

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

Wednesday, April 3, 2018 @ 9:30 am

Conference Call Meeting

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/533171421>

For audio: Dial In: 1-866-453-0290 Passcode: 207-626-51#

Meeting Minutes

Call in: Dr. Jones (in person), Dr. Faber, Ms. Nelson, Dr. Partridge, Ms. Carnell, Chairwoman Nelson, Ms. Gilvarg, Mr. Elmore, Dr. Glaser, Dr. Vernal, and Ms. Maher

Staff: Elizabeth Shapiro, Deborah Gaston, Mary Dunne, Cathy Labadia, Alyssa Lozupone and Todd Levine

Guests Call in: Ms. Jane Montonaro, CT Trust for Historic Preservation
Mr. Avery Tillinghast - Congregational Church of Thompson
Ms. Lynn Sedowski – Director of Public Works, North Haven
Ms. Wendy Connell – Bill Memorial Library, Groton

I. Call to Order

The conference call meeting of the Historic Preservation Council was called to order at 9:30 a.m. by Chairwoman Nelson and the roll was called to identify all conference call attendees.

II. Review of Public Comment Procedures

Chairwoman Nelson reviewed public comment procedures and the procedures for call-in meetings.

III. Code of Conduct/Conflict of Interest

Chairwoman Nelson reviewed the conflict of interest policy. There were none noted.

IV. Review and Approval Minutes

a. March 6, 2018 Minutes (Transcript)

On a motion by Dr. Faber, Second by Dr. Jones

(Y-6, N-0, Abstaining – Chairwoman Nelson, Elmore, Partridge, Vernal and Gilvarg - Roll call vote)

V. State Historic Preservation Grants – Action Items

a. Survey and Planning Grant: Greater Litchfield Preservation Trust, Litchfield

On a motion by Ms. Gilvarg, Second by Ms. Maher, the Historic Preservation Council votes to recommend the award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, to the Greater Litchfield Preservation Trust in the amount shown of \$10,000.00.

All grant guidelines and state requirements shall be met by the Greater Litchfield Preservation Trust upon receipt of a grant as administered by the Department of Economic and Community Development. Hearing no further discussion, motion passed.
(Y-10, N-0, Abstaining – S. Nelson) Roll call vote

Ms. Dunne presented the application as recommended by staff. She noted that The Greater Litchfield Trust has made an effort to preserve this property by purchasing it. The referendum was rejected to use the building as a town hall. SHPO is willing to assist the GLT to plan for a reuse that will respect the building's integrity.

b. Survey and Planning Grant, Congregational Church of Thompson

On a motion by Ms. Maher, Second by Dr. Jones, the Historic Preservation Council votes to recommend the award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, to the Congregational Church of Thompson in the amount of \$20,000.00.

All grant guidelines and state requirements shall be met by the Congregational Church of Thompson upon receipt of a grant as administered by the Department of Economic and Community Development (DECD), to the Congregational Church of Thompson in the amount of \$20,000.00.

Hearing no further discussion, motion passed.

(Y-10, N-0, Abstaining – S. Nelson) Roll call vote

Ms. Dunne presented this application as recommended by the staff. Ms. Lozupone has conducted a site visit to this property. There is a need for a conditions assessment to focus on the extent of the fire damage. Even though the photographs reveal severe fire damage, there is a lot of historic fabric in this building. There is a need for a qualified architect and a structural engineer to assess the damage to the structure. The report could then be used as the basis for a SHPO NHRF grant. No consultants have been committed to this project, but Greg Farmer, circuit rider from the CT Trust for Historic Preservation, has visited the property several times. Avery Tillinghast, Thompson Congregational Church, was present on the call to answer questions.

Ms. Maher asked if a structural engineer had viewed the property. Ms. Lozupone replied that none have. Ms. Dunne noted that SHPO can ensure that one of the grant conditions is to have a structural engineer as part of the assessment team.

Dr. Jones asked if the damage seen in the picture was mostly due to water damage. Mr. Tillinghast replied, yes, most of the damage was from water on the east side of the building.

