**WASHINGTON HISTORIC DISTRICT COMMISSION**

**MINUTES**

**August 15, 2016**

**PUBLIC HEARING AND REGULAR MEETING**

Members Present: Jane Boyer, Tom Hollinger, George Krimsky, Phyllis Mills

Members Absent: None

Alternates Present: None

Staff Present: Janice Roberti

Others: Michel Williams, Project Manager - The Gunnery

 Jeff Merritt, Brandon Merritt - JC Merritt Inc., contractors for owner

 David Rosenblatt

PUBLIC HEARINGS

7:00 PM

David Rosenblatt/229 Calhoun Street/partial blacktop of driveway

The owner of JC Merritt Inc., Jeff Merritt, displayed a Google aerial map of the property highlighting the parking lot, the paved portion of the driveway and the approximate 100’ of unpaved road. He also displayed photos of the home, the middle section of the driveway and the view from the road. Paving the driveway from the beginning of the slope to its end will prevent heavy washing. Engineer Brian Neff designed a repair plan which was followed but there is still washing and grading that has to be done every year. The driveway is too precipitous. In summary, the paved area will not be visible from the roadway.

Mr. Hollinger explained that he contacted the Connecticut Trust for Historic Preservation and was informed that the HDC has no authority over paving. Mr. Hollinger asked Mr. Merritt if there were any other options. Mr. Krimsky added a commented saying there are strong recommendations from Historic Districts at the local, state and federal levels against either concrete or other smooth blacktop for driveways in historic districts.

The Commission expressed their appreciation that the Merritts came to the HDC with this request and thanked them. Mr. Hollinger asked if there were any further questions or comments. There were none.

MOTION: To close the Public Hearing to consider the Application for a Certificate of Appropriateness submitted by David Rosenblatt, 229 Calhoun Street for a blacktop driveway from the beginning of slope to end the end with last 100 ft. not paved. By Mr. Hollinger, seconded by Ms. Boyer, passed 4 to 0.

This Public Hearing was recorded and is available in the Land Use Office, Bryan Memorial Town Hall, Washington Depot CT.

The Gunnery/Demolition of Butler Building located at 99 Green Hill Road

Mr. Michel Williams, Project Manager, The Gunnery represented The Gunnery. He distributed the following documents:

1. The Town of Washington Health Department’s approval dated December 12, 2015 for the demolition of Butler and Emerson
2. A section of a site map showing the location of the Butler Dormitory
3. Document for the Washington Historic Commission Butler Dormitory Demolition, Scope of Work

Mr. Williams explained the Demolition Project Document to the Commissioners which included a description of the construction of the dorm, the scope of work by the abatement contractor and the scope of work by the demolition contractor. He also stated that The Gunnery has a list of materials that have to be removed.

Mr. Krimsky asked Mr. Williams to clarify that the Gunnery expects to have the demolition completed in three weeks. Mr. Williams said yes. Mr. Krimsky also asked about the portion of the map that showed the asphalt sidewalks and what would happen to them. The sidewalks will be removed and turned into a grassy area.

Mr. Hollinger asked if there were any further questions or comments. There were none.

MOTION: To close the Public Hearing to consider the Application for a Certificate of Appropriateness submitted by The Gunnery for the demolition of the Butler Dormitory located at 99 Green Hill Road on the Gunnery campus.

By Mr. Hollinger, seconded by Ms. Mills, passed 4 to 0.

This Public Hearing was recorded and is available in the Land Use Office, Bryan Memorial Town Hall, Washington Depot CT.

REGULAR MEETING

I. Regular Business

A. Call to order

B. Seating of members, alternates

II. Pending Business

1. Consideration of the Application for a Certificate of Appropriateness by David Rosenblatt/229 Calhoun Street/partial blacktop of driveway

Since it was determined that Mr. Rosenblatt did not need a Certificate of Appropriateness due to the fact that the HDC has no authority over paving, there was no need for further action on this application. Mr. Hollinger asked if there were any further questions or comments. There were none. No motion needed.

1. Consideration of the Application for a Certificate of Appropriateness by The Gunnery/Demolition of Butler Building located at 99 Green Hill Road

Mr. Hollinger asked if there were any further questions or comments. There were none.

MOTION:       To approve the Application for a Certificate of Appropriateness submitted by The Gunnery for the demolition of the Butler Dormitory located at 99 Green Hill Road on the Gunnery Campus. By Mr. Hollinger, seconded by Ms. Mills, passed 4 to 0.

III. Consideration of the Minutes May 16, 2016

The Commissioners reviewed the May 16, 2016 meeting minutes and accepted them as written.

MOTION: To accept the May 16, 2016 Historic District Meeting Minutes. By Mr. Krimsky, seconded by Mr. Hollinger, passed 4 to 0.

IV. Subsequent Business Not on the Agenda

MOTION: To include subsequent business not on the agenda:

1. Letter from Michel Williams of The Gunnery to the HDC Commission regarding “Cottage” repairs in kind

2) Commission member reassignments, addition of regular member

4) Design Guidelines Workshop August 22, 2016

By Mr. Hollinger, seconded by Ms. Boyer, passed 4 to 0.

1. The Gunnery – Cottage Repairs/Letter from Michel Williams

Mr. Hollinger asked Michel Williams of the Gunnery to write a letter to the HDC regarding their intent to repair and paint “Cottage’ porch. Since The Gunnery will be repairing the damage “in kind” and painting it the same color, there is no need to apply for a COA. This letter will be filed by the clerk in the Gunnery files in the Land Use office.

1. HDC Commission Reassignments/Additional Regular Member

With the departure of Secretary Alison Gilchrist, the Commission needs to add another regular member. Mr. Hollinger asked the members to submit a few names for consideration. In order to review individuals, the Commission will have to go into an executive session which we will be done at a future meeting. Ideally, the Commission should look for another person who lives in one of the historic districts. Currently, there are two but from the same district, so if we could find one from the Green or Sunny Ridge Districts that would be great.

Alison Gilchrist Replacement – Mr. Hollinger spoke to Mr. Krimsky regarding replacing Alison Gilchrist as Secretary. Mr. Krimsky agreed to take the position.

MOTION: To approve the election of George Krimsky as HDC Secretary effective immediately. By Mr. Hollinger, seconded by Ms. Boyer, passed 4 to 0.

1. Design Guidelines Workshop – August 22, 2016

Mr. Hollinger reminded the Commissioners about the attendance of Elliott Johnson who offered to provide the Commission information on the kinds of new construction materials that are available. Mr. Johnson will bring samples for the HDC to see.

Since there was no further business to discuss Mr. Hollinger asked for a motion to adjourn.

By Ms. Boyer, seconded by Ms. Mills, passed 4 to 0.

MOTION: To adjourn. By Mr. Hollinger, seconded by Ms. Mills

FILED SUBJECT TO APPROVAL

Respectfully Submitted,

Janice Roberti, Historic District Clerk