

NORWICH HISTORIC DISTRICT COMMISSION

Minutes of the March 16, 2022 Regular Meeting

The regular meeting of the Historic District Commission was held Wednesday March 16, 2022 at 5:36 PM via Zoom virtual meeting.

Members Present:

Regan Miner (Chairwoman)
Timothy Dowhan
Nancy O'Neil
Jacob Stahl
Richard Guidebeck
Gregory Farlow

Members Absent: Gregory Johnson

Guests: John Fournier

Regan Miner 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 5:34 pm. The order of COA presentations and discussions are at the discretion of the commission to accommodate all participants.

- COA 485 – 51 East Town Street (Matthew Brown) - *Restoration, Windows*

The applicant was not in attendance.

- COA 486 – 370 Washington Street (John and Denise Fournier) – *Restoration, Windows*

John Fournier explained that the Marvin vinyl jamb-liner windows that were put in the home would get damaged upon opening, which are also now discontinued. John Fournier stated the jamb-liners he was able to acquire would be beige, opposed to the previous white. John Fournier stated they would also replace the original, now deteriorated, storm door with a full-view Andersen Windows 4000-Series door that would be black with a traditional curved handle. Timothy Dowhan asked if the windows would be the same with only the jamb liners being replaced to beige, which John Fournier stated was correct. Timothy Dowhan asked if the door handle would be similar to the existing one. John Fournier responded that it would be black opposed to oil rubbed bronze

II. Regular Meeting

The regular meeting was convened at 5:49 PM.

A. Action on COA's

- COA 485 – 51 East Town Street (Matthew Brown) - *Restoration, Windows*

Timothy Dowhan made a motion to accept the application as submitted. Richard Guidebeck seconded. Discussion ensued regarding the placement and style of the window. Nancy O'Neil, Gregory Farlow, Jacob Stahl, Timothy Dowhan, Richard Guidebeck and Regan Miner voted in favor. The motion passed unanimously.

- COA 486 – 370 Washington Street (John and Denise Fournier) – *Restoration, Windows*

Richard Guidebeck made a motion to accept the application as submitted and presented. Jacob Stahl seconded. Timothy Dowhan noted the work was an improvement and a remedy to a safety hazard. Nancy O'Neil, Gregory Farlow, Jacob Stahl, Timothy Dowhan, Richard Guidebeck and Regan Miner voted in favor. The motion passed unanimously.

B. Minutes of the Wednesday February 16, 2022 Meeting Minutes

- Nancy O'Neil made a motion to approve the meeting minutes as written. Gregory Farlow seconded. Nancy O'Neil, Gregory Farlow, Jacob Stahl, Timothy Dowhan, Richard Guidebeck and Regan Miner voted in favor. The motion passed unanimously.

C. Chairman Report

- Regan Miner introduced new member Jacob Stahl.

D. Old Business

- None.

E. New Business

- Vote On New Officers
Regan Miner discussed the new database being worked on for the city that would give all building departments and committees the option of access and processing documents, such as COAs, digitally through the city portal.

Regan Miner discussed transferring chairperson duties to Timothy Dowhan. Nancy O'Neil

made a motion to accept the nomination of Timothy Dowhan as the Historic District Commission chairman. Gregory Farlow seconded. Nancy O'Neil, Gregory Farlow, Jacob Stahl, Timothy Dowhan, Richard Guidebeck and Regan Miner voted in favor. The motion passed unanimously.

Discussion ensued regarding the vice chair and secretary position. A decision was made to vote on the positions at the next regular meeting.

F. Next Meeting Date

- Scheduled for Wednesday April 20, 2022 at 5:30 PM.

G. Adjournment

- Nancy O'Neil made a motion to adjourn the Regular Meeting at 6:11 PM. Nancy O'Neil, Gregory Farlow, Jacob Stahl, Timothy Dowhan, Richard Guidebeck and Regan Miner voted in favor. The motion passed unanimously.

Respectfully submitted,

Katherine Rose
Recording Secretary