

**SOUTH OF THE GREEN HISTORIC DISTRICT
MINUTES OF MEETING HELD WEDNESDAY, JULY 9, 2008
CONFERENCE ROOM B, PARSONS COMPLEX**

The Historic District II, a/k/a known as the South of the Green Historic District held its Regular meeting on Wednesday, July 9, 2008 in Conference Room B of the Parsons Complex. Chairperson Smith called the meeting to order at 7:07 p.m.

1. ROLL CALL

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

Excused: Arthur Paulson

2. APPROVAL OF THE MINUTES OF THE JUNE 11, 2008 and JUNE 16, 2008, 2008 MEETINGS

Mr. Casey and Mr. Stowe made and seconded a motion to approve the minutes of the June 11, 2008 and June 16, 2008 meetings subject to future amendments. Motion carried unanimously.

3. President's Report

Chairperson Smith reported she received a copy of a letter from Attorney T. Herbst to the City Attorney and also a letter from the Assistant City Attorney to Attorney Herbst.

4. Clerk/Treasurer's Report

Chairperson Smith reported the current balance of \$15.74 as of June 30, 2008. She reported the new fiscal year began on July 1, 2008 with an amount approved by the Board of Aldermen of \$715.00. Chairperson Smith also reported at the last meeting the Committee approved expenditures as follows:

Photographs from the public hearing held 6/11/08	\$ 38.74
Secretarial fees (6/11/08 & 6/16/08)	\$140.00
Mr. Sign	\$730.00
Sign, post hardware, etc.	\$ 89.26

5. Unfinished Business

- A. Application for Certificate of Appropriateness – 20 Pond Street – Chairperson Smith reported there is a motion on the floor to approve the Application for Certificate of Appropriateness for Kristin Huffman and Andrew Reiman with conditions as set forth by this Commission. She stated she would open discussion on that motion. She began the discussion by reading into the record a memo from Robert H. Brinton, Jr., P.E., City Engineer dated July 2, 2008 to Carol Smith, Chairperson, South of the Green Historic District Commission. She also stated she had communications with Mr.

Reiman and Ms. Huffman's lawyer as to the memo. She stated this is the advise this Commission asked for at its meeting of June 11, 2008.

Mr. DeMarco and Mr. Casey moved to amend the motion on the table with the condition that the deck be scaled back by one half as referenced in the City Engineer's memo because the size and general design of the deck is out of harmony and the general character of the district and is visible from the street.

Mr. Stowe stated he thought the Commission was also going to get suggestions from Mr. Reiman and Ms. Huffman.

Chairperson Smith responded they were to communicate through the City Engineer.

By roll call vote, the motion carried unanimously (Casey, DeMarco, Smth, Stowe, Ortoleva).

- B. District Signage – Mr. Ortoleva displayed some of the same signs. Discussion ensued as to which design the Commission would accept.
- C. Letter to Historic District homeowners/residents – Mr. DeMarco reported he has not worked on any formal letter at this time.
- D. Historic District #2, Rules of Procedure – Progress report and update – Vice Chairman DeMarco gave an update as to the status of the Rules of Procedure. He stated the Commission at its May meeting made some adjustment and that the Commission would need to review the draft and vote on the final draft.

Mr. Casey commented he did not receive the final draft and that it would be most appropriate to have those in hand in order to vote and suggested the Commission take this up at the next meeting.

Chairperson Smith stated the Commission would review the draft and vote on it at the next meeting before putting it out for the public hearing.

6. New Business

None.

Mr. Casey and Mr. Ortoleva made and seconded a motion to adjourn at 7:31 p.m. Motion carried unanimously.

Respectfully submitted,

Kathleen K. Huber
Acting for Linda Stock, Secretary