

**HISTORIC PRESERVATION COUNCIL MEETING  
STATE HISTORIC PRESERVATION OFFICE  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
Wednesday, May 5, 2021 @ 9:30 am**

**Minutes**

This meeting was conducted in two parts, each on a separate online platform. The first part took place remotely via Microsoft Teams. All the agenda items except item IX.a. were heard during this portion. Attendees of the meeting then switched over to the Zoom platform for Part 2 of the meeting where the 1 Old Kings Highway project in Norwalk (Agenda Item IX.a) was heard.

**Part 1**

**Council:** Ms. Elizabeth Acly, Ms. Elizabeth Burgess, Ms. Marguerite Carnell, Chairman  
Thomas Elmore, Dr. Margaret Faber, Dr. Leah Glaser, Ms. Kathy Maher, Ms.  
Christine Nelson, Ms. Sara Nelson, and Ms. Ellen Zoppo-Sassu

**Staff:** Ms. Mary Dunne, Ms. Erin Fink, Ms. Deborah Gaston, Mr. Jonathan Kinney, Ms.  
Jenny Scofield, Ms. Elizabeth Shapiro, and Ms. Marena Wiesnewski

**Guests:** Ms. Mary Zeman, Mr. Antonio Matta, Ms. Rebecca Kraussmann, Ms. Nanette  
Armstrong, Mr. Robert Halstead, Ms. Judie Schiel, Ms. Jane Montanaro, and Ms.  
Mary Falvey

**I. Call to Order for Part 1 of Meeting**

The meeting was called to order @ 9:35 a.m.

**II. Review of Public Comment Procedures**

Chairman Elmore read aloud the Public Comments Procedures.

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

Chairman Elmore read aloud the Code of Conduct/Conflict of Interest Clause and asked if any Council members had any conflicts of interest.

1. Ms. Kathy Maher recused herself from agenda item V.b.5., Jerome Orcutt Boys and Girls Club, Inc.
2. Dr. Leah Glaser recused herself from agenda item V.b.3., the Dudley Farmstead/Foundation.

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

- a. **April 7, 2021** – On a motion by Ms. Sara Nelson, Second by Ms. Carnell, the Historic Preservation Council voted to table the approval of the minutes from the April 7, 2021 meeting until the June 2, 2021 meeting to give the Council members additional time to review them.  
(Y-8, N-0, Abstaining-2, Recused-0) (Roll call vote)

## V. State Historic Preservation Grants – Action Items

### A. Unfinished Action Items

1. **Survey and Planning Grant, Canaan Institutional Baptist Church, Condition Assessment for 31 Concord Street, Norwalk (Agenda Item V.c. on the 4/7/21 meeting agenda)**

On a motion by Ms. Maher, Second by Ms. Christine Nelson, this agenda item was recalled to the table for consideration.

On a motion by Ms. Maher, Second by Ms. Christine Nelson, the Historic Preservation Council voted to table this item again until the July 2021 meeting. (Y-9, N-0, Abstaining-1, Recused-0) (Roll call vote)

Ms. Dunne stated that this application was previously tabled from the April 2021 meeting to this meeting. The applicant has not obtained the additional information previously requested by the Council and the item should be tabled again, until such time as the information is obtained. Ms. Dunne asked if it would be feasible to table the application indefinitely or to the next meeting.

Chairman Elmore asked Ms. Dunne if next month would be enough time for the applicant? She replied she was not sure. Ms. Sara Nelson added there has been a previous occasion when the Council gave a 2-month time-period for the applicant to bring an application back before the Council. The Council voted to hear the application again at the July 7, 2021 HPC meeting.

### B. New Action Items

1. **Survey and Planning Grant, Bushnell Park Foundation, Condition Assessment for Soldiers and Sailors Memorial Arch, Hartford**

One a motion by Ms. S. Nelson, Second by Ms. Carnell, the Historic Preservation Council voted to recommend the award of 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.

*(Y-8, N-1, Abstaining-1, Recused-0) (Roll call vote)*

Applicant: Bushnell Park Foundation  
Amount: \$20,000

Ms. Dunne presented this application. The Bushnell Park Foundation is requesting funding in the amount of \$20,000 to obtain the consulting services of a 36 CFR-qualified architect and appropriate team, to prepare a condition assessment for the Soldiers and Sailors Memorial Arch in Bushnell Park, Hartford. Staff recommended the application for funding. There have been several campaigns of repair and restoration on the arch over the years, but SHPO has not funded them

and there is no easement/restriction on the structure. Ms. Dunne indicated that the applicant should have a consultant/architect as well as a structural engineer assess the arch for any further repairs that are needed as brownstone and terracotta are notoriously difficult to repair. Ms. Mary Zeman and Mr. Anthony Matta were on the call to answer any question or concerns.