Ms. Gilvarg asked if the Education Building was damaged by the fire. Mr. Tillinghast replied there was very little damage to the building. He noted that the Thompson Historical Society will be assisting the church on the cosmetic part of this project, painting and bringing in craftsmen within six to eight weeks.

Chairwoman Nelson expressed concern that the grant budget won't allow for the necessary mechanical, electrical, structural, etc. drawings and plans to be completed.

She also asked if architectural (or other) drawings exist of the different floor levels of the exterior elevation of the historic sanctuary. Mr. Tillinghast replied that yes, there are paper drawings of the sanctuary. He also gave information on his background as a professional fund raiser, commercial building supplier working with several architects. Mr. Tillinghast noted that they have raised about \$200,000.00 and confirmed that the church has enough money for this phase, which they estimate will cost \$600,000.00.

Chairwoman Nelson noted that the timeline is compressed in the grant, and confirmed that change in schedule will be acceptable to the applicant.

Dr. Faber asked if the Johnson organ had water damage, and if the interior was going to be restored to the 1856 version or the 1900s version. Mr. Avery replied that there had been minor water damage, but the organ needed an over haul regardless. No decision has been made as to the period of restoration, and that will be discussed with the congregants. It is likely that the decision will be to restore to the 1900s period.

Ms. Maher added, a sprinklers system should be added to the specs, even if it is a dry action system.

Dr. Vernal asked if SHPO could provide additional money for the entire project if needed. Ms. Dunne replied yes, the client is encouraged to share full details and if additional money is needed, they can come back for HRF funding.

c. Survey and Planning Grant, Martha Culver House, 290 Quinnipiac Avenue, Town of North Haven

On a motion by Dr. Jones, Second by Ms. Maher, the Historic Preservation Council votes to recommend a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut to the Town of North Haven in the amount of \$15,000.00.

All grant guidelines and state requirements shall be met by the Town of North Haven upon receipt of a grant administered by the Department of Economic and Community Development. (Y-10, N-0, Abstaining – S. Nelson) Roll call vote

Ms. Dunne presented the application with staff recommendation. The Martha Culver House was listed on the state register a few years ago and the organization has been working from a conditions assessment report to make repairs to the building. SHPO has not received a copy of that report, and would like to see updated plans and specs. Ms. Lynn Sedowski from the Town was on the phone to answer any questions.

Ms. Maher commented that there is an inconsistency of the narrative and what is being asked for in the summary. The request is for interior restoration but there are no interior photographs or specs for window restoration/repair. She pointed out that the space is being used as museum exhibit space and that will require more specific information on how the space is going to be used.

She would like to know how the space is going to be used in order to protect the collections as well as the building. For example, exterior windows restoration is critical, but need to look at the interior windows for environmental control.

Ms. Lynn Sedowski, Director of Public Works for the Town of North Haven, admitted that the town has approached this project a bit backwards in this respect, to address what were perceived as immediate needs, such as the exterior peeling paint and poor condition of the roofing material. Through the town's finance department, they hired a company to perform a restoration on the exterior of the building which included scraping and painting the exterior. Even though the company did a good, they did not address the windows or the interior. The town needs a road map and expert assistance on bring the museum back to life.

Chairwoman Nelson stated that an interior study needs to be started to set the criteria on the restoration, and should include a HVAC consultant. She asked Ms. Dunne if HPC may recommend an expanded scope. She followed that question with a question to Ms. Maher asking if she thought the twenty thousand dollars would be enough to get the project started. Ms. Maher responded in the affirmative. She also said that the town can contact her for any assistance needed.

Ms. Dunne noted that current conditions assessment is eleven years old and an update is needed. She also reminded meeting participants that there is a need to strike the balance between preservation needs and the needs of the collections.

There was further discussion surrounding a change to the language of the motion, but Council agreed that the motion should stand.

Mr. Levine (10:17 a.m. joined the call) presented the "Good to Great" grant program in which funds are available for this type of project.

