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By Michele Urch at 9:16 am, Jul 13, 2026

Suffield Historic District Commission Special Meeting Minutes
Regular Meeting: July 6, 2026; 7:30 P.M.
Town Hall Upper Level Meeting Room

Chairman Schwemmer called The Historic District Commission meeting to order at 7:42 p.m. on Monday, July 6, 2026.

Attendees: Commissioner

John Schwemmer, Scott MacClintic, Beth Tracey, and Crystal Quandt

Attendees Absent: Commissioner

William Howell, Aysha Moore-Manwaring, and Bill Moryto

Designation of Voting Members

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

Approval of Minutes

Commissioner Tracey MOTIONED and Commissioner MacClintic seconded to approve the minutes of the June 8, 2026 Special Meeting as presented. Vote: 4 in favor (Schwemmer, MacClintic, Tracey and Quandt) Motion passed.

Public Comment

None.

Applications for a Certificate of Appropriateness

a. 520 Mapleton – Front entryway

The applicant presented plans to construct a covered front entry with a gable roof and convert the existing garage into living space. The Commission discussed the proposed design, roof configuration, drainage, window placement, and overall compatibility with the historic district.

Commission members expressed general support for the concept but noted that additional architectural drawings were necessary before a Certificate of Appropriateness could be issued. The applicant was advised that the Building Department would also require more detailed construction drawings.

Commissioner MacClintic MOTIONED and Commissioner Tracy seconded to table the application for 520 Mapleton due to insufficient drawings to allow the Commission to make an

informed decision. Vote: 4 in favor (Schwemmer, MacClintic, Tracey and Quandt) Motion passed.

The Commission suggested that the applicant return next month with sketches from the contractor outlining in depth details before making a final decision.

b. 1305 Hill St – New windows

The applicant presented a proposal to replace existing windows throughout the residence with Renewal by Andersen windows featuring black exterior trim and clear glass without muntins breaking up the window.

The Commission discussed the existing character of the home, the history of the window configuration, and the appearance of the current windows and impact with the proposed replacements. Members agreed that the proposed windows were appropriate for the property.

Commissioner Tracy MOTIONED and Commissioner MacClintic seconded to accept the submission as presented for 1305 Hill Street. Vote: 4 in favor (Schwemmer, MacClintic, Tracey and Quandt) Motion passed.

Old Business

a. 200 S Main St – Barn to be constructed at the edge of driveway

The Commission reviewed revised materials for the proposed construction of a barn on the North side of the property. The applicant was unable to attend the meeting but provided updated photographs and information for review.

Commission members expressed general support and agreement for the concept and overall design of the structure. However, additional information on design was requested regarding the overall height of the building, as well as details concerning the proposed doors and windows, before a final determination could be made.

Commissioner MacClintic MOTIONED and Commissioner Quandt seconded to table the application for 200 South Main Street due to insufficient information for the Commission to make an informed decision, while noting general support for the overall concept pending receipt of the requested details. Vote: 4 in favor (Schwemmer, MacClintic, Tracey and Quandt) Motion passed.

New Business

a. Historic District Handbook grant application.

Chairman Schwimmer provided an update on the Historic District Handbook grant application. The Commission was informed that the State Historic Preservation Office (SHPO) had approved the grant application, subject to the remaining administrative approval process.

The Commission discussed the formation of the handbook task force established to assist with development of the updated handbook. Members reviewed the anticipated role of the task force, coordination with SHPO, the use of consultants, and the process for developing recommendations to be reviewed by the Commission.

No formal action was taken.

Adjournment

Commissioner Moore-Manwaring MOTIONED and Commissioner MacClintic seconded to adjourn at 9:16 p.m. Vote: 4 in favor (Schwemmer, MacClintic, Tracey and Quandt) Motion passed.

Respectfully submitted,

Jocelyn Werth
Recording Secretary