

**Suffield Historic District Commission Meeting Minutes  
Special Meeting: July 10, 2023; 7:30 P.M.  
Town Hall Upper Level Meeting Room**

**Chairman Doug Mayne** called The Historic District Commission meeting to order at 7:36 p.m. on Monday, July 10, 2023.

**Attendees: Commissioner**

Doug Mayne  
Beth Tracey  
Crystal Quandt (Alternate)

**Absent: Commissioner**

Bill Moryto  
Scott MacClintic  
John Schwemmer  
Klaire Bielonko (Alternate)  
Aysha Moore-Manwaring (Alternate)

**Designation of Voting Members:** Voting rights were designated to alternate member Crystal Quandt.

Chairman Mayne addressed the three applicants present and explained that due to the small number of commission members in attendance at this evening's meeting it may be harder to get an approval with fewer members and offered them the option of staying or coming back at a different time. All applicants chose to remain.

**Approval of Minutes:**

Commissioner Quandt motioned and Chairman Mayne seconded to approve the minutes from the June 5, 2023 Regular Meeting as presented. Vote: 2 in favor (Mayne and Quandt) and 1 abstain (Tracey.) Motion passed.

**Public Comment**

None

**Applications for a Certificate of Appropriateness**

a. 391 S. Main Street, Bay Window Replacement

The owner of 391 S. Main Street addressed the commission and provided them with requested diagrams of the proposed replacement bay window she would like to install in her home. The commission members reviewed all information provided and offered

feedback on the look of the new window in comparison to the current window. The commission members reviewed the window height, width, curvature as well as the number of panes and the size of each pane as compared to the current window. The owner responded to all questions the commission members had to the best of her ability. Chairman Mayne confirmed that the window being replaced is not original to the home, which allows for a bit more leniency when making a decision. All agreed that the replacement window captures the idea of the original window while providing a more modern and functional window. The commission was satisfied that the information provided met the intent of what they had asked the owner to do at an earlier meeting on the same subject.

Commissioner Tracey motioned and Commissioner Quandt seconded to accept the resubmitted version as presented. Vote: 3-0 in favor. Motion passed unanimously.

b. 310 N. Main Street, Front Porch Alteration

The owner of 310 N. Main Street addressed the commission and provided them with requested diagrams of the proposed front porch alteration he would like to make to his home. He provided the commission with diagrams showing the original porches on the home, alterations made to date and the proposed alterations to be considered. He discussed styles of posts to be used, where they will be located, what type of balusters will be used, tread style and how it will match with some of the original materials on the porch currently. The material for the tread will be synthetic; however, it looks very similar to natural wood and can be painted. The owner also discussed specific colors to be used and how they will match with other materials being used on the project. Chairman Mayne reminded the commission that this project has been ongoing for a few years and the discussion this evening is a revisit of early conversations. All proposed elements meet zoning requirements.

Commissioner Tracey motioned and Commissioner Quandt seconded to approve the stair and porch modifications as discussed to include new railings, new front stairs constructed to match the construction on the backside entrance with balusters and new railings down to the new stone landing. Vote 3-0 in favor. Motion passed unanimously.

c. 186 N. Main Street, Proposed Window Replacement

The owner of 186 N. Main Street addressed the commission and provided them with plans for a proposed window replacement project. The project is a straight window replacement for existing windows with like configurations. Since the windows will be inserts, there will be no changes to the exterior trim. The window style will be Marvin Elevate, which uses simulated divided light with spacers. The commission reviewed the information and asked questions of the owner, which he answered accordingly. The windows being replaced are not original and appear to be approximately forty years old.

Commissioner Tracey motioned and Commissioner Quandt seconded to approve as presented. Vote: 3-0 in favor. Motion passed unanimously.

## **New Business**

Chairman Mayne stated that Commissioner Bielonko may have an update, but since she is absent this evening, the group will wait until the next meeting.

A brief discussion ensued involving heat pumps and the growing market for them. Chairman Mayne suggested that the commission should be mindful of this moving forward. Commissioner Tracey inquired as to whether heat pumps should be added to the Historic District Commission Guidebook. Chairman Mayne suggested that a discussion should take place on the subject once there were more members present and proposed that the guidebook be reviewed by all members and a subcommittee be created to address possible updates.

Commissioner Tracey motioned and Commissioner Quandt seconded to adjourn at 8:12 p.m.  
Vote: 3-0 in favor. Motion passed unanimously.

Respectfully submitted,

Kristen O. Lambert  
Recording Secretary