



**HISTORIC DISTRICT COMMISSION  
MINUTES  
REGULAR MEETING /PUBLIC HEARING  
Monday, February 1, 2021 – 7:30 p.m.  
MEETING HELD VIRTUALLY AT GOTOMEETING.COM**

**MEMBERS PRESENT**

Susan Cheatham; Chairman  
Maureen Donnarumma; Vice Chairman  
Lois Fiftal  
Robert Kolesnik, Jr.

**MEMBERS ABSENT**

Frank Sherer

**ALTERNATES PRESENT**

Judith Kelz  
George Messier

**ALTERNATES ABSENT**

Marc Kroll

**Also Present:** Maryellen Edwards; Land Use Administrator, Tom Arras and three unidentified callers

**REGULAR MEETING**

Call to Order

Chairman Susan Cheatham convened the regular virtual meeting at 7:32 PM.

Seating of Members/Alternates

Regular members Susan Cheatham, Maureen Donnarumma and Lois Fiftal were seated. Robert Kolesnik was excused. Alternates Judith Kelz and George Messier were also seated.

Conflict of Interest

Susan Cheatham referenced CT General Statute, Conflict of Interest.

*Continue Regular Meeting After Public Hearings*

**PUBLIC HEARING**

**21-HD-2100 / Town of Woodbury / Proposed Amendment to the Regulations to Add to Section 7 –  
Variances,**

Exemptions and Demolition Delays: “7.4 Minor Changes: The Commission may find that a proposed change in a structure or sign is minor or insignificant and will not impair the historic, architectural or other character of the Historic Districts, and that such change shall be exempt from the requirement to obtain a Certificate of Appropriateness pursuant to Section 5.1 of these Regulations.”

Clerk read the legal notice into the record.

Commissioners had no questions or comments. No one from the floor came forward.

**MOTION:** Lois Fiftal moved to close the public hearing on 21-HD-2100, Town of Woodbury, proposed amendment to the Regulations to add to Section 7-Variances, at 7:37 PM.

Maureen Donnarumma seconded. **VOTE: 5-0 FAVOR. MOTION CARRIED.**

**REGULAR MEETING (continued)**

**NEW APPLICATION**

21-HD-2102 / Posigen CT LLC (applicant), Gilbert (Owner) / 1156 Main Street South / Installation of Roof Mount Solar Panels / Map 032 / Lot 005

Maureen Donnarumma read the application into the record. No one came forward to represent the application. Overhead photos were presented however no street views. Some photos were brought up from the internet. Commissioners questioned what the roof material would be, as well as what color the solar panels would be. How visible from the road would the panels be?

**MOTION:** Maureen Donnarumma moved to accept application 21-HD-2102, Posigen, applicant, for Gilbert, owner, 1156 Main Street South, for installation of roof mount solar panels but with the understanding that more information is needed as to the size of the solar panels, roofing material and how much can be seen from the road and set a public hearing for March 1, 2021. George Messier seconded.  
**VOTE: 5-0 FAVOR. MOTION CARRIED.**

**EXEMPTION REQUEST**

21-HD-2101 / Cappuzzo / 230 Main Street South / Request for Exemption Per Sections 7.2.1 and 7.2.2 for Chimney Replacement / Map 104 / Lot 018

**MOTION:** Susan Cheatham moved to accept the exemption request, 21-HD-2101, per Section 7.2.1 and 7.2.2 of the Historic District Commission Regulations, submitted by Cappuzzo, 230 Main Street South for chimney replacement.  
Maureen Donnarumma seconded. **VOTE: 5-0 FAVOR. MOTION CARRIED.**

**PENDING APPLICATIONS**

21-HD-2100 / Town of Woodbury / Proposed Amendment to the Regulations to Add to Section 7 – Variances, Exemptions and Demolition Delays: “7.4 Minor Changes: The Commission may find that a proposed change in a structure or sign is minor or insignificant and will not impair the historic, architectural or other character of the Historic Districts, and that such change shall be exempt from the requirement to obtain a Certificate of Appropriateness pursuant to Section 5.1 of these Regulations.”

**MOTION:** Lois Fital moved to approve the proposed amendment to the Regulations to add to Section 7 – Variances, Exemptions and Demolition Delays: “7.4 Minor Changes: The Commission may find that a proposed change in a structure or sign is minor or insignificant and will not impair the historic, architectural or other character of the Historic Districts, and that such change shall be exempt from the requirements to obtain a Certificate of Appropriateness pursuant to Section 5.1 of these Regulations.” This amendment will be effective March 1, 2021.  
Maureen Donnarumma seconded. **VOTE: 5-0 FAVOR. MOTION CARRIED.**

**OTHER BUSINESS**

- 506 Main Street South LLC – Desrochers (Owner) / 506 Main Street South / Pre-Application Review for Removal of Carriage House to Rebuild New Like Structure to Meet up to Date Codes for Safety / Map 103 / Lot 005

No one was present to represent application. There was no discussion.

**MOTION:** Maureen Donnarumma moved to move this discussion to after Privilege of the Floor if someone comes forward to represent this pre-application later in the meeting. Lois Fital seconded.  
**VOTE: 5-0 FAVOR. MOTION CARRIED.**

- Discussion Regarding Exemption Process

Commissioners decided getting a record from the Land Use Office periodically of exemptions granted by them was sufficient. It appears that usually these types of applications are for replacement of like for like or for emergency situations.

**CONSIDERATION OF MINUTES – 1/4/2021**

**MOTION:** Maureen Donnarumma moved to accept the regular meeting minutes of January 4, 2021 as presented. George Messier seconded. **VOTE: 5-0 FAVOR. MOTION CARRIED.**

**PRIVILEGE OF THE FLOOR**

The Town Hall municipal offices sign was discussed, cost considerations and time caused the vinyl letters to be used. Commissioners were asked to give some suggestions of what they would like to see.

Tom Arras noted the Commission does not identify members when they are speaking which is in violation of Governor Lamont’s Executive Order 7-B. This is confusing to those listening to the recording. Does the lack of identification make the meetings legal?

No one from 506 Main Street South LLC came forward to represent their application.

**ADJOURNMENT**

**MOTION:** Maureen Donnarumma moved to adjourn the meeting at 8:18 PM, George Messier seconded. **VOTE: 5-0 FAVOR. MOTION CARRIED.**

**FILED SUBJECT TO COMMISSION APPROVAL**

Respectfully submitted,

*Linda Leigh*

Linda Leigh

Clerk

RECEIVED FOR RECORD  
Feb 4th 21 9:5A  
Jude S. Cash  
SECRETARY OF THE TOWN OF HARTFORD