



**WEST HARTFORD HISTORIC DISTRICT COMMISSION**  
**Town Hall - Room 308**  
**Tuesday, October 25, 2022 at 7:30 p.m.**  
**Special Meeting - Minutes**

**Commissioners Present:**

Mitch Lewis, Chair  
Cynthia Cormier, Member  
Karl Fransson, Alternate  
Sherri Schwartz, Alternate  
Andrei Tarutin, Member

**Commissioners Not Present:**

Julie Harris, Alternate  
Pam Howard, Vice-Chair  
Robert Garry, Alternate

Chair Lewis called the West Hartford Historic District Commission (“WHHDC”) to Order at 7:31 p.m. Chair Lewis then introduced the Board Commissioners to those in attendance and explained the WHHDC meeting procedures.

**NEW APPLICATIONS**

1. Chair Lewis introduced the Ellis Certificate of Appropriateness Application (“COA”). **Emma Ellis, owner of 55 West Hill Drive**, came before the WHHDC to discuss his COA for work already completed to install two mini split heat pumps to the rear and side of the house. The West Hartford Building Department previously approved the Permit for this work back on May 3rd, 2022. The system installed at the rear is not visible and the one to the side is also not visible as the unit is concealed by plantings and the conduit is hidden by the chimney recess.  
**Motion to approve the COA was made (Fransson).**  
**Seated: Lewis, Cormier, Fransson, Schwartz and Tarutin.**  
**Vote: The vote was unanimous to approve.**  
The **motion carried** and Chair Lewis will inform the Building Department at the next earliest convenience.

**ADMINISTRATIVE MATTERS**

1. **WHHDC Meeting Minutes:** The WHHDC Commissioners reviewed the Regular Meeting Draft Minutes of September 26th 2022.

Motion to approve the Meeting Minutes, was made and seconded.

**Seated: Lewis, Cormier, Fransson and Tarutin.**

**Vote: Unanimously approved**

The **motion carried** and Chair Lewis will inform the Town Clerk's Office.

**2. WHHDC 2023 Calendar:**

The WHHDC is scheduled to meet in the West Hartford Town Hall Room 312 the 4th Monday of the Month with meetings beginning at 7:30P.M. There will be no regular meeting scheduled in November or December.

**3. Commissioners' Concerns and Comments:**

The WHHDC is continuing to look for a new Commissioner. Commissioner Harris has expressed interest in dropping off the Commission.

**4. Adjournment: Motion to adjourn the meeting was made Tarutin. The vote was unanimous to approve. The Meeting adjourned at 7:52 p.m.**

A handwritten signature in black ink, appearing to read "M Lewis". The signature is written in a cursive, flowing style.

**Mitch Lewis Historic District Commission Chair/Secretary**