



**Town of Woodbury
Historic District Commission**

281 Main Street South
Woodbury, CT 06798

203.263.3467 www.woodburyct.org

MINUTES – November 6, 2023

REGULAR MEETING

7:30 PM –Shove Building, 281 Main Street South, Woodbury, CT 06798

MEMBERS PRESENT

Maureen Donnarumma, Chair
Susan Cheatham, Vice Chairman
Lois Y. Fiftal

MEMBERS ABSENT

George Messier
Robert S. Kolesnik. Jr.

ALTERNATES PRESENT

Marc Kroll
William Hickey

ALTERNATES ABSENT

Judith Kelz

NOTED OTHERS PRESENT

Thomas Arras, Jaclyn Slane, Jim Trompeter, Patricia Fanti

OPENING OF MEETING

- **Call to Order**
Chair Donnarumma convened the regular meeting at 7:30 p.m.
- **Seating of Members / Alternates**
Seated for the meeting were Chair Donnarumma, Vice Chair Cheatham, Member Fiftal, Alt. Members Kroll and Hickey
- **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.

PUBLIC HEARINGS

- **23-HD-0022 – 36 Main Street South / Map 105, Lot 133 / MSD District & HD#1**
Jacklyn M. Slane (applicant/owner)
Section 5: Fences – Installation of (1) post three rail fence (208 linear feet); and (2) tongue and groove solid board fence (128 linear feet), both colored Benjamin Moore Solid Arborcoat “Essex Green.”

Owner Jaclyn Slane came forward to speak on behalf of the application. The Clerk read the legal notice published in Voices. Chair Donnarumma went over the application and the various sizes and locations of each section. One section is 4'x208' and another section is 6'x128' and each section has a 1-foot horizontal rail with 8' between each post. Ms. Slane stated that the 4-foot section is along Church Street, and the 6-foot section is on the inside of the property which is still visible from Church Street and Main Street.

Ms. Slane wanted to apologize that the process was not followed appropriately but she hopes that the commission recognizes that they have a lot of pride in the home. They will continue to try their best to maintain the property and be part of the community.

Adjacent property owner James Trompeter (15 Church Street) wrote a letter in favor of the fence installation and spoke in favor of it, stating that they have done an excellent job maintaining the property and keeping with what they like to see on Main Street.

- **MOTION:** To close the public hearing (23-HD-0022 – 36 Main Street South / Map 105, Lot 133 / MSD District & HD#1)
Made by **KROLL**, Seconded by **FIFTAL**
Vote: 5-0-0 **Approved** – Motion **Passed**
Aye Donnarumma, Cheatham, Fiftal, Kroll, Hickey
Nay None
Abstain None

NEW APPLICATIONS

- **23-HD-0024 – 53 Main Street South / Map 105, Lot 140 / MSD District & HD#1**
Ardita Topalli (applicant), 53 Main Street South, LLC (owner)
Section 1: Signage – Replace existing freestanding two-sided sign with new two-sided sign painted over existing wooden sign panel (no change to sign size or mounting).

The Clerk read the application. Application states they are looking for an exemption.

MOTION: To approve as an exemption (23-HD-0024 – 53 Main Street South / Map 105, Lot 140 / MSD District & HD#1) a Certificate of Appropriateness per §7.2.4 (minor change) for installation of sign replacement.

Made by **HICKEY**, Seconded by **FIFTAL**
Vote: 5-0-0 **Approved** – Motion **Passed**
Aye Donnarumma, Cheatham, Fiftal, Kroll, Hickey
Nay None
Abstain None

- **23-HD-0026 – 270 Main Street South / Map 104, Lot 12 / MSD & HD#1**
James C. Daly, Jr., Trustee (James C. Daly 2023 Revocable Trust) and Isabel T. R., Daly, Trustee (Isabel T. R. Daly 2023 Revocable Trust (applicant/owner)
Section 8: Windows – Replacement of 23 existing 12 over 12 wood windows and wood trim with new aluminum exterior clad 12 over 12 windows and wood trim.

Application has been withdrawn until December 4, 2023, meeting per email received on November 6, 2023.

- **23-HD-0027 – 4 Main Street South / Map 105, Lot 44 / MSD & HD#1**
Patricia Fanti (applicant), Thomas and Lisa Amatruda (owner)
Section 1: Signage – Installation of new 14 sf (42" x 48") wood projecting business sign hung from existing bracket and chain.

Applicant Patricia Fanti came forward (75 East Shore Road, Morris, CT) to speak on behalf of the application. She stated that she is replacing what is there with the same size sign and same brackets.

The Commission considered that a minor change and motioned for an exemption.

MOTION: To approve as an exemption (23-HD-0027 – 4 Main Street South / Map 105, Lot 44 / MSD & HD#1 a Certificate of Appropriateness per §7.2.4 (minor change) for installation of sign replacement.

