

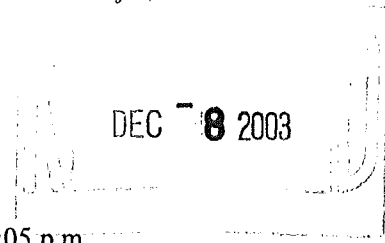
TOWN OF OLD SAYBROOK  
North Cove Historic District Commission

Randi Bradbury, Chairman  
Robert Welsh, Vice Chairman  
Rich Morrison, Secretary

302 Main Street • Old Saybrook, Connecticut 06475-1741  
Telephone (860) 395-3131 • FAX (860) 395-3125

Kathy Dubuc  
Robert Wendler  
Henri David, Jr., Alternate  
Pat Osbourne, Alternate  
Louise Tietjen, Alternate

MINUTES  
Special Meeting  
Monday, December 1, 2003 at 7:00 p.m.  
Middle School Library  
Sheffield Street



I. CALL TO ORDER: Chairman, Randi Bradbury called the meeting to order at 7:05 p.m.

II. ROLL CALL

Attending Members

Randi Bradbury, Chairman  
Robert Welsh, Vice Chairman  
Richard Morrison  
Robert Wendler  
Kathy Dubuc  
Henry David, Alternate Member

Absent Members

Pat Osbourne, Alternate Member  
Louise Tietjen, Alternate Member

Attending Staff

Kim Meadows, Clerk

Seated for this evening's meeting were the following members: Randi Bradbury, Robert Welsh, Richard Morrison, Kathy Dubuc and Robert Wendler. Unseated attending: Henri David, Jr. Absent: Pat Osbourne & Louise Tietjen.

III. PUBLIC HEARING

R. Bradbury recused. H. David seated. Public notice was read into minutes.

A. APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

61 Cromwell Place, *Playscape Installation*

Applicant: Carter Gowrie

Applicant proposes installation of freestanding playscape in southeast corner of yard on subject property

Discussion followed with respect to the public hearing that closed this evening. The public was asked for comments. No one spoke in favor of the application. No one opposed.

A **Motion** was made by H. David, seconded by R. Morrison to **GRANT** Certificate of Appropriateness to Carter Gowrie as the playscape installation will not interfere with the aesthetics of the area due to the location of the playscape in the southeast corner. No discussion and a vote was taken: In favor: R. Welsh, R. Morrison, K. Dubuc, R. Wendler, H. David. Opposed: None. Abstaining: R. Bradbury (recused). The motion passed unanimously. 5-0-1

Public hearing closed 7:30.

IV. OLD BUSINESS: none

V. NEW BUSINESS:

A. REPORTS

1.) **ANNUAL REPORT** R. Bradbury distributed Annual Reports to Commissioners and members of the public. The annual report, created by Chairman Randi Bradbury serves to inform public of purpose and processes of NCHDC. The report also details accomplishments of Commission from December 2002 through November, 2003. Basis for upcoming handbook. Workshops are to be scheduled for Commission to begin designing handbook. Discussion followed. ACTION: Clerk will copy and mail to residents.

**2.) MEETING CALENDAR** Discussion took place regarding times and location of 2004 meeting schedule. The following dates were approved by the Commission:

Monday, February 2, 2004 - *Special*

Monday, March 15, 2004 - *Regular*

Monday, May 3, 2004 - *Special*

Monday, June 21, 2004 - *Regular*

Monday September 20, 2004 - *Regular*

Monday, December 6, 2004 - *Regular* (annual meeting)

A **Motion** was made by R. Welsh, seconded by R. Bradbury to accept NCHDC Meetings as recorded at a time and place to be determined. No discussion and a vote was taken: In favor: R. Bradbury, R. Welsh, R. Morrison, K. Dubuc, R. Wendler and H. David. Opposed: None. Abstaining: None. The motion passed unanimously. 6-0-0

**ACTION:** Clerk will turn in meeting schedule to Town Clerk

**3.) ELECTION OF OFFICERS** Chairman read letter of recognition for Janet Foisie's service to Commission. Robert Wendler has been appointed to replace J. Foisie. Mr. Wendler is an architect who was an original member of the Survey Committee when the District first was designated.

