

Historic Preservation Commission

Town of East Windsor

11 Rye Street, East Windsor, CT 06016

Minutes of Special Meeting

Thursday, April 10, 2014 at 6:30 PM

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

Members Present: Kirk Montstream, Jessica Bottomley, and Karla Bagdikian

Members Absent: Barbara Smigiel and Scott Morgan.

Others: None.

Vice-Chairperson Kirk Montstream called the meeting to order at 6:30 PM.

I. Establish a Quorum

A quorum was established.

II. Approval of Minutes

Minutes were reviewed of the meeting on March 13th, 2014.

It was **MOVED** (Bagdikian) and **SECONDED** (Bottomley) and **PASSED** (U) that the minutes from March 13th, 2014 be accepted.

III. Correspondence: None

IV. Public Participation: None

V. Added Agenda Items: None

VI. Old Business

- a. **Presentation to Planning and Zoning:** The town plan was discussed and materials reviewed. The formal presentation to the Town Planner will be finalized at the next commission meeting. Kirk Montstream spoke with the Town Planner and scheduled the commission's presentation date for June 12th, 2014. He will speak with her again to see if she can attend the next commission meeting to answer any questions commission members may have.
- b. **District 12 Schoolhouse:** Discussion of the schoolhouse continues with the select board.
- c. **Melrose Historic District:** Kirk Montstream stated that due to the unwillingness of the homeowner to have the sign on his property without the town's promise to maintain the sign, then the sign should be placed at the Melrose Schoolhouse. He stated that this would be beneficial because it is town property, the town will maintain the sign due to its placement on town property, and could be erected in time for Melrose's annual Memorial Day parade. He stated that he spoke to First Selectman Denise Menard about his idea and she was very supportive. He also stated that he will speak with Planning and Zoning to determine what types of permission the commission will need from the town to erect the sign on the property. Kirk will also speak with the sign maker to determine the status of the sign.
- d. **Driving Tour:** Jessica Bottomley proposed two types of brochures that could be used. The group agreed that a brochure with a map on one side and information on the other would be best. Jessica will create a mock draft of the brochure for the next meeting.

VII. New Business : None

VIII. Adjournment

It was **MOVED** (Bottomley) and **SECONDED** (Bagdikian) and **PASSED** (U) that the Historic Preservation Commission adjourns the April 10th, 2014 meeting at 7:54 PM.