

DRAFT

BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187 Litchfield, Connecticut 06759

The Borough of Litchfield Historic District Commission held **Public Hearings** on **Thursday, August 3, 2017** at the Borough Office, 28 Russell Street. The hearings were called to order by Chairman Hillman at 7:08pm.

Present were Chairman Hillman and Commissioners Ms. Acerbi, Ms. Metcalf and Ms. Simoncelli.

Also present were Russell Barton, Joan Tekula, Jim Stedronsky, Cindy Birkin, Harriett Salzman and Lee Losee.

Ms. Acerbi read the legal advertisement of each hearing as published in the Register Citizen. Adjacent property owners were sent letters of notification. The Chair explained the procedure for conduct of the hearings and described each application.

1. The public hearing, published July 28, 2017 in the Litchfield County Times, Application #1905, 7 North St LLC, 7 North Street, Old Litchfield Jail, for awnings, gas lighting, revised handicap entrance, low-level lighting, and pavers convened at 7:08pm. Mr. Barton and Ms. Salzman reviewed the application with the Commission. Plans and photos were submitted. Locations of three gas lights on West Street and one on North Street were reviewed. Plain black awnings, with no writing on them, will be installed on the lower level.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:40pm. A public hearing for Application 1905B, 7 North Street LLC, for low-level lighting will be held open until the August 17, 2017 meeting.

Respectfully submitted,
Judith Acerbi, Clerk

DRAFT

BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187 Litchfield, Connecticut 06759

The **Regular Meeting** of the Borough of Litchfield Historic District Commission was held at the Borough Office, 28 Russell Street on **August 3, 2017**.

I. Call To Order

Chairman Hillman called the meeting to order at 7pm. Mr. Hillman appointed Ms. Simoncelli to act as Commissioner.

II. Recording of Attendance

Present were Chairman Hillman and Commissioners Ms. Acerbi, Ms. Metcalf and Ms. Simoncelli.

Also present were Russell Barton, Joan Tekula, Jim Stedronsky, Cindy Birkin, Harriett Salzman and Lee Losee.

III. Business Pertaining To Certificates of Appropriateness

1. Pre-hearing for Application #1906, Joan Tekula, 117 East Street, for roofing, chimney work and siding work. Ms. Tekula reviewed the application with the Commission. The Commission would like to know the manufacturer of the rubber membrane to be installed on the roof. The public hearing has been set for August 17, 2017.
2. First Congregational Church, for sign: Cindy Birkin reviewed a proposed sign with the Commission. The scale and stone base of the proposed sign were not deemed to be historically appropriate. The application will be revised by the applicant prior to submission.
3. Application #1905, 7 North St LLC, 7 North Street, Old Litchfield Jail, for awnings, gas lighting, revised handicap entrance, low-level lighting, and pavers. Ms. Metcalf made a motion to approve **Part A** of the application: awnings, brick facing with bluestone cap on south side retaining wall, gas lighting (4 fixtures), and handicap ramp (revised from original plan). Ms. Simoncelli seconded the motion which was approved. The roll call vote was: Acerbi – yea, Metcalf – yea, Simoncelli – yea. The Certificate of Appropriateness is hereby issued for work described in said application as stipulated and is valid for one year from the approval.
4. Application 1905B, 7 North St LLC, 7 North Street, Old Litchfield Jail, for low-level lighting: the public hearing is being kept open until the August 17, 2017 meeting.
5. 7 North St LLC, 7 North Street, Old Litchfield Jail, to re-stucco lower level portion of southern wall on West Street. A waiver was issued as this is a replacement in kind.
6. Pre-hearing for Application #1907, Union Savings Bank, 13 North Street, for wall with concrete cap on handicap-accessible ramp. Photos were submitted. This is for work completed which was different than specifications agreed upon in a previous application.

IV. Approval of Minutes

Ms. Simoncelli made a motion to approve the minutes of the July 20, 2017 regular meeting. Mr. Hillman seconded the motion which was approved. Ms. Metcalf abstained from the vote. The following correction to the minutes was noted:

DRAFT

Page 2, Business Pertaining to Certificates of Appropriateness, Item 5, Old Litchfield Jail 7 North St, lines 4-5 should read "Three propane gaslights would be installed along West Street and one along North Street."

V. Correspondence

There was no correspondence.

VI. Other Business

1. Ms. Metcalf made a motion to go into executive session to discuss pending litigation at 7:45pm. Ms. Acerbi seconded the motion which was unanimously approved.
Ms. Metcalf excused herself from the meeting at 7:55pm.
Ms. Acerbi made a motion to come out of executive session at 8:02 pm. Ms. Simoncelli seconded the motion which was unanimously approved. No action was taken.
2. The Commission reviewed a Litchfield Historic District Commission pamphlet created by Ms. Simoncelli. The pamphlet will be discussed further at the next meeting.

VIII. Adjournment

There being no further business, the meeting was adjourned at 8:08pm on a motion by Ms. Acerbi, seconded by Ms. Simoncelli and unanimously carried.

Respectfully submitted,
Judith Acerbi, Clerk