

## **NORWICH HISTORIC DISTRICT COMMISSION**

### **Minutes of the January 16, 2019 Regular Meeting**

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The regular meeting of the Historic District Commission was held Wednesday January 16, 2019 at 5:30 pm in City Hall Room 319 annex.

#### **Members Present:**

Scott Learned (Chairman)  
Regan Miner (Vice Chairman)  
Timothy Dowhan  
Richard Guidebeck

#### **Members Absent:**

Nancy O'Neil (excused)

### **I. Public Meeting**

The public meeting was convened at 5:30 pm

- COA 384 – 90 Town St (doors)  
No representative present. Like for like material replacement of doors.
- COA 385 - 29 Otis St (windows & lead abatement)  
Owner and contractor present. All windows (~20) to be replaced; Window specs provided. Exterior wood & painted, wood grills, identical look and style to existing window; Current plan: aluminum storm windows to remain. It was noted that the replacement windows are efficiency windows (argon fill) which could negate necessity for the storms.

Additional indirect discussion of work in progress or planned: Doors stripped and re-painted; Current plan on entryway is for architectural features to remain with structural repair on the underlying decking framework.

### **II. Regular Meeting**

The regular meeting was convened at 5:48 pm

#### **A. Action on COAs**

- COA 384 – 90 Town St (doors)  
No significant discussion. Proposed plan looks good and documentation is in order. Motion to approve the COA as written (RG; second RM) was approved unanimously.
- COA 385 – 29 Otis St (windows & lead abatement)  
The specification sheet for the replacement windows looks good and suggests a quality product. Motion to approve the COA as written (TD; second RM) was approved unanimously.

In discussion, the commission noted that any further work identified (vestibule) is limited to scraping and painting. Any additional work will require a separate COA. Non-visible structural repair to the underlying decking framework would not need approval by the commission. Owner/contractor had question on potential siding replacement (currently wood shingle). Commission suggests maintaining where appropriate and like for like replacement and material. If and when replacement or repair is needed, a COA will be required.

B. Minutes of December 17, 2018 Regular Meeting

- Motion to accept the December Regular Meeting minutes as written (RG; second RM) was approved unanimously.

C. Chairman Report

- None.

D. Old Business

- Commission members (SL, RM, RG, TD) met with city planner to discuss and coordinate HDC and city plans. Topics included: HDC budget and recording secretary, exploratory interest in development within historic district, and blight concerns. Commission to present a more formal write up on budget concerns and necessities to Ms. Rhodes for subsequent submission to the City Manager.
- Blight officer already taking action on Mr. Allen residence. Resident is disputing. No other action by commission (i.e. action on previous COA).
- Chairman to write formal letter of Mr. Allen dismissal from HDC.
- Composition of the Commission: Mr. Guidebeck was re-interviewed for renewal of his position on the commission and approved. Greg Johnson application is in progress. Councilwoman Stacy Gould indicated process was 'lost in electronic limbo'. An end-of-January interview was anticipated. There are three alternate positions vacancies. Potential applicant: Jan Akus.
- Ms. Miner to make inquiry to State Historic Preservation for potential 'HDC tutorial' presentation. Consideration: incorporate into a regular HDC meeting; (tailored) topics.
- Potential recording secretary, Melinda Wilson, identified pending budget support/concerns.

E. New Business

- Chairman received a call from the owner's representative of 6 Ox Hill (former Robbins property) currently in foreclosure; Owner's representative is a realtor cited repairs to house are needed (roof replacement). Current application is wood shake roof. Would asphalt shingles be acceptable? Chairman noted such an effort requires a COA; Noted commission would be strongly opposed to change of materials; Will send a letter to remind her of COA.

F. Next Meeting Date

- Scheduled for Wednesday February 20, 2019 at 5:30 pm.

G. Adjournment

- Motion to adjourn (TD; second RG) approved unanimously. The Regular Meeting adjourned at 6:18 pm.

Respectfully submitted

Scott Learned

Chairperson

SL/td

DRAFT