

**HISTORIC PRESERVATION COUNCIL MEETING  
STATE HISTORIC PRESERVATION OFFICE  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

**WEDNESDAY, July 6, 2016**

**9:30 A.M.**

**ONE CONSTITUTION PLAZA, SECOND FLOOR  
HARTFORD, CONNECTICUT**

**DRAFT MINUTES**

**PRESENT:** Margaret Faber, Sara Nelson, Karyn Gilvarg, Katherine Kane, Kathy Maher

**STAFF:** Mary Dunne, Deborah Gaston, Todd Levine, Jenny Scofield, Doug Royalty  
Kristina Newman-Scott

**1. CALL TO ORDER**

The meeting was called to order by Chairman Nelson at 9:35 a.m.

Chairman Nelson stated from the information she has letters have gone out from the Governor's office, we have 7 members presently and that a quorum was present.

**2. REVIEW OF PUBLIC COMMENT PROCEDURES**

**3. CODE OF CONDUCT/CONFLICT OF INTEREST**

Ms. Karyn Gilvarg and Doug Royalty will recuse themselves from 9E BOS grant for New Haven Preservation Trust

**4. REVIEW AND APPROVAL OF MINUTES**

Motion by Ms. Maher was moved to have April minutes reviewed at the June meeting.

**5. REPORT OF COMMITTEES**

**6. NOMINATIONS TO THE STATE REGISTER**

**6A. State Register Nomination for the Jonathan Selleck House, New Canaan, CT**

**Motion by Ms. Kathleen Maher, second Ms. Karyn Gilvarg**

**The Historic Preservation Council votes to list the Jonathan Selleck House at 1271 Oenoke Ridge Road in New Canaan, on the State Register of Historic Places**

Ms. Scofield mentioned this house represents an important moment in the of New Canaan's town history. It meets state Criteria 1at the local level for its representation of colonial revival. The

nomination was initiated by the home owner Robin and the consultant James Sexton, who are both present. New Yorkers were attracted to this 19<sup>th</sup> century home because of its historical significance, easy access to the Hutchinson/Merritt Parkway and being 40 miles from New York City. It is also an important extant and a nineteenth/twentieth century resource.

Ms. Gilvarg asked if the stone walls or the entire landscape property was being nominated. Ms. Scofield replied the entire property and its boundaries are included.

**(Y-4 : N-0) Abstain: Chair Nelson**

## **7. HISTORIC DISTRICTS/PROPERTIES**

### **7A. Local Historic District study report, Saugatuck River Swing Bridge, Westport**

**Motion by Ms. Kathleen Maher second Dr. Margaret Faber**

**Pursuant to CGS 7147(b), the Historic Preservation Council votes to recommend approval of the Study Report for the Saugatuck River Swing Bridge Historic District, Westport, CT presented by the Westport Historic District Commission, dated May, 2016. Any parcels within the study area not already listed on the CT State Register will be added to the Register.**

Ms. Dunne the study report is complete and this is an important resource to the town of Westport. There were some concerns and recommendations, because this is state property want the HPC to understand they are not subject to local ordinances and will not have to apply for a certificate of appropriateness for any work need be to be completed on the bridge. Also would recommend the town attorney make sure it is not incorrect to pass an ordinance that binds a state agency. Suggested the boundaries should be expanded. The two parcels did not show up as open space until the 20<sup>th</sup> century and may be a result of early 1990s renovations on the bridge. The town of Westport is planning on coming in for a register nomination.

Ms. Maher asked about the letter DOT letter, and if things were going to move forward at the request of the property owner. Chairman Nelson suggested approval so the two state agencies NEPA and CEPA won't be battling each other.

Ms. Helen Garten spoke: Local designation is important to the town because it tells the local story and is the only one of its kind.

Mr. Morley Boyd (held up a 1991 photo of a temporary bridge) described the lay out of the area. The four-lane bridge historical integrity would be deeply compromised. Would like to capture the area and the bridge itself.

Mr. John Suggs, Westport RTM elected official spoke: We have a letter from our town to endorse the application. Would like to accept the recommendation of the boundaries by your staff. A temporary bridge would cause hardship and would like to have the original boundaries considered clearly laid out and fought for to stay the same.

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Chair Nelson asked if the district could expand in the future, Ms. Dunne said yes, but it would restart the whole process over again if this was recommended now. When the early bridge was constructed it was not part of the registry then.

