

**HISTORIC PRESERVATION COUNCIL MEETING  
STATE HISTORIC PRESERVATION OFFICE  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
Wednesday, August 3, 2022 @ 9:30 am  
Virtual Meeting – Microsoft Teams**

**MINUTES**

**Council:** Ms. Elizabeth Acly, Ms. Elizabeth Burgess, Ms. Marguerite Carnell, Chairman  
Thomas Elmore, Dr. Margaret Faber, Dr. Leah Glaser, Vice Chairwoman Ms.  
Christine Nelson, and Ms. Sara Nelson

**Absent:** Mr. Paul Butkus and Dr. Sara Sportman

**Staff:** Mr. Cory Atkinson, Ms. Mary Dunne, Ms. Erin Fink, Ms. Deborah Gaston, Mr.  
Jonathan Kinney, Mr. Todd Levine, and Ms. Marena Wiesnewski

**Guest:** Ms. Klaire Bielanko  
Ms. Leslie Campolongo  
Ms. Allie Christensen  
Ms. Mary Falvey  
Ms. Jane Montanaro

**I. Call to Order**

The meeting was called to order at 9:32 a.m.

**II. Review of Public Comment Procedures**

Chairman Elmore read aloud the Review of Public Comment Procedures.

**III. Code of Conduct/Conflict of Interest**

Chairman Elmore read aloud the Code of Conduct/Conflict of Interest and asked if there were any conflicts of interest. There were no conflicts identified.

**IV. Review and Approval of Minutes and Transcripts**

a. July 5, 2022– Meeting Minutes

*On a motion by Ms. Carnell, second by Dr. Faber, the Historic Preservation Council voted to approve the July 5, 2022, meeting minutes with minor corrections identified by Ms. Carnell.*

*(Y-5, N-0, Abstaining-3, Absent-2)*

**V. State Historic Preservation Grants – Action Items**

**A. Unfinished Action Items**

**B. New Action Items**

## 1. Survey and Planning Grant, Ridgefield Historical Society, Town-wide Historic Resources Inventory

On a motion by Ms. Burgess, second Ms. C. Nelson, the Historic Preservation Council voted to award a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, to the below-listed applicant in the amount shown. 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. Staff recommended the application for funding.

(Y-7, N-0, Abstaining-1, Absent-2) Roll Call Vote

Amount:           \$30,000  
Applicant:       Ridgefield Historical Society

Ms. Dunne presented this application. The Ridgefield Historical Society requested funding in the amount of \$30,000 to obtain the consulting services of a CFR-qualified Architectural Historian/Historian team to prepare an Historic Resources Inventory for the Town of Ridgefield. Historic inventories are considered a basic building block for a town's preservation plan, and they are a requirement for communities that participate in the Certified Local Government program. Because the project is a historic resource inventory, this Survey & Planning grant is larger than usual with a \$30,000 cap and with no required match.

Ms. Burgess asked how the two applications from Ridgefield will work together. Agenda item V.B.2. (below) is an additional funding request from Ridgefield for the same project. Ms. Dunne replied that this will be a large 2-year effort by the Town, in collaboration with the local historical society. Even though neither grant requires a match, they are trying to maximize the amount of funding and have applied for both Survey and Planning and Supplemental CLG funding. The applicants plan to come back next year for more funds. Each entity is eligible for \$30,000 without a match.

Ms. Carnell asked what the latest date of construction for resources surveyed would be as both 1970 and 1975 were mentioned in the application. Ms. Dunne noted that they can do up to 1975, but she will clarify that with the Applicant.

Dr. Faber asked if it would be noted if resources identified since the previous survey had been demolished. Ms. Dunne replied yes, that will be part of the update.

Dr. Glaser requested that the new context statement be expanded upon to include native history and the history of additional groups to move away from a sole focus on European settlement. Ms. Dunne replied they will be required to do so as part of the project.

**2. Supplemental Certified Local Government Grant, Town of Ridgefield, Town-wide Historic Resources Inventory**

On a motion by Ms. Carnell, second by Ms. C. Nelson, The Historic Preservation Council voted to award a Supplemental Certified Local Government Grant, funded by the Community Investment Act of the State of Connecticut, to the below-listed applicant in the amount shown. 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. Staff recommended the application for funding.