Dr. Jones asked after the vote to what degree are we responsible for alternate uses of the building. Chairwoman Nelson answered we are responsible for the building. As Ms. Maher stated regarding the collection's environment, there are IMLS standards of care for collections. She remarked that HPC also should make sure the owner understands the implications of the choices they make for the buildings in their care, and the sometimes competing interests of a historic building and a museum.

d. Survey and Planning Grant - Bill Memorial Library (1890), 240 Monument Street, Groton

On a motion by Dr. Faber, Second by Ms. Maher, the Historic Preservation Council votes to award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, to the Bill Memorial Library in the amount of \$7,500.00.

All grant guidelines and state requirements shall be met by the Bill Memorial Library upon receipt of a grant as administered by the Department of Economic and Community Development.

Hearing no further discussion, motion passed.

(Y-9, N-0, Abstaining – S. Nelson) Roll call vote

Ms. Dunne presented the application as approved by staff. She remarked that the library has been a good steward to the building but they are now looking for a road map to guide the more complicated decisions that they will face in the future regarding greater use, long-term care and ADA compliance.

Ms. Maher noted that her remarks in regard to the Martha Culver house are pertinent to the library as well because it has a small museum collection.

Ms. Wendy Connell, Director of the Bill Memorial Library was on the call. She added that the library is a full-service library with two full-time and six part-time staff members. An addition was added in 1994, but now the roof needs repair, there are masonry issues, and the building is not ADA compliant. They need guidance in the restoration process. Ms. Maher asked if there were 17th century documents in the collection and Ms. Connell replied in the affirmative.

Chairwoman Nelson added that the collection could be housed in special environmentally-controlled cases.

Dr. Jones asked if the Lt. Colonel Ledyard's (Commanded Fort Griswold in Groton, CT, in the American Revolutionary War and resisted British forces) sword was part of the library's collection or if it was borrowed. Ms. Connell replied that it is part of the library's collection. Dr. Jones commented that it is a very important artifact.

Ms. Christine Nelson left the call @ 10:47 a.m.

Dr. Faber pointed out the wording in reference to the window restoration. Ms. Connell replied the windows on the 1st floor have been restored, and the windows on the 2nd floor are replacements. It was noted that nothing about the library building was past the point of repair, although there are issues with the 1994 addition to the building.

Chairwoman Nelson commented that when the library writes the RFP, that an architect, structural engineer and a slate roofing consultant should be included. She agreed with Ms. Maher on the need to conduct a study to make sure the collection is housed in the proper conditions.

e. Survey and Planning Grant– Hamden Historical Society, Jonathan Dickerman House, (1792) 105 Mel Carmel Avenue, Hamden

On a motion by Ms. Maher, Second by Dr. Glaser, the Historic Preservation Council votes to award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, to the Hamden Historical Society in the amount of 10,075.00.

All grant guidelines and state requirements shall be met by the Hamden Historical Society upon receipt of a grant as administered by the Department of Economic and Community Development.

Hearing no further discussion, motion passed.

(Y-9, N-0, Abstaining – S. Nelson) Roll call vote

Ms. Dunne presented the application as approved by staff, and noted that Mr. Levine went to survey the Dickerman House after the tornado. The Society arrived at this budget figure after consultation with architects, which is within our guidelines. They are aware that if the grant is awarded the project must go out to bid. SHPO is not requiring a conditions assessment because they have consulted with an architect on the roof, interior and chimney damage.

Ms. Maher asked why they did not apply for an Endangered Property grant immediately. Mr. Levine replied that SHPO no longer has that grant fund. He did work with the Society through the process, and noted that there was hesitation about applying for money from the state.

Ms. Maher remarked that the Endangered Property grant enables immediate funding for unforeseen occurrences. If they come in for an HRF grant in the future, we should consider monies already spent that could be used as a match.

Dr. Jones asked if the mill on the property is included in the request. Mr. Levine responded in the negative, as the mill is not listed on the state or national register.

Mr. Levine clarified that he is not a member of the Historical Society and is responding to questions as a SHPO staff member, not as a resident of the town of Hamden.

Dr. Faber asked if the building was protected from the weather. Mr. Levine answered in the affirmative. She also asked Ms. Dunne to update the dollar amount in the checklist of the application.