**Pursuant to CGS 7147(b), the Historic Preservation Council votes to recommend approval of the Study Report for the Saugatuck River Swing Bridge Historic District, Westport, CT presented by the Westport Historic District Commission, dated May, 2016. Any parcels within the study area not already listed on the CT State Register will be added to the Register.**

**Amended staff recommendation listing is to support boundary expansion be reviewed:**

**(Y-4 : N-0) Abstain: Chair Nelson**

**Ms. Gilvarg reads language for second motion:  
Council recommends local Historic District Commission Study Report Committee look at the additional parcels which would be part of the setting of the bridge.**

**Motion by Ms. Kathleen Maher second Dr. Margaret Faber**

**(Y-4 : N-0) Abstain: Chair Nelson**

**8. PROGRAM REVIEW AND DEVELOPMENT**

**9. STATE HISTORIC PRESERVATION GRANTS  
A. 1. HISTORIC RESTORATION FUND**

**Historic Restoration Fund Grant for St. Peter's Church, Milford, CT**

**Motion: Ms. Kathleen Maher second Ms. Karyn Gilvarg**

**The Historic Preservation Council votes to approve a Historic Restoration Fund Grant funded by the Community Investment Act and administered by the Department of Economic and Community Development.**

**Staff recommends the application for funding.**

**Applicant: St. Peter's Church, Milford, CT**

**Project: Stabilization/protection for stained glass windows until repairs can be ...  
Amount: \$29,320.00**

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Chair Nelson queried Council with regard to HRF grant application review and asked if the review would be easier to manage if Council members divided into committees to review grants or to individually review grants.

Ms. Dunne mentioned the bulk paperwork for this grant along with the budget will be posted in dropbox.

The consensus from the Council was to continue in the sub-committee process:

Chair Nelson asked Ms. Dunne what monies were available for distribution. Ms. Dunne discussed the budget.

Dr. Faber mentioned she will be abstaining.

Ms. Maher mentioned there were a few things that were not checked off would have liked to have seen the rest of the material since it was already asked for. Ms. Dunne mentioned if the paper work was mailed in it would not be in drop box, but in a paper file. This project's revised guidelines did not require a project consultant because this project was for fitted clear glass protective coverings to cover the windows while the project is ongoing. This is why it was not checked off on the paperwork.

**Motion to table to next month for more information: Ms. Kathleen Maher second Ms. Katherine Kane.**

**(Y-3 : N-2) Abstain: Chair Nelson, Dr. Margaret Faber**

**A. 2. ST. JOHN'S CHURCH, Washington, CT Slate roof and foundation**

**Motion Ms. Kathleen Maher second Dr. Margaret Farber**

**Historic Restoration Grant for St. John's Foundation, Inc. Washington, CT**

**The Historic Preservation Council votes to approve a Historic Restoration Fund Grant funded by the Community Investment Act and administered by the Department of Economic and Community Development, to the below-listed applicant grant administered by the Department of Economic and Community Development.**

**Staff recommends the applicant for funding.**

**Applicant St. John's Foundation**

**Project: Slate roof repair/replacement and related masonry repairs**

**Amount: \$50,000.00**

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Ceiling has deteriorated terribly causing interior and exterior damage. We recommend and roof and masonry repairs move forward. Specs and water analysis speak to what is presented. Dr. Faber asked was building being sand blasted, if so will it cause any damage. Chair Nelson responded that they are using micro abrasives in a low pressure water system which is good and is a current method of cleaning.

**(Y-4 : N-0) Abstain: Chair Nelson**

**A. 3. Monte Crisco Cottage, New London , water damage**

**Motion: Ms. Karyn Gilvarg second Ms. Katherine Kane**

**Historic Restoration Fund Grant for Eugene O'Neil Memorial Theater Center, Inc.**

**The Historic Preservation Council votes to approve a Historic Restoration Fund Grant funded by the Community Investment Act and administered by the Department of Economic and Community Development, to the below-listed applicant in the amount shown below. All grant guidelines and state requirements shall be met by the below-listed applicant upon receipt of a grant administered by the Department of Economic and Community Development.**

**Staff recommends the applicant for funding**

**Applicant: Eugene O'Neil Memorial Theater Center, Inc.**

**Project: Repairs water-damaged features of Monte Cristo Cottage and install prevention measures.**

**Amount: \$20,000.00**

Water damage cause by weather conditions. Will not fund unless the standard easement is received.