Made by **KROLL**, Seconded by **FIFTAL**

Vote: 5-0-0 Approved – Motion Passed

Aye Donnarumma, Cheatham, Fiftal, Kroll, Hickey

Nay None

Abstain None

DELIBERATIONS

- **23-HD-0022 – 36 Main Street South / Map 105, Lot 133 / MSD District & HD#1**
Jacklyn M. Slane (applicant/owner)
Section 5: Fences – Installation of (1) post three rail fence (208 linear feet); and (2) tongue and groove solid board fence (128 linear feet), both colored Benjamin Moore Solid Arborcoat "Essex Green."

Alt. Member Hickey is very familiar with the property and said that the fence is beautiful, and it is all wood and they did a nice job. Chair Donnarumma loved the color. Usually, you just see white, but the green is beautiful.

MOTION: To approve (23-HD-0022 – 36 Main Street South / Map 105, Lot 133 / MSD District & HD#1) a Certificate of Appropriateness for Installation of (1) post three rail fence (208 linear feet); and (2) tongue and groove solid board fence (128 linear feet), both colored Benjamin Moore Solid Arborcoat “Essex Green.”

Made by **HICKEY**, Seconded by **KROLL**

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

Aye Donnarumma, Cheatham, Fital, Kroll, Hickey

Nay None

Abstain None

- **Meeting Minutes** – October 2, 2023

Work Session Corrections:

Page 3: Under Member Fital covered Westport, Fital wanted to clarify that the Westport Historic District has an on-staff administrator, and they also have a Chair for the Commission that meets virtually. She wanted to add that she felt it was great that they had an on-staff administrator that the public could reach much like our Land Use office. Fital also wanted on the record that Westport Historic District deals with very similar situations that Woodbury does.

Regular Meeting Corrections:

Page 4: Under Commission Housekeeping, bullet three; ordinance was spelt ordnance.

MOTION: To accept meeting minutes of October 2, 2023, as amended.

Made by **FITAL**, Seconded by **CHEATHAM**

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

Ayes Donnarumma, Cheatham, Fital, Kroll, Hickey

Nays None

Abstain None

OTHER BUSINESS

- **MOTION:** To add the 2024 Annual Meeting Schedule to the agenda

Made by **DONNARUMMA**, Seconded by **CHEATHAM**

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

Ayes Donnarumma, Cheatham, Fital, Kroll, Hickey

Nays None

Abstain None

- **MOTION:** To approve the 2024 Annual Meeting Schedule as presented

Made by **FITAL**, Seconded by **KROLL**

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

Ayes Donnarumma, Cheatham, Fital, Kroll, Hickey

Nays None

Abstain None

Enforcement Matters

- The pantry at St Paul's Episcopal Church (23-HD-0013 – 294 Main Street South / Map 104, Lot 5/MSD District & HD#1) was supposed to be moved two feet back. Under correspondence an email between Anne Firlings (Zoning Enforcement Officer) and Rev. Rupp was enclosed dating back to July. The last email dated October 18, 2023, from Rev. Rupp stated that they should have it moved by the end of the week. The commission stated that this needs a follow-up.
- Rachels Kitchen located at 230 Main Street South was discussed regarding the bracket used for the new sign. The application stated they would be using the same bracket from the previous business, but the commission revisited this to make sure that it was the refurbished bracket. The commission determined that it is a different style and a different bracket, but it is very similar and an improvement from what was there.
- They also discussed the side stairwell and landing leading from the second-floor apartment and considered the replacement like for like.
- Another question they had regarding Rachel's Kitchen was the Certificate of Appropriateness that was issued under 22-HD-2217 on August 1, 2022, for the replacement of existing windows with aluminum or aluminum clad with Axek or Trex trim. They are questioning the window material that was approved vs what was installed. It was determined that the front bottom two windows were not replaced but all others were. They had 6/6 panes and were replaced with 1/1 panes.

Commission Housekeeping

- None

CORRESPONDENCE

- Email correspondence between Anne Firlings (Zoning Enforcement Officer) and Rev. Rupp, regarding the Free-Standing Food Pantry at St. Paul's Church 294 Main Street South.

PUBLIC COMMENT PERIOD

- Thomas Arras – 76 Main Street South - As stated in previous months he suggested approving the minutes after the public comment period because there are omissions in the minutes, and they are getting approved with these omissions.
- Mr. Arras stated that in the minutes dated October 2, 2023, that under the Public Comment section in the first paragraph, it says, "the road which was maintained by the town high department", should say town highway department.
- Mr. Arras was thinking about Member Messier's comment during the work session on October 2, 2023, regarding the replacement windows and the size of the glass area that lets in light. Messier said that 20-25% less light would get through. Mr. Arras went back and looked at his replacement windows and found that there was a reduction in the light area which was about

12.4% less but it doesn't restrict the light because the storm window eclipses the opening. With the storm windows off you'll get more light in than before on the replacements. He finds it debatable if replacement windows let in less light.

- Mr. Arras questioned the attendance requirements for commissioners. Member Hickey informed him that it 2/3 require.

ADJOURNMENT

Hearing no objections, the meeting was adjourned at 8:13 p.m.

RECEIVED & FILED
IN WOODBURY, CT
This 9th day of Nov 2023
at 12:25 o'clock P M
Maria M Mancini
Town Clerk