

Draft Minutes

TOWN OF GUILFORD  
Historic District Commission  
Minutes – 20<sup>th</sup> January, 2016

A public hearing and regular meeting of the Historic District Commission was held on Wednesday 20<sup>th</sup> January, 2016 at 7:00p.m. in the Town Hall with Chairman William Thompson presiding.

Present: John Cunningham, Randall McCartney, Reno Migani, Susanna Smith, William Thompson and Alternate Ann Street. Absent: Alternate Michael Sulzbach.

**PUBLIC HEARING**

The meeting was called to order at 7:02p.m. Clerk Randall McCartney read the legal call of the meeting.

**#730 - Gloria Light, to replace the driveway and possibly the sidewalk, all on property located at 55 Church Street, Assessor's Map 39, Lot 41 (continued from 12/16/15):** This applicant notified the Commission earlier that she would be late so this item was tabled.

**#731 – Alec W. & Teresa Anne M. Buchanan, to install a gas meter on the west side of a dwelling located at 2 Market Place, Assessor's Map 40, Lot 101:** Alec Buchanan introduced himself and stated that gas mains had been installed in his area and that he wished to install gas service. Mr. Buchanan noted that having said that, initially the gas company was waiting for permission but instead had arrived last week and installed the gas meter. He added that he understood that the Commission had the right to make him remove the meter but hoped his application could be dealt with as if the meter had not already been installed. Mr. Thompson asked if the meter would be installed on the State Street side of the house. Mr. Buchanan replied yes. He explained that his house was on a corner lot and gas mains had been installed on both streets. However, his utilities came in from State Street. Mr. Buchanan said the gas company had a regulation about how close a pipe could be to a window so the meter could not be beside the electricity meter but would be located on the other side of the existing window. Mr. Buchanan said hopefully it would be screened by an existing Rose of Sharon bush and that he would actually like to hide it with another piece of shrubbery. Ms. Street noted that it was hard to locate utilities on houses on corners. Mr. Cunningham recommended painting the meter. Ms. Street added that it should be the same color as its background. Mr. Buchanan agreed saying that he had been considering painting the meter. No-one spoke for or against this application. Later, during the regular meeting, Mr. McCartney made a motion, seconded by Mr. Migani, to approve the application as submitted with the following stipulations: 1) The Commission recommends that the gas meter be painted. 2) Subcommittee appointed is Reno Migani. The motion to

approve was carried unanimously with Cunningham, McCartney, Migani and Smith voting in favor.

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**#732 - Ellen L. Tillotson, to modify a window on the north and west sides of a dwelling located at 38 Fair Street, Assessor's Map 39, Lot 20:**

Representing Ellen Tillotson, architect Duo Dickenson stated that the window on the west (rear) elevation would be shortened and the other window on the north elevation would be shortened and moved slightly towards the rear. This was in order to provide laundry room space. Ms. Street said this meant the windows on the back would be different sizes and Mr. Dickenson agreed. Mr. Thompson asked about the window manufacturer. Mr. Dickenson replied that he planned to use Marvin SDL windows. Mr. Thompson said he would like to see a cut sheet and Mr. Dickenson submitted a drawing of the window muntin detail (Exhibit #732-1). No-one spoke for or against this application. Later, during the regular meeting, Mr. Migani made a motion, seconded by Mr. McCartney, to approve the application as submitted. Subcommittee appointed is Reno Migani. The motion to approve was carried unanimously with Cunningham, McCartney, Migani and Smith voting in favor.

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**#730 - Gloria Light, to replace the driveway and possibly the sidewalk, all on property located at 55 Church Street, Assessor's Map 39, Lot 41 (continued from 12/16/15:**

This application was reopened with Gloria Light present. Mr. Thompson made a motion to appoint Alternate Ann Street as a voting member on this application. Mr. Cunningham seconded the motion and it was carried unanimously. Ms. Street stated that at the December meeting the Commission had learned that this driveway had 3 strips of ground treatment – a large strip of asphalt and two smaller strips, one of concrete and one of stones. Ms. Street said that at that time Mrs. Light was not clear on what replacement material she wished to use but she had wanted a material that would give a consistent look, be environmentally friendly and be plowable. Mrs. Light had suggested chip seal but this would not deal with the concrete and stone strips. The Commission had asked her to provide more information on the final design and materials. Mrs. Light said she had looked at the Octagon House on Fair Street, as advised by the Commission, and that she had looked at other driveways along Fair Street and saw they were rock and pebble. Mrs. Light said she had also looked at the Fair Street Foundry condominiums which was chip seal which did not seem to wear well. Therefore, Mrs. Light said she would like to replace everything with crushed stone. It was noted that the apron adjacent to the road would remain. Mr. Thompson recommended choosing a fairly available crushed stone so it would remain available in the future. Mr. Migani recommended considering what type of edging to use. Mrs. Light said she would keep what was there with the other side going to grass. No-one spoke for or against the application. Later, during the regular meeting, Mr. Cunningham made a motion, seconded by Mr. McCartney, to approve the application as submitted with the following stipulations: 1) Approval is granted to use crushed stone. The final selection must be reviewed with and approved by the subcommittee prior to purchase and installation. 2) Subcommittee