R. Welsh nominated R. Bradbury for Chairman. A **Motion** was made by R. Welsh, seconded by K. Dubuc to elect Randi Bradbury for the Chairman of the NCHDC for the 2004 year. No discussion and a vote was taken: In favor: R. Welsh, R. Morrison, K. Dubuc, R. Wendler and H. David. Opposed: None. Abstaining: R. Bradbury. The motion passed unanimously. 4-0-1

R. Bradbury nominated R. Welsh for Vice Chairman. A **Motion** was made by R. Bradbury, seconded by R. Wendler to elect Robert Welsh for the Vice Chairman of the NCHDC for the 2004 year. No discussion and a vote was taken: In favor: R. Bradbury, R. Morrison, K. Dubuc, R. Wendler and H. David. Opposed: None. Abstaining: R. Welsh. The motion passed unanimously. 4-0-1

R. Welsh nominated R. Morrison for Secretary. A **Motion** was made by R. Welsh, seconded by R. Bradbury to elect Richard Morrison for the Secretary of the NCHDC for the 2004 year. No discussion and a vote was taken: In favor: R. Bradbury, R. Welsh, K. Dubuc, R. Wendler and H. David. Opposed: None. Abstaining: R. Morrison. The motion passed unanimously. 4-0-1

**ACTION:** Clerk will turn in new member list to Town Clerk

**4.) MEDIA COMMUNICATIONS** Discussion took place regarding members of the NCHDC communicating with the media on applications and/or commission news. It was determined that the Chairperson only would discuss applications and news with the media. Members cannot discuss application outside of Public Hearing with other members of the Commission, the public or the media.

**5.) NCHDC JURISDICTION OVER STRUCTURE OF HISTORIC HOME** R. Morrison concerned with enforcement of interior of home regarding structure/maintenance of home to prevent demolition. Discussion followed. It was determined that according to State Statues the commission is limited to reviewing the exterior of the home only. There is also a difficulty in addressing the issue of structural integrity of the home due to the fact that decomposition of internal support systems cannot be determined until well after work has begun and interior finishes have been removed. The opportunity to educate the public about this issue will take place in the handbook. Resources should be provided that can educate the public regarding the importance of maintenance schedules and any tax incentives available to homeowner. R. Morrison will report on resources available and tax incentives for homeowners to restore and/or maintain historic property. Discussion then turned to question of how a property is designated as historic. Clerk will bring *Cultural Resource Index* to next meeting for members to peruse. *Planning*

*for Historic Preservation* handout has much information regarding the aforementioned topics and is a valuable tool for Commissioners to read and have on hand at meetings.

- 6.) **MAILINGS TO DISTRICT RESIDENTS** Mailings have been taking place to district residents informing them of meetings as a courtesy (not required). To streamline process, email addresses could be acquired and information could be communicated by this method. In future, agendas and minutes could be posted on Town of Old Saybrook website.

**B. CORRESPONDENCE**

1. Copy of letter from Michael Pace appointing Robert Wendler as a regular member for a five year term (exp. 11/08)
2. Copy of letter from William Childress submitted to the Hartford Courant
3. Copy of letter from Donna DiBella submitted to the Hartford Courant
4. email from Christine Nelson, Town Planner regarding Old Saybrook's nomination as "American Dream Town"- vote at [www.americadreamtown.com](http://www.americadreamtown.com)
5. Handout of Planning Commissioner's Journal "*Planning for Historic Preservation*"

**C. MINUTES: November 13, 2003**

Minutes: A **Motion** to approve as written the Minutes of the November 13, 2003 NCHDC meeting was made by R. Welsh, seconded by K. Dubuc. No discussion and a vote was taken: In favor: R Welsh, R. Wendler, K.Dubuc, R. Morrison, R. Bradbury and H. David. Opposed: None. Abstaining: None The motion passed unanimously. 6-0-0

**VI. ADJOURNMENT**

A **Motion** was made by R. Welsh, seconded by K. Dubuc to adjourn the December 1, 2003 North Cove Historic District Commission meeting. No discussion and a vote was taken:

In favor: R Welsh, R. Bradbury, K.Dubuc, R. Morrison, R. Wendler and H. David. Opposed: None. Abstaining: None The motion passed unanimously. 6-0-0

The meeting was adjourned at 8:30 p.m.  
Old Saybrook NCHDC  
Old Saybrook, Connecticut 06475  
Robert Welsh, Acting Chairman

Respectfully submitted,



Kim Meadows, Recording Clerk