**(Y-4 : N-0) Abstain: Chair Nelson**

**A. 4. First Church of Christ, Farmington, Slate roof repair**

**Motion Dr. Margaret Faber second Ms. Kathleen Maher**

**Historic Restoration Fund Grant for First Church of Christ Congregational, Farmington, CT**

**The Historical Preservation Council votes to approve a Historic Restoration Fund Grant, funded by the Community Investment Act and administered by the Department of Economic and Community Development, to the below-listed applicant in the amount shown below. All grant guidelines and state requirements shall be met by the below-listed applicant upon**

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**receipt of a grant administrative by the Department of Economic and Community Development.**

**Staff recommends the applicant for funding.**

**Applicant: First Church of Christ, Congregational, Farmington, CT**

**Amount: \$40,000.00**

Some of paper work was not complete and boxes are not checked on the paperwork Ms. Dunne has a hard copy of everything that was submitted due to it being mailed in, but will scan everything in the future. Will have the budget sent was not included.

**Move to table for the budget: Ms. Kathleen Maher second Dr. Margaret Faber**

**(Y:4 : N:0) Abstain: Chair Nelson**

**A. 5. Epoch Arts/N.N. Hill Brass Company Factory, East Hampton, masonry repair**

**Motion Dr. Margaret Faber second Ms. Karyn Gilvarg**

Deleted:

**The Historic Preservation Council votes to approve a Historic Restoration Fund Grant, funded by the Community and Investment Act and administered by the Department of Economic and Community Development, to the below-listed applicant in the amount shown below. All grant guidelines and state requirements shall be met by the applicant upon receipt of a grant administered by the Department of Economic and Community Development.**

**Staff recommends the application for funding**

**Applicant: Epoch Arts**

**Project: Masonry repair repointing**

**Amount: \$50,000.00**

Chair Nelson suggested since the applicant paperwork was specific, to add "Factory" on the end of the name of their company. There was a letter of support from the town. Dr. Faber asked have they thought about a survey and planning grant for future projects. Elizabeth Norman Technical Director of Epoc Arts mentioned they did not check certain boxes because they were not print out the sheet. Ms. Dunne mentioned she will continue to tweak the application so this won't happen again. Omar Norman Artistic Director mentioned the phase is funded and they are working with an architect on a life safety plan study for the building. Mr. Levine mentioned Office of the Arts has arts grants for them to consider as well.

**(Y:4 : N:0) Abstain: Chair Nelson**

**B. ENDANGERED PROPERTIES FUND**

**9C. CERTIFIED LOCAL GOVERNMENT GRANT**

**C.1. Town of Berlin – Design Development for Washington Meeting House**

**Motion Ms. Karyn Gilvarg second Dr. Margaret Farber**

**The Historic preservation Council votes to recommend the award of a Certified Local Government Historic Preservation Enhancement Grant, funded by the Historic Preservation Fund of the Department of the Interior, to the below-listed applicant in the amount shown. All Grant guidelines and state requirements shall be met by the Department of Economic and Community Development. Staff recommends the applicant for funding.**

**Applicant Town of Berlin, CT**

**Project: Design Development Plans for Worthington meeting House**

**Amount: \$10,000.00**

The staff recommends this grant application. They did receive a CT Trust HPTAG grant and they are going to use this grant which is federal money, to match our grant.

**(Y:4 N:0) Abstain: Chair Nelson**

**C2. Town of Suffield – Survey**

**Motion Ms. Karyn Gilvarg second Ms. Katherine Kane**

**The Historic Preservation Council votes to award a Supplemental Certified Local Government Grant to the below-listed applicant in the amount of shown below. All grant guidelines and state requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development.**

**Applicant: Town of Suffield**

**Project: Consulting services of CFR-Qualified Historian or Architectural Historian to prepare the second Phase of updating the town's Historic Resources Inventory.**

**Amount: \$30,000.00**

The staff recommends funding approval. Suffield is a certified local government, they updated their HRI sort of a PowerPoint presentation which is not a survey, but was the presentation given by the consultant to give an idea of what was in the survey. This would be the second phase that

would add additional property and would also consist of a number of historic resource inventory forms and an overall essay on the architectural historical history of the town.