appointed is Ann Street. The motion to approve was carried with McCartney, Smith and Street voting in favor. Cunningham, Migani and Thompson abstained since they were not present for the entire public hearing process.

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The public hearing was closed at 7:20p.m. and was followed immediately by the regular meeting.

### **REGULAR MEETING**

**Commission Openings:** Mr. Thompson stated that his term was expiring on January 31<sup>st</sup> and since he had served two terms he was not eligible for reappointment. Mr. Thompson then made a motion that Alternate Ann Street be appointed to fill this regular member vacancy. Mr. McCartney seconded the motion and it was carried unanimously. Later in the meeting Mrs. Smith said she had contacted Walter Weissborn but he did not wish to serve on the Historic District Commission at this time.

**Approval of Minutes:** Mr. McCartney made a motion to accept the Minutes of 16<sup>th</sup> December, 2015. Ms. Street seconded the motion and it was carried with 3 votes in favor. Cunningham, Migani and Thompson abstained as they were not present at the December meeting.

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

**Budget Request 2016-2017:** Mr. Cunningham agreed to attend the Commission's budget hearing on 1/21/16 at 8:30a.m.

**Correspondence:** Copy of Notice of Violation letter from the Zoning Enforcement Officer to Jonathan Howey, 149 Moose Hill Road, Guilford re the need to obtain a demolition permit for this property; copy of Notice of Violation letter from the Zoning Enforcement Officer to Charles Huthmaker, 9 Woodcrest Ave, Trumbull, CT re the need to obtain a demolition permit for 700 Durham Road; letter from Charles Huthmaker enclosing a copy of a legal notice advertising a demolition permit application for 700 Durham Road.

**Public Relations: 1) Lighting Workshop:** Tabled.

**Approval of Bills:** Mr. McCartney made a motion to approve the following bills: Shore Publishing, legal notice 12/16/15, \$26; Katharine Stewart, secretarial services. Mr. Cunningham seconded the motion and it was carried unanimously.

**Unfinished Certificates of Appropriateness:** The Commission agreed that the following projects had been completed:-

- #681 Vera/Wolf Guibbory, 19 Boston, expires 6/17/15 – sign
- #687 South Lane Bistro, 63 Whitfield, expires 8/19/15 – vestibule/patio
- #695 Clifford Sahlin, 62 State, expires 10/21/15 – barn renovations
- #698 Michelle Gilbert, 52 Fair, expires 11/18/15 – gas meter/vent
- #709 The Market Place Emporia, 77 Whitfield, expires 4/20/16 – upgrade storefront/signage
- #711 Women & Family Life Center, 96 Fair, expires 5/20/16 – parking
- #715 Andrew Page, 9 Boston, expires 6/15/16 – windows
- #716 First Congregational Church, 110 Broad, expires 7/20/16 – sign
- #722 First Congregational Church, 19 Church, expires 10/19/16 – fence
- #724 Sungarden Investment Research, 88 Broad, expires 10/19/16 – sign

**#704 Stillman & Associates, 23 Boston, expires 2/17/16 – sign:** Mr. Thompson reported that this applicant had contacted him recently and had wanted him to look at his signage immediately which Mr. Thompson was unable to do. Since his term was expiring on the Commission Mr. Thompson asked Mr. Cunningham to serve as subcommittee on this application and he agreed.

Mr. Thompson made a motion to adjourn the meeting at 7:48p.m. Mr. Cunningham seconded the motion and it was carried unanimously.

The next meeting of the Historic District Commission will be held on Wednesday 17<sup>th</sup> February, 2016 at 7:00p.m. in the Town Hall.

Respectfully submitted,

Katharine Stewart  
Recording Secretary