

**SOUTH OF THE GREEN HISTORIC DISTRICT
MINUTES OF MEETING HELD WEDNESDAY, MAY 14, 2008
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

1. ROLL CALL

Members Present: Timothy J. Casey, Sr.; Arthur Paulson; Carol Molloy Smith
Alternates Present: Walter Ortoleva
Also Present: Linda Stock, Secretary
Members Excused: Kevin DeMarco

Chrmn. Smith called the meeting to order at 7:00 P.M.

2. APPROVAL OF MINUTES OF APRIL MEETING

A. Paulson moved to accept the minutes from the April 9, 2008 meeting. The motion was seconded by W. Ortoleva and carried unanimously.

3. CHAIRMAN'S REPORT (INCLUDING CORRESPONDENCE)

Chrmn. Smith stated a letter was sent to Linda Stock, Zoning Enforcement Officer, regarding 27 Green Street. The work to be performed there fell under the rules of procedure regarding ordinary maintenance.

A letter was sent to Alan Jepson regarding applications for Certificates of Appropriateness.

Pat Thompson, 110 Lafayette Street, sent information regarding his plans for an expanded deck to the rear of his dwelling. Due to the fact that a portion of his deck could be seen from the street, he was asked to revise his plans and move the stairs, whereby they could not be seen from the street. Mr. Thompson revised his plans, thereby negating the necessity for a Certificate of Appropriateness.

4. CLERK/TREASURER'S REPORT

Chrmn. Smith noted the following:

CURRENT BALANCE	\$1,250.24
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Purchased Official Stamp for Applications at a cost of \$26.49
Deposit from 3 Applications \$150.00

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5. APPLICANTS FOR CERTIFICATES OF APPROPRIATENESS

A. John and Mary Coffey, 31 Green Street

Chrmn. Smith complimented the Coffeys on their submission.

Mr. Coffey presented the certificates of mailing, the print out of property owners and their addresses and a copy of the notice that they mailed out to the neighbors. He explained that they began their work with a kitchen renovation. He displayed photographs and plans, explaining how the dwelling is configured and the history of the house. They would like to remove the chimney as it is dangerous and no longer necessary. They plan to install new windows so they are all the same, each one being a 9 glass window. Additionally, they would like to add support to their rear porch and increase its size.

T. J. Casey moved to accept the proposal for 31 Green Street and approve a Certificate of Appropriateness. The motion was seconded by A. Paulson and unanimously carried.

Chrmn. Smith advised the Coffeys that the Certificate would be ready the next day.

B. Thomas Wade, 29 Central Avenue

Mr. Wade presented his mailings, listing and letter. He would like to install a 6' high white cedar fence on the sides and back of his property with side gates to his dwelling.

Discussion ensued as to whether or not the fencing would blend into the dwelling. The response was affirmative.

It was moved by A. Paulson and seconded by T. J. Casey to approve this application for a Certificate of Appropriateness.

DISCUSSION

June Fernandez, 40 Lafayette Street, neighbor to Mr. Wade spoke in opposition to the fence. She feels it would compromise her living space and that of her children. She stated the fence will "box in" her yard and it would create an entirely different ambiance in the neighborhood. She does not understand why the fence has to be 6' high. Currently, she can see the entire neighborhood. W. Ortoleva noted that the Commission was only voting on the design of the fence. They have no authority as to size. T. J. Casey added that the size is under the purview of the Planning and Zoning office. Addressing Linda Stock, A. Paulson asked where the fence could be placed to which she responded, they are allowed

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to erect the fence on the property line. In response to W. Ortoleva, L. Stock stated it was up to the owner which side of the fence should face the neighbors.

Mr. Wade asked Ms. Fernandez what she would suggest, as he and his family would like some privacy. She stated she feels a 6' fence is too high and it would change the feel of her backyard. She noted they knew when they moved to the area that it wasn't a private neighborhood.

A. Paulson interjected that the procedure of the Commission was to act on whether the fence was historically appropriate. He wondered that if the Commission approved a 6' high fence, would Mr. Wade have to come back before the Commission if he were to drop the fence to a lower height, i.e., 5' or 4'. Chrmn. Smith responded in the negative.

