



WEST HARTFORD HISTORIC DISTRICT COMMISSION
Town Hall - Room 312
Wednesday, January 12, 2022 at 7:30 p.m.
Special Meeting - Minutes

Commissioners Present:

Mitch Lewis, Acting Chair
Andrei Tarutin, Vice-Chair
Cynthia Cormier, Member
Pam Howard, Member
Julie Harris, Alternate
Sherri Schwartz, Alternate

Commissioner Not Present:

Karl Fransson, Alternate

Mr. Lewis called the West Hartford Historic District Commission (“WHHDC”) to Order at 7:34 p.m. Mr. Lewis then introduced the Board Commissioners to those in attendance and explained the WHHDC meeting procedures. The format of the hearing was explained to those in attendance by the Acting Chairperson.

NEW APPLICATIONS

1. Mr. Lewis introduced the Hublitz Certificate of Appropriateness application (“COA”). **Eli Koch, representative from Freedom Forever Connecticut, LLC, on behalf of Marty Hublitz**, owner of **156 Raymond Road**, came before the WHHDC to discuss the COA to install a rooftop solar array. The proposed solar panel modules would be symmetrically installed on all non-direct street facing roof surfaces and a new meter box and inverter are to be installed to the north side of the house by the existing electricity meter. While these rooftop arrays are clearly visible from the streetscape it was determined that no lesser impacting building rooftop surface could be used alternatively, i.e. no rear garage rooftop onto which these arrays could be installed to lessen their visual impact.

Motion to approve the roof solar COA was made and seconded.

Seated: Lewis, Tarutin, Cormier, Howard, and Harris

Vote: Unanimously approved

The **motion is carried** and Commissioner Lewis will inform the Building Department at the next earliest convenience.

2. Mr. Lewis introduced the Macchio COA. **James Macchio**, owner of **1563 Boulevard**, came before the WHHDC to discuss his COA to replace the current 19 windows, all recently installed without Building Department or WHHDC COA approval.

Mr. Macchio shared his proposal to replace the current vinyl windows with ones of a wooden clad construction whose appearance matches the original wooden construction and, too, their six over one layout design. The WHHDC inquired further as to the timing of the replacement windows' install which is expected to be in the next few weeks.

Motion to approve the window COA was made and seconded.

Seated: Lewis, Tarutin, Cormier, Howard, and Harris

Vote: Unanimously approved

The **motion is carried** and Commissioner Lewis will inform the Building Department at the next earliest convenience.

The WHHDC appreciates the owner's effort and intention to do the right thing in this matter. As requested, the owner has agreed to kindly alert the the Building Department and WHHDC when the approved window replacement work is complete so that a Building Inspection verification may be performed to address the matter of the outstanding open Building Permit.

Mr. Macchio has decided to not pursue his earlier COA to erect a fence on the property.

3. Mr. Lewis introduced the West Hartford Art League application. **Roxanne Stachelek**, Executive Director of the West Hartford Art League, located at **87 Mountain Road**, submitted pictures in support of her COA to install a kiln vent to the rear brick wall of the building to the upper left just by the door. A kiln vent with minimal impact to the buildings appearance already exists and the images shared with WHHDC represent the new vent's having a similar minimal visual impact at the installation site.

Motion to approve the kiln vent COA application was made and seconded.

Seated: Lewis, Tarutin, Cormier, Howard, and Harris

Vote: Unanimously approved

The **motion is carried** and Commissioner Lewis will inform the Building Department at the next earliest convenience.

ADMINISTRATIVE MATTERS

4. **Election of 2022 Officers:** Commissioner Lewis introduced the matter of annual election of officers and asked Commissioner Harris to solicit Nominations.

Motion to elect Mitch Lewis as Chair, Pam Howard as Vice-Chair and Mitch Lewis as Secretary was made and seconded. Commissioner Lewis recused himself.

Seated: Tarutin, Cormier, Howard, Harris, and Schwartz

Vote: Unanimously approved

The **motion is carried** and Commissioner Lewis will inform the Town Clerk's Office at the next earliest convenience.

5. **WHHDC Meeting Minutes:** The WHHDC Commissioners reviewed the October 25th, 2021 and December 15th, 2021 Special Meeting Draft Minutes.
Motion to approve the October 25th, 2021 and December 15th, 2021 Special Meeting Draft Minutes, was made and seconded.
Seated: Lewis, Tarutin, Cormier, Howard, and Harris
Vote: Unanimously approved
The **motion is carried** and Commissioner Lewis will inform the Town Clerk's Office.

6. **Commissioners' Concerns and Comments:**
The WHHDC is continuing to look for a new Commissioner.

The WHHDC has decided to cancel the January 24th, 2021 Regular Meeting since there is no new or ongoing business to discuss.

7. **Public Comment:**
None.

8. **Adjournment:** Motion to adjourn the meeting was made and seconded. Vote to adjourn the meeting was unanimously approved. The meeting adjourned at 8:30 p.m.

Respectfully submitted,
Mitch Lewis, Secretary
Historic District Commission
West Hartford, CT