

**SOUTH OF THE GREEN HISTORIC DISTRICT
MINUTES OF SPECIAL MEETING HELD MONDAY, JUNE 16, 2008
CONFERENCE ROOM A, PARSONS COMPLEX**

The Historic District II, a/k/a known as the South of the Green Historic District held a Special Meeting on Monday, June 16 2008 in Conference Room A of the Parsons Complex. Vice Chairperson K. DeMarco stated he would entertain a motion to come out of recess.

Mr. Ortoleva and Mr. Stowe made and seconded a motion to come out of recess at 7:01 p.m. Motion carried unanimously.

1. ROLL CALL

Members Present: Kevin DeMarco, Arthur Paulson, T.J. Casey, Walter Ortoleva (Alt) and Arthur Stowe (Alt).

Excused: C. Smith

2. APPROVAL OF THE MINUTES OF THE MAY 14, 2008 MEETING

Mr. Casey and Mr. Paulson made and seconded a motion to approve the minutes of the May 14, 2008.

The following corrections were noted:

Mr. Casey referred to page 4 under sub-section "A", after A. Paulson withdrew motion and Stowe withdrew second, he should "approach state legislature and amend historic district statute". The word "**historic**" should be removed.

Also, on page 4, second paragraph from the bottom replace "in kind" with the words "**with like kind**".

Motion carried unanimously with the corrections noted above.

3. President's Report

Vice Chairperson DeMarco reported Chairman Smith was unavailable to attend tonight's meeting, but could be reached by telephone, if necessary. He reported no other correspondence was received.

4. Clerk/Treasurer's Report

Vice Chairman DeMarco reported the balance in the checking account of this date is \$1,013.74.

Mr. Casey asked what the new budget would be for fiscal year 2008-2009.

Vice Chairman DeMarco replied he did not know at this time but would find out.

Mr. Paulson reported he attended that budget deliberation session and explained the amount he presented that night.

5. Unfinished Business

- A. Historic District Signage – Vice Chairman DeMarco gave a brief overview as to where they are at this time. He deferred to Mr. Ortoleva for his presentation of the information he has compiled for signage.

Mr. Ortoleva explained his handout (Addendum “A”) regarding estimates for three signs to be placed around the South of the Green Historical District. A discussion ensued as to the various options available, monetary costs, printing styles, graphics.

Vice Chairman DeMarco noted the Commission would have to go to the various City agencies for the proper permitting.

Mr. Paulson and Mr. Stowe made and seconded a motion to approve Option #2 with a budget of \$600.00 for signage.

Mr. Stowe asked if the \$180 was for a two-sided sign.

Mr. Ortoleva replied yes.

Mr. Casey asked if Mr. Ortoleva could get a final price for all three signs.

Mr. Stowe commented he liked the idea of the graphics with the lettering on the sign and suggested they may need to increase the amount.

Mr. Paulson and Mr. Stowe moved to amend the motion to approve Option #2 with an amount not to exceed \$750.00 for three signs. Motion carried unanimously.

On the main motion, motion carried unanimously.

- B. Adoption of Historic District #2 Rules of Procedure

Vice Chairman DeMarco commented the Commission was not adopting any rules this evening, however, continuing its work over the last several months on working on new set of rules.

Mr. Casey asked the gentlemen present if he was taping this meeting and who he was.

The gentlemen replied, yes he was taping the meeting and that his name is Andrew Reiman and that he was told to do so.

Mr. Paulson and Mr. Stowe made and seconded a motion to amend the amenda to consider item 5C of the Rules of Procedure.

Mr. Stowe commented this would not be an issue for fiscal year 07-08 or if it would fiscal year 08-09.

Mr. Paulson stated he would be willing to withdraw his motion if the person who made the second would withdraw theirs.

Mr. Stowe withdrew his second and Mr. Paulson withdrew the motion. The Commission returned to their work on the rules moving onto section 5B, Section II, B – Jurisdiction.

Vice Chairman DeMarco suggested changing the word “existing” to “original” stating both Commissions are now existing.

Mr. Stowe suggested they word “an” be inserted.

Mr. Casey commented section B. Jurisdiction; number 2 is consistent with general codes and statutes.

Vice Chairman DeMarco stated this final draft would be forwarded to the City Attorney’s Office for review.

Mr. Casey stated Section III – Amendments is consistent with City Ordinances and State Statute.

Mr. Paulson added they would need a public hearing to review this after the City Attorney has had the opportunity to review this along with this Commission after the changes have been made and then the public hearing would be held.

C. Mailing of Rules and Introductory Letter to all residents of the District

1) Draft and acceptance of Introductory letter

Mr. Ortoleva asked if someone had come up with a final letter.

Mr. Casey and Mr. Stowe made and seconded a motion to table this matter to coincide with item 6B at the next meeting. Motion carried unanimously.

6. New Business

None.

Mr. Casey and Mr. Stowe made and seconded a motion to adjourn at 7:55 p.m. Motion carried unanimously.

Respectfully submitted,

Kathleen K. Huber
Acting for Linda Stock, Secretary