**(Y:4 N:0) Abstain: Chair Nelson**

**D1. SURVEY AND PLANNING GRANTS**

**Motion Ms. Karyn Gilvarg second Ms. Katherine Kane**

Deleted:

**Survey and Planning Grant: Wilton Historical Society**

**The Historic Preservation Council votes to approve a Survey and Planning Grant, Funded by the Community Investment Act and administered by the Department of Economic and Community Development, to the below-listed applicant in the amount shown below. All grant guidelines and state requirements shall be met by the below-listed applicant upon receipt of a grant administered by the Department of Economic and Community Development. Staff recommends the application for funding.**

**Applicant: Wilton Historical Society**

**Project: Consulting services of a CFR-Qualified Historian or Architectural Historian to update a Historic Resources Inventory for the town to include 20<sup>th</sup> century resources.**

**Amount: \$30,000.00**

Staff recommends approval. It is good when the local historic society takes the lead on it as a lot of towns are doing to update into the 20<sup>th</sup> century.

**(Y:4 N:0) Abstain Chair**

**D. 2. Norwich Historical Society, Walking tour brochures and Web Presence**

**Motion Dr. Margaret Faber second Ms. Katherine Kane**

**Partners In Preservation Grant: Norwich Historical Society**

**The Historical Preservation Council votes to award a Partners in Preservation Grant to below-listed applicant in the amount shown below. All grant guidelines and state requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development.**

**Applicant: Norwich Historical Society**

**Project: Website Mobile Apps and brochures for two Discover Norwich Walking Trails**



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**Amount:       \$35,000.00**

Ms. Dunne mentioned in previous e-mail and added to the Dropbox, Norwich came in a couple of years ago for similar funding for two other trails, the Uncas Levy Trail and the Benedict Arnold Trail. She did go out on the trail/green and though it was awesome. You could access the trail from a cell phone app. Actors came out and told you about the property you were looking at. It was a successful project and more than happy to recommend funding for the next couple of trails.

with the project. Dr. Faber mentioned to remember when you look the Millionaire's Trail all the people who lived in the houses along the trail including the women and the support staff, not just the fancy millionaires which is part of the story and our job to tell the full history.

Bill Champagne, President of the Norwich Historical Society introduced Reagan Minor, CT Tourism Rising Star for 2016 and consultant with the Society. We have three projects this year which consist of the two walks and restoring the 1783 Dr. Daniel Lathram schoolhouse to use for the Norwich Heritage and Visitor's Center and the Discover Norwich 10 panel Exhibit which Reagan Minor spearhead.

Ms. Minor mentioned they are in Phase 2 of the application. Our walk trail system and have partnered with Mohegan Tribe for the duration of this project and they are pleased with the signage, brochures and how the trail and how it has been represented. We have had a lot of exposure on the trails in the eastern tourism district. President Lincoln visit connects with him staying in one of the houses on the trail when he visited Norwich. In the Millionaires Triangle working on studying the industrial age architecture of the building they lived in and are still standing. We are using the book "Norwich and the Guiled Age" of local author Trudis Daley as a guide to help work on the project as well.

**(Y-4 : N-0) Abstain: Chair Nelson**

**E.       BASIC OPERATIONAL SUPPORT GRANT**

**(Karen Gilvarg and Douglas Royal recused themselves)**

**E. 1. New Haven Preservation Trust, BOS**

**Motion Dr. Margaret Faber second Ms. Katherine Kane**

**Basic Operational Support Grant: New Haven Preservation Trust**

**The Historic Preservation Council votes to award a Basic Operational Support Grant to the below-listed applicant in the amount shown below. All grant guidelines and state requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development.**

**Applicant:    New Haven Preservation Trust**

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**Project: 3-year Operational Support**

**Amount: \$150,000.00**

Ms. Dunne mentioned staff is supports funding for this application due to the Trust supporting local groups and also being our eyes and ears on the ground in the community on preservation related issues. This funding will be spread out over three years then under further guidelines organizations can continue to apply on a yearly basis for 20% of their budget not to accede \$30,000. This is budget related and has nothing to do with the type of work the organization are doing which is incredibly valuable to us.

Ms. Dunne introduced Ms. Susan Godshall, Board of New Haven Preservation Trust Dr. Faber asked if an Executive has been hired yet and she replied, "no". Ms. Godshall mentioned they are extremely grateful we are funding the program under legislative pressure and things we cannot control. The continuation of this grant is a life blood to the Trust. The Trust is an active adviser to individuals and organizations about the usual restoration practices and preservation federal standards. We respond to approximately 220 requests for technical assistance annually from property owners, students, architects, relators, etc. We also produce monthly public programs, public tours of buildings and neighborhoods and educational programs such as half day on the preservation tax credit and lectures by historians and architects that are free and open to the public. The past 3 years 1,200 people have taken part in the trust preservation program. New Haven has received more home owner reimbursements in the past 5 years and any other municipality equaling to 3.4 million in renovations. Preservation awards have also been given to homeowners, developers and business owners who repair and restore each May with Mayor Harp in attendance and she stays for the whole program. There is also media coverage. There is also an customized plaque given to homeowners who taken pride in their homes.