(Y-7, N-0, Abstaining-1, Absent-2) Roll Cal Vote

Applicant: Town of Ridgefield  
Amount: \$30,000

Ms. Dunne presented this application with the staff's approval. The Town of Ridgefield requested funding in the amount of \$30,000 to obtain the consulting services of a CFR-qualified Architectural Historian/Historian team to prepare an Historic Resources Inventory for the Town of Ridgefield.

When CIA was passed in 2005, this program was introduced to supplement the federal funding for CLGs with state funding. Again, there is no match for a historic resource inventory. This will be a joint project between the Town of Ridgefield and the Ridgefield Historic Society. Please refer to the notes for the item above for clarification.

**3. CLG Historic Preservation Enhancement Grant, Town of Tolland, Architectural Plans and Specifications for restoration projects at 52 Tolland Green, Tolland**

On a motion by Dr. Faber, second Ms. C. Nelson, the Historic Preservation Council voted to award a Certified Local Government, Historic Preservation Enhancement Grant, funded by the Historic Preservation Fund of the Department of the Interior, National Park Service, to the below-listed applicant in the amount shown. All federal and state grant guidelines and requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development. Staff recommended the application for funding.

(Y-7, N-0, Abstaining-1, Absent-2) Roll Call Vote

Applicant: Town of Tolland  
Amount: \$20,000

Ms. Dunne presented this application. The Town of Tolland requested funding in the amount of \$20,000 to obtain the consulting services of a CFR-qualified historical architect to prepare architectural plans and specifications for restoration projects for the Old Tolland County Jail and Museum (1856), located at 52 Tolland Green, Tolland.

Ms. Dunne and Ms. Fink conducted a site visit and met with the Town. Ms. Dunne stated that she had some initial concerns about the \$20,000 budget not being sufficient because this federal CLG funding does not require a match. However, the projects that the plans will be prepared for are fairly simple. The main project will be the ADA access ramp, which will require a design that meets the SOI Standards. Ms. Dunne followed up with the Town and the \$20,000 budget should be sufficient for the design component. Ms. Leslie Campolongo was on the call for any questions or concerns.

Ms. Burgess commented that she thought the project timeline was very well done and above and beyond what Council normally sees.

**4. CLG Historic Preservation Enhancement Grant, Town of East Lyme, Condition Assessment for 52 Plants Dam Road, East Lyme**

On a motion by Ms. S. Nelson, second by Ms. C. Nelson, the Historic Preservation Council voted to award a Certified Local Government, Historic Preservation Enhancement Grant, funded by the Historic Preservation Fund of the Department of the Interior, National Park Service, to the below-listed applicant in the amount shown. All federal and state grant guidelines and requirements shall be met by the below-listed applicant upon receipt of a grant as administered by the Department of Economic and Community Development. Staff recommended the application for funding.

*(Y-7, N-0, Abstaining-1, Absent-2) Roll Call Vote*

Applicant: Town of East Lyme  
Amount: \$20,000

Ms. Dunne presented this application. The Town of East Lyme requested funding in the amount of \$20,000 to obtain the consulting services of a CFR-qualified historical architect/structural engineering team to prepare a condition assessment report for the Samuel Smith House (1686), located at 82 Plants Dam Rd., East Lyme.

There is an easement on this property and staff has visited multiple times. This assessment will assist the Applicant in identifying issues and prioritizing the necessary restoration work. MS. Dunne and Mr. Mike Forino of Preservation

Connecticut identified noticed both roof damage and structural issues while in the field. A Structural Engineer will need to evaluate the whole structure before a new roof can be added. SHPO will work with the Town to assist them in putting together an appropriate RFP. Ms. Allie Christensen was on the call for any questions or concerns.

Ms. Acly asked if the roof was just old or is it leaking at this point. Ms. Dunne replied that it is just past its useful life. Ms. Acly also asked whether the wall girt that was a cause for concern was exposed at this point. Ms. Fink replied yes, the wall girt is exposed.

