

Historic Preservation Commission  
Town of East Windsor  
11 Rye Street, East Windsor, CT 06016

Minutes of Regular Meeting

Regular Meeting conducted at 11 Rye Street, East Windsor, CT 06016.

Thursday, November 14<sup>th</sup>, 2013

These minutes are not official until approved at a subsequent meeting.

Members Present: Barbara Smigiel, Kirk Montstream, and Scott Morgan

Members Absent: Paul Scannel and Karla Bagdikian

Chairperson Barbara Smigiel called the meeting to order at 6:41 PM.

**I. Establish a Quorum**

A quorum was established.

**II. Approval of Minutes**

Minutes from October 10<sup>th</sup>, 2013 were viewed.

It was MOVED (Montstream) and SECONDED (Smigiel) and PASSED (U) that the Minutes from September 12<sup>th</sup>, 2013 be approved. One ABSTAINED from voting (Morgan).

**III. Correspondence**

No Correspondence.

**IV. Public Participation**

No public participation.

**V. Added Agenda Items**

No added Agenda items.

## **VI. Old Business**

- a. **District 12 Schoolhouse:** A project plan was distributed to all members and will be reviewed with suggestions and changes to take place at the next meeting.
- b. **Melrose Historic District:** Kirk Montream requested that Barbara Smigiel obtain a letter of permission from the landowner where the sign is to be placed. Once this is received, he will submit all documents and application to Planning and Zoning.
- c. **Driving Tour:** The commission decided that the driving tour will be a brochure as well as web based. A fundraising section will be added to the project plan to cover the cost for printing brochures. The number of visits to the web site will be one outcome measure of success. Also, a short questionnaire will be placed on the site for individuals to give feedback on the tour. Commission members will speak with persons at each site to inform them of the tour and answer any questions or concerns. Barbara Smigiel will speak with those in the Melrose Historic District. Scott Morgan will speak with St. Catherine's Church. Jessica Bottomley will speak with the Scantic Church, as well as the Historical Society in regards to the Scantic Academy. Kirk Montstream will speak with St. John's Episcopal Church and Wesleyan Church. Jim Richards will speak with the United Methodist Church. Discussion of the tour will continue at the next commission meeting.

## **V. Adjournment**

It was MOVED (Morgan) and SECONDED (Montstream) and PASSED (U) that the Historic Preservation Commission adjourn the regular meeting at 7:38 PM.