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**Suffield Historic District Commission Meeting Minutes
Regular Meeting: April 7, 2025; 7:30 P.M.
Town Hall Upper Level Meeting Room**

Chairman Schwemmer called The Historic District Commission meeting to order at 7:30 p.m. on Monday, April 7, 2025.

Attendees: Commissioner

John Schwemmer, Beth Tracey, Scott MacClintic and Doug Mayne

Absent: Commissioner

Bill Moryto, Aysha Moore-Manwaring (Alternate) and Crystal Quandt (Alternate)

Designation of Voting Members

Chairman Schwemmer noted that the designated voting members this evening would be himself, Commissioner Tracey, Commissioner MacClintic and Commissioner Mayne

Approval of Minutes

Commissioner Tracey MOTIONED and Commissioner Mayne seconded to approve the minutes from the March 3, 2025 Regular Meeting as presented. Motion passed unanimously.

Public Comment

Randy Kelly, 1305 Hill Street

Applications for a Certificate of Appropriateness

a. 511 N. Main Street – Rebuild Brick Chimney

The contractor, Dave Hardy, presented the proposed project to the commission, referencing a drawing he had prepared. The commissioners asked questions and offered suggestions.

Commissioner MacClintic MOTIONED and Commissioner Tracey seconded to approve the rebuild of the brick chimney as submitted.

Commissioner Mayne MOTIONED and Commissioner Tracey seconded to amend the motion to include a statement that the "corbelling will match more closely than the drawing presented." Vote: Motion passed unanimously.

b. 200 S. Main Street – New House Build

Property owner Sara Cianci addressed the commission, accompanied by her homebuilder, Elzear Roy. They presented details of the proposed single-family home to be constructed at 200 S. Main Street. Key concerns included the installation of a catch basin and determining the precise placement of the home on the lot. As of now, these issues remain unresolved, and a plot plan has not yet been submitted. The commission engaged in a thorough discussion of the proposal, offering guidance and suggestions.

Commissioner Mayne MOTIONED and Commissioner MacClintic seconded to table the application until a site plan has been created and submitted. Vote: Motion passed unanimously.

c. 257 N. Main Street – Above Ground Propane Tank(s)

The homeowner provided a brief explanation of the planned installation to the commission members for consideration.

Commissioner Mayne MOTIONED and Commissioner Tracey seconded to approve the application as submitted. Vote: Motion passed unanimously.

d. 1305 Hill Street – Above Ground Propane Tank(s)

The homeowner provided photographs of their home and identified the proposed location of the propane tank for the commission members to consider.

Commissioner Mayne MOTIONED and Commissioner Tracey seconded to approve the application as submitted. Vote: Motion passed unanimously.

e. 550 N. Main Street – Roof Replacement

Homeowner, Elizabeth Donahue, presented her proposed roof replacement project to the commission, providing details about the type of shingles she plans to use and identifying areas where she would like to incorporate metal roofing, including the section covering the porch.

Commissioner Tracey MOTIONED and Commissioner MacClintic seconded to accept the application as submitted. Vote: 3 in favor (MacClintic, Mayne and Tracey) and 1 opposed (Schwemmer.) Motion passed.

A brief discussion also took place regarding window replacement at Ms. Donahue's property. The commissioners offered feedback and recommended that she gather additional information about the specific window model and, if possible, provide a sample for the commission to review at a future meeting.

f. 278 Thompsonville Road – Installation of ductless heat pump system & outside condenser

Chairman Schwemmer provided a brief history of the application, noting the conflicting information regarding whether the property was located within the Historic District. He reported that Town Attorney Derek Donnelly had confirmed the property is legally within the Historic District. Chairman Schwemmer then outlined the options available to both the homeowner and the commission, given the application's background and the fact that the work was completed without prior review by the Historic District Commission.

Commissioner Tracey MOTIONED and Commissioner Mayne seconded to approve the installation of the ductless heat pump system as described on the December 26, 2024 application with the addition of a fence panel, minimum five feet in length, to screen the units at the ground.

The commissioners discussed the situation at length and shared their thoughts and concerns on the matter in light of the fact that the commission was not given an opportunity to review in advance of installation.

Vote: 0 in favor and 4 opposed. Motion failed.

Old Business

None.

New Business

None

Adjournment

Chairman Schwemmer MOTIONED and Chairman Tracey seconded to adjourn at 9:10 p.m. Motion passed unanimously.

Respectfully submitted,

Kristen O. Lambert
Recording Secretary

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