noted the porch was reconfigured at one time when it was a residential property, but once reconstructed it would not be used as such. Jacob Stahl asked if the existing second level door above the porch would become a window again, which Regan Miner confirmed. Timothy Dowhan asked if there were any gutters on the home to which Dayne Rugh responded there were not and Regan Miner stated there were no current plans for installing them. Regan Miner clarified that any porch-side repairs in relation to the porch reconstruction was included in the COA.

## **II. Regular Meeting**

The regular meeting was convened at 5:50 PM.

### **A. Action on COA's**

- COA 509 - 197/199 Broadway (Diocese of Norwich) - *Preservation, Roofing*

Gregory Johnson motion to accept the COA as written and presented. Nancy O'Neil seconded. Gregory Johnson, Nancy O'Neil, Jacob Stahl, Regan Miner, Dayne Rugh and Timothy Dowhan voted in favor. The motion passed unanimously.

- COA 510 - 2 Town Street (Society of the Founders of Norwich) - *Reconstruction, New Construction, Porch*

Nancy O'Neil motion to accept the COA as written and presented. Jacob Stahl seconded. Gregory Johnson, Nancy O'Neil, Jacob Stahl and Timothy Dowhan voted in favor. Regan Miner and Dayne Rugh abstained. The motion passed.

## **B. Minutes of the Wednesday January 18, 2023 Meeting Minutes**

- A typo on a date was identified and addressed. Gregory Johnson made a motion to approve the meeting minutes as amended. Regan Miner seconded. Gregory Johnson, Nancy O'Neil, Jacob Stahl, Regan Miner, Dayne Rugh and Timothy Dowhan voted in favor. The motion passed unanimously.

## **C. Chairman Report**

- Timothy Dowhan reported action occurred on COA 507 which he and Jacob Stahl were asked to follow up on regarding the size of the proposed sconces. Timothy Dowhan stated that after observing the sconces installed they felt the size was appropriate and gave the owner approval on behalf of the HDC.

## **D. Old Business**

- Timothy Dowhan reported recently an email circulated from the Building Department about a possible COA in regards to electrical work coming through, and that he called the department secretary to follow up but had not heard from anyone since. Timothy Dowhan stated that Pam Kinder from United Community & Family Services reached out to Regan Miner in regards to changing the scope of the work from their approved window COA, or the work extending past the six month completion deadline. Ms. Minor responded they would need to apply. Regan Miner responded that they would need to apply for a new COA if the scope of the work were to change, and added that UCFS is wanting to continue with six-over-six windows through

the back of home versus the previously approved four-over-four windows for the back of the home.

#### **E. New Business**

- Timothy Dowhan noted that a home recently sold on Washington Street close to Butts Lane and asked that the owners could be sent the HDC welcome package. Regan Miner stated she also sent a welcome letter to another home in that neighborhood that recently sold.

#### **F. Next Meeting Date**

- Scheduled for Wednesday March 15, 2023 at 5:30 PM.

#### **G. Adjournment**

- Gregory Johnson made a motion to adjourn the Regular Meeting at 6:05 PM. Jacob Stahl seconded. Gregory Johnson, Nancy O'Neil, Jacob Stahl, Regan Miner, Dayne Rugh and Timothy Dowhan voted in favor. The motion passed unanimously.

Respectfully submitted,

Katherine Rose  
Recording Secretary