

**AMENDED**  
**Historic District Commission**  
**Special Meeting Minutes**  
**11/20/2019**  
Community Room  
Clinton Annex

Attendees: Larry Ouellette, Chairman; Peggy Adler, Vice Chairman; Maureen Wellman, Andrew Marzano, Jim Connolly, Tom Shultz

1. **Call to Order** - The meeting was called to order by L. Ouellette, Chairman at 7:00 p.m.
2. **Visitors** – Tora Marici, Certificate of Appropriateness applicant
3. **Approval of Minutes** – Minutes of the last Special Meeting Work Session 10/22/2019 were reviewed. There was a correction to paragraph 2.c. Which read, “It was also agreed that the owner could present both the Windows and Fence requests at the same Public Hearing as long as the application for the fence was received no later than ~~7 days prior to the Public Hearing~~ scheduled for November 20, 2019. Otherwise, there will be separate Public Hearings for each request.” Should have read: “7 days from the date on the letter sent to applicant dated 10/22/2019.”
  - a. P. Adler moved to approve the minutes as amended, Jim Connolly, 2<sup>nd</sup>. Motion carried and minutes were approved.
4. **Correspondence** – None
5. **Discussion and Commission’s Decision on Certificate of Appropriateness for Replacement Windows at 7 Liberty Street.**
  - a. Members expressed concern over the number of panes in the windows.
  - b. There was also discussion as to where the mullions (frames of the glass) would be placed.
    - i. Mullions could be placed in between the panes, however, this is not recommended.
    - ii. It was recommended that the mullions be placed on the outside of the windows.
  - c. Further input from members:
    - i. J. Connolly stated that it is important that the structure be consistent with historical colonial structure. The standard for windows historically was multiple panes of at least 6 over 6, but not 2 over 2.
    - ii. T. Shultz was in agreement with J. Connolly.
    - iii. P. Adler agreed that the windows should be 6 over 6 so as to adhere to the original look of the 1800’s.

- iv. A. Marzano brought up there might be a cost issue, but also agreed to the 6 over 6 windows.
- d. Input from Applicant, Tora Marici
  - i. The applicant stated that her windows at 27" wide were too narrow to accommodate 6 over 6 panes.
- e. L. Ouellette stated that the HDC must enforce enhancements to maintain the integrity of the Liberty Green Historic District. Therefore, the Commission agrees that this early Federal/Colonial style home should have multi-pane 6 over 6 windows. The consensus of the Commission was to use at least 6 over 6 multi-pane windows with the mullions on the outside of the windows.
  - i. P. Adler moved to approve the multi-pane 6 over 6 windows with the mullion visible on the outside which would include both the front and side windows. J. Connolly 2<sup>nd</sup> and the motion carried.
  - ii. L. Ouellette reiterated to the applicant that she is allowed to refile for a new Certificate of Appropriateness with any new information that might enable the HDC to reconsider its decision.
- f. **Decision**
  - i. The decision of the Historic District Commission is unanimous to approve installation of replacement windows with multi-pane 6 over 6 and with mullions on the outside for the front and side windows of the building.

**6. Implementation of Proposed High/John Street Village District**

- a. L. Ouellette noted that the procedure would follow that of East Main Street District.
- b. L. Ouellette met with Kathy King (P&Z) and the Town Planner
- c. Established signs for District, and signs were put up on the Saturday before the Monday P&Z meeting.
- d. The P&Z accepted the application for the High/John Village District. L. Ouellette will present the application for the new District at a Public Hearing scheduled for Monday, December 2, 2019, at 7 p.m. in the Green Room of the Andrews Memorial Town Hall.
- e. P. Adler noted that all 65 letters, plus a copy of the Legal Notice of the Public Hearing on December 2, 2019, were sent out to the property owners within the proposed High/John Street Village District. All letters were sent via Certified Mail and 2 notices were published in the New Haven Register and Harbor News.

7. Maureen Wellman moved to table Items 7 – 12 until the next meeting on Wednesday, December 18, 2019. J. Connolly seconded and motion carried.

**8. Certified Local Government (CLG) Reporting – Tabled**

**9. Update of Historic Buildings Tabled**

- a. Stanton House
- b. Academy Building

- c. Munger House
- d. Kelsey House
- e. 1720 House

**10. State Circuit Rider Communications regarding potential sources of preservation funding.** – Tabled

- a. Applications Availability
- b. Subcommittees
- c. Funding to purchase historical homes
- d. 501(c) 3 for funding as non-profit

**11. Proposed Founders Day – Potential for Coordination with other Town events** – Tabled

- a. Coordinate with Summerfest 2020
- b. Clinton Chamber of Commerce

**12. Certificate of Recognition Program** – Tabled

- a. Criteria
- b. Candidates
- c. Award Presentation

**13. Needed Restoration and Improvements to Liberty Green Historic District**

**14. New Business**

- a. The group agreed to change monthly meetings to the third Tuesday of each month at 7:00 p.m. for all of 2020. The location of the meetings will be changed to the Community Room at the Clinton Police Department if available.
- b. L. Ouellette brought up the need for the Historic District Commission to have a budget for 2020.
  - i. The members discussed and came up with a budget to be submitted by Gloria McQueeney to Mary Schettino to submit to person or persons now responsible for the Town Budget.

**15. Adjournment**

- a. Motion to adjourn L. Ouellette, 2<sup>nd</sup> P. Adler. Approved.
- b. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Gloria McQueeney  
Clerk, Historic District Commission