**(Y:4 N:0) Abstain: Chair Nelson**

F. PARTNERS IN PRESERVATION GRANT

G. CREATIVE ARTS PROMOTING PRESERVATION GRANTS

10. THREATENED PROPERTIES UPDATE

11. PRESERVATION RESTRICTIONS

12. ARCHAEOLOGICAL PRESERVES

13. REPORT ON MUSEUM PROPERTIES

**14. REPORT ON STATE HISTORIC PRESERVATION OFFICE ACTIVITIES –  
Kristina Newman-Scott / Staff Reports**

Ms. Newman-Scott mentioned just this morning she received word of and two out of the five nominated Council members Jeffrey Partridge and Leah Glaser have been appointed. Chair Nelson suggested we do a introductory conference call to introduce them to the work of the Council.

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We are starting all over again with refills on Dan Forrest's old position. This position will now be combined, Museum Director/Deputy Commissioner. Laura Mancuso and Susan Chandler old position to be filled as well. Lance's old position at New Gate will be put on hold due to no staff. We are looking for partners and ideas for the museum to run it.

Mr. Levine mentioned there are 4 protected species of bats living in the mine that are dying. A fungus is being tracked in killing the bats.

Council spoke about emailing the Commissioner.

Mr. Levine mentioned they met with DEEP, professors and Dr. Woodward on Barn Island. Four signs will go up:

1. Overview
2. Where the house was
3. Main Path
4. End of main path

A Phase 1 survey is in the works and I offered grant money. No signage will go up until that is done.

Looking into ways to continue to fund the CT Humanities. Want to continue the lunchtime meetings. The old State House gift shop has now moved into State House Square. The Old State House was partnered with HOTS Schools and The Freedom Trail.

The Children's Governor Program was a huge success and the children recreated the Amistad trail, did well with the information and the materials they were provided with. It was great to see

Ms. Newman-Scott mentioned a new \$3million dollar innovation grant for culture just came out of DECD. A

All of the tourism districts are gone from the budget. The Central Tourism District will be gone from our office.

15. **GENERAL DISCUSSION**

16. **LIAISON WITH PUBLIC AND PRIVATE AGENCIES – Standing item, CT Trust**

Daniel Mackay mentioned CT needs to come up to speed on the rail system from Boston to Washington, D.C. In September an announcement will be made on the route that will be chosen. Senator Bloomingthal did not agree with the rail due to the threat to natural and historical resources and said it should be rejected. DOT is saying there is no specific plan yet.

Investing in new advocacy software information will be able to be stream ed to the Governor's office.

Ms. Carmelich sign off on paper work approving some work on our building.

17. OLD BUSINESS

18. **NEW BUSINESS – Review of Conference Call meeting system**

Ms. Newman-Scott mentioned due to the holidays she was not able to review anything.

Dr. Faber mentioned it would be easier to have a face-to-face meeting. If we do have a conference call it would be easier to come into the office.

Ms. Kane suggested trying SKIPE or GOOGLE CHAT. The call-in process is easier than through a computer. Ms. Newman-Scott mentioned she will have our intern research this.

BOS guidelines application was tweaked. Board and staff should be reflected of the community.

Conference call meeting for August to discuss tabled items

New Council members will join us at our September meeting

August and September 2015 minutes were in the Dropbox as a courtesy, but were already approved.

February 2016 were tabled at the June meeting, awaiting a comment to be added to a motion.

**Motion Ms. Katherine Kane to accept February minutes with the additional language, second Ms. Karyn Gilvarg**

(Y:4 N:0) Abstain: Chair Nelson

**Motion Ms. Katherine Kane to table May, June and July 2016 minutes, second Ms. Karyn Gilvarg**

(Y:4 N:0) Abstain: Chair Nelson

Ms. Kane made note that she was deeply uncomfortable with the timing of reviewing minutes and disappointed that it's taking this long. She suggested adding a tracking number if there will be a lot of back and forth with drafts flying around, so we can keep track.

19. **ADJOURNMENT**

**Motion: Ms. Karyn Gilvarg**

The meeting was adjourned at 11:49 a.m.

Minutes respectfully submitted by:  
Deborah D. Gaston  
Secretary