



**Town of Woodbury  
Historic District Commission**

281 Main Street South  
Woodbury, CT 06798  
203.263.3467 • [www.woodburyct.org](http://www.woodburyct.org)

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**MINUTES – November 4, 2024**

**REGULAR MEETING**

**7:30 pm - Emergency Services Building, 25 Quassuk Road, Woodbury, CT 06798**

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**MEMBERS PRESENT**

Maureen Donnarumma, Chair  
Lois Y. Fiftal – Vice Chair  
Judith Kelz  
William Hickey – Secretary  
George Messier

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**MEMBERS ABSENT**

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**ALTERNATES PRESENT**

Marc Kroll  
Edward Winters  
David Newell

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**ALTERNATES ABSENT**

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**NOTED OTHERS PRESENT**

Jock Lawrason, Lee Lawrason, Town Atty. Thomas Kaelin

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**OPENING OF MEETING**

- **Call to Order**  
Chair Donnarumma convened the regular meeting at 7:30 pm.
- **Seating of Members / Alternates**  
Seated for the meeting were Chair Donnarumma, Vice Chair Fiftal, Members Kelz, Hickey and Messier
- **Historic District Regulations**  
No discussion
- **Conflict of Interest Reminder (CGS §8-11 & Woodbury Town Charter Section 901)**  
Chair Donnarumma reminded the Commission of Conflict of Interest; No member expressed a conflict with any matter on the agenda.

**MOTION:** To amend the agenda to add a call for Executive Session with the Town Attorney for a pending litigation matter (Roy vs Town of Woodbury).

Made by **KELZ**, Seconded by **FIFTAL**

Vote: 5-0-0 **Approved** – Motion **Passed**

Aye	Donnarumma, Fiftal, Hickey, Messier, Kelz
Nay	None
Abstain	None

### **EXECUTIVE SESSION**

**Patrick J. Roy vs. Town of Woodbury Historic District Commission**

23-HD-00206 – 125 Main Street South / Map 105, Lot 114-1 / MSD & HD #1

**MOTION:** To enter into an Executive Session with the Town Attorney to discuss pending litigation regarding the matter of Roy vs Town of Woodbury, Historic District Commission.

Made by **KELZ**, Seconded by **FIFTAL**

Vote: 5-0-0 **Approved** – Motion **Passed**

Aye	Donnarumma, Fiftal, Hickey, Kelz, Messier
Nay	None
Abstain	None

*The Historic District Commission entered Executive Session at 7:32 pm inviting Town Attorney Thomas Kaelin and exited at 8:07 pm with no action taken during the Executive Session.*

### **PUBLIC HEARINGS**

- **24-HD-0040 – 317 Main Street South / Map 104, Lot 90 / MSD & HD#1**  
David Williams, Husky Energy and Propane (applicant), St. Paul's Episcopal Parish (owner)  
**Section 12: Other** - Installation of an outside condenser and cased evaporator coil.

*The Clerk read the legal notice published in Voices on October 30, 2024. Jock Lawrason was present to speak on behalf of the owners of St. Paul's Episcopal Parish. He stated that the condenser was around the side of the building and not visible from the road.*

**MOTION:** To close the public hearing for 24-HD-0040 – 317 Main Street South / Map 104, Lot 90 / MSD & HD#1

Made by **MESSIER**, Seconded by **KELZ**

Vote: 5-0-0 **Approved** – Motion **Passed**

Aye	Donnarumma, Fiftal, Kelz, Hickey, Messier
Nay	None
Abstain	None

### **NEW APPLICATIONS**

- None

## DELIBERATIONS

- **24-HD-0040 – 317 Main Street South / Map 104, Lot 90 / MSD & HD#1**  
David Williams, Husky Energy and Propane (applicant), St. Paul’s Episcopal Parish (owner)  
**Section 12: Other** - Installation of an outside condenser and cased evaporator coil.

**MOTION:** To approve 24-HD-0040 – 317 Main Street South / Map 104, Lot 90 / MSD & HD#1 granting a Certificate of Appropriateness, as proposed.

Made by **FIFTAL**, Seconded by **MESSIER**

Vote: 5-0-0 – **Approved** – Motion Passed

Aye	Donnarumma, Fital, Kelz, Hickey, Messier
Nay	None
Abstain	None

- **Meeting Minutes – October 7, 2024**

**MOTION:** To accept the regular meeting minutes of October 7, 2024, as presented.

Made by **KELZ**, Seconded by **MESSIER**

Vote: 5-0-0 – **Approved** – Motion Passed

Ayes	Donnarumma, Fital, Kelz, Hickey, Messier
Nays	None
Abstain	None

- **Annual 2025 Regular Meeting Schedule**

*The commission discussed changing the start time of the meeting from 7:30 pm to 7:00 pm starting in 2025.*

**MOTION:** To approve the 2025 Annual Meeting Schedule as presented and to change the start time of the meetings to 7:00 pm.

Made by **KELZ**, Seconded by **HICKEY**

Vote: 5-0-0 – **Approved** – Motion Passed

Ayes	Donnarumma, Fital, Kelz, Hickey, Messier
Nays	None
Abstain	None

## ENFORCEMENT MATTERS

- **506 Main Street South / Map 103, Lot 5 / MSD & HD#1**  
506 Main Street South, LLC (owner)  
Parking lot signposts and fencing along driveway.

*There is vinyl fencing that goes along the back driveway. In addition to that fencing there are also plastic sleeve covers over the signpost. In the file, there is no record of a Certificate of Appropriateness for any of this.*

*The vinyl fencing and sleeves need to be remediated since they have not received a Certificate of Appropriateness.*

**COMMISSION HOUSEKEEPING**

- Vice Chair Fiftal had a conversation with Selectman George Hale regarding the Minortown Road Bridge on Mill Road. She shared that he was looking to the Historic District Commission to help get a grant to restore the non-structural trusses that were damaged from a tree falling on them. She stated that the bridge was built in 1890, rehabbed in 1991, and is on the National Register of Historic Places. The bridge as of 2001 is one of the 17 surviving lenticular pony truss bridges left in Connecticut. She has had some conversations with Preservation Connecticut to see what the best way to go about getting this grant would be.
- Member Kelz talked to First Selectman Barbara Perkinson regarding a blight ordinance. Perkinson’s concern was about financing and enforcing the ordinance. The Commission had some discussion on who could enforce it and how to structure the ordinance to present to the Selectman. They discussed adding this as an agenda item to draft the ordinance.

**CORRESPONDENCE**

- A memorandum was received from the Zoning Enforcement Officer, Anne Firlings with an updated list of applications that were granted exemptions in the Land Use Office for October 2024.

**PUBLIC COMMENT PERIOD**

- None

**ADJOURNMENT**

- Hearing no objections, the meeting was adjourned at 8:47 pm.

RECEIVED & FILED  
IN WOODBURY, CT  
his 6<sup>th</sup> day of Nov 2024  
at 10:55 o'clock A M  
Maria Mancini  
Town Clerk