

Chaplin Historic District Commission

Minutes

Annual Meeting

Tuesday, September 10, 2024

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.

B. Business Meeting

1. Call to order, roll call and seating of alternates. Chairman W. Church called the meeting to order at 7:03 P.M. Present were regular members W. Church, P. Peifer, C. Smith and L. Ricklin; absent were regular member D. Cox and alternate W Rose. Audience members were: Allen Olsen, Sally Zimmerman, Peggy Church, Adele Swartz and Andy Belisle.

2. Approval of November 14, 2023 minutes. Ms. Ricklin made the motion to approve the minutes, Mr. Peifer seconded; the minutes were approved unanimously.

3. Audience for citizens: None

4. New Business

a. Withdrawal of Hearing on Museum Move. Mr. Church explained First Selectman J. Roman wants to withdraw the application to move the museum building. Mr. Peifer made a motion to accept the withdrawal of the application without prejudice, Mrs. Smith seconded, motion passed unanimously. The application can be resubmitted to the HDC at a later date.

Chairman Church asked to skip ahead of items on the agenda to allow interested parties to arrive to the meeting.

d. Election of Officers: Mr. Peifer made a motion to approve the same slate of officers as are presently serving: W. Church, Chairman, D. Cox, Vice-chairman and C. Smith, Secretary. Mrs. Ricklin seconded, motion passed unanimously.

e. 2025 Meeting Dates: Mr. Church proposed four regular meeting dates: February 11, May 6, September 9 and November 11 to start at 7:00 P.M. at the Library Conference room. C. Smith moved to approve these meeting dates, L. Ricklin seconded and the motion passed unanimously.

f. FY 2025/2026 Budget. Mr. Church proposed keeping the same budget amounts as the present year's budget. Line items: Clerk \$220, grants \$100, legal notices \$400, office supplies \$100 and postage \$35 for a bottom line of \$855. Mrs. Smith made a motion to approve, Mr. Peifer seconded. Discussion on whether there would be upcoming hearings to expense. Mr. Church had a request regarding a handicap ramp at the Church but said it is hard to know what applications will come to the HDC. Motion passed unanimously.

4. New Business (continued)

b. Sidewalk between Senior Center and Garrison Field plus expansion of parking lot at the Senior Center. Mr. Church had discussed the matter with First Selectman Roman and asked Mr. Roman to attend the meeting. Mr. Roman was not present. Mr. Church received a copy of the grant application with a general description of the concrete sidewalk with curbs and a crosswalk on Chaplin St. There was no description of the parking lot but information contained in the plan indicated the lot would be extended onto the lawn area on the north side of the Senior Center. Members had general discussion of the pros and cons, safety issues and need for this project, but the consensus was the Town sees a need and the HDC has a regulatory role to make sure it fits into the historic character of the District. Mr. Church will again ask Mr. Roman to come to a meeting to explain the plan. The HDC will need an application by the Town to schedule a public hearing. Ms. Zimmerman said this plan is a resubmittal of the original plan but with a different funding source.

c. Stone wall and fence at 342 Phoenixville Rd. Mr. Church asked the owner of 342 Phoenixville Rd. Mr. Burrows, to come to the meeting but he did not attend. The stone wall had been partially removed and the HDC wants it rebuilt. It will be an ongoing project. A picket fence was also in question, Mr. Burrows said he had gotten previous approval for it. Mrs. Smith recalled that some years ago there was an approval to repair the existing fence, not install a new one.

5. Old Business: Mr. Church said the HDC needs two alternates to replace former members. Mrs. Smith will contact Chaplin Street residents to see if there is interest in serving. Mr. Church has spoken to some prospects but no one has committed.

6. Correspondence: Preservation Connecticut magazine received. A Certificate of Appropriateness application for a reroofing was received from a contractor for 19 Chaplin St. Mr. Church determined that because the roof was being replaced with the same material and color as the old roof, the HDC did not need a hearing and returned the fee to the owners. He added it may be a good time to send residents of the District a copy of the HDC regulations.

Adjournment: Mr. Church adjourned the meeting at 7:48 P.M.

Respectfully submitted, Susan Peifer- Recording clerk- HDC