

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

**PUBLIC HEARINGS**

Chrmn. Smith opened the public hearing portion of the meeting at 7:05 P.M.

**I. 34 Pond Street – Gary and Martha Becker – Window Replacement**

Mr. & Mrs. Becker displayed plans, presented their proof of mailings, a copy of their notice and application with a cover letter. They showed the windows of their dwelling they wished to replace, utilizing photographs. They believe that the new windows will restore the symmetry of the house. They asked that the Commission approve their request.

Chrmn. Smith asked if there was anyone present to speak in favor of the application.

Denise Morris Curt, 41 Green Street and Kathy Kobishyn, 26 Pond Street, were both in favor, both commenting that the new windows would “look great.”

There being no one to speak in opposition, Chrmn. Smith asked if there were any questions from the Commission members.

Vice Chrmn. DeMarco asked if the other windows in the dwelling were single pane to which Mr. Becker responded they will look exactly the same.

There being no other comments or questions, Chrmn. Smith closed the hearing.

**II. 68 Green Street – Thomas and Victoria Lawlor – alterations and additions to their home**

Mr. and Mrs. Lawlor presented their certificates of mailing and Mr. Lawlor thanked the members for making themselves accessible to him; he felt very comfortable with them. He stated that their house was built in 1890; they want to retain what they can and build upon it. It will appear by the plans that they are building a new home; however, they will look to retain quite a bit of the existing house. New windows will be installed. They feel they are maintaining the balance of the footprint and will be bringing the style and architecture to match the rest of the neighborhood. The siding will be hardy plank which looks like wood and will be painted like wood. The windows will be double hung vinyl clad; the exterior trim (which they displayed a sample) will be composite or wood. Commission members reviewed the paperwork presented.

Chrmn. Smith asked if there was anyone to speak in favor of the application.

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

Denise Morris Curt, 41 Green Street, stated that from what she has seen, the Lawlors are taking an “eyesore” and making it a wonderful home.

Lloyd Jacobs, 64 Green Street, stated he was definitely in favor of the application, which will beautify the neighborhood.

There being no others to speak in favor, Chrmn. Smith called for any one to speak in opposition. There being none, she asked if there were any questions from the Commission members.

A. Stowe noted that there appears to be a detached garage on the property, and questioned if it would become attached. Mr. Lawlor stated they will check with Zoning, but that is what they want to do. The existing garage barely fits one car; they would like to widen it and add on to the back. A. Stowe asked if the entrance to the garage would still be on the side of the dwelling to which Mr. Lawlor responded in the affirmative. Further in response to A. Stowe, Mr. Lawlor explained that there would be a new foundation on the rear portion which will be extended.

Plans depicting the foundation were reviewed and Mr. Lawlor noted they will be “pushing” out toward Lafayette Street.

Noting that the new ceiling height on the garage would be 96”, A. Paulson asked what the current height is. Mr. Lawlor believed it to be between 72” and 78”. A. Paulson and Vice Chrmn. DeMarco then discussed the garage roof pitch and Mr. Lawlor explained that the contractor will try to obtain the same pitch; however, it will probably be slightly different. A. Paulson noted it was important to establish for the record that there is a similar ratio.

T.J. Casey determined that the veranda would be open.

There being no further comments, Chrmn. Smith closed the public hearing and thanked Mr. & Mrs. Lawlor for coming.

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

The regular meeting of the Historic District #2, South of the Green was called to order at 7:26 P.M. by Chrnm. Smith.

**ROLL CALL**

**Members Present:** Timothy J. Casey, Sr.; Kevin DeMarco;  
Arthur Paulson; Carol Molloy Smith  
**Alternates Present:** Arthur W. Stowe  
**Also Present:** Linda Stock, Secretary  
**Alternate Excused:** Walter Ortoleva

K. DeMarco apologized for being late.

Chrnm. Smith noted that there were five (5) voting members present.

**1. APPROVAL OF MINUTES OF JUNE MEETING (as corrected) AND JULY MEETING**

T.J. Casey moved to approve the minutes from the June 11, 2008 meeting. The motion was seconded by A. Paulson.

**DISCUSSION**

The following changes/corrections were noted by A. Stowe:

Page 3, 1<sup>st</sup> paragraph, 1<sup>st</sup> line, "...he..." should be "...there..."

