

Chaplin Historic District Commission

Minutes

Regular Meeting

Tuesday, February 7, 2023

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. Regular Business Meeting.

1. The meeting was called to order at 7:03 P.M. by Chairman W. Church. Also present were regular members D. Cox and P. Peifer and alternate member L. Ricklin. Mrs. Ricklin was seated for C. Smith. Mr. Peifer made a motion to add an item to Old Business to discuss creating a "Solar Panel Guideline" reference, L. Ricklin seconded, the motion passed unanimously, the item was added to Old Business.

2. Approval of November 15, 2022 minutes. P. Peifer moved and L. Ricklin seconded to approve the minutes. The minutes were approved unanimously.

3. Audience for citizens: None

4. New Business

a. 2023/2024 Budget: Chairman W. Church presented the same budget of \$755.00 as FY 2022/2023 to be considered. He explained the HDC was under budget for clerical, legal notices, office supplies and postage and was confident the amount would be adequate. D. Cox moved to approve the budget, P. Peifer seconded, motion passed unanimously.

5. Correspondence

The only correspondence received was several Preservation Connecticut magazines which were distributed to the members.

6. Old

Business

a. 22/23 Budget: No action needed

b. Discussion to create a "Solar Panel Guideline" Mr. Peifer researched solar panel regulations in Historic Districts in other CT towns. The application guidelines and information sheets from Salisbury, Ct and Guilford, Ct explained the application procedure, recommendations for how solar panels should be installed in a Historic District including photos, definitions of common solar terms and a history of solar panels. The Commission would like to see applicants provide photos of where installation will be to show how visible from the street, photos of the actual panels, an alternate installation plan and have a representative from the solar company to be present at the public hearing. Mr. Church said the guidelines have to be flexible to accommodate various site situations in the District. Mr. Peifer will compose a guideline booklet and present it at the next meeting.

Mr. Church had no further information on the grant to study the Chaplin Museum.

Adjournment. Mr. Church adjourned the meeting at 7:40 P.M.

Respectfully submitted, Susan Peifer- Recording clerk- HDC