

**Town of Chaplin Connecticut  
Historic District Commission**

**Minutes of November 13, 2018**

*These unapproved Historic District Commission meeting minutes are forwarded to the Chaplin Town Clerk in a draft format. These minutes are unofficial until they have been read and approved by a majority vote of the Commission. Should edits be necessary, they will be made at the next regularly scheduled meeting, voted upon and noted in the meeting minutes.*

**A. Public Hearing**

The Chaplin HDC held a public hearing on Tuesday, November 13, 2018 at 7:00 PM in the meeting room of the Chaplin Public Library on an application for a Certificate of Appropriateness by Jean Givens and Bruce Raymond to install a ventless mini-split heating and cooling system at 35 Chaplin St.

The hearing was opened at 7:03 PM. Members Present: Paul Peifer-Chair, Diane Cox, Warren Church, Carl Lindquist, Cathy Smith. Also Present: Jean Givens, Bruce Raymond, Chris Mckleroy and Susan Peifer-Clerk. Mr. Peifer read the legal notice. Ms Givens gave a presentation on the details of the installation of the heating and cooling system. There will be two compressors measuring 35" w x 32" h by 13" d on ground bases located on the north and south sides of the house, nothing will be located on the front of the house. Several conduits measuring 4" x 2 1/8" would run up the sides of the house from the compressors to the inside room units. These heat pump units would provide both A/C and heating. Ms Givens noted that SHPO was very familiar with the use of these systems on historic homes and that she obtained a SHPO tax credit grant for the project. She said units are very quiet. Mr. Church said they have one and it is quiet. Dr. Lindquist asked how far the compressors would be located from shrubs. Ms Givens said the compressors would be located next to the house and about 18" from evergreen shrubbery which would block them from view. The system is not used for hot water so the use is limited to A/C or heat demand. Mr. Mckleroy, 5 Chaplin St added that they also have this system and it is quiet. The hearing was closed at 7:33 PM.

**B. Business Meeting**

**1. Call to order, roll call and seating of alternates.**

Paul Peifer-Chair called the meeting to order at 7:33 PM. Other regular members present were D. Cox, J. Givens and W. Church. Alternate C. Lindquist was seated for K. LeShay. Also

present was Alternate C. Smith who was not seated. Mr. Peifer requested a motion to correct the item order numbers on the agenda, C. Lindquist made a **Motion** to renumber the items 1 through 7 to correct a duplicated item number, D. Cox seconded, passed unanimously.

## **2. Approval of September 25, 2018 Minutes**

C. Lindquist noted a typo under B. Item 2, the word “has” should be changed to “his” also, J. Givens suggested adding; “ Mr. Belisle asked about the appeal process.” **Motion** made by W. Church and seconded by J. Givens to approve the amended minutes of the September 25<sup>th</sup>, 2018 special meeting with one correction and one addition Peifer, Cox, Givens, and Church voted yes, Lindquist abstained. Motion passed.

## **3. Discussion and vote on Givens/Raymond application**

Ms Givens recused herself from the discussion and vote. **Motion** to approve the Givens and Raymond application made by D. Cox and seconded by W. Church. Mr. Church asked when the installation would be done, Mr. Peifer said the application indicated December. Mr. Peifer said the installation does not substantially impair the historic character and appearance of the district. **Motion** passed unanimously.

## **4. New Business**

### **a. Approve FY 2019-2020 Budget**

Mr. Peifer submitted a budget proposal with the same bottom line of \$675 as the present FY year. Several members wanted to add money to reprint a Historic District booklet that is handed out to new residents. The supply of these booklets is running low and several additional properties need to be included in the reprint. The amount of \$60 was added to the office supply line item. **Motion** was made by J. Givens, seconded by C. Lindquist to approve a FY 2019-2020 budget with a bottom line of \$735. Motion passed unanimously.

### **b. Discussion on seeking Town Attorney’s opinion on CGS Sec. 7-147f (a) and CGS Sec 7-147J (b).**

Mr. Peifer asked to table this discussion in light of the recent town meeting on the Old Town Hall/Museum building. Mr. Mckleroy, 5 Chaplin St. was recognized and added he attended the last Selectmen’s meeting at which the Selectmen decided to not take any action on the Old Town Hall/Museum building because general consensus was to leave the building in place. He added the Ross Library building’s future would be discussed at the May Town Meeting.

**5. Old Business** None

**6. Items pro re nata**

Mr. Peifer has received the resignation of regular member Kitty LeShay effective November 30, 2018. He added the HDC has three alternates who could be candidates to fill the position and asked if any were interested. Mrs. Smith was amenable to becoming a regular member. Ms Givens commented it would be better to move an Alternate with experience into a Regular member position than to appoint someone with no HDC experience. Mr. Peifer said he would bring the recommendation of Mrs. Smith to the Board of Selectmen.

Regarding the Belisle hearing, Mr. Peifer said a notice of decision was printed in The Chronicle on 10/29/18 and he sent Mr. Belisle a certified letter notifying him of the HDC decision to deny his application. Mr. Peifer said he was contacted by a different Solar Panel company on behalf Mr. Belisle who asked about the appeals process and he told them it would have to be appealed in court.

Mr. Peifer said he met with new resident Penelope Pelizzon, 93 Chaplin St. to review possible projects that may need HDC approval.

**7. Adjournment** Motion made by J. Givens to adjourn, passed unanimously. Meeting adjourned at 8:05 PM.

*Respectfully Submitted,*

*Susan Peifer, Recording Clerk- HDC*