Page 3, 3<sup>rd</sup> paragraph, 3<sup>rd</sup> line, "She stated **that** added... (word that is added)

Page 3, 8<sup>th</sup> paragraph, last line, "Kurt" should be spelled "Curt"

Page 4, 12<sup>th</sup> paragraph, A. Stowe suggested they listen to the tape for clarification

Pag3 6, 2<sup>nd</sup> paragraph, add the following at the end of the 2<sup>nd</sup> sentence: **...from the Zoning Board of Appeals.**

Page 6, 6<sup>th</sup> paragraph, add **...requirement** at the end of the sentence

Page 6, 9<sup>th</sup> paragraph, should read: Mr. Stowe asked why a **deck on a** 1953 house is appropriate. (adding deck on a)

Page 12, 2<sup>nd</sup> paragraph, add the following at the end of the 2<sup>nd</sup> sentence: **somewhere else.**

Page 13, 6<sup>th</sup> paragraph, delete the last sentence: *He stated his thought would be it is ½ the size.*

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

Chrmn. Smith noted the following changes/corrections:

Page 8, 2<sup>nd</sup> paragraph (Speakers Opposed), last sentence: ...Wakemans... should be ...**Trowbridges**... and ... 1858...should be ...**1958**...

Page 10, 4<sup>th</sup> paragraph, questioning the word ...storage... at the end of the sentence. K. DeMarco suggested they defer to the tape as they cannot speculate what might have been inferred or stated. T.J. Casey added this was a very lengthy public hearing.

There being no further changes and/or corrections, the motion to approve the minutes carried unanimously.

It was moved by A. Stowe and seconded by A. Paulson to approve the minutes of the July 9, 2008 meeting.

**DISCUSSION**

Chrmn. Smith noted the following corrections:

Page 1, 1<sup>st</sup> paragraph, 2<sup>nd</sup> line, delete the last word Chairperson

Page 1, under #3 President's Report, 2<sup>nd</sup> line: ...and also a **copy of a** letter from... (adding the words copy of a)

There being no additional changes and/or corrections, the motion to approve the minutes carried unanimously.

It was noted that K. Huber is in possession of the tapes for the June 11<sup>th</sup> meeting. The items mentioned will be clarified by review of the tapes by T.J. Casey.

**2. CHAIRMAN'S REPORT (INCLUDING CORRESPONDENCE)**

Chrmn. Smith sent a letter to Mayor Richetelli requesting that their funds be transferred. She was told that a check should be received by next week.

**3. CLERK/TREASURER'S REPORT**

Chrmn. Smith noted that last month, the treasury had a balance of \$15.74.

Two application fees of \$50.00 each were received; they will cover the costs of the publication of the legal notices. A check for \$59.58 was also issued to K. Huber, leaving a final balance of **\$56.16**.

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

**5. A MOTION TO REORDER AGENDA TO ADDRESS THE APPLICATIONS PRESENTED AT THE PUBLIC HEARING**

A motion to reorder the agenda was made by A. Paulson, seconded by A. Stowe, and carried unanimously.

**I. 34 Pond Street** – A. Paulson moved to accept the application as presented and issue a certificate of appropriateness. The motion was seconded by A. Stowe and unanimously carried. Chrmn. Smith will prepare the certificate.

**II. 68 GREEN STREET** – It was moved by T.J. Casey and seconded by A. Paulson to approve a certificate of appropriateness for this application.

**DISCUSSION**

T.J. Casey mentioned that although it looks like “a great plan,” the applicants will have to deal with Planning and Zoning.

The motion carried unanimously with no further discussion.

**6. UNFINISHED BUSINESS**

**A. Rules of Procedure, discussion**

Chrmn. Smith noted that they have been reviewing the rules for quite a long time. She believes they are in their final draft at this time and they should be ready for acceptance at the next meeting.

It was moved and seconded by A. Paulson and A. Stowe respectively to adopt the rules of procedure.

**DISCUSSION**

T.J. Casey noted that several changes need to be addressed.

The title should read, “Milford Historic District II.”

A.1. Add the word District after “...Milford Historic...”

A.2. Add the word voting after “Five (5)...”

A.3. 2<sup>nd</sup> line, “...discuss...” should be discussion

A.3. 4<sup>th</sup> line, Add or other matter before the Commission, after “...a particular

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

- application...”
- B.1. 3<sup>rd</sup> line, change the words “...Zoning Department...” to Commission  
6<sup>th</sup> line, change the words “...South of the Green Historic District.” to Milford Historic District II.
  - B.4. Last line, add the word and after “...the historic district...”
  - B.6. 3<sup>rd</sup> Line, change the word “...Commission..” to Commissioner
  - B.7. 8<sup>th</sup> Line, after the word “...Appropriateness...” delete the word to.
  - II.B.3. Last line, add the words as follows: “...visible from the public street, way or place.

Chrmn. Smith also noted the following. Regarding C.4., she was advised that it is wise to let people speak their minds during a public hearing. However, Vice Chrmn. DeMarco felt that the three minute limit should remain and could be utilized at the discretion of the Chairman. T.J. Casey agreed, noting that if there is no limit mentioned, people can speak forever. The Chairman can allow a speaker to run over the time limit.

As far as item F, Officers, Chrmn. Smith believed this district is very busy and there will be much that comes before the Commission, which will probably be on-going. She suggested that perhaps at some point there could be co-chairmen. From a leadership perspective, T.J. Casey felt this was not advisable. There is a Vice Chairman who could be called upon. However, Chrmn. Smith did not believe the Vice Chairman holds the same level of responsibility as the Chairman. A. Paulson agreed with Chrmn. Smith, noting that there could come a time when a conflict of authority would arise.

