

TOWN OF DURHAM
Historic District Commission
Regular Meeting
Monday, December 1, 2008, 8:00 PM
Durham Public Library Meeting Room
7 Maple Avenue, Durham, CT 06422

Call to Order: The meeting was called to order at 8:10 PM by Chairman Duncan Milne at the Durham Public Library.

Roll Call: Members present: Norm Jason, Diana McCain, Duncan Milne and Sue Woodson. Alternates Present: Linda Bertelsen and Clay Howe. Staff: Trish Dynia.

Seating of Alternates: Linda Bertelsen and Clay Howe were seated for the duration of the regular meeting and public hearings.

Approval of Agenda: *A motion was made by Linda Bertelsen, seconded by Norm Jason, to approve the agenda as written. The motion passed unanimously.*

Public Session: None.

The Chairman recessed the regular meeting at 8:15 PM and opened the public hearing.

Continued Public Hearing

APCOA # 339, A.J. Eames, 119 Main St., Relocation of Windows, South Façade: Applicant A.J. Eames was present and described the exterior work completed thus far. In order to present a more aesthetically pleasing, symmetrical view of the home's exterior, he utilized two existing windows, one on the south and the other from the east façade. He also removed a storm door and restored its brass knocker. Members noted that the work had been done in a manner in keeping with HDC requirements. However, members explained to the applicant that the work had been done prior to receiving Commission approval, a situation which could have had serious consequences had the work not been up to district standards.

A motion was made by Diana McCain, seconded by Norm Jason, to close the public hearing and reconvene the regular meeting at 8:50 PM. The motion passed unanimously.

Discussion/Action on APCOA #339: Diana McCain presented her draft of a letter addressed to the applicant. The letter explains procedures in place to protect all home owners in the Historic District, and advises the applicant not to undertake work in the future until he has consulted with the Chairman, and received an approved APCOA, if required. The applicant described projects

he hoped to take on in the near future, including one which would certainly require an APCOA, that being his proposal to add storm windows.

A motion was made by Diana McCain, seconded by Sue Woodson, to approve APCOA # 339 as submitted and completed. The motion passed unanimously.

A motion was made by Clay Howe, seconded by Norm Jason, to approve the letter to A.J. Eames, with adjustments to the final paragraph to reflect that the applicant did appear before the Commission and has an approved APCOA. The motion passed unanimously.

Discussion on Procedures to Tighten up Compliance with Historic District Review and Enforcement: Secretary Trish Dynia distributed copies of the memo sent to Laura Francis and Dick McManus asking them to attend this evening's meeting to discuss this agenda item. Neither was present at the meeting. Duncan Milne noted that this memo, along with a previous memo regarding various concerns within the district, were distributed to the Board of Selectmen at their November 17, 2008 meeting. The salient points of each were noted and the First Selectman stated that they would endeavor to look into each of them.

Members expressed frustration that neither was in attendance this evening. It was agreed that the Secretary will send another, more urgent memo asking them to attend the January meeting. Duncan Milne will follow up with a phone call to each prior to the January meeting.

At that meeting members will discuss procedures, review the building application and set up an annual meeting with the building official to review happenings within the district.

Payment of Bills: None.

Approval of Minutes: *A motion was made by Linda Bertelsen, seconded by Diana McCain, to approve the October 6, 2008 minutes as written. The motion passed unanimously.*

Slate of Officers, 2009: Duncan Milne stated that at the January meeting the Commission will approve its 2009 officers. He asked that members think about whether or not they would like to serve as chairman, vice-chairman and clerk. He further noted that although the Commission now has a paid secretary, the bi-laws require that there also be a clerk/officer. The clerk would be required to compose the minutes if the staff secretary could not attend, and would run the meeting if neither the chairman nor the vice-chairman was in attendance. Mr. Milne also expressed willingness to continue serving as chairman if no one wished to volunteer for the position.

Old Business: Duncan Milne reported that he had received a phone call from Richard Kellish regarding his November APCOA and approval of Harvey brand classic vinyl replacement windows with exterior simulated true divided lights. Mr. Milne informed the applicant that the co-owner, Dan Kellish, and the applicant's contractor were both present at the November meeting and understood what was approved. In addition, the details were contained in the November minutes and if Mr. Kellish has any further questions he should attend an upcoming HDC meeting for clarification.

After a lengthy discussion it was agreed that Clay Howe would draft a letter to a member who has been ill for quite some time in order to ascertain whether the member is able to complete his term or would prefer to resign.

New Business: After a brief discussion, members agreed that Chairman Milne will compose a draft letter to the Public Safety Renovations Planning Committee regarding HDC application procedures for altering or demolishing a building within the Historic District.

The commission will hold its next regular meeting on Monday, January 5, 2009. At that time additional dates for the year will be reviewed and approved.

Adjournment: Chairman Milne adjourned the meeting at 9:30 PM.

Respectfully submitted,

Patricia Dynia
Recording Secretary

Cc: Town Clerk, Commission Members

RECV'D: Office of the Town Clerk
December 10, 2008 at 10:34am