

# FINAL

## 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 Pilgrim House, First Congregational Church, 21 Torrington Rd, Litchfield, Connecticut on **Thursday, March 19, 2026**.

I. Call To Order

Chairman Wendy Simoncelli called the meeting to order at 7:00 pm.

II. Recording of Attendance:

Present were Commissioners: Wendy Simoncelli, Glenn Hillman, Norman Ambrose Sauer, Julia Metcalf, Bob Whelan (Alt) and Jarett Monterio (Alt).

Commissioners Absent: Tony Cecchinato.

Also present were: Christopher Verrilli, David Horne, Ty Rugman, Trevor Keller and Robyn Ryle.

Ms. Metcalf made a motion to seat Bob Whelan as a regular Commission member for this meeting. Mr. Ambrose Sauer seconded and the motion carried.

III. Business Pertaining To Certificates of Appropriateness. None

Other Business:

1. Public participation

a. Review and/or acceptance of new applications.

1. Application #2642, David Horne and Ty Rugman, 124 North St., to install an electrical box and meter on outside of the house. The Commission reviewed the application with David Horne and Ty Rugman. Applicants provided pictures of the house and specifications of the meter box.
2. Application #2643, Christopher Verrilli, 132 Meadow St, to (a) remove double window in plans on rear wall and install as 2 windows on either side of door on west side (b) add 8'x5' balcony on back of house, second floor (c) replace all aluminum siding (d) change gables in front of house to contrasting board and batten (e) install Azak window trim, corner boards, skirt boards, rake boards, and soffits (f) relocate side double door to center of wall, reusing existing solid glass French door (g) install gable shed roof above front door with 2 round columns and reuse existing front door. The Commission reviewed the application with Chris Verrilli.

At 7:24 pm, Ms. Metcalf recused herself due to the heated discussion. Discussion then continued to clarify the applicant's application.

At 7.36 pm, when the discussion of the application concluded, Ms. Metcalf re-entered the meeting.

# FINAL

3. Application #2644, Trevor and Jennifer Keller, 166 Meadows St. to replace 11 windows on the north and east sides of the house, replace doors on north and east sides, remove vinyl siding and shutters, patch underlying clapboard siding as needed, and rebuild front portico to match existing. The Commission reviewed the application with Trevor Keller who provided specifications for windows and doors. The Commission requested additional pictures of house.
4. Application #2645, Gregory McGuire, 22 East St., to rebuild 3 chimneys from the roofline up that were previously removed. Pictures and current plans were provided. The Commission reviewed the application.

At 7:50 pm, Mr. Hillman made a motion to go into executive session to discuss pending litigation of 22 East St., Docket # LLI-CV-25-6042911. Mr. Ambrose Sauer seconded. All in favor. Motion carried. At 7:53 pm, Ms. Metcalf motioned to exit executive session. Mr. Hillman seconded. All in favor. Motion carried. No action was taken.

5. Application # 2646, David MacDonald, 3 West St, to install new sign for the business, The Homestead Collective. The Commission reviewed the application.
6. Application #2647, Jan Nelson, 10 Cobble Court, to replace front door and side panels. The Commission reviewed the application.
7. Waiver, Edward Harnaga and Frank Salamone, 96 Prospect St., to replace overhead wood sectional garage doors in kind. The Commission reviewed the application.
8. Application # 2648, Jarett and Jasmine Monterio, 60 Meadow St, to re-gravel driveway and expand footprint. The Commission reviewed the application with Jarett Monterio and requested confirmation of the square footage of expansion.

#### IV. Other Business that may properly come before the Commission.

Mr. Ambrose Sauer provided an update on HDC regulations that he and the HDC Guidelines Committee have been working on and stated that they are being finalized for review by the Commission. Mr. Ambrose Sauer summarized the updates and explained that a category for new construction was created to allow easier access to the regulations that apply. The Commission recommended adding regulations that cover Solar Panels, HRV (heat recovery ventilator), electrical meters, AC condensers, charging stations, conduit and revising the guidelines for cementitious materials.

Mr. Whelan verified the Borough of Litchfield Historic District Pamphlet has been completed with updates and is ready for print. Mr. Ambrose Sauer made a motion to approve the pamphlet and to print copies. Mr. Hillman seconded. All in favor. Motion carried.

#### V. Correspondence: None.

# FINAL

VI. Approval of Minutes:

Mr. Ambrose Sauer made a motion to approve the minutes from March 5, 2026 with minor changes. Mr. Hillman seconded. All in favor. Motion carried.

VII. There being no further business, Ms. Metcalf made a motion to adjourn at 8:20 pm, seconded by Mr. Whelan and the motion carried.

Respectfully submitted,  
Glenn Hillman, Clerk