W. Ortoleva stated that Mr. Wade had a right to put up a fence 6' in height. However, T. J. Casey believed that the nicest thing about the neighborhood is that it is wide open and everyone can see everything. A. Paulson reiterated that the Commission can only take into consideration the historic aspect of the fence. He asked if they could approve any and all changes for a shorter fence in the motion.

T. J. Casey noted that the Commission has previously approved privacy fences, although it is an historic neighborhood that never had privacy fences before.

There was brief discussion as to what they (the Commission) have discretion on.

Ms. Fernandez believes the fence would change the feel of the neighborhood. T. J. Casey explained that the Commission's hands are tied as to what they can and cannot make judgment on; the applicant could paint the fence purple if they wished.

A. Paulson asked if there could perhaps be 2 motions; one for the 6' high fence and one for a shorter structure. However, first they should vote on the approval of a Certificate of Appropriateness for a 6' high fence.

There being no further discussion on the 6' high fence, the motion to approve the application carried unanimously.

A. Paulson proposed to take pre-application action and also advise Thomas Wade that if he were to build a shorter fence of the same nature that was submitted, he will not have to come before the Commission. The motion was seconded by W. Ortoleva.

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DISCUSSION

T. J. Casey noted this would include a 4' high fence.

Ms. Fernandez asked what her rights were to which A. Paulson explained she had no rights before the Commission as fences were allowed. W. Ortoleva added that the fence can be erected regardless of the neighbor's opinions. A. Paulson was simply suggesting that if the applicant chose to change his mind on the fence height, he could do so without having to come before the Commission a second time. T. J. Casey did not feel the second motion was necessary. He did suggest that Mr. Wade speak to his neighbor so they could perhaps come to a compromise.

A. Paulson withdrew his motion and W. Ortoleva, his second.

It was noted that fence height is a matter of personal preference; however, the Commission can only speak of an historic aspect. T. J. Casey stated that if Ms. Fernandez wished any changes to the historic districts, she would have to approach the State historic legislature and ask them to change the rules.

W. Ortoleva noted that the fence will be cedar rather than white vinyl.

Chrmn. Smith informed Mr. Wade that his Certificate of Appropriateness will be ready the following day and she will send it to him in the mail.

At 7:40 p.m., A. Paulson moved to recess in order that Chrmn. Smith prepare an information packet for Mrs. Munson of 15 Pond Street. The meeting reconvened at 7:45 p.m.

C. Kevin and Joan DeMarco, 21 Lafayette Street

Chrmn. Smith noted that the DeMarcos were not present, but their application had been completed and all paperwork received.

A. Paulson questioned if the DeMarcos had to apply to the Commission to replace their windows in kind. He moved to accept their report, which was seconded by T. J. Casey and carried unanimously.

A. Paulson moved to issue a Certificate of Appropriateness for the new windows. The motion carried unanimously after a second by T. J. Casey.

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Chrmn. Smith displayed the Certificate of Appropriateness that she gives to the applicants and welcomed any suggestions.

Chrmn. Smith informed the Commission that she received an e-mail from City Clerk, Alan Jepson stating she should not use "South of the Green Historic District" but should use "Historic District #2," because when the Commission was approved, it was not approved as the "South of the Green Historic District." It went to Hartford as "Historic District #2."

T. J. Casey moved to re-order the agenda to change item 7A (Art Paulson, Budget Hearing Report) to item **6A**; item 6A (Historic District Signage) to **6B**; item 6B (Finalize Method of Communication with Homeowners of the SGHD) to **6C**; and item 6C (T.J. Casey – Adoption of Proposed Rules and Procedures for the SGHD) to **6D**. The motion carried unanimously after a second by W. Ortoleva.

6. UNFINISHED BUSINESS

A. Art Paulson, Budget Hearing Report

Unfortunately, A. Paulson did not have a copy of the actual proposal for members, but he will e-mail each one a copy. He submitted a hard copy for the record. He stated he presented a "trim" proposal for \$2,677, which is detailed as follows:

\$1,700 – signage
77 – Correspondence
900 – Secretarial Services

He summarized how the monies were utilized in the first year and the Aldermen seemed pleased with the proposal. He noted that all other grant budgets were asked to submit line item budgets. Chrmn. Smith interjected that thanks to A. Paulson, theirs was already prepared. A. Paulson continued stating they will end up with \$715, which is what is allowed in other budgets.

