

**TOWN OF CHAPLIN, CONNECTICUT
HISTORIC DISTRICT COMMISSION**

**MINUTES OF A BUSINESS MEETING
HELD ON April 23rd 2013 IN THE CONFERENCE RM, CHAPLIN LIBRARY**

Business Meeting

Jean Givens, Chair, called the hearing to order at 5:32 PM. Members present were Warren Church (vice chair), Marvin Cox (alternate), Jean Givens (chair), Kitty LeShay, and Catherine Lynch (secretary). Givens seated Cox for the absent John Meyer.

1. Approval of the minutes. Church **moved** and Cox seconded approval of the minutes of February 19th, 2013. The motion passed with three in favor and one abstention.

2. Old Business.

Discussion of certain buildings on Chaplin Street. Commissioners considered draft letters dealing with ongoing concerns with the parsonage and the town owned old post office and library buildings and discussed the problem of enforcing regulations after the fact.

i. The Parsonage, 47 Chaplin Street. Commissioners hoped that the ramp with railings that never received a Certificate of Appropriateness (CA) might be removed as it apparently is no longer needed. They agreed to individually walk the Street and observe the satellite dish on the roof in preparation for revisiting the Parsonage issues at the next meeting.

ii. The Old Post Office, 142 Chaplin Street. The draft letter dealing with the old post office, as well as the library at 130 Chaplin Street, was approved by consensus and will be sent.

3. New Business.

A. *Discussion of certain buildings on Chaplin Street, continued.*

i. Garage across from 31 Chaplin Street. Cox read a note from Diane Cox concerning the Cox garage and former GAR building between 36 and 42 Chaplin Street. The back wall of the building is in a state of decay, and the Coxes would like to replace the current cedar clapboards with vertical pine boards. Commissioners agreed that the back of the garage is not visible from the street and hence beyond the purview of the HDC. They appreciated the Coxes' courtesy in consulting with the Commission.

ii. Tavern, 36 Chaplin Street. Givens explained that the gravel work on the walkways is not the installation of a new surface without the required CA but rather part of a process of replacing the previous flagstone surface. The existing flagstones had been disturbed when over exuberant vegetation was removed, and the winter weather did not allow their immediate replacement.

iii. 96 Chaplin Street. Lynch noted that she expects to have the house painted this summer and that the work would involve some replacement of rotting trim. Any replacement will replicate existing materials and dimensions.

B. Recruitment of new HDC members.

Marvin Cox has expressed a desire to resign from the HDC, and John Meyer expects not to continue when his term expires in September. Commissioners discussed desirable characteristics of HDC members, including residence on or off the Street, the ability to work reasonably with a group, and interest and expertise. Givens will compile a list of suggestions to forward to the selectmen.

C. Connecticut Historic Trust workshop. Church and Lynch reported on a workshop on new materials which they attended in Norwich on March 21st, 2013.

4. Correspondence. Givens' exchanges with the Whitehouses at 36 Chaplin Street involved correspondence; see 3.A.ii above. The Commission decided to donate the copies of *Connecticut Preservation News* which appear in the HDC mailbox to the Chaplin Library.

Givens closed the meeting at 6:37 PM.

Respectfully submitted,
Catherine Lynch
Secretary

The next scheduled meeting will be held on May 14th, 2013, and these minutes will be approved at that time.