

WOODSTOCK HISTORIC PROPERTIES COMMISSION

REGULAR MEETING MINUTES

Monday, April 25, 2016

1. The meeting was called to order in Meeting Room B of Town Hall at 7:05 P.M. by Myron Stachiw, Chairperson. Other Commission members attending were Tom Chase, Lyn Smith, Kristen Heitert, Jean McClellan, and Harold Bishop.

2. Designation of Alternates: None required

3. Public Hearing on Application for Certificate of Appropriateness (COA) submitted for the Quasset School, Frog Pond Rd.

- a) Lyn Smith, as architect for the proposed project, recused herself from deliberations/vote
- b) Myron Stachiw read rules for public hearing and public notice
- c) Lyn Smith and Myra Pratte (Chair, Quasset School Advisory Committee) presented proposed shutter design and window repair for the Quasset School – proposal supported by archival photographs, scale drawings, and hardware examples for review
- d) HPC questions included installation methods/appearance and hardware options
- e) No public questions or rebuttals
- f) Myron Stachiw called end to public hearing at 7:25 pm, seconded by Jean McClellan, and a unanimous vote in favor

After brief review and discussion, Tom Chase moved to accept the Quasset School window repair and rehabilitation COA as submitted; second by Jean McClellan, and a unanimous vote in favor

4. Review of Minutes: Minutes of March 28, 2016, were approved on a motion by Tom Chase, seconded by Jean McClellan, and a unanimous vote in favor

5. Public Comment: None

6. Correspondence: None

7. Old Business

- a) Cemetery Grant update: Drone survey of Bradford-Marcy Cemetery to be conducted by Raber Associates on Wednesday, April 27, 2016. Review of data fields resulted in agreement for the future inclusion of complete epitaph/headstone text in database by the HPC as it will not be included as part of the agreed upon scope of work with the consultant
- b) New Member suggestions/nominations: John Bartolomei in attendance as potential new member

8. New Business

- a) Steve and Gail Voorhees of 321 Pulpit Rock Road expressed concern over the disposition of the Holden-Allen Tomb at 320 Pulpit Rock Road; tomb has traditionally been maintained by the landowner, but property is currently under review for change from residential to commercial use
- b) Myron Stachiw explained that the HPC's role in such issues is strictly advisory, but that there are statutes regarding the treatment/protection of cemeteries in Connecticut; suggested that the Voorhees consult on-line statutes for additional information and continue to follow the proposed development plans for the property

9. Adjournment at 8:03 PM on motion by Tom Chase, seconded by Jean McClellan. Passed unanimously.

Respectfully submitted, Kristen Heitert, Clerk

Please note that while these minutes may be published, they are not approved by the Commission until the next meeting date.