Ms. Maher asked for clarity on the ownership of the arch and if someone gets hurt who is liable? Ms. Dunne replied that the City of Hartford owns the structure. In the municipal contract, there are liability clauses and insurance for anything that may happen.

Mr. Matta agreed with Ms. Dunne, the City of Hartford owns the arch and Bushnell Park. The City would be liable in case of any structural deficiencies. The Foundation is partnering with the City to restore the arch properly.

Ms. Maher commended the applicant's investment of over \$10 million dollars in the arch since 1998, but it would have been nice to have some detail on what was accomplished with that money. Ms. Maher felt that the budget for this project seemed thin and there was nothing included about inspecting the top portions of the arch with a lift or drone. Mr. Matta replied that they would probably use a lift. There is a significant crack in one of the towers, which is being monitored. The other tower has some water infiltration and efflorescence.

Ms. Zeman of the Bushnell Park Foundation clarified that approximately \$2 million has been spent directly on the arch itself, with the remainder of the \$10 million going to other park projects since 1988.

Dr. Faber asked if the conditions assessment would include a long-term preservation plan? Ms. Dunne replied that is usually how it is categorized in the comprehensive condition's assessment.

Ms. Acly added that she worked on the east angle of the arch in a prior project in 2018. She noted that the RFP should include past work in the application so it will not be duplicated and to get the most out of the project.

Mr. Matta thanked Ms. Acly for her expertise and recommendation.

Ms. Maher mentioned that Ms. Acly's report should be added to the narrative portion of the application.

Ms. Carnell added she agreed with Ms. Dunne that a building material conservation specialist should be included in this project for the brownstone and terracotta.

## **2. Survey and Planning Grant, Town of Stafford, National Register Nomination for proposed Downtown Stafford District, Stafford**

On a motion by Ms. Maher, Second by Ms. Christine Nelson, the Historic Preservation Council voted to recommend the award of 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.

(Y-9, N-0, Abstaining-1, Recused-0) (Roll call vote)

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

Ms. Dunne presented this application. The Town of Stafford requested funding in the amount of \$20,000 to obtain the consulting services of a 36 CFR-qualified architectural historian to prepare a National Register Nomination for the proposed Downtown Stafford Historic District. Staff recommended the application for funding. The applicant worked closely with Ms. Scofield, SHPO's National Register Coordinator. The boundary will be determined by consultant. The town has one other National Register listed resource. The current project budget may be a bit heavy, but the lack of existing research may require additional trips to Stafford to research the history and architecture. Ms. Rebecca Kraussman is on the call for any questions or concerns.

Ms. Maher added that the application was comprehensive and very well put together. It did a good job of identifying the benefits of listing the HD.

Dr. Glaser asked if the product would be a complete NR nomination or just research for a future nomination? Ms. Dunne replied that the funding would pay for both research and a complete nomination.

Ms. Burgess agreed with Ms. Maher, the application was of good quality. She would like to ensure that the applicant includes discussions of women and people of color in the history.

Chairman Elmore mentioned he would like more information and photos regarding natural features and the landscape and how they play a role in the character of the village.

Ms. Dunne replied that the Town appreciates the significance of the landscape and that it will be included as part of additional research and presentation.

Ms. Scofield added that SHPO does pay a lot of attention to the landscapes in NR nominations.

### **3. Survey and Planning Grant, Dudley Foundation, National Register Nomination for the Dudley Farmstead, Guilford**

*Dr. Glaser was recused at 10:13 a.m.*

On a motion by Ms. Maher, Second by Ms. Christine Nelson, the Historic Preservation Council voted to recommend the award of 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.

(Y-8, N-0, Abstaining-1, Recused-1) (Roll call vote)

Applicant: The Dudley Farm Foundation, Inc.  
Amount: \$11,000

Ms. Dunne presented this application. The Dudley Farm Foundation, Inc. requested funding in the amount of \$11,000 to obtain the consulting services of a 36 CFR-qualified architectural historian to prepare a National Register Nomination for the Dudley Farmstead in Guilford. Staff recommended the application for funding. The house on the property was listed on the State Register as part of the 1966 survey of historic buildings and the barns were separately listed on the State Register as a district. The applicant did consult with Ms. Scofield, SHPO's National Register Coordinator to do a complete National Register listing of the farm, outbuildings, and landscape.

