Meeting called to order at 7:00 pm by Lisa Johnson.

Approval of Minutes:
August 13, 2020 minutes (Marsh/Horton/all) (M/S/A)

Public Hearing for Certificate of Appropriateness for 20 Elm St.
The hearing opened at approximately 7:05pm.

Shannon Rutherford read the legal notice into the record.

Matt Killfoile presented the application for his proposal to install a three-rail split rail cedar fence along his north property line from the corner of the barn to the shrub at the corner of his property. The application was reviewed and included a location plan, photos of the property and a manufacturer’s sheet illustrating the proposed fence.

Commission members asked clarifying questions to better understand the location of the work and the reasoning for selecting a split rail style of fence. Mr. Killfoile responded to the inquiries to the Commission’s satisfaction. Lisa Johnson shared two historic photos she had of the home with the Commission and Mr. Killfoile.

No comments were received from the public.

Lisa Johnson closed the hearing at approximately 7:25pm.

Matt Ross made a motion to approve as presented, Howard Martin seconded, all approved unanimously.

Adopt 2021 Meeting Schedule
The Commission reviewed and agreed to the calendar as presented.
(Hoffman/Horton/all) (M/S/A)

Study Committee Expansion Report
Shannon provided an update to the Commission regarding the status of the report, noting that it is anticipated it will be reviewed by the state at their November meeting. Shannon is responding to requests for additional information from the State Historic Preservation Officer.

Shannon confirmed that the list of expansion homes currently remains the same.
Expansion List:
Cardillo - 142 Lovely St.
Kemper / Tontanella – 132 Lovely St.
Karsky- 111 Lovely St.
Berry – 796 Plainville Ave.

Outreach to new owners of existing Historic District Properties
- The Commission discussed the recent and/or anticipated sale of a few homes within the district: 1761 Farmington Ave., 1773 Farmington Ave. and 42 Cottage Street.
- The Planning Department will issue a welcome letter and a copy of the guidelines to each of the new homeowners on behalf of the Commission.

Educational Meeting
Lisa Johnson suggested having a presentation regarding adapting historic homes to accommodate air conditioning or updating heating systems. Lisa is going to contact Air Serve to see if they would be interested in conducting a presentation.

Matt Ross suggested a presentation regarding exterior building materials for maintenance projects, such as siding, decking material, railings, columns, etc. Matt is going to contact Sanford and Hawley to see if they would be interested in conducting a presentation.

The Commission will look to hold one or two education meetings in late winter / early spring 2021.

Other Business:
- Sherry Horton noted that she had roof shingles damaged during the August hurricane. Repairs will be made to replace the shingles in kind. All agreed that a COA was not required for this repair work.
- Bob Hoffman noted that he is planning to install a cobble landing to his exterior front stairs. He indicated that the stairs currently come out to the lawn which has posed a tripping hazard in the past. Lisa is going to take photos of the area and we will review to determine if a COA is required.

Meeting adjourned at 7:55PM    SKR