

Milford Historic District No. 2 – South of the Green
Minutes of Regular Meeting - Conference Room B, Parsons Government Center (unapproved)
April 8, 2009

Chair Smith called the meeting of the Milford Historic District No. 2, South of the Green to order at 7:04 p.m.

Members Present

Gary Becker
Timothy J. Casey
Kevin DeMarco
Marjorie Jones
Walter Ortoleva
Carol Molloy Smith

Excused

Arthur Paulson
Arthur Stowe

Chair Smith called the public hearing to order at 7:04 p.m.

Gregory & Deborah Carman, 25 Lafayette Street – Mr. Carman distributed pictures of the existing house with two kitchen windows facing the side of the home and two additional pictures of what the same area would look like with the removal of those two windows as part of the kitchen renovation plans. He explained the siding used to cover the existing window location would match the present siding and he added there very well could be a small fan vent that would be installed where the windows currently are.

Chair Smith noted that the homeowners had met all requirements for the application for certificate of appropriateness.

Mr. Ortoleva pointed out that the application should read *removal of two small windows on the northwest corner of the house*.

Mrs. Gregory referred to the notification process required and questioned why appropriate notification had to be sent to individuals who did not reside in the District.

It was explained that the language of the guidelines require notification be sent to property owners and if it was the case that the property owner did not actually reside in the District but wanted to make comment, such comments would certainly be welcome but would not have as much bearing as comments of actual residents.

Mrs. Jones asked if any other windows would be included based on the removal of the two windows as proposed.

Mr. Gregory explained there will be additional windows put in but they will be in the rear of the house and that change would be visible from the street (Noble Avenue) which backs up to Lafayette and he felt only when there were no leaves on the trees.

Mr. Gregory referred to the cost of the application fee and the cost of the mailing to property owner. It was suggested that the Commission consider a sliding scale of fees based on the cost of the project.

Chair Smith stated that suggestion would be taken into consideration and any advice or suggestions as to how that could be developed would be welcome by her. She added the

cost of the publishing of the legal notice for a public hearing is what impacts the operating budget.

Mr. Casey suggested discussing this further and perhaps researching the fees that other municipalities impose.

It was the consensus of the members present that since there were no further questions or comments the public hearing be closed (7:15 p.m.) Chair Smith invited the Mr. & Mrs. Carman to stay for the remainder of the meeting if they so desired and reminded them that once the hearing was closed there would be no further dialogue between the Commissioners and the public.

Chair Smith called the meeting to order at 7:16 p.m. and stated that in the absence of two Commissioners, Mrs. Jones would serve as a voting member for this meeting only.

Approval of Minutes

Mr. Ortoleva and Mr. Casey made and seconded a motion to approve the minutes of the January 14, 2009 meeting as presented.

Motion carried to accept the minutes as presented with one abstention (Mr. Casey abstained in light of the fact that he was not present at the 1/14/09 meeting.)

New Business

[Chair Smith noted she had reordered the agenda to bring New Business to this point)

A. Carman Application for Certificate of Appropriateness

Mr. Casey and Mr. DeMarco made and seconded a motion to accept the Application for Certificate of Appropriateness filed by Gregory and Deborah Carman, 25 Lafayette Street as submitted.

Mr. Becker referred to the comment made during the earlier public hearing regarding the fact that windows on the back of the house will be installed and those windows will be seen from the Noble Avenue area. He stated he personally did not want the Carman's to be required to pay another application fee for that portion of the project.

Chair Smith stated two members of the Commission will conduct a walk-by and in particular look at the area from Noble Avenue.

Mr. Becker asked if there was any way to amend this current application to add the inclusion of the windows in the rear of the house.

Mr. Casey questioned whether the fact the windows would be visible from a street that is not within the boundaries of the District vs. the language of the guidelines.

Chair Smith stated she would appreciate the opportunity to have the city attorney look into the language regarding "viewing from any path or way" before making a decision. She reminded the Commissioners that this application must be filed in the City Clerk's office for two weeks which would provide the time to review the language guidelines.

Mr. DeMarco stated the Gregory's brought the information regarding the inclusion of two windows at the rear of the house to this Commission voluntarily during the public hearing. He expressed his concern regarding any further applications for this project.

The motion carried unanimously to approve the application of Certificate of Appropriateness (25 Lafayette Street) as submitted. Motion carried unanimously.

B. Any additional items or issues

Chair Smith stated based on the discussion at this evening's public hearing, the Commission would look into the possibility of developing a sliding scale for the application fee for a Certificate of Appropriateness. As well, the question regarding the language of the ordinance, specifically the issue of viewing from any path or way would be referred to the City Attorney as well as notification to property owners outside of the District boundaries.

Chair's Report (including correspondence)

No report

Clerk/Treasurer's Report

Mr. Ortoleva reported he attended the Board of Finance hearing regarding the Commission's proposed budget request and he felt optimistic that his presence justified the request.

After a brief discussion regarding the budget, Chair Smith asked Mr. Ortoleva and Mr. Casey to look into the language of the grant funding the Commission.

Mr. Ortoleva suggested sending a letter to the Board of Aldermen Chair justifying the Commission's budget request. It was noted such letter should be sent as soon as possible since the aldermen were into budget review.

Regarding the Treasurer's report, Mr. Ortoleva reported the current balance is \$402 plus the \$75 application fee for the Certificate of Appropriateness (Carman).

Discussion ensued regarding the cost of the legal notice postings.

Unfinished Business

A. District Signage Update – Mr. Ortoleva reported that since the ground is no longer frozen, the signs should be put in place. He has attempted to reach someone at the Traffic Division of the Milford Police Dept. as a courtesy and to discuss the proposed sign locations but he has not actually spoken to an individual yet. He stated he would call again before any signs were put in place.

Discussion ensued regarding the actual locations of the four signs and the following locations were suggested:

1. Grassy area adjacent to the pumping station on Lafayette Street (south entrance to the District)

2. 15 Lafayette Street (north entrance to Lafayette and to the District)
3. AT & T property on High Street (north entrance to High and to the District)
4. 18 Helwig Street (south entrance to the District and just prior to the turn onto High Street)

Mr. Ortoleva and Mr. Demarco made and seconded a motion to approve a \$208 expenditure for hardware/brackets for the District Signage installation. The motion was amended to include *pending definite approval from the Police Dept regarding sign location.*

Motion carried unanimously.

Mr. Ortoleva also raised the suggestion of “call before you dig” ruling imposed by local utility companies and it was agreed that also should be done.

Chair Smith thanked Mr. Ortoleva for his dedication, work and efforts regarding the signs.

There being no further business to discuss, Mr. Ortoleva and Mr. Casey made and seconded a motion to adjourn at 8:07 p.m. Motion carried unanimously.

Respectfully submitted,

Diane Candido
Recording Secretary