**MIDDLE HADDAM HISTORIC DISTRICT COMMISSION**

**REGULAR MEETING**

Thursday, March 24, 2016

6:30 PM

Town Hall Meeting Room

Minutes - Draft

1. **Call to order** – Presiding as Chairman, Commissioner Roberts called the meeting to order at 6:45 p.m.
2. **Roll Call / Seating of Alternates** – Roll call was taken. Present were Commissioners Charles Roberts, Demian Battit, Patrick Walsh and Alternates Regina Starolis and Christopher Dart. Chairman Roberts seated Commissioners Starolis and Dart as Alternates.
3. **Public Remarks** – Items not on Agenda – None.
4. **Public Hearing**
	1. **Application #502** for COA at 58 Middle Haddam Road to replace the roof on the house and garage for applicant Ruth C. Steffman.

Jim Steffman presented on behalf of his mother Ruth C. Steffman. Mr. Steffman stated that his mother needs new roofing shingles on her house. Currently her roof is a 3 tab flat shingle that is gray. Mr. Steffman proposed using an asphalt architectural shingle which is more definitive and stylish and he provided the board with 4 samples in different colors. The members discussed which colors would be most appropriate for the historical area.

Commissioner Dart made a motion to accept Application #502 for 58 Middle Haddam Road to replace the shingles on the house. The motion was seconded by Commissioner Walsh. **Vote: 5-Yes; 0-No Motion passed.**

1. **Approval of minutes & motions**

 b. January 28, 2016 – Commissioner Walsh identified a grammatical error in item #8.

 The word “offices” should be changed to “officers”. Commissioner Battit made a motion

 to accept the January 28, 2016 minutes with the suggested correction. The motion was

 seconded by Commissioner Walsh. **Vote: 5-Yes; 0-No Motion passed.**

1. **Correspondence**
2. Other – Chairman Roberts stated he received a letter from Town Hall confirming the appointment of Patrick Walsh as a member of the Middle Haddam Historical District Commission and a letter from All Points Technology regarding a tower that will be erected on 22 East High Street.

 **7. Reports**

1. Expenditures -None
2. Other- None
3. **New Business**
4. Election of Officers – Commissioner Dart made a motion to elect Commissioner Charles Roberts as Chairman, Commissioner Demian Battit as Vice-Chairman and Commissioner Regina Starolis as Clerk. Commissioner Walsh seconded the motion. **Vote: 5- Yes; 0- No Motion passed.**
5. **Unfinished Business**
6. Other – Chairman Roberts informed the members that the vote for Application #501 in January 2016 was not valid because Commissioner Walsh was not an official member of the MHHDC therefore his vote was not valid and there wasn’t a quorum at the February 2016 meeting. Chairman Roberts stated that Application #501 was automatically approved due to the approval process guidelines. Chairman Roberts stated that he has not received an official amended letter for the reappointment status of Commissioner Starolis but that he will attempt to get the topic added to the agenda for the next Town Council meeting.
7. **Public Remarks** - None
8. **Adjournment** – With no further business to discuss, the members agreed to adjourn at 7:04 p.m.

Respectfully submitted,

Christine Castonguay

Recording Secretary