

October 10, 2012 1:46:57 PM

# HISTORIC DISTRICT COMMISSION MINUTES

## I. ROLL CALL

Commission members present were HRH Chairman Ken Feder, Betty Woollacott, Marc Lubetkin and Diane Mead. Chairman Feder called the meeting to order at 7:34 p.m. in the Main Meeting Room. Also in attendance were Lynn Charest, Zoning Enforcement Officer, and Janis Prifti, Commission Clerk, and other interested parties.

## II. APPOINTMENT OF ALTERNATES

Chairman Feder appointed Commissioner Lubetkin to serve as alternate for Denise Alfeld.

### III. DISCUSSION AND POSSIBLE DECISION

a. SCLG Consultant Proposals

Ms. Charest stated in addition to TRC's original proposal, Jeffrey Henry sent an email which she also provided to the Commissioners. She spoke with Mary Dunn from the State Historic Preservation Office regarding the question of items offered in the proposals beyond the RFQ's scope and the Commission's decision has to be based on the qualifications of each responding consultant. Chairman Feder stated all the proposals responded to RFQ requirements. Ms. Charest noted there is a time constraint that requires a decision. Ms. Charest clarified questions the Commission had with Rachel Carley. She said Ms. Carley will provide digital photos on a disk, full HRI; she prefers to put everything in Word which can be easily converted to PDFs; she checked with the GIS consultants who confirmed it is also compatible in their format. Ms. Charest has been working on the GIS for the Town and they have put in the historic districts, both national and East Weatogue District, and buildings recently done on the HRI that are on

the National Register qualify and are coming together. She said Ms. Carley's product is equal to the required format. Commissioner Lubetkin stated it is not at the same level of technology and asked if a consultant could be required to subcontract with her. Chairman Feder confirmed her product would be at the same level of quality as Lucas.

Commissioner Woollacott made a motion to accept Rachel Carley's proposal based on her qualifications. Commissioner Lubetkin seconded the motion, and it was passed unanimously.

#### IV. DISCUSSION ITEMS

##### a. Addendum (should have been the Newsletter)

Ms. Charest is waiting for a response from 3 District residents granting permission to use photos of their houses: Anita, Crenshaws, and Marshall Epstein. Commissioner Lubetkin will print 100 copies of the Newsletter, including for the Town Hall box. Chairman Feder will forward Anita's consent email to Ms. Charest. Ms. Charest said a letter was sent to the 3 parties a couple of weeks ago requesting approval to use the photos and she will email a copy of the letter to Commissioner Mead who will follow-up by phone with the Crenshaws and Epsteins.

##### b. HDC Events

Chairman Feder said a party for the district should be tried. Commissioner Alfeld was to contact Marshal Epstein about the possibility of using their venue. Ms. Charest said that Mika Kelly is organizing events for the Historical Society and asked whether something should be done in conjunction with them. Chairman Feder felt the HDS event should be held within the District to increase participation of Historic District residents. Commissioner Lubetkin suggested holding the event on a fall Sunday afternoon in the wine tent with a guest speaker and to answer residents' questions. Commissioner Woollacott noted the importance of distributing the handbook and Ms. Charest makes an effort to do that as much as possible. Commissioner Lubetkin suggested asking Mr. Epstein for a Sunday afternoon soon and putting it in the Newsletter, with each Commissioner personally handing out 10 Newsletters at District residents' doors. Regarding the event cost, Commissioner Lubetkin suggested wine be purchased by attendees from Mr. Epstein because, as clarified by Ms. Charest, the Town cannot pay for wine. Commissioner Lubetkin proposed the idea of paying Mr. Epstein for food and Commissioner Lubetkin would do the

prep gratis; he will speak with Mr. Epstein next week. Regarding the number of attendees, 50-70 were estimated by the Commissioners and perhaps the corn maze could be open.

c. Site ideas of cell phone tour

Commissioner Lubetkin has not received list input to date and suggested Commissioner Woollacott knows the District best. Commissioner Woollacott suggested the site of the original ferry as one, sites on Terry's Plain, where the wagon ran over David Russell, and the stone quarry. Commissioner Mead noted the Boy Scouts are called on often and cannot do all the projects requested. Commissioner Woollacott will come up with ten interesting sites after 2 weeks, including the Sycamore, the Flower Bridge, the marker by Ensign Bickford, etc. Chairman Feder asked Commissioner Woollacott to send him her list and he will consolidate it with other suggested sites.

d. Managing Your Historic District Commission hand-out

Ms. Charest had Commissioner Lubetkin's handout of scheduled historic meetings scanned and emailed to the Commissioners.

VI. APPROVAL OF MINUTES of August 23, 2012

Commissioner Woollacott will contact Mr. Oliver regarding his formal resignation. Regarding the proposed new member, Commissioner Lubetkin stated he is a builder who lives in West Simsbury and has received various awards; his appointment will be going before the Board of Selectmen.

Commissioner Mead made a motion to approve the August 23, 2012 minutes as written. Commissioner Lubetkin seconded the motion, and it was passed unanimously.

VII. ADJOURNMENT

Commissioner Lubetkin made a motion to adjourn the meeting at 8:10 p.m. Commissioner Woollacott seconded the motion, and it was passed unanimously.

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