

Suffield Historic District Commission Meeting Minutes
Regular Meeting: December 5, 2022; 7:30 P.M.
Town Hall First Floor Meeting Room

Chairman Doug Mayne called The Historic District Commission meeting to order at 7:30 p.m. on Monday, December 5, 2022.

Attendees: Commissioner
John Schwemmer
Beth Tracey
Scott MacClintic

Designation of Voting Members: All members in attendance had voting rights.

Approval of Minutes:

Commissioner Tracey and Commissioner MacClintic noted that the only changes to the minutes involved the incorrect spelling of their last names.

Commissioner Tracey motioned and Commissioner Schwemmer seconded to approve the minutes from the November 7, 2022 Regular Meeting as amended. Motion passed unanimously.

Approval of 2023 Historic District Commission Meeting Calendar

Commissioner Tracey and Commissioner MacClintic motioned to approve the 2023 Meeting Calendar as presented. Motion passed unanimously.

Public Comment: None

Applications for a Certificate of Appropriateness

a. 82 N. Main Street – Proposed New Signage

Commissioner Schwemmer motioned and Commissioner MacClintic seconded the motion to table the application for 82 N. Main Street as there is no new information available at this time. Motion passed unanimously.

b. 590 N. Main Street - Proposed Window Replacement

Adam Friedman, the homeowner, presented to the commission on the proposed window replacement at 590 N. Main Street. He noted that he had been before the commission last month to discuss his application to replace 14 double hung and 2 picture windows and his application had been tabled pending further information. Since that time, the commission has received the specifications sheet and brochures for the replacement windows being considered.

Mr. Friedman brought two representatives from Vista Home Improvement to discuss the details of the Nor'Easter Series by Polaris which is the type of window under review as a proposed replacement.

Mr. Friedman presented one of the current window sashes from his home, as well as a sample of the Nor'Easter Series by Polaris vinyl replacement window, for the commissioners to examine and compare.

Discussion ensued among the commissioners, Mr. Friedman, and the representatives from Vista Home Improvement. Among the topics discussed were:

- o Replacement process and technique
 - Interior and exterior stops will be pulled off
 - Weights and pulleys/ropes will be removed
 - Open pockets will be filled with insulation
 - Exterior blind stops will remain
 - Replacement window will be set into existing frame
- o Frame size, sash thickness and beveled edge protrusion of the Nor'easter Series window as compared to other windows such as an Anderson 400 (new construction window) or an Anderson Renewal (replacement window.)
- o Possible loss of viewable glass
 - Vista Home Improvement assured the commission that there will be no change in the viewable glass as currently there are storm windows. The slight overlap that exists now will be eliminated as the new energy efficient windows will no longer require a storm window to be in place
- o Possible change to the aesthetics of the window when viewed from outside the home.
 - Vista Home Improvement assured the commission there will be no change in aesthetics, especially given that the windows are one over one windows
- o Before and after photos of certain historical projects using the Nor'Easter Series windows were presented to the commissioners to view.
- o Length of time Polaris has been in business and future availability of products.
 - Polaris has been in business for over 20 years and product availability should not be an issue down the road
- o Color Options Available
 - Ability to order windows in different colors/available options at this time
 - Technique for painting vinyl including extruded and split extrusion
 - Technology advancements with painting vinyl
 - Mr. Friedman plans to install white windows for this project
- o Ordering Process
 - Windows will be made custom to the exact jamb size within an 1/8th of an inch
 - Technician will come out to the site and measure each individual opening for appropriate dimensions resulting in a window that fits as

specifically as possible with the least amount of gaps and the most amount of glass

Commissioner Tracey motioned and Commissioner MacClintic seconded to accept the Nor'Easter Series Vinyl replacement windows as proposed for 590 N. Main Street. Motion passed unanimously.

Prior to leaving the meeting, one of the representatives of Vista Home Improvement questioned whether the Historic District Commission was linked to the Building Department. He explained that in most towns, the Building Department will not allow a Building Permit to go through without sign-off from the Historic District Commission. He wanted them to be aware that in this case, it did not happen this way and he wanted to be sure there was not something different he should be doing as they move forward. Chairman Mayne thanked them for bringing this to the attention of the commission and explained that they were currently working on correcting this issue.

New Business

The commissioners discussed their continued concerns with the construction/renovation/demolition work being performed at 423 South Main Street. Commissioner Schwemmer noted that he had reached out to First Selectman Moll about the situation after it had been discussed at the last Historic District Commission meeting in November. First Selectman Moll stated that he would reach out to the homeowner again and get back to Commissioner Schwemmer with an update. As of this meeting, no update has been provided. Commissioner Schwemmer plans to follow up. There has also been no input from the Building Department on this property. The commission discussed inviting First Selectman Moll and Building Inspector Kimberly Rogers to their next meeting in order to discuss changes to the approval process for building permits and the role of the Historic District Commission in this process.

Chairman Mayne stated that he would send out a memo tomorrow regarding what had been voted on during the November 7th meeting which will be sent to the Building Department acknowledging that the homeowner of 423 South Main Street is conducting work on the property which violates the requirements outlined on page 7 of the Historic District Commission Handbook that requires an application for a Certificate of Appropriateness which has not been made. The Historic District Commission is asking that the Building Department fulfill their obligation under section 14-87 of the Historic District Commission Handbook and enforce the regulation requiring a Certificate of Appropriateness.

The commissioners discussed the review process for monthly meeting minutes prior to being posted to the town website. All were in agreement that Commissioner MacClintic will review the minutes once the Recording Secretary has completed them to ensure technical accuracy.

Commissioner MacClintic motioned and Commissioner Schwemmer seconded to adjourn at 8:12 p.m. Motion passed unanimously.

Respectfully submitted,

Kristen O. Lambert
Recording Secretary