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BOROUGH OF LITCHFIELD HISTORIC DISTRICT COMMISSION 2187 Litchfield, Connecticut 06759

The Borough of Litchfield Historic District Commission held **Public Hearings** on **Thursday, October 19, 2017** at the Borough Office, 28 Russell Street. The hearings were called to order by Chairman Hillman at 7:02pm.

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

Also present were Sid and Susan Glover, Reverend Bergfalk, Lee Losee, Jim Stedronsky, Dirk Patterson, Scott Schwefel, Mark Shipman, Stephan Kruckar, Ted Hine, Susie Stone, Russ Barton, Harriet Saltzman, Paul Hinckel, Jim Pescatore, and Jeremy McKendry.

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 October 11, 2017 in the Register Citizen, Application #1921, First Congregational Church, 15-23 East Street, for signs convened at 7:02pm. Plans for the proposed signage were reviewed. Mr. Hillman added the First Congregational Church Historical Record to the record. Ms. Acerbi added photos of existing signs in the Borough to the record. Photos of the existing signs were reviewed.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:16pm.

2. The public hearing, published October 11, 2017 in the Register Citizen, Application #1922, 23 Holly House Court, Taymil Holly House LLC, for roofing convened at 7:05pm. Jim Pescatore reviewed the application with the Commission. Existing shingles are black, 3-tab. New shingles will be black, architectural.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:07pm.

3. The public hearing, published October 11, 2017 in the Register Citizen, Application #1923, Jeff Russak, 14 Cobble Court, for Prime Finds Holiday House temporary signs convened at 7:07pm. Designs were reviewed. Signage will be the same size as existing and use existing attachments.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:08pm.

4. The public hearing, published October 11, 2017 in the Register Citizen, Application #1924, 7 North Street LLC, 7 North Street, Old Litchfield Jail, for transformer convened

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at 7:08pm. Mr. Barton reviewed the application with the Commission. The transformer will be facing the Green.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:11pm.

5. The public hearing, published October 11, 2017 in the Register Citizen, Application #1925, Borough of Litchfield, for sidewalks convened at 7:11pm. Warden Losee reviewed the application with the Commission. The sidewalk has been constructed and is on the southern side of West Street.

There being no members of the public present to speak in regard to the application, the public hearing was adjourned at 7:12pm.

Respectfully submitted,
Judith Acerbi, Clerk

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The **Regular Meeting** of the Borough of Litchfield Historic District Commission was held at the Borough Office, 28 Russell Street on **October 19, 2017**.

I. Call To Order

Chairman Hillman called the meeting to order at 7:16pm.

II. Recording of Attendance

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

Also present were Sid and Susan Glover, Reverend Bergfalk, Lee Losee, Jim Stedronsky, Dirk Patterson, Scott Schwefel, Mark Shipman, Stephan Kruckar, Ted Hine, Susie Stone, Russ Barton, Harriet Saltzman, Paul Hinckel, Jim Pescatore, and Jeremy McKendry.

III. Business Pertaining To Certificates of Appropriateness

The order of business was changed to accommodate those present.

1. Application #1922, 23 Holly House Court, Taymil Holly House LLC, for roofing. Ms. Metcalf made a motion to approve the application as submitted. 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.
2. Application #1923, Jeff Russak, 14 Cobble Court, for Prime Finds Holiday House temporary signs. Ms. Acerbi made a motion to approve the application as submitted. 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.
3. Application #1924, 7 North Street LLC, 7 North Street, Old Litchfield Jail, for transformer. Ms. Simoncelli made a motion to approve the application as submitted. Ms. Metcalf 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 #1925, Borough of Litchfield, for sidewalks. Ms. Simoncelli made a motion to approve the application as submitted. Ms. Acerbi 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.

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5. Application #1921, First Congregational Church, 15-23 East Street, for signs. Mr. Hillman reviewed State Statutes and Historic District regulations pertinent to the application. Ms. Simoncelli made a motion to engage Attorney James Stedronsky for wording of approval of the application, with specific stipulations. Ms. Metcalf seconded the motion which was unanimously approved.
6. Pre-hearing for Application #1926, 33 Woodruff Lane, Taymil Woodruff Court LLC, for windows. Jim Pescatore reviewed the application with the Commission. Remaining wood windows visible from the public way will be replaced with simulated divided light windows. The Commission would like an updated brochure, the exact number of windows being replaced, and a letter of agency. The public hearing has been set for November 2, 2017.
7. Pre-hearing for Application #1927, Stephan Kruckar, 39 Beecher Lane, for gutters. There are currently no gutters on the house. Photos were submitted. Gutters will be 5", K style. The public hearing has been set for November 2, 2017.
8. Ted Hine, 25 Meadow Street, for porch repair and gutters. Mr. Hine reviewed photos on his phone. The Commission is requesting printed photos, photos of the porch, and a letter of agency. No application was submitted.
9. Pre-hearing for Application #1928, Sid Glover and Susan Nelson, 59 North Street, for new sidewalk, portico light and door knocker. Mr. Glover and Ms. Nelson reviewed the application with the Commission. The existing sidewalk is concrete. The new sidewalk will be bluestone with granite border. A 9.5x20" light would be installed in the portico. An eagle door knocker would be installed. The public hearing has been set for November 2, 2017.
10. Pre-hearing for Application #1929, 7 North Street Litchfield LLC, 7 North Street, for Bakehouse sign. Jeremy McKendry reviewed the application with the Commission. Drawings were submitted. The Commission is requesting a letter of agency. The public hearing has been set for November 2, 2017.
11. 159 South Street, Joy Masoff and Louis Skolnik, for greenhouse and garden shed. Paul Hinckel reviewed plans with the Commission. A waiver was issued as the work will not be visible from the public way.
12. 7 North Street, Old Litchfield Jail: Mr. Barton updated the Commission on progress.
13. Ms. Metcalf made a motion to change the order of business to accommodate those present. Ms. Simoncelli seconded the motion which was unanimously approved. Ms. Metcalf made a motion to go into executive session at 8:03pm to discuss pending litigation. Ms. Simoncelli seconded the motion which was unanimously approved. Ms. Metcalf made a motion to come out of executive session at 8:53pm. Ms. Simoncelli seconded the motion which was unanimously approved. An executive session will be added to the November 2, 2017 agenda.

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IV. Approval of Minutes

Ms. Metcalf made a motion to approve the minutes of the October 5, 2017 regular meeting. Ms. Simoncelli seconded the motion which was approved.

V. Correspondence

There was no correspondence.

VI. Other Business

1. Alison Castor, 56 Torrington Road: The Commission is requesting that the applicant be present at the next meeting to discuss stepped fencing. Mr. Losee will contact the property owner.
2. HDC pamphlet: tabled to the next meeting.

VIII. Adjournment

There being no further business, the meeting was adjourned at 9pm on a motion by Ms. Metcalf, seconded by Ms. Simoncelli and unanimously carried.

Respectfully submitted,
Judith Acerbi, Clerk