

**MILFORD HISTORIC PRESERVATION COMMISSION
SPECIAL MEETING
DECEMBER 19, 2017**

The Milford Historic Preservation Commission held a special meeting on Tuesday, December 19, 2017 in Conference Room C of the Parson's Government Center. Acting Chairman Michele Kramer called the meeting to order at 5:07 p.m.

Commission Members Present

Also Present

M. Kramer, Acting Chairman
C. Colter
W. Silver

None

Alternate Members Present

E. Johnson

Absent: Carol Malloy Smith and Joseph Tramuto

As two regular commission seats were vacant tonight, Acting Chair Kramer appointed Alternate Erik Johnson as full member for the meeting.

Election of Officers

Acting Chairman Kramer stated the first order of business for tonight's meeting was to elect officers.

M. Kramer and E. Johnson made and seconded a motion to elect William Silver as Chairman. Motion carried 3 yes (Kramer, Colter, Johnson) and 1 abstention (Silver).

E. Johnson and C. Colter made and seconded a motion to elect M. Kramer as Vice Chairman. Motion carried 3 yes (Silver, Colter, Johnson) and 1 abstention (Kramer).

Rules of Procedure

- Consideration of Connecticut Trust's Rules of Procedure for local historic district commissions. Copies were distributed
- Consideration of Milford's Inland-Wetlands Rules of Procedure that were offered as a format. Edited copies were distributed
- Commission members will make suggestions for the comingling of pertinent parts of these Rules and after a draft is developed, it will be forwarded and discussed with the City Attorney

Status of Properties Listed on the State or National Register of Historic Places

- Discussion of Properties included in the National River Park Historic District
- W. Silver to ask MIS to create a link on the MHPC webpage to include all properties listed on State or National Register for easy public referral and access.
- The HPC will provide DPLU with above links/list
- M. Kramer to offer HPC assistance to the DPLU with implementing above list to the GIS
- Discussion of properties under consideration for the State Register: Villa Rosa and Laurel Beach Casino

Status of the HPC on the City's Regulatory Checklist

- M. Kramer advised that DPLU is working on adding HPC to their checklist

Application for Certificate of Appropriateness

- The South of the Green District's form was reviewed and edits made, and W. Silver to draft the Certificate of Appropriateness for the City Attorney's review
- Discussion of Application Fee. W. Silver to ask City Attorney for the basis of the fee value, but \$50 was recommended.
- M. Kramer and E. Johnson made and seconded a motion to approve the Application form as amended. Motion carried unanimously.

HPC Regular Meeting Dates

- The Commission members have issues with the Ordinance mandated meeting dates, and agreed that the third Monday's each month were better.
- Due to holidays and conflicts, the regular January and February meetings will be cancelled and Special Meetings will be held on January 22 and February 21
- C. Colter and E. Johnson made and seconded a motion to approve the Regular Meeting and Special Meeting schedule. Motion carried unanimously.

New Business

- Discussion of development proposals before other City commissions at Number 58 and Number 67 Prospect Street

Consideration of Payment Requisitions

There were no requisitions to consider

There being no further business to discuss, M. Kramer and E. Johnson made and seconded a motion to adjourn. Motion carried unanimously.

The Commission adjourned at 6:10 p.m.

Respectfully submitted,

Michele Kramer and William Silver
Recording Secretary