There being no further discussion, Chrmn. Smith called for a vote to approve the draft as amended. The motion carried unanimously.

**B. District Signage Update and Adoption of Sign Format**

Due to the fact that W. Ortoleva was not present, this item was tabled.

**C. Letter to Historic District Homeowners/Residents**

Chrmn. Smith felt that until the rules of procedure are completed and accepted, they should wait to send out letters. Vice Chrmn. DeMarco agreed.

**7. NEW BUSINESS**

**A. Any Additional Items or Issues**

Chrmn. Smith noted she had three additional items for discussion as follows:

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

1. Consideration by Christopher and Cynthia Belle, 70 Lafayette Street  
They want to change the siding, windows and front door of their home, same to same.  
They wondered if they had to go through the appropriateness procedure.

T.J. Casey noted this was a “pre-application” review.

Mr. Belle stated they wish to “clean the house up” on the outside which is in need of work.  
They would like to go to a white cedar siding; new 6 over 6 windows; replace the bay  
window in the same opening and a new front door, which will be solid pine with raised  
panels.

A. Paulson determined that the door will be different from the existing. He would feel that  
they do not have to go through the process, however, the rules state that any change will  
have to come before the Commission; the siding, door and windows are different than  
existing. Not requiring them to go through the procedure would set a precedent that  
applications could be approved and public hearings waived.

Mrs. Belle did not understand why they had to go through the procedure. She asked what  
would happen if she simply got “snap in” dividers for the windows, would she have to go  
through the procedure? A. Paulson stressed that if all changes were “like for like” they  
could exert their authority and not require them to go through the procedure; however, the  
changes proposed are not like for like. The Commission cannot take it upon themselves to  
waive a public hearing.

A. Stowe determined from Mr. Belle that the storm door will be similar, but with full length  
glass. He felt that the Belles were coming before the Commission to get their feelings  
about the changes. He further determined that the stairs would be replaced with wood  
stairs.

T.J. Casey stated they have already provided information and now they have to inform the  
public of the proposed changes. Chrmn. Smith will put it in the paper. Vice Chrmn.  
DeMarco explained that it is a simple process to send the letters out as they get the names  
and addresses from the Assessor.

The second new business item is the pre-application of Mel and Terri Stevenson of 5 Union  
Street. They sent a letter explaining that they want to install a fence and questioned if they  
have to go through the process. In response to A. Paulson, Chrmn. Smith stated there is  
currently a fence on the property. There was a brief discussion on whether or not the  
current fence has a gate; if the new fence will be different and if so, they will have to go

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

through the process.

T.J. Casey suggested that the Commission ask for additional information. He believes they should make a full application and get more information to the members. Vice Chrmn. DeMarco agreed; the general consensus of those members present was the same.

Chrmn. Smith stated that the last new business item was regarding 20 Pond Street. She has received several phone calls from neighboring homeowners, asking when the deck was going to be down-sized and completed. She felt that the most reasonable way to address this issue was to call the homeowners. Apparently they are waiting for their builder.

A. Paulson recused himself from this discussion.

Due to the fact that the Building Official for the City of Milford is the enforcement official for the Historic District, it was decided that T.J. Casey would draft a letter (for consideration), to present to the Building Official to enforce compliance. Although Chrmn. Smith wanted to address this issue in a less confrontational manner, it appears that the work will not be completed in a reasonable amount of time. The property owners informed her that due to the fact that the work had to be postponed, they have to find a way to pay their builder once he is available to again work on the deck. In his letter, T.J. Casey will ask the Building Official to obtain some type of work schedule. Vice Chrmn. DeMarco remarked that it should be noted the property owners have no valid permits and will have to obtain same prior to any additional work being done on the deck.

It was agreed that a letter should be sent to the Building Official requesting compliance with the Historic District's decision of reducing the deck size.

A. Stowe wondered if the property owners would have to obtain new permits for the work they have done and the work they need to perform. After a brief discussion, it was determined that they would have to obtain new permits from both Planning & Zoning and the Building Department.

Chrmn. Smith will ask the Building Official to advise the Commission what the time frame will be for the completion of the work.

Both Chrmn. Smith and T.J. Casey will work on the letter to be sent to the Building Official.

There being no further business to discuss, it was moved by T.J. Casey and seconded by

**HISTORIC DISTRICT #2 - SOUTH OF THE GREEN  
MINUTES OF MEETING HELD WEDNESDAY, AUGUST 13, 2008  
CONFERENCE ROOM B, PARSONS GOVERNMENT CENTER**

Vice Chrmn. DeMarco to adjourn the meeting at 8:38 P.M. The motion carried unanimously.

Respectfully submitted,

---

Linda Stock, Secretary