Ms. Maher asked for clarification as to whether the property was listed on the State Register or locally. Ms. Dunne replied the property is listed on the State Register. Ms. Maher added that the applicant needs a deeper and expanded history. Ms. Dunne agreed. Ms. Maher also felt the budget was too low and might need to be increased. Ms. Dunne stated that the Applicant did a good job of explaining the budget and a lot of work has already been done on the property.

Ms. Scofield was confident the budget is adequate. The nomination will only be for the one property and a lot of the background context work has already been done.

Ms. Sara Nelson asked Ms. Scofield if it would be a problem going forward listing the property individually, since the bar is higher than a property contributing to a district. Ms. Scofield responded that the property is probably borderline. The integrity of the outbuildings has been diminished, but the landscape is intact and helps. There is probably a strong Criterion A argument, and the house has good integrity as well.

Chairman Elmore asked if the noncontributing building would be brought into the narrative or would they be left out? Ms. Scofield responded that they would be counted and included in the narrative.

Dr. Faber mentioned there is no long-term preservation plan and there does not need to be because it is not a predevelopment grant, but it would help justify the expenditure of public funds, even if it is not extremely detailed. Ms. Dunne agreed with Dr. Faber.

Ms. Burgess agreed with Mr. Maher regarding the need to expand the history. The Applicant could reach out to the Witness Stone project to get information on people of color. Additional information on the farmers and merchants on the at

that time would also be helpful. The last time this was looked at was in 1966. Ms. Dunne agreed that this was a good suggestion.

Ms. S. Nelson agreed with Dr. Faber on the addition of a long-term investment plan to the application. It may also be included in the mission statement.

Chairman Elmore noticed there was a minor discrepancy in the amount of the applicant was requesting in the application (\$11,400) and the amount in the motion (\$11,000).

On a motion by Ms. Maher, Second by Ms. C. Nelson, the Historic Preservation Council voted to confirm the award amount of \$11,000.  
(Y-8, N-0, Abstaining-1, Recused-1) (Roll call vote)

#### **4. Survey and Planning Grant, Calkins Family Association, Condition Assessment for the Calkins House, Norwich**

*(Dr. Glaser returned to the meeting at 10:30 a.m.)*

*On a motion by Ms. Maher, Second by Ms. Sara. Nelson, the Historic Preservation Council voted to recommend the award of 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.*

*(Y-9, N-0, Abstaining-1, Recused-0) (Roll call vote)*

Applicant: Calkins Family Association  
Amount: \$20,000

Ms. Dunne presented this application. The Calkins Family Association requesting funding in the amount of \$20,000 to obtain the consulting services of a 36 CFR-qualified architect and appropriate team to prepare a condition assessment for the Calkins House, located at 232 West Town Street, Norwich. Staff recommended the application for funding. The organization acquired the house a year ago. The roof needs repairs and a condition's assessment will identify other repairs that are needed on the house. Ms. Nannette Armstrong is on the call for any questions or concerns.

Dr. Faber stated that this was a fantastic project and asked about the amount for the project sign. Ms. Dunne replied that it may not need to be as large a sign as is required for HRF funded construction projects.

Ms. Acly stated that according to the application, the house dates to 1659. Is there asked with the house dating back to 1659 and asked if there would be any attempt to date materials because what she was seeing in the photos did not appear to date to that period. Ms. Dunne stated that the National Register documentation states the building is from the early 18<sup>th</sup> century. The condition assessment may not be able to go into a detailed analysis of the construction date,

but that the Applicant could come back for additional grant funding to conduct that research. The applicant is very interested in finding out this information.

Ms. Sara Nelson added that, looking at the condition of the roof due to water damage, an air quality test should be performed before an RFP is issued and people are in the building. Ventilating my not take care of the problem.

Ms. Maher agreed with Ms. Nelson on the air quality and applauded the applicant on the research they have done. Ms. Maher also added that it would be good to include a feasibility component for future uses. Ms. Dunne replied that Preservation Connecticut and the local historic society can assist.

Ms. S. Nelson mentioned that if drawings are done of the building for the roof project, it will assist future work. A feasibility study would also be very helpful.

Chairman Elmore asked Ms. Armstrong how unique the oven to the left of the fireplace was. Ms. Armstrong replied that it is original. When she wase at the house in 2000, Mrs. O'Connell, the owner at the time, stored her handbags in the over. She is hoping the architect can tell us how old it is.

**5. Survey and Planning Grant, Jerome Orcutt Boys and Girls Club, Inc., Schematic phase plans for "The Orcutt," Bridgeport**

(Ms. Maher stepped out @ 10:36 a.m.)

