South of the Green Milford Historic District No. 2,

Minutes of Regular Meeting and Public Hearing – Via Zoom – April 12, 2023

Present: Chris Bishop, Doug Jones, Maria Henley, Liz Kennard, Andy Kozlowski, Marc Muller, Arthur Stowe

**Consideration of Minutes** – Motion was made by Mr. Bishop and seconded by Ms. Henley to approve the minutes of the March 8, 2023 for purposes of discussion. Motion carried unanimously.

Motion was made by Mr. Jones and seconded by Mr. Muller to approve the minutes of March 8, 2023 as presented. Motion carried unanimously.

**Chair’s Report including Correspondence**

Ms. Kennard reported she and Mr. Muller visited property of Maria Henley regarding fence proposal and have determined no COA is needed. She stated Ms. Henley has been advised same by Mr. Griffith of the Permitting and Land Use Dept.

Ms. Kennard stated she has had conversation with Robin O’Grady regarding her concerns about the property adjacent to 75 Lafayette Streetnoting this property, a former taxi service building, had been cited as a health hazard in recent years and allegedly slated for demolition due to neglect.

Ms. Kennard explained Ms. O’Grady was inquiring if this Commission could be of any help in moving this matter further.

Mr. Stowe suggested the Building Dept. correspond with the owner encouraging action on this parcel. He added this Commission can send a letter of concern to Mr. Griffith (Permitting & Land Use Dept.), expressing our concern about the property which appears abandoned and neighbors have expressed their concern.

Ms. Kennard stated she would draft a letter and present it to members at the next regular meeting.

It was explained while the home structure is an attractive dwelling, neighbors are concerned about a possible demolition which would leave an empty lot.

Mr. Muller felt as a Commission there is no violation with regard to the property right now. He raised a similar scenario on property on Prospect Street.

Mr. Stowe noted both the red house (former taxi service) and the white home next door appear to be abandoned and he saw no reason why a letter cannot be sent from this body raising our concerns. He personally did not feel it was necessary to wait another month to review the letter but it can be sent now. Mr. Bishop agreed

Ms. Kennard noted the neighbors are concerned that nothing is being done about the vacant home.

Ms. Henley added if it is going to be demolished that is something we as a commission should be concerned about.

**Clerk/Treasurer’s Report** – Treasurer’s Report not available as Mr. Ortoleva was not present.

**Unfinished Business**

1. Procedure Memo – reviewed by members
2. Neighbor letter – Ms. Kennard was hopeful everyone had the opportunity to review the revised letter submitted by Mr. Muller and she asked if members agreed that it would be sent via certified mail to new neighbors and regular mail to existing neighbors. Ms. Kennard suggested underlining the statement at the end of the 2nd paragraph *City Building Department.* Mr. Bishop offered to do the mail merge of the letter and Ms. Kennard was appreciative of that. She also suggested that the members work on stuffing the envelopes for mailing.

Mr. Stowe referred to the suggestion of Ms. Kennard regarding underlining a specific statement and he noted if something is underlined it serves as an emphasis of a specific point.

1. Updated property list – It was agreed the updated property list provided by Mr. Bishop will be used.

Mr. Bishop suggested sending certified mail to everyone that has a new name and it was agreed to follow thru with that recommendation.

Motion was made by Mr. Muller and seconded by Ms. Henley to allocate funds in an amount to not exceed $400 for the mailing of the neighbor letter, including certified letters to new names, change of ownership or property from the previous letter sent. Motion carried unanimously.

1. Attorney Berchem’s advice as to AirBnBs, ground mounted satellite dishes and signage. Remain on the table.
2. Solar panels – Remain on the table.
3. Replacement and expansions of driveways and parking areas. Remain on the table.

New Business – none

Being no further business to discuss, motion was made by Mr. Bishop and seconded by Mr. Stowe to adjourn at 6:54 p.m. Motion carried unanimously.

Recorded by Diane Candido