South of the Green Milford Historic District No. 2,

Minutes of Regular Meeting and Public Hearing – Via Zoom – May 12, 2021

Present: Andrew Belden, Liz Kennard, Andy Kozlowski, Marc Muller, Walter Ortoleva, Carol Smith, Arthur Stowe

Vice Chair Kennard called the meeting to order at 6:35 p.m. and declared a quorum present. The regular meeting stood in recess at 6:36 p.m. and the public hearing was called to order at that time.

**Maria Henley – 31 Reed Street – proposed changes to front porch**

Ms. Henley explained the plan to take the currently enclosed porch and restore it to an open porch with squared columns and rails as per building code. Ms. Henley stated in 2018 she received approval from this board for new siding for the back of the house and that will be the same siding she is using on the open porch. (Hardy-back). The existing stairs are cement and the plan is to put wood stairs over them. She added the existing porch has settled and will be appropriately leveled and graded. Further Ms. Henley referred to the drawing and explained the porch currently has closed windows which will be taken off and square columns with a little taper on the top will be constructed. The 5 columns will be 8 ft. apart with white rails and spindles in between.

Mr. Stowe asked what material will be used for the posts and railings and he was told it is a no maintenance AZEK. It was also noted that the floor of the porch is satisfactory and it will be repainted.

Mr. Ortoleva asked if the pitch roof over the door will stay and he was told yes. Further Mr. Ortoleva asked what the windows will look like and he was told they are not being changed.

Ms. Henley noted there is paneling over the old clapboard and when that is removed it was noted there was no insulation so that will have to be corrected. With regard to the door, the door is the original door to the house and she wants to keep that and put a full glass storm door on the exterior. Ms. Henley also stated she hopes to put up a porch swing as she has seen on other porches. With regard to the walkway, there will be nothing done to it at this time and the roof shingles are about 13-14 years old and they will not be replaced.

Vice Chair Kennard noted other people have opened their front porches and in doing so found the original structure and she was wondering if the contractor will gingerly see what might be uncovered as the work progresses and if it was an open porch at one time, it would be great to restore it to that.

Ms. Henley said she would like that if she could find a picture of what it previously looked like. She added there are electrical outlets out there which made her think those would not have been put in if there was anything original underneath it. She added she is confident her contractor will work to save anything that can be saved.

Mr. Ortoleva felt the style shown looks good.

Mr. Stowe noted the drawing shows a door and again asked if that will be staying since it is the original door. Ms. Henley said it would be staying and it will be necessary to correct the draft under that door.

Vice Chair Kennard questioned the spindles that will be in between the columns and Ms. Henley explained the design of the spindles will go with the design of the column and will be a straight rectangle.

Discussion ensued regarding the design of the spindles and Ms. Henley explained she considered not having them but considering the height of the porch she felt they will be necessary according to code. The spindles will be made out of the same material as the columns.

Ms. Smith noted if there are any other changes than what is approved at this time, the owner will have to come back before the commission.

Ms. Henley understood that.

Being no further comments or questions the public hearing portion of the meeting closed at 6:56 p.m. and the Commission meeting immediately reconvened.

**Review COA presentations**

**Maria Henley – 31 Reed Street – proposed changes to front porch**

Mr. Stowe felt the proposed project is nice and he added the request should be amended to include a storm door assuming Ms. Henley wants us to include that at this time.

Ms. Henley agreed.

Mr. Ortoleva expressed concern about the design of the columns and wished there were more details about the columns as that is an important part of the plan. He was concerned that we would approve it and leave ourselves open for disappointment.

Mr. Muller agreed that we should amend the request now to include the storm door so the owner does not have to come back later.

Vice Chair Kennard shared a letter from a neighbor (O’Grady’s on 32 Reed Street) who supported the additions and felt it will restore the beauty to a more accurate appearance.

Vice Chair Kennard stated she too would have liked to have seen an original look of the house and a more architectural drawing. Concerns from other members were expressed about the drawings presented.

Mr. Belden asked if we should go ahead with the request or wait for better drawings.

Mr. Stowe suggesting having Ms. Henley submit a better drawing of the columns.

Vice Chair Kennard stated the project could be approved with the contingency that we receive a drawing of what the columns will actually look like.

Ms. Henley stated she could get the catalog from the contractor (TFI Construction) and scan the pictures of the columns and forward to the members. She added she does not have a timeline for the project at this time.

It was the consensus that receiving the pictures would be fine and the COA could be granted with the restriction she provide the detailed picture(s) of the columns and railings.

Motion was made by Mr. Kozlowski and seconded by Mr. Ortoleva to grant the COA to Maria Henley, 31 Reed Street for the proposed changes to the front porch with the restriction she provide a more detailed illustration/picture showing the columns and railings to be built on the structure; as well with the siding to be used on the open porch to match siding on the back of the house and the existing concrete front steps will be covered with wood. The amendment to the request was to include a full glass storm door. Motion carried unanimously.

**Consideration of Minutes** – Motion was made by Mr. Stowe and seconded by Mr. Belden to approve the minutes of the April 14, 2021 meeting as presented. Motion carried unanimously.

**Chair’s Report** – no report and no correspondence

**Treasurer’s Report** – Mr. Ortoleva reported the balance as of 5/12/2021 was $6,198.00 and he questioned what the cost of the certified mailing to district property owners was. It was noted that Chrmn. Bishop will provide the cost of that mailing which should be reimbursed to him.

Motion was made by Mr. Kozlowski and seconded by Mr. Stowe to approve the Treasurer’s report as presented. Motion carried unanimously.

**Clerk’s Report** – no report

**Unfinished Business**

1. Letters to District Property Owners – Vice Chrmn. Kennard stated there have been queries posed resulting from the letter mailed to district property owners. She stated she and Mr. Belden visited the Corbett’s on Center Street and determined they would not need a COA for fence rehab and they have communicated that to the owners. As well Mr. Stowe and Mr. Muller will visit 14 Central Avenue, owned by the Forman’s, regarding work to be done on a barn and determine if they need to come before this body for a COA.
2. Procedure memo – Mr. Belden reported Chrmn. Bishop will share that memo when he returns from his vacation and hopefully we will then be able to approve the procedures and have our website updated.
3. Review Study Report Booklet and consider allocating funds to print some copies – Mr. Ortoleva stated the graphic artist who originally did a lot of the work on this booklet may have those files and he was hopeful someone will try to contact him. He added it would be nice to get a new version that is more accurate.

This matter will remain on the table until the next meeting.

**New Business** - none

Being no further business to discuss, a motion was made by Mr. Ortoleva and seconded by Mr. Belden to adjourn the meeting at 7:14 p.m. Motion carried unanimously.

Recorded by Diane Candido