Dr. Vernal left the call @10:56 a.m.

f. Partners in Preservation Grant – Mattatuck Historical Society, Waterbury

On a motion by Dr. Jones, Second by Ms. Maher, the Historic Preservation Council votes to award of a Preservation and Partners Grant, funded by the Community Investment Act of the State of Connecticut, to the Mattatuck Museum in the amount of 3,000.00.

All grant guidelines and state requirements shall be met by the Mattatuck Museum upon receipt of a grant as administered by the Department of Economic and Community Development.

Hearing no further discussion, motion passed.

(Y-8, N-0, Abstaining – S. Nelson) Roll call vote

Ms. Dunne presented the application as approved by staff, noting that SHPO rarely receives applications from Waterbury and is pleased at the opportunity to assist in promoting the architectural history of the town.

Dr. Jones wanted to make sure the cemetery on the grounds of the library is included, as there is an African American burial ground there. Some of the headstones are built into the wall of the library. Ms. Maher added, associated with any walking tour, there should be an electronic deliverable embedded.

- VI. **State Register of Historic Places Nominations**
None
- VII. **Local Historic District/Property Study Report**
None
- VIII. **Archaeological Preserves**
None
- IX. **Threatened Properties**
None
- X. **Preservation Restrictions**
None
- XI. **Report on State Historic Preservation Office Activities – Ms. Shapiro, Ms. Dunne**
Statewide Plan – SHPO has the printed version, and is beginning to share it. It will be disseminated to those who would like a copy at the Statewide Conference.

BOS Partners – As mentioned in February, the slightly revised BOS grant application is live. HPC will have a chance to review applications at the May meeting. It has been planned for a review in March, but HPC discussed the revised Survey and Planning application. The application will be added to the folder for the May meeting, but for the time being one change is the grant's new name, "Institutional Support for Capacity Building" instead of "Basic Operating Support"

The other important item is that the grant application is now open to new applicants, and smaller preservation organizations may apply for funding. This is a two-year grant which will be awarded with annual amounts based on the following scale: Organizational Budget of \$100,000 or more: \$50,000/year; \$50,000-99,999: \$10,000/year; under \$50,000: \$5,000/year. Existing grantees that have received Basic Operating Support (BOS) awards in 2017 and 2018 will qualify for funding at the \$50,000/year level. The program has been tweaked to assist the office to demonstrate that our grant funds are used to build organizational capacity for CT preservation partners.

Good to Great Grant – SHPO is on schedule for the next round of the *Good to Great* grants, Todd is working with Tamara Dimitry of the COA who is teaching him about hosting webinars. SHPO and team have incorporated suggestions from the review committee from the last round, including giving guidance for both marketing and strategic plan creation. This program is in a constant state of re-evaluation to improve the quality of the applications and the outcomes.

Statewide Conference - <https://www.eventbrite.com/e/2019-statewide-historic-preservation-conference-tickets-58585856875?aff=erelexpmlt>

May 17 and May 18 - Registration is open. Sessions include:

- The Meaning of it All: How to write an impactful significance statement for State and National Register Nominations
- Evaluating Projects Using the Standards for Rehabilitation
- Mastering the Art of Advocacy and Communications
- Planning for Success: Undertaking capital improvement projects
- Do I Have the Energy? Making historic structures energy efficient

Legislative – Staff have been working with our legislative liaison, Tommy Hyde, to answer questions from legislators, and to testify against some proposed legislation that would weaken the CEPA process.

XII. Report on Museum Properties – Liz Shapiro

Museums General:

Seven seasonal employee positions have been approved and should be filled by the beginning of May. The positions should be posted within days. They'll be posted for 6 days (the minimal amount of time). Ms. Shapiro will forward the posting to the HPC for sharing. Workers do have to be able to work May through the end of October, 37.5 hours / week, so not appropriate for college students who are not attending school in-state, or high school students.

Sloane Museum:

The pre-bid meeting has been held at Sloane. Only one construction company attended, so we're waiting on that bid. The Friends of Sloane, museum staff and I have been working to plan the grand reopening, Saturday September 21.