Ms. Carnell added that the two halves of the house were actually built at two different times, and since the structure is quite complex, the consultants should have experience with buildings from this very early time period.

Dr. Glaser commented that the RFP should include more specific information about the style and features of the house that need attention. Ms. Acly added that studies that have already been done on the structure should be included with the RFP.

## **VI. State Register of Historic Places Nominations**

### **A. Unfinished Action Items**

### **B. New Action Items**

## **VII. Local Historic District/Property Study Report/s**

## **VIII. Archaeological Preserves**

## **IX. Threatened Properties - CEPA Updates – Todd Levine**

### **Suffield – 520 North Main Street**

Mr. Levine reported that Council voted to refer this item to the Attorney General's office 3 months ago. Mr. Levine was concerned when he recently heard that the property owner had broken ground, since there had been no updates for quite a while. However, the property owner submitted a new plan to the Town that moved the new construction closer to the road. This will allow the tobacco shed to remain in its current location, which is a good win for everyone.

Chairman Elmore asked if the tobacco shed would be taken care of? Mr. Levine replied that the law only prevented the demolition. Mr. Levine mentioned a few possibilities, including a private fund being developed for historic barns/sheds, that the property owner may be able to take advantage of.

## **X. Preservation Restrictions**

## **XI. Report on State Historic Preservation Office – Jonathan Kinney**

### Hiring

Mr. Kinney was happy to report that SHPO has welcomed a new full-time staff member. Archaeologist Cory Atkinson started in his new position a few weeks ago and will be working primarily on environmental reviews. SHPO is very excited to have Cory on board.

### New HPC Appointment

Mr. Kinney reported that he sent paperwork to the Governor's office last week regarding the appointment of a new member to the Historic Preservation Council. He anticipates that this new member will replace Dr. Faber, who is currently serving on an expire term. Mr. Kinney thanked Dr. Faber for her many years of service and for her sharing her expertise and insights with her fellow Council members, SHPO staff, and applicants during that time.

### Hybrid Meetings

Mr. Kinney and Ms. Scofield recently met with DECD's IT staff, and it appears that the technology is now available to be able to hold Council meetings in a hybrid format. SHPO is going to attempt to hold the September meeting of the State Review Board as a hybrid meeting, which will involve a smaller group of people, and which will serve as a good test of the new system. Mr. Kinney will report to Council at the October meeting whether the hybrid format was successful. Council can then discuss whether they would like to move forward with hybrid meetings of their own.

## **XII. Report on Museum Properties – Jonathan Kinney on behalf of Liz Shapiro**

### Prudence Crandall Museum

Mr. Kinney reported that the Prudence Crandall Museum and Old New-Gate Prison will be presenting at a half-day conference and community conversation on August 9, at the Mashantucket Museum and Research Center. The event is hosted by CT Humanities and will focus on how narratives are shaped and how those narratives influence our understanding of, and dialogue about, issues such as education equity, criminal justice, civic engagement, and Indigenous history. This is part of a larger project organized by CT Humanities working with the International Coalition of Sites of Conscience, of which our four museums are members.

Joanie DiMartino is seeing regular visitation at the museum and the timed tours seem to be working. Unfortunately, Joanie will be out of work for the next two weeks and the limited staff will do their best to cover in her absence.

The museum has also been invited to participate in the Canterbury "Back to School" community give-back, where as part of the back-to-school activities at the Helen Baldwin Elementary School (right down the street from the museum), students will participate in volunteer projects in the community. Students will come to the Prudence Crandall Museum to plant daffodil bulbs in the peace garden and permanently place the Peace Pole in the garden.

## New-Gate

New-Gate hosted its mineral show in July and had several performances of the original play about the history of the site performed by the Simsbury Players.

A new sign was installed, created by the folks at Cheshire Correctional, and this summer, an art display is on exhibit in the visitor's center and the guard house, consisting of amazing pieces created by participants in the Prison Arts Program.

