

Historic District Commission  
January 14, 2008 – Regular Meeting  
Town Hall – Room 2  
127 Norwich Avenue

**MEMBERS PRESENT:** Chairman Deborah Hayn, Ellen Sharon, Nancy Anderson, Peter Chesnes;  
Alternate Janice Adams, Planner Adam Turner.

**MEMBERS ABSENT:** Robert Kvederas

**1. CALL TO ORDER.**

Chairman Hayn called this Regular Meeting to order at 7:34 p.m.

**2. MINUTES OF PREVIOUS MEETING.**

**A. Minutes of November 19, 2007**

**B. Minutes of November 26, 2007**

**Motion by:** N. Anderson

to approve the minutes of the November 19 and 26, 2007 meeting noting a correction to the date at the top of Page 2 of November 26 meeting minutes..

**Second by:** E. Sharon.

**Vote:** Unanimous to approve.

**3. ADDITIONS.**

No additions to the agenda were proposed.

**4. CITIZEN COMMENTS.**

No comments received.

**5. PUBLIC HEARINGS.**

No public hearings.

**Motion by:** E. Sharon

to move Item 7 Old Business to this point in the agenda.

**Second by:** P. Chesnes.

**Vote:** Unanimous.

**7. OLD BUSINESS.**

- A. HDC #07-35 – David McElroy, 63 Hayward Avenue, Application for a Certificate of Appropriateness to demolish rear section of building currently used for storage and replace with living space. Build a two-car garage of same style on property replacing a garage that was demolished twenty (20) years ago.**

Voting members for this application are D. Hayn, E. Sharon, N. Anderson, P. Chesnes, J. Adams.

The Public Hearing on the application was closed on November 19, 2007 and the application sent to the Brewster Architects, LLC for an architectural review.

A letter from Brewster Architects, LLC dated January 14, 2008 offered comments on a revised drawing submitted January 10, 2008. The members of the Commission reviewed these comments and noted the following:

The windows will be changed to be more appropriate. Windows on the garage will be six over six with no shutters. The Commission would like to see a picture of the proposed garage doors and lighting fixtures for approval. Wood clapboard was decided for the garage. The addition will be accepted with vinyl siding due to the existing house having vinyl siding. Front and back

NANCY A. BRAY  
TOWN CLERK

*Nancy A. Bray*

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chimney will be repaired. The overhang on the garage will be 12" on front with six inches on each side. Matching asphalt roof shingles will be used on the house, addition and garage. One third of the rear building is planned to be demolished. The rear chimney will be placed inside. Over the new back door a redesigned pediment will extend one foot from the house in a triangle with no decorations. The light for this door will match existing lighting and will be approved as the garage door and other lighting by two or more Commission members.

**Motion by:** E. Sharon

to approve Application HDC #07-35 for David McElroy, 63 Hayward Avenue for a Certificate of Appropriateness to demolish rear section of building, replace with an addition, vinyl siding will be approved for the addition, wood clapboard siding for the new garage. Additional comments as stated above and written on the Certificate of Appropriateness filed with the Town Clerk apply to this approval.

**Second by:** N. Anderson.

**Vote:** Unanimous.

**B. HDC #07-36 Jack Faski, 35 Hayward Avenue, Application for a Certificate of Appropriateness for a temporary sign, new parking area, new storm door on porch and gutters on house.**

This application was voted on at the meeting and no further action is necessary at this time.

**6. NEW BUSINESS.**

**B. Election of Officers**

Chairman Hayn called for nominations for the Chairman of the Historic District Commission.

**Motion by:** N. Anderson

to nominate Deborah Hayn for Chair.

**Second by:** P. Chesnes.

No other nominations were received.

**Vote:** Unanimous to elect D. Hayn as Chairman.

**Motion by:** N. Anderson

to nominate Ellen Sharon as Vice Chairman.

**Second by:** P. Chesnes.

No other nominations were received.

**Vote:** Unanimous.

**Motion by:** E. Sharon

to nominate N. Anderson for Clerk.

**Second by:** P. Chesnes.

No other nominations were received.

**Vote:** Unanimous to elect N. Anderson as Clerk.

**C. Goals for 2008**

The discussion on Goals for 2008 will be postponed until the February meeting.

**D. Appointments and Vacancies**

Chairman Hayn noted that P. Chesnes has been moved from alternate to full member and there are two alternate vacancies on the Commission

**E. Amendment to Rules of Procedure**

There has been discussion for sometime in reference to changing the time of the meeting from 7:30 p.m. to 7:00 p.m.

The Rules of Procedure adopted January 9, 2006 state in Section 7 – Amendments –  
“These rules of procedures may be amended at any regular meeting as deemed necessary  
desirable by the Commission.”

**Motion by:** E. Sharon

to amend the rules of procedure Section 1. Item 1. Meetings - to read. “The  
Commission shall conduct regular meetings at 7:00 P.M. and to correct one  
typographical error on Page 2.

**Second by:** N. Anderson.

**Vote:** Unanimous.

**Motion by:** N. Anderson

to amend the 2008 Meeting Schedule to reflect the new meeting time.

**Second by:** E. Sharon.

**Vote:** Unanimous.

**8. CORRESPONDENCE.**

A letter has been received from J. Cohen noting a change to the Historic District Commission’s  
email address. The new address is

A letter has been received from Janice Adams requesting an extension of time for the installation  
of windows as stated in Application HDC #07-34. Incorrect windows were ordered and additional  
time is required to wait for the order and installation.

**Motion by:** E. Sharon

to approve an extension of time until July 1, 2008, for Application HDC #07-34 –  
Janice Adams, 31 Hayward Avenue.

**Second by:** N. Anderson.

**Vote:** Abstaining: J. Adams.

In favor: All others. APPROVED.

**9. ZONING ENFORCEMENT OFFICER’S REPORT.**

No report this evening.

**10. ADJOURNMENT.**

**Motion by:** N. Anderson

to adjourn this meeting.

**Second by:** E. Sharon.

**Vote:** Unanimous.

Chairman Hayn adjourned the meeting at 9:29 p.m.

Respectfully submitted,

Mary Jane Slade  
Clerk