New-Gate Prison & Copper Mine

Work will resume on 4/8 to complete the painting/roofing project at New-Gate. The RFP has been created for the review of the mine structure, waiting on approval to move forward. Morgan Bengel has received radon test results so working to evaluate them with the specialists. The new security system has been installed at New-Gate which identified some issues with telephone service, and staff is working to add phone lines. Docent training has been ongoing since January, and when the museum reopens on May 9, the gift shop will be reconfigured and restocked.

Prudence Crandall Museum:

In March the museum staff retreat was held at the museum, and during the second half of the day, the first floor exhibits were rearranged to enhance the visitor flow. Joanie DiMartino will be presenting a docent / guide training session in April, where she will review the new museum experience. She has also set up a station where visitors can evaluate the experience they have at the museum and provide feedback that staff can use as we begin a more in-depth reinterpretation. The museum will close for restoration right after Labor Day weekend.

Henry Whitfield State Museum:

Finally – after 4 years, the museum has new, high-speed internet access. Sadly, the change has caused some IT issues that have taken Mike McBride's time.

There is a proposal for a new security system at Henry Whitfield, which we hope to move on within the next month. Michelle Parrish has taken over many of the onsite program scheduling for Whitfield, while Mike McBride has been assisting the other sides with site management, including physical plant and planning.

Dr. Faber left the call @11:13 a.m.

XIII. Old Business

a. Threatened property update – Hale/Hooker, Willimantic, etc. - Todd Levine

Chairwoman Nelson reviewed the next steps for the CEPA process. Mr. Levine will be meeting with the architect and building owner this Friday April 5th, with the Attorney General's office. The owner is going to call in, as he lives in New Jersey.

Ms. Gilvarg asked if the owner has provided any additional visuals. Mr. Levine replied he believed the Trust may have some additional photographs, but that there has been no further information from the owner.

Chairwoman Nelson asked Mr. Levine to ensure that the council has all the materials that were presented at the CEPA hearing for the Council's record. Mr. Levine noted that there is a PowerPoint presentation and that the Attorney General allowed people to continue to submit testimony after the meeting was over.

Mr. Elmore asked if there was a question of a third party interest in the properties. Mr. Levine replied yes, former Selectwoman Jean Desme who led the charge to save these properties offered to buy them.

b. Continued discussion from February 6, 2019, XIVa. Review of Survey and Planning Grant Program (from January 2/6/19)

Ms. Dunne and Jenny Scofield clarified the language on Pg. 5 in reference to historic landscapes. There was an additional change in the language about the fiduciary pass through.

Dr. Glaser requested that additional material referencing the historic significance of the project needs to be given. Ms. Dunne noted that in new guidelines Question 2 on Pg. 8, the Project Narrative is where the applicant should discuss the resource and its significance.

Chairwoman Nelson asked where Mr. Elmore's comments about monuments and sculptures would it fit in. Ms. Dunne responded that if the resource is listed on the state or national register, then it is eligible. Ms. Labadia offered additional clarification.

Mr. Elmore asked where the cultural landscape would fit in to add "landscapes" on Pg. 3. Ms. Dunne replied it should be included under the Historic Landscape Study paragraph.

Chairwoman Nelson asked how we can clarify the terms *study* and *report* in the grant application and if grant amounts escalate over the years.

Ms. Dunne replied no to an escalation, noting that SHPO does not have the market research to determine that.

Ms. Shapiro commented that DAS Construction Services has escalation figures.

XIV. New Business

a. Legislative Bills SB 1107 and HB 6552

Ms. Labadia reported that House Bill 6552 has died in Committee. The language was revised, and the Bill did make it out of Committee and is going to the floor for a vote. Senate Bill 1107 was presented and adopted most of the language within the second draft of the house bill. SB 1107 has made it out of Committee last week on Friday, and is now at the Legislative Congressional Office. Changes are often made, and then the Bill will come up to a floor vote.

Dr. Partridge left the call @ 11:48 a.m.

XIV. Liaison with Public & Private Agencies

XV. Public Forum

XVI. Adjournment

A motion was unanimous to adjourned at 11:56 a.m. due to technical complications
(Y-6, N-0, Abstaining – Nelson)

Respectfully submitted by:

Deborah Gaston, Secretary

Next meeting
Wednesday, May 8, 2019, 9:30 a.m.
2 South, Room F