



**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 – July 1, 2024  
REGULAR MEETING**

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

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Judith Kelz

**ALTERNATES PRESENT**

Marc Kroll  
Edward Winters  
David Newell

**ALTERNATES ABSENT**

**NOTED OTHERS PRESENT**

Stephen Norris, Maurice Lavertue, Rev. Vellaplacki, Art Pappas, Susan Pappas, Atty. Thomas Kaelin,  
Thomas Arras

**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, Member Hickey, Alt. Members Kroll and Newell.
- **Historic District Regulations**  
Chair Donnarumma read Section 2 – Boundaries and Location of Historic Districts, Section 2.1 – Historic District 1 - Both sides of all of said streets are included to a depth of two hundred (200) feet from the edge of the street pavement.
- **Conflict of Interest Reminder (CGS §8-11 & Woodbury Town Charter Section 901)**  
Chair Donnarumma reminded the Commission of Conflict of Interest; No members expressed a conflict with any matter on the agenda.

## EXECUTIVE SESSION

- Discussion of Pending Litigation

**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 Woodbury Historic District Commission.

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

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

Aye           Donnarumma, Fiftal, Hickey, Newell, Kroll

Nay           None

Abstain      None

*The Historic District Commission entered Executive Session at 7:32 pm inviting Town Attorney Thomas Kaelin and exited at 8:09 pm with no action taken during Executive Session.*

## PUBLIC HEARINGS

- 24-HD-0018 – 54 School Street / Map 105, Lot 7-1 / RA-40 District & HD#1

Stephen Norris (applicant) / Monica Roberts (owner)

**Section 7: Remodeling** – Remove and replace existing covered side entrance appendage over same footprint (6' x 11') and retain existing roof pitch; Remove and replace existing wood siding with new wood siding.

**Section 10: Roof**- Replace existing black asphalt shingles with new black asphalt shingles.

*The Clerk read the legal notice published in Voices on June 26, 2024. Applicant Stephen Norris came forward to speak on behalf of the application. Alt. Member David Newell questioned what part of the roof is being replaced. Mr. Norris explained that it would be just the side structure that he will be fixing up.*

**MOTION:** To close the public hearing for 24-HD-0018 – 54 School Street / Map 105, Lot 7-1 / RA-40 District & HD#1

Made by **NEWELL**, Seconded by **KROLL**

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

Aye           Donnarumma, Fiftal, Hickey, Newell, Winters

Nay           None

Abstain      None

Unseated Alt. Member Newell and seated Member Messier

- 24-HD-0019 – 146 Main Street South / Map 105 / Lot 116 / MSD District & HD#1

Prince of Peace Parish Corporation (owner/applicant)

**Section 10: Roof** – Remove existing cedar steeple shingles and replace with copper. Gold leaf steeple cross and rear roof cross.

*The Clerk read the legal notice published in Voices on June 26, 2024. Maurice Laverture (47 Main Street South) came forward to speak on behalf of the application. There are no changes to this application.*

**MOTION:** To close the public hearing for 24-HD-0019 – 146 Main Street South / Map 105 / Lot 116 / MSD District & HD#1

Made by **FIFTAL**, Seconded by **HICKEY**

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

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

## **NEW APPLICATIONS**

- **24-HD-0024 – 92 Judson Avenue / Map 38 / Lot 55-7 / R-40 District & HD#1**

Arthur Jr. and Susan A. Pappas (owner/applicant)

**Section 12: Other** – Existing accessory garden shed measuring 160 sf (10 ft x 16 ft x 7.5 ft) and new accessory chicken coop measuring 18.5 sf (4.2 ft x 4.4 ft x 5.2 ft)

*Owners Arthur and Susan Pappas came forward. They are looking for approval for the garden shed already installed and a chicken coop. Vice Chair Fital questioned if the chicken coop would be visible from the street. Susan Pappas stated that it would be placed behind the large trees in the yard. Chair Donnarumma questioned the material that the coop is made out of. Ms. Pappas stated that it would be made of wood and painted the same color of the house.*

**MOTION:** To accept receipt of application 24-HD-0024 – 92 Judson Avenue / Map 38 / Lot 55-7 / R-40 District & HD#1 and schedule for public hearing on August 5, 2024.

Made by **MESSIER**, Seconded by **KROLL**

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

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

- **24-HD-0025 – 4 Main Street South / Map 105 / Lot 44 / MSD District & HD#1**

Thomas and Lisa Amatruda (owner/applicant)

**Section 8: Windows** – Replace all windows on second floor.

- Remove and replace sixteen (16) upper floor, side and rear 53x28 wood TDL single pane windows with new wood double hung 6x6 grid/SDL (simulated divided lite) windows with exterior wood trim.
- Remove and replace two (2) front upper floor wood TDL windows with new double hung 15x15 grid/SDL windows with exterior wood trim.

*No one was present to speak on behalf of this application. The replacement windows have already been installed. The windows listed on the application are for all the windows on the 2<sup>nd</sup> floor. Member Hickey stated that he couldn't tell if the 1<sup>st</sup> floor windows had been replaced but after looking at the pictures submitted it appears that they have been replaced also.*

*Chair Donnarumma stated that when the application came before them and was denied they knew that some of the windows needed replacement but not all of them. The issue now that they've been replaced; is that issuing a Certificate of Appropriateness is difficult because we don't issue them just because they are replacing wood windows with wood windows. We like them to preserve what's there and existing.*

*Also noted, that according to the pictures attached to the application, there was a second floor door replacement that is not on the application.*

**MOTION:** To accept receipt of application 24-HD-0025 – 4 Main Street South / Map 105 / Lot 44 / MSD District & HD#1 and schedule for public hearing on August 5, 2024.