## Henry Whitfield

Staff are reviewing interpretive text for the new exhibit in the education shed at the Henry Whitfield Museum. As a reminder, that exhibit will better place the museum into the historical context of the Colonial Revival and its underpinnings. Relatedly, the museum has some great plans in place for an event during "Welcoming Week", including three multi-cultural performances (dance, theater, storytelling), an expo of welcoming community organizations (so far Guilford Social Services, Guilford Teen IRIS Club, and Guilford ABAR Alliance, with others planned), possibly a UNITY public art project, kindness rock painting, vax clinic, and food trucks.

## Eric Sloane

Currently Andrew Rowand and Ms. Shapiro are working with DOT, the state Railway team at DOT, DEEP, and others to untangle a lease granted to the CT Antique Machinery Association in 1998 to develop a narrow-gauge railway for visitors across state property. It seems they are close to getting things straightened out.

Visitation at Sloane continues to be robust, with gift shop sales Saturday and Sunday of last weekend clocking in at \$1,200.

The museum is negotiating a \$5,000 donation to support historic trades classes and demos at the museum, more on that to come.

And finally, there has been a lot of great social media on the Eric Sloane Museum, including posts from Ryan Shepard, an archivist for the Washington Historical Society in DC.

## Museums General:

One staffing note, the museums are currently operating with only three seasonal employees. Four were hired, and unfortunately, one has left for a full-time job opportunity. Kudos to staff for managing so well.

## **XIII. Old Business**

## **XIV. New Business**

### **a. Proposed Match Waive - Survey & Planning Grants for Plans and Specifications – Mary Dunne**

Ms. Dunne presented a proposed policy change for the Survey and Planning grant program, which will be specific and limited. The intent is to produce more shovel ready

projects for the Historic Restoration Fund program, with plans and specifications that Council will be comfortable approving. The proposal will waive the match for Applicants who have already successfully completed a grant funded condition assessment and now require additional grant funds to prepare plans and specification in anticipation of applying for HRF funds for capital work. Often, Applicants will receive the conditions assessment and believe that is enough to go straight to HRF, which is often not the case. Applicants sometimes have difficulty raising matching funds for a second Survey and Planning grant and then for the HRF grant. The proposal will also involve raising the grant cap from \$20,000 to \$40,000-\$50,000, which should cover the full amount required to produce plans and specifications.

Ms. S. Nelson offers kudos to the SHPO staff for developing this program. She mentioned that sometimes applicants can self-fund the condition's assessment and if the assessment is appropriate and completed according to SHPO standards, perhaps these organizations could take advantage as well. Ms. Dunne agreed and stated that one of the primary benefits of an applicant having gone through the grant process for the condition assessment is that they have already competitively bid the work to an architect, and they could use the same professional without having to go back out to bid.

Dr. Glaser commented she was excited to see this proposal and fully supports it.

Dr. Faber commented that she was also is excited to see this. She is currently working on a project for the Middle Haddam School and they are now in the fund-raising phase, which is going slowly. This will be amazing for small organizations.

Ms. Acly sent her kudos to the staff as well for identifying this need. She totally agrees and stated that this fits right in with facilitating high quality preservation services to our applicants. The \$40,000 - \$50,000 amount is appropriate.

Chairman Elmore asked how quickly this can be put into place? Ms. Dunne replied once our guidelines are revised and posted, fairly quickly. Chairman Elmore gave Ms. Dunne his and the Council's full support.

#### **XV. Liaison with Public & Private Agencies – Ms. Jane Montanaro**

Ms. Montanaro had nothing new to report but thanked Dr. Margaret Faber for her expertise during her tenure and for being a pillar of the organization. She will be missed on the Council and Ms. Montanaro asked that Dr. Faber please continue to champion the Middle Haddam School.

#### **XVI. Public Forum**

#### **XVII. Adjournment**

Ms. Gaston thanked Dr. Faber for her service, she will truly be missed.

*On a motion by Ms. C. Nelson and Dr. Faber this meeting was adjourned at 10:21 a.m.*



Respectfully submitted by:  
Ms. Deborah D. Gaston  
Mr. Jonathan Kinney

*Next regularly scheduled Council meeting:  
Wednesday September 7, 2022 – Meeting format to be determined*