

SALISBURY HISTORIC DISTRICT COMMISSION

REGULAR MEETING

JULY 6, 2021 9:00AM (VIA ZOOM)

1. Call to Order. Present: Carol Mason, M.C. Taylor, Tom Callahan, Elyse Harney and Robert Highsmith. In Attendance: Attorney Charles Andres, for the Town of Salisbury.  
**Approval of the Agenda. So Moved** by T. Callahan, seconded by E. Harney and unanimously **Approved.**
2. **Approval of Minutes of June 1, 2021. So Moved** by T. Callahan, seconded by R. Highsmith and unanimously **Approved.**
3. **Approval of the Minutes of June 15, 2021. So Moved** by T. Callahan, seconded by E. Harney and unanimously **Approved.**

(A site visit in June to the Stone House by T. Callahan and R. Highsmith was noted; there was no presentation and no owners were present.)

(C. Mason and E. Harney offered comments about the history of the Church roof materials.)

**Public Hearing – Opened at 9:10am.**

4. COA Application #2021-007 / Lemon / 63 Millerton Road (Landowska House) / Repair front porch / Date of Receipt 6/01/2021.  
There were no public comments. The **Public Hearing was closed at 9:11am.**
5. COA Application #2021-007 / Lemon / 63 Millerton Road (Landowska House) / Repair front porch / Date of Receipt 6/01/2021 / Deliberation  
There were no further questions from the Commission. A **Motion to Approve the COA Application #2021-007, 63 Millerton Road, for repair of the front porch, as submitted,** was made by T. Callahan, seconded by E. Harney and unanimously **Approved.**
6. COA Application #2021-006 / Lemon / 63 Millerton Road (Landowska) Replace Roof / Date of Receipt 6/01/2021 / Waiver of Application  
**A Motion to Waive Application #2021-006, because of like-kind asphalt shingles,** was made by T. Callahan, seconded by R. Highsmith and unanimously **Approved.**
7. COA Application #2021-002 / Smith-Sobel (LaPorta) / 75 & Main Street (Stiles House) / Salisbury / Installation of Solar PV Array on roofs of carriage barn / Date of Receipt 4/21/2021.  
Owner, Howard Sobel and Contractor, James LaPorta were present. C. Mason conveyed that a letter had been received from the applicants, indicating that a ground-mount array was not an

option for them. T. Callahan mentioned that the SHDC was just looking at options; he is OK with the roof mounts since they are on an auxiliary building. The other Commissioners agreed. Mr. Sobel thanked the Commission and gave a brief description of the proposed work. **Motion: To Accept COA Application #2021-002 and Set a Public Hearing for Tuesday, July 27, 2021 at 9:10am.** The link for the Public Hearing will be given on the posted agenda. The **Motion** was made by T. Callahan, seconded by R. Highsmith and unanimously **Approved**.

8. COA Application #2021-008 / Congregational Church (MHR Development) / 30 Main Street / Salisbury / Replace Roof with Standing Seam Metal Roof / Date of Receipt 6/21/2021.

9. COA Application #2021-009 / Congregational Church (MHR Development) / 30 Main Street / Salisbury / Installation of solar panels on roofs / Date of Receipt 6/21/2021.

These 2 COA applications were considered together; the Commission members agreed that the request from the Congregational Church remains the same and the supporting documents received apply to both applications. Mark Robbins, MHR Development, clarified that the 2 applications are co-dependent, with separate COA cover sheets as requested by the SHDC. He also referenced a memo (dated June 21, 2021) which provided additional information that had been requested by the SHDC. Attorney Chuck Andres, for the Town of Salisbury, asked if the original single application, dated 4/28/2021, had been withdrawn; M. Robbins replied that they had not been instructed to do so. There was a lengthy discussion on procedure, date of receipt of applications and the timeline going forward. Attorney Andres explained the deadlines as they had been before the Executive Order (which began in 2020), under the Executive Order (which expired 6/30/2021) and going forward. Originally, the SHDC had a 65 day window from the date of receipt of an application to review it, set a Public Hearing and come to a decision on it. However, during the period that the Executive Order was in effect, a 90-day extension period was allowed for COA applications received prior to June 30, 2021. That gave the SHDC a total of 155 days to complete the process. He suggested that the Commission make a decision about the withdrawal of the original application. As far as holding meetings, the Commission may continue to hold meetings remotely (via Zoom) or it may decide to have in-person meetings again. C. Mason indicated that the Commission wants to hear the 2 current COA applications separately and the other Commission members agreed. First Selectman, Curtis Rand, pointed out that no communications, emails or letters should go directly to the SHDC members; all correspondence should go to [gpetry@salisburyct.us](mailto:gpetry@salisburyct.us) (Georgia Petry, SHDC Secretary) or be sent directly to Salisbury Town Hall: [townhall@salisburyct.us](mailto:townhall@salisburyct.us) C. Mason requested a Motion.

**Motion: To Accept the 2 COA applications from the Congregational Church, as revised, for the first, the standing seam metal roof (COA # 2021-008) and the second, the installation of solar panels (COA #2021-009), subject to receiving the corrected signatures, dated June 21, 2021.**

The **Motion** was made by T. Callahan, seconded by R. Highsmith and unanimously **Approved**.

R. Highsmith requested an additional viewing opportunity of the roof/solar panel "mock-up" to be set up outdoors. Attorney Andres pointed out that the Public Hearing might need to be continued to an additional date and to allow time for a decision to be made. Mr. Rand noted that a computer could be made available at Town Hall at the time of the Public Hearing, if Town Hall was notified at least 24 hours in advance of the Public Hearing. The information will be on

the posted agenda. Attorney Andres again asked about the withdrawal of the original COA application from the Church, dated 4/28/2021; Pastor John Nelson formally withdrew the original COA application.

**Motion: To Accept the Withdrawal of the COA application from the Congregational Church dated 4/28/2021, for the installing of the seamless metal roof and solar panels.**

The **Motion** was made by T. Callahan, seconded by E. Harney and unanimously **Approved**.

The **Public Hearing date was set for Tuesday, July 27, 2021 at 9:10am**. The link for the Public Hearing will be given on the posted agenda.

Attorney Andres suggested having any further discussion at the Public Hearing, avoiding ex-parte communications and not making a decision based on anything that is not in the public record. (The recording of this meeting, applications and documents will be posted on the Town website: [www.salisburyct.us/salisbury-historic-district-commission/](http://www.salisburyct.us/salisbury-historic-district-commission/)). C. Mason asked the applicant for additional information about using two different roofing materials, to be answered at the Public Hearing. Any questions, comments, letters or emails should be forwarded to [gpetry@salisburyct.us](mailto:gpetry@salisburyct.us) or [townhall@salisburyct.us](mailto:townhall@salisburyct.us), to be addressed at the Public Hearing.

10. New Business – None

11. **Adjournment. So Moved** by T. Callahan, seconded by R. Highsmith and unanimously **Approved**.