

HISTORIC DISTRICT COMMISSION  
TOWN OF EAST HARTFORD  
PUBLIC HEARING  
September 10, 2012

The Public Hearing of the Historic District Commission of East Hartford, Connecticut was called to order at 7:00 p.m. in the Building Department Conference Room at Town Hall by Chair David Holmes.

On a roll call by Chair David Holmes:

PRESENT: Chair David Holmes, Travis Simpson, Alternate Jeffrey Cummings, Gloria Visgilio-Lupi, and Alternate Eileen Driscoll.

ABSENT: Vice-Chair Steven Hudak, Alternate Mary Manns and Karen Bonzani

ALSO PRESENT: Liaison, Clare Fravel; Municipal Historian, Raymond Johnson; Applicant, Ms. Amy Rio


Legal Notice read by Liaison, Clare Fravel.

Presentation by Applicant (#78) -- 244 Naubuc Avenue -- (Owner: Rio): Certificate of Appropriateness requested for installation of vinyl windows. Ms. Rio gave a brief description of the windows that were going to be used to replace the existing windows. The description in the application is as follows: vinyl windows would be Harvey Slimline Double Hung windows with a colonial grid (6 over 6) and 50/50 standard sash. These windows would replace 15 of the existing windows. The two fixed windows that do not open will not be replaced.

A brief discussion followed.

There being no further discussion, the Public Hearing was CLOSED at 7:37 p.m.

Respectfully submitted,

  
Michelle Enman, Clerk

TOWN CLERK  
EAST HARTFORD

2012 SEP 12 A 10:45

*Robert J. Back*

HISTORIC DISTRICT COMMISSION  
TOWN OF EAST HARTFORD

REGULAR MEETING MINUTES: September 10, 2012

The regular meeting of the Historic District Commission of East Hartford, Connecticut was called to order at 7:37 p.m. in Conference Room A on the first floor of Town Hall by Chairman David Holmes. On a roll call by Chairman David Holmes:

PRESENT: Chairman David Holmes, Gloria Visgilio-Lupi, Travis Simpson, Alternate Eileen Driscoll, and Alternate Jeffrey Cummings.

ABSENT: Alternate Mary Manns, Vice Chairman Steven Hudak, and Karen Bonzani

ALSO PRESENT: Liaison Clare Fravel, Applicant Mrs. Amy Rio, and Municipal Historian Raymond Johnson

Alternate Eileen Driscoll and Alternate Jeffrey Cummings were appointed voting members by Chairman Holmes.

Mr. Simpson made a MOTION to move Agenda item #7A; seconded by Ms. Driscoll. Vote was unanimous and uncontested.

ACTION ON APPLICATION FOR CERTIFICATE OF APPROPRIATENESS #78 FOR 244 NAUBUC AVENUE (OWNER: RIO) – INSTALLATION OF VINYL WINDOWS. Mr. Simpson made a MOTION to approve Application for Certificate of Appropriateness #78 for installation of vinyl windows with the following conditions: All of the windows on the north and south elevations of the house will be replaced with vinyl windows described in the application. The 3 windows facing Naubuc Avenue (west elevation) will be addressed in Application #79. The east elevation of the structure is not subject to the Commission's jurisdiction as it is not visible from the public right-of-way.; seconded by Ms. Visgilio-Lupi. Vote was unanimous and uncontested.

Mr. Simpson made a MOTION to move Agenda item #7B; seconded by Ms. Visgilio-Lupi. Vote was unanimous and uncontested.

ACCEPT AS COMPLETE: APPLICATION FOR CERTIFICATE OF APPROPRIATENESS #79 FOR 244 NAUBUC AVENUE (OWNER: RIO) – INSTALLATION OF WOOD WINDOWS: Mr. Cummings made a MOTION to accept Certificate of Appropriateness #79 as complete reflecting the changes made to the north and south elevation windows and that the 3 windows facing Naubuc Avenue (west elevation) will be 6 over 6, colonial style, Harvey Majesty wood windows; seconded by Mr. Simpson. Vote was unanimous and uncontested.