Made by **MESSIER**, Seconded by **KROLL**

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

Aye           Donnarumma, Fital, Messier, Kroll, Hickey

Nay           None

Abstain      None

## **DELIBERATIONS**

- **24-HD-0018 – 54 School Street / Map 105, Lot 7-1 / RA-40 District & HD#1**

Stephen Norris (applicant) / Monica Roberts (owner)

**Section 7: Remodeling** – Remove and replace existing covered side entrance appendage over same footprint (6' x 11') and retain existing roof pitch; Remove and replace existing wood siding with new wood siding.

**Section 10: Roof-** Replace existing black asphalt shingles with new black asphalt shingles.

**MOTION:** To approve 24-HD-0018 – 54 School Street / Map 105, Lot 7-1 / RA-40 District & HD#1 granting a Certificate of Appropriateness, as proposed.

Made by **MESSIER**, Seconded by **HICKEY**

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

Aye           Donnarumma, Fital, Messier, Kroll, Hickey

Nay           None

Abstain      None

- **24-HD-0019 – 146 Main Street South / Map 105 / Lot 116 / MSD District & HD#1**

Prince of Peace Parish Corporation (owner/applicant)

**Section 10: Roof** – Remove existing cedar steeple shingles and replace with copper. Gold leaf steeple cross and rear roof cross.

**MOTION:** To approve 24-HD-0019 – 146 Main Street South / Map 105 / Lot 116 / MSD District & HD#1 granting a Certificate of Appropriateness, as proposed.

Made by **KROLL**, Seconded by **MESSIER**

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

Aye           Donnarumma, Fital, Messier, Kroll, Hickey

Nay           None

Abstain      None

- **Regular Meeting Minutes – June 12, 2024**
  - Page 3 – 4<sup>th</sup> paragraph – says windows will be restored and replaced in two locations. Should say restored and reinstalled.

**MOTION:** To accept the regular meeting minutes of June 12, 2024, as amended.

Made by **FIFTAL**, Seconded by **HICKEY**

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

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

**ENFORCEMENT MATTERS**

- St. Paul’s Church – 294 Main Street South – There is a pennant on the church sign, and they are not allowed in the Historic District. This needs to be removed.
- Woodbury Wine and Spirits – 73 Main Street South – Exterior lights are flashing. The Zoning Enforcement Officer, Anne Firlings, emailed the property owner and the lights are going to be removed.

**COMMISSION HOUSEKEEPING**

- Vice Chair Fital has been working on a blight ordinance and in doing so she spoke to Stacey Vairo of Preservation CT and Mary Dunne from Historic Preservation in Connecticut, and they informed her that there are historic rehabilitation tax credits available to historic district property owners for up to 30% refund for eligible expenses when repairing not replacing. Vice Chair Fital will share the link with members.
- Alt. Member Newell shared that the sign at the C.L. Adams building located at 47 Main Street South is partially down so now instead of C.L. Adams it reads “dam.” Also, there is a statue of a man on the roof that has fallen over and the front step when you walk is missing a side piece. The owner should be put on notice to clean these things up.
- Alt. Member Winters asked when they are approving applications are they looking to enforce what’s there exactly or what is period correct? He is asking this because the approval given last month for 57 Main Street North was given contingent on evidence that there was a pediment there prior. If they are going by what is appropriate for the period, then the pediment is correct for that period. He feels like the property owner needs to be notified that they can come back to the Commission if they don’t find that there was one installed prior and apply for that to be put on.

**CORRESPONDENCE**

- Clerk Bigham shared Member Kelz’s letter regarding the Ad-Hoc committee she is arranging to notify new residents in the Historic District that they are in the district and how they can go about getting the Historic District Regulations. The letter stated that she had a conversation with the Town Clerk, Maria Mancini, and the First Selectman, Barbara Perkinson about putting a card into the welcome letter that the town sends out to new residents. The Historic District Regulations will be made available at the Town Clerk’s office if people cannot access them on the town website. She stated that she would follow up in the next few weeks.
- Chair Donnarumma shared an email she sent to First Selectman, Barbara Perkinson, regarding the chimes from the Town Clock. Ms. Perkinson stated that the chimes will be turned back on soon.

**PUBLIC COMMENT PERIOD**

- Thomas Arras – 76 Main Street South

Mr. Arras asked for clarification regarding the tax credits that people can receive. Which tax credit is that for, Federal or State?

He also questioned if the Historic Commission approved the sidewalk project that was just completed. Chair Donnarumma answered that they did not, and Member Hickey gave brief explanation regarding the timeline that they were under to get the project done, in order to keep the grant that was awarded to the town four years ago. The town went to bid on this project in March and had to have the project completed by the end of April, not giving them a lot of time to negotiate easements with property owners.

Mr. Arras suggested looking into some kind of wrap to put around the new control boxes outside of Town Hall used for the traffic lights. This will help them blend into the surroundings more. The Historic District prides itself on its appearance so this would be something they should investigate.

Mr. Arras questioned member Kelz’s statement about putting cards into the welcome letter. Do realtors need to disclose that the property is in the historic district? Chair Donnarumma said yes, they do if it is on the MLS.

**ADJOURNMENT**

- Hearing no objections, the meeting was adjourned at 9:04 pm.

RECEIVED & FILED  
IN WOODBURY CT  
This 3rd day of July 2024  
at 2:05 o'clock P.M  
*Maria M Mancini*  
Town Clerk