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**Suffield Historic District Commission Meeting Minutes
Special Meeting: March 16, 2026; 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, March 16, 2026.

Attendees: Commissioner

John Schwemmer, Scott MacClintic, Beth Tracey, Aysha Moore-Manwaring (Alternate) and Crystal Quandt (Alternate)

Attendees Absent: Commissioner

Doug Mayne and Bill Moryto

Designation of Voting Members

Chairman Schwemmer noted that the designated voting members this evening would be himself, Commissioner MacClintic, Commissioner Tracey, Commissioner Quandt and Commissioner Moore-Manwaring.

Approval of Minutes

Commissioner Moore-Manwaring MOTIONED and Commissioner Tracey seconded to approve the minutes of the February 2, 2026 Regular Meeting as presented. Vote: 5-0 in favor. Motion passed unanimously.

Public Comment

None.

Applications for a Certificate of Appropriateness

a. 185 N. Main Street (Fuller Hall) – Installation of hardscape patio

No representatives in attendance for this application.

b. 343 N. Main Street – Strip and re-shingle house and garage roof

Homeowners Ted and Karen Markham appeared before the commission to request approval to strip and re-shingle the roofs on their house and garage at 343 N. Main Street. The commission reviewed the application materials and posed questions regarding the project. The homeowners stated that both roofs will be replaced in-kind and finished in the same color.

Commissioner MacClintic MOTIONED and Commissioner Quandt seconded to approve the application for 343 N. Main Street as submitted. Vote: 5-0 in favor. Motion passed unanimously.

c. 453 N. Main Street – Roof Replacement on garage and barn

Homeowner Tom Morris addressed the commission regarding ongoing challenges with the property at 453 N. Main Street. He explained that two structures on the property are experiencing significant deterioration. He submitted photographs showing slate roofing in disrepair, as well as damage from water intrusion in the barn that has resulted in joist displacement and related structural concerns.

Mr. Morris stated that his contractor recommended replacing the barn roof with asphalt shingles to reduce the structural load, while noting that the roof on the primary residence would remain slate.

The commission reviewed the submitted photographs and discussed the visible damage, as well as the proposal to use asphalt shingles. Members asked whether Mr. Morris had explored alternative roofing materials or potential state grant funding. Following discussion of possible options, the commission suggested that Mr. Morris conduct additional research before seeking a formal decision.

Commissioner MacClintic MOTIONED and Commissioner Moore-Manwaring seconded to table the application for the replacement of the roof on the home and barn located at 453 N. Main Street until the April 2026 Historical District Commission Regular meeting. Vote: 5-0 in favor. Motion passed unanimously.

d. 541 Mapleton Avenue – Addition of office/storage area to existing garage and replace/repair existing garage roof

Commissioner Moore-Manwaring explained that she was the owner of the property at 541 Mapleton Avenue and recused herself from voting on the application.

Commissioner Moore-Manwaring presented the proposed project to the commission, which includes adding an office/storage area to an existing garage building, along with repairing and replacing the garage roof. The proposed office space will be a bump-out on the north (rear) side of the building, with all siding, trim, and windows designed to match the existing structure.

She explained that the current slate roof is in disrepair and requires replacement. A sample of the proposed composite slate material was provided, which will closely match the original in both color and edge trim, with planned colors in greens and grays. She noted that the new roofing will not be visible from the road.

The commission reviewed photographs, consulted GIS information to confirm visibility, and examined all submitted materials. Members asked questions and provided comments, as well as offered their thoughts and suggestions regarding the project.

Commissioner MacClintic MOTIONED and Commissioner Tracey seconded to approve the application for 541 Mapleton Avenue as submitted. Vote: 4 in favor (Schwemmer, MacClintic, Tracey and Quandt and 1 abstain (Moore-Manwaring.) Motion passed.

e. Suffield Land Conservancy – 16’ by 40’ barn

Sam Wolcott, President of the Suffield Land Conservancy, appeared before the commission to discuss an application to construct a 16’ by 40’ barn structure on property located on Mapleton Avenue. The proposed barn would have no electrical or plumbing.

The commission reviewed the submitted documents, evaluated the location and street visibility, and asked Mr. Wolcott several questions, which he answered to the best of his ability. Members expressed multiple concerns and offered suggestions for alternative approaches.

Feeling that the information provided in the drawings was insufficient, the commission determined it would be best to postpone a decision until additional details could be submitted.

Commissioner Moore-Manwaring MOTIONED and Commissioner MacClintic seconded to table the application until the May 2026 meeting with additional information to be provided. Vote: 5-0 in favor. Motion passed unanimously.

Old Business

a. N. Main Street – Bandstand Replacement

Robin Zatony appeared before the commission to present a finalized design for the proposed bandstand, which will replace the existing structure on the town’s middle green that was recently condemned. She submitted detailed plans, including measurements, photographs, and diagrams, for the commission’s review.

Ms. Zatony explained that the new bandstand will be painted white with a pitched roof finished in architectural shingles. The steps will face Main Street, and the west side will feature a zero-threshold entrance to meet ADA accessibility requirements. The structure will include electrical service housed in a panel on the rear, a stamped concrete base, and stamped concrete stairs with a matching pattern. An unlit copper cupola with glass panels will be installed at the top.

During discussion, commission members raised concerns that the originally proposed black shingles might appear too stark against the design. Ms. Zatony provided alternative options for consideration, and the commission expressed a preference for a color identified as “Virginia Slate” in place of black.

Commissioner Moore-Manwaring MOTIONED, and Commissioner Tracey seconded, to approve the application for the Bandstand Replacement as submitted, with the modification that the roofing material be changed to the color “Virginia Slate” in lieu of black. Vote: 5-0 in favor. Motion passed unanimously.

b. Historic District Commission Handbook Grant

Commissioner Tracey updated the commission on the status of the Historic District Commission Handbook Grant. She reported receiving an email from the state indicating that funds are currently

available through a non-matching grant program of up to \$20,000. She noted that the application deadline is April 3, with award decisions to be announced on May 6. Economic Development Specialist Chad Kuzontkoski will assist with the submission process.

New Business

Ted and Karen Markham, of 343 N. Main Street, informed the commission that their insurance company plans to drop their coverage due to the presence of asbestos shingles on their home. They noted that the asbestos-sided portion of the house is not visible from the road and asked whether replacing it with vinyl siding would be permitted, and if such a change would require review by the Historic District Commission. They also requested guidance regarding requirements for window replacement. Commission members provided their input and general guidance on both issues.

Adjournment

Commissioner Moore-Manwaring MOTIONED and Commissioner MacClintic seconded to adjourn at 8:38 p.m. Vote: 5-0 in favor. Motion passed unanimously.

Respectfully submitted,

Kristen O. Lambert
Recording Secretary