

SALISBURY HISTORIC DISTRICT COMMISSION

REGULAR MEETING

JANUARY 3, 2023 – 9:00AM (VIA ZOOM)

1. Call to Order. Present: Carol Mason, M. C. Taylor, Tom Callahan, Robert Highsmith, Heidi Hoeller (Alternate) and Georgia Petry (Recording Secretary). Absent: Elyse Harney.
2. **Approval of Agenda.** C. Mason asked to change the order of the Agenda to put Item #6 – COA – 9 Sharon Road before Item #5 – COA – 75 Main Street. A **Motion to Approve the Agenda, as amended**, was made by T. Callahan, seconded by M. C. Taylor and unanimously **Approved**.
3. **Approval of Minutes 11/1/2022. So Moved** by T. Callahan, seconded by R. Highsmith and unanimously **Approved**.
4. Update on Carol’s monthly meeting with Abby Conroy re: OpenGov and our COAs. When there is a new person working with Abby, she will include the SHDC. T. Callahan would like to know what type of involvement that would be, as the SHDC is governed by the State, not the Town of Salisbury. C. Mason mentioned that Abby is working on a map to include and show historic homes.
5. COA Application #2022-009 – 9 Sharon Road, Lakeville (former Firehouse) – Replacement of 2 second floor windows.
Mr. Teepoo Riaz, Applicant, and Attorney Mark Capecelatro described the proposed window replacements; the replacements are for fire safety requirements and will look the same as the existing windows. R. Highsmith asked about a different design shown in the number of panes; Mr. Riaz indicated that the windows would be a match to the existing ones. T. Callahan pointed out the nothing is being taken away from the integrity of the building; it is the Town Fire Marshall who determines functionality. A **Motion to Waive COA Application #2022-009 for 9 Sharon Road, Lakeville, as like-kind replacement**, was made by R. Highsmith, seconded by T. Callahan and unanimously **Approved**. Mr. Riaz will send a copy of the correct window specifications.
6. COA Application #2022-008 – 75 Main Street, Salisbury – Build Small Greenhouse
T. Callahan asked for the details. Howard Sobel, Applicant, described the proposed project. He indicated that the greenhouse would be attached to the rear wall of a white barn and would have an outside entrance. The base would be granite to match the stone walls, which cover most of the height of the greenhouse; little of the greenhouse will be seen from the opening in the driveway. R. Highsmith asked how the greenhouse would be attached to the clapboard barn; Mr. Sobel will find out. T. Callahan indicated that he wants to get more information about

the method of attachment for the Public Hearing. A **Motion to Accept COA Application #2022-008 and Schedule for Public Hearing on Tuesday, February 7, 2023**, was made by T. Callahan, seconded by M. C. Taylor and unanimously **Approved**. (Legal Notice to be published in the Lakeville Journal 2-2-23 issue)

7. Comments regarding transfer list. T. Callahan sent notice to the SHDC that 119 Main Street (Coleman House) has been sold. C. Mason will send a welcome note to the new owners.
8. Subcommittee Update.
 - C. Mason and M.C. Taylor will meet to work on the map project again
 - Handbook and mailing for homeowners, realtors and contractors. C. Mason is working on a letter and card; she will email to the HDC. R. Highsmith asked to have an item on the next agenda, the RFP for the pamphlet, which has been approved. He will do a draft pamphlet with existing and new topics; he will take on the status of the HDC Handbook for the RFP. H. Hoeller offered to distribute the Wethersfield Handbook and to draft tax credit information; T. Callahan suggested using bullet points and short paragraphs.
9. Other Business – None
10. **Adjournment. So Moved** by C. Mason, seconded by T. Callahan and unanimously **Approved**.