On a motion by Dr. Faber, Second by Ms. Christine Nelson, the Historic Preservation Council voted to recommend the award of 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.

(Y-8, N-0, Abstaining-1, Recused-0) (Roll call vote)

Applicant: The Boys Club and Girls Club of Bridgeport, Inc.  
Amount: \$20,000

Ms. Dunne presented this application. The Boys Club and Girls Club of Bridgeport, Inc. requested funding in the amount of \$20,000 to obtain the consulting services of a 36 CFR-qualified architect and appropriate team to prepare schematic design-level drawings for the Jerome Orcutt Boys Club in Bridgeport. Staff recommended the application for funding. The applicant received a Community Development Block grant of \$615,000. Assistance is needed on envisioning how the money will be best used. This application is just for the schematic phase, but Ms. Dunne stated that the SHPO is excited to be getting in on the ground floor of the rehabilitation. The City will be taking over the project once the schematics are done. The building is currently in use. Mr. Robert Halstead is on the call for any questions or concerns.

Ms. Burgess asked if there were any preservation easements on the property. Ms. Dunne replied there were no easements and SHPO has not funded any previous work on the property.

Dr. Faber asked why it would cost \$500 to present to the historic commission, is this a consultant fee? Ms. Dunne replied that if a consultant is used for the presentation, there may be a fee. They will be reimbursed for what is spent.

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

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

## **VIII. Archaeological Preserves**

## **X. Preservation Restrictions**

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

Mr. Kinney updated the Council on two items:

The Historic Restoration Fund Grant Program was changed from a rolling application schedule to a semi-annual application. Applications were due on May 1, 2021 to be considered at the July 1, 2021 Historic Preservation Council meeting. Ms. Fink manages the HRF Grant Program and held 35 virtual preliminary visits to discuss possible HRF projects. From those 35 visits, 23 organizations submitted completed HRF applications by the May 1<sup>st</sup> deadline. Several of the applicants will be pursuing Survey and Planning grants instead and others will be waiting to apply for the next round of HRF funding in November 2021. This will be a very competitive grant round. The SHPO staff will review the applications and the finalists will be presented to the HPC in July.

In addition, for the past several months, SHPO has been working with Dr. David Garvey, the Director of the Department of Public Policy's Internship Program at UConn. SHPO staff interviewed seven candidates, all of whom will be going into their second year of graduate school in the fall. SHPO selected two students, who will be working together on creating an updated historic preservation economic impact study, which will measure the economic and quality of life impacts of historic preservation in Connecticut, with an emphasis on the programs administered by the CT SHPO. Using SHPO data, data from SHPO's partners, and informed by national economic impact studies for historic preservation, the final product will be used for public education, to facilitate public policy decision-making processes, and to further the Office's strategic planning goals.

The students will be starting in August and will be with the SHPO throughout the next academic year. SHPO staff will introduce them to the Council after they start.

## **XII. Report on Museum Properties – Liz Shapiro**

Ms. Shapiro reported that museums will be opening soon, except for Prudence Crandall, which is still in the middle of a comprehensive rehabilitation project. The hiring for the museums is just about complete for the season.



### **XIII. Old Business**

### **XIV. New Business**

#### **a. Recognition of Karyn Gilvarg's HPC Service**

Ms. Gilvarg had an emergency and was not able to attend the meeting.

#### **b. Discussion – Honoring the No-Match Requirement Past Deadline**

Ms. Dunne mentioned that the no match requirement for Survey and Planning and Partners in Preservation grants, previously approved by the Council is set to expire in June 2021. Ms. Dunne currently has 25 viable applications in the queue, 5 of which were on the agenda for this meeting. Ms. Dunne would like to continue to honor the no-match requirement for the applications that were received by the deadline, although they may be heard at meetings later into the year.

On a motion by Ms. Maher, Second by Dr. Glaser, the Historic Preservation Council voted to honor the no-match requirement for applications already received by the deadline.

*(Y-8, N-0, Abstaining-2, Recused-0) (Roll call vote)*

### **XV. Liaison with Public & Private Agencies – Jane Montanaro, Preservation Connecticut**

Ms. Montanaro mentioned that the 2021 Preservation Awards will be held this evening via ZOOM celebrating preservation work throughout Connecticut. Anyone who is interested can go to [PresevationCT.org](http://PresevationCT.org) to get the link.

### **XVI. Public Forum**

### **XVII. Adjournment of Part 1 of meeting**

On a vote by Ms. S. Nelson, Second Ms. Maher to adjourn the meeting at 10:48 a.m.