Discussion ensued as to whether or not they get to keep the monies that are left. L. Stock provided that city departments try to use all their allotment because if they don't, they do not get to keep it for the following year.

B. Historic District Signage

Chrmn. Smith felt they should get the signage as soon as possible. She suggested that they get three quotes, and asked for a volunteer to research this for the next meeting. She

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thought that perhaps they could use the same design that is on their shirts. T. J. Casey stated there are several "sign people" within the City. Chrmn. Smith felt this item should be on the agenda for approval at next month's meeting. She stated they first have to decide on a vendor and then what to put on the signs. T. J. Casey suggested they be placed on Lafayette Street by Smith's coming in to town and on High Street. Chrmn. Smith said that issue would be decided once the vendor is chosen. T. J. Casey suggested that everyone get a quote and bring it in to the next meeting. W. Ortoleva stated his wife is a graphic designer who could come up with an additional design.

There was a brief discussion on where the original screen print is of the tee shirt design and Chrmn. Smith believed that either Lynne Paulson or Kathy Kobishyn knew where it was, and she will check with them.

C. Finalize Method of Communication with the Home Owners of the SGHD

Chrmn. Smith stated that correspondence fees are used for postage to get letters out to homeowners; new residents are moving in.

T. J. Casey thought they should be able to provide copies of any information they have or perhaps put it all on the website. A. Paulson said that because the neighborhood turns over and people tend to forget, perhaps they should issue a letter to all residents of the district once a year. Chrmn. Smith asked for suggestions to be included in the letter. After some discussion, it was decided that a one page welcome letter be sent to new neighbors. Chrmn. Smith will draft a letter for review at the next meeting so that it can be mailed by next June. W. Ortoleva recalled that this was discussed and noted in the March 12 minutes. Chrmn. Smith suggested that that letter be edited and returned to her for finalization.

D. T.J. Casey – Adoption of Proposed Rules and Procedures for the SGHD

T. J. Casey feels that the rules and procedures are just about ready for acceptance. However, he believes that they should wait for all the members to be present and voting before presenting them to the Commission. There are some discrepancies, for instances, they are using 21 days prior to the next meeting for submissions but the rules of procedure for the Historic District that they are currently utilizing state 14 days. Chrmn. Smith stated they need 21 days because of legal notices, etc. W. Ortoleva recalled that they started to prepare their own, but decided to adopt those of the first district. Chrmn. Smith suggested they table this item until the next meeting when all members were present.

Referring to the 14 days in the "old rules," A. Paulson questioned if this number of days

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would put stress on because of the advertising to which Chrmn. Smith responded in the affirmative, the stress being placed on the residents. She felt 21 days was much more comfortable.

7. NEW BUSINESS

A. Any Additional Items or Issues

Chrmn. Smith noted she was advised by the Secretary, Linda Stock, that there was an opportunity to post the minutes on the internet, however, they would be posted before they were approved by the Commission; however it is possible that they could be stamped: "UNAPPROVED." The Chairman was not in favor of putting unapproved minutes on the internet. Some discussion ensued, after which A. Paulson moved to post the minutes on the website after they have been approved by the Commission. The motion was seconded by T. J. Casey and unanimously carried.

Chrmn. Smith and A. Paulson gave a report regarding 20 Pond Street. They, along with several other residents of the district attended the Zoning Board of Appeals meeting where 20 Pond Street was appealing an order by the Zoning Enforcement Officer to Cease and Desist all work. A. Paulson interjected that their permit had expired and the Cease and Desist was issued because they were not in possession of a valid permit. Mr. Reimann appealed the Cease and Desist to the Zoning Board of Appeals. The item was scheduled to be heard on Tuesday, May 13. When they got to the meeting, they were informed that the appeal had been withdrawn. There were 15 or 16 people ready to speak, as well as petitions against the appeal. Their position was going to be that Mr. Reimann needs to go through the historic district process before he can get another permit. They must now come before the commission who can only comment as to the rules of the district.

There being no further business to discuss, it was moved by T. J. Casey, seconded by A Paulson, and carried unanimously to adjourn the meeting at 8:18 P.M.

Respectfully submitted,

Linda Stock, Secretary

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