

Draft Minutes

TOWN OF GUILFORD Historic District Commission Minutes – 15th January, 2020

A regular meeting of the Historic District Commission was held on Wednesday 15th January, 2020 at 7:00p.m. in the Guilford Community Center with Chairman Randall McCartney presiding.

Present: Teresa Buchanan, John Cunningham and Randall McCartney. Alternate Michael Mancini joined the meeting in progress (7:03p.m.). Excused: Reno Migani and Ann Street. Absent: Alternate Michael Sulzbach.

Approval of Minutes: Mr. Cunningham made a motion to accept the Minutes of 4th December, 2019. Ms. Buchanan seconded the motion and it was carried unanimously.

Public Forum: There were no members of the public present.

Budget Request 2020 – 2021: Mr. McCartney reported that he had filed a budget request of \$2,875. This was based on looking back over the Commission's expenditures for the past 5 years. Mr. Cunningham was concerned about reducing the Commission's budget request. However, Mr. McCartney said over the past 5 years the Commission had never expended the full amount of its budget. Mr. Cunningham then made a motion to approve the 2020-2021 budget request in the amount of \$2,875. Ms. Buchanan seconded the motion and it was carried unanimously.

Chairman's Report: **1) 1 North Street:** Mr. McCartney said he had received a telephone call from a potential buyer of this property who wished to know if he would be allowed to install a people door in the barn so it could become habitable space. Mr. McCartney said he had told the buyer this type of project had been approved in the past but that a Certificate of Appropriateness (COA) would have to be obtained first. **2) 11 Park Street:** Mr. McCartney said he had received a telephone call from the rector of Christ Episcopal Church who wished to add a deck on the rear of the parish house. Again a COA would have to be obtained first. Mr. McCartney said a second request to replace a door on the parsonage was not visible from the public street or way and, therefore, was not within the Commission's purview and did not require a COA. **3) 199 Whitfield Street:** A realtor had a potential buyer who wished to know if solar panels could be installed on this house. She was told yes, with an approved COA.

Commission Openings: Both Ms. Buchanan and Mr. Mancini have terms expiring on 1/31/20. Mr. Mancini said he did not know if he should be reappointed as he may be moving within the next year. Mr. McCartney said he could be reappointed and then resign at a later date if he moved away.

Correspondence: Finance Department's monthly budget report through 11/30/19.

Public Relations: No report.

Discussions: Tabled.

Approval of Bills: Ms. Buchanan made a motion to approve the following bill: Katharine Stewart, secretarial services. Mr. Cunningham seconded the motion and it was carried unanimously.

Unfinished Certificates of Appropriateness: It was agreed the following project had been completed:-

#822 Robert/Elena Phillips, 39 South Fair, expires 8/24/20 – fence. As subcommittee Mr. Cunningham submitted a package of information containing a survey of this property and changes that were made to the project as approved.

Mr. Cunningham made a motion to adjourn the meeting at 7:10p.m. Mr. Mancini seconded the motion and it was carried unanimously.

The next meeting of the Historic District Commission will be held on Wednesday 19th February, 2020 at 7:00p.m. in the Guilford Community Center.

Respectfully submitted,

Katharine Stewart
Recording Secretary