ACCEPTANCE OF MINUTES:

MOTION by Ms. Visgilio-Lupi to accept the December 5, 2011 Regular Meeting Minutes; seconded by Mr. Simpson. Ms. Driscoll abstained. MOTION by Ms. Driscoll to accept the August 6, 2012 Regular Meeting Minutes as amended with one correction under agenda item #7B that states that only some of the windows were wood and some of the windows were

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EAST HARTFORD  
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vinyl coated; seconded by Ms. Visgilio-Lupi. Vote was unanimous and uncontested. Alternate Jeffrey Cummings and Mr. Simpson abstained.

COMMUNICATIONS: The items listed on the agenda were presented and discussed by Ms. Fravel and Commissioners.

OPPORTUNITY FOR CITIZENS/RESIDENTS TO SPEAK: Mr. Simpson noted that it appears that the Town of Glastonbury is beginning to work on the brownstone arch bridge on Naubuc Avenue. He inquired if the Commission was aware of this, and how the Commission could find out what is happening.

OLD BUSINESS:

ELECTION OF OFFICERS: Mr. Cummings made a MOTION to appoint Ms. Visgilio-Lupi as Secretary; seconded by Ms. Driscoll. Mr. Simpson made a MOTION for Mr. Hudak to remain Vice Chair for the remainder of his term or his resignation from the Commission; seconded by Mr. Cummings. Mr. Simpson made a MOTION for Mr. Holmes to remain as Chair; seconded by Mr. Cummings. Vote was unanimous and uncontested.

COMMISSIONER ATTENDANCE AT DESIGN REVIEW MEETINGS WHEN DEMOLITION OF A STRUCTURE OVER 50 YEARS OLD IS INVOLVED: It was discussed that it would be a good idea to have a member of the Commission present at these meetings. Alternate Jeffrey Cummings agreed to become a member of the Design Review Committee and attend the meetings on a regular basis. They are scheduled to take place on Tuesdays at 2:15 p.m. as long as there is a current agenda. Ms. Fravel will contact Development Director John Choquette to find out how Mr. Cummings can become a member.

NEW BUSINESS

DEAR NEIGHBOR LETTER: Ms. Fravel drafted a "Dear Neighbor" letter as a means of outreach to the homeowners in the Historic District. She presented it at the meeting for Commission members to review and make comments. All Commission members agreed that it should be mailed out as soon as possible and Chair Holmes signed the letter.

PAYMENTS:

1. Clerk (\$75)
2. Hartford Courant (\$42.47)
3. CT Trust for Historic Preservation for Dues (\$75)

MOTION by Mr. Cummings to pay the above listed expenses; seconded by Ms. Driscoll. Vote was unanimous and uncontested.

OPPORTUNITY TO DISCUSS ITEMS NOT ON THE AGENDA: Ms. Driscoll asked if the Commission could use both the East Hartford Gazette and the Hartford Courant to advertise public notices. Ms. Fravel will look into the budget implications that could arise from doing this.

Ms. Fravel discussed an email that she sent out to Commission members inviting members to a workshop given by the CT Trust for Historic Preservation – Managing Historic Districts in CT with Effective Procedures. Ms. Fravel will be attending and invited all Commission members to attend if they were interested.


Ms. Fravel passed out a drawing of the Raymond Library's new addition given to her by Library Project Manager, Mary G. Martin.

Mr. Johnson told members that the East Hartford Historical Society will be selling 2013 calendars depicting old East Hartford photos for their annual fundraiser. The calendars will be available starting October 1, 2012 and cost \$12.

Ms. Fravel explained the process of appointing regular and alternate members of the Commission. After discussing this with the Town Attorney, Richard Gentile, Ms. Fravel learned that an alternate member would have to ask to be as appointed a regular member of the Commission when a Regular Member position opened and was with the correct party. An alternate member within the party does not automatically become a regular member when there is a vacancy.

ADJOURNMENT: MOTION by Mr. Cummings to adjourn the meeting at 8:41 p.m.; seconded by Mr. Simpson. Vote was unanimous and uncontested.

Respectfully Submitted,

  
Michelle Enman, clerk