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By Michele Urch at 9:53 am, Oct 13, 2026

Suffield Historic District Commission Regular Meeting Minutes
Regular Meeting: October 5, 2026; 7:30 P.M.
Suffield Police Station Conference Room

Chairman Schwemmer called The Historic District Commission meeting to order at 7:30 p.m. on Monday, October 5, 2026.

Attendees: Commissioner

John Schwemmer, Scott MacClintic, Elizabeth Tracey, Crystal Quandt, Aysha Moore-Manwaring, William Howell, Kip Moncrief, and Robin Zatony

Attendees Absent: Commissioner

None.

Designation of Voting Members

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

Approval of Minutes

The Commission reviewed the minutes of the September 14th 2026 Regular Meeting. A correction was requested to clarify that a previous motion was made to accept an application and that the motion was subsequently voted down, rather than stating that a motion was made to reject the application.

Commissioner Quandt MOTIONED and Commissioner Moore-Manwaring seconded to approve the September 2026 minutes as amended. Vote 5-0 in favor. Motion passed unanimously.

Public Comment

None.

Applications for a Certificate of Appropriateness

None.

Old Business

a. 453 N. Main - House Roof

The Commission resumed discussion of the application for 453 North Main Street roof replacement, which had been tabled at the previous meeting. Property owners attended virtually to provide additional information regarding the proposed replacement of the existing slate roof with asphalt shingles.

Owners explained that they had consulted with 3 different contractors regarding the condition of the existing roof and potential replacement materials. They noted that the slate roof was not original to the home and may have been installed without the appropriate permits. They further explained that portions of the roof were not installed in accordance with applicable building requirements and that approximately 25% of the roof did not meet code.

They stated that the slate had been installed over existing wood shingles and that the material was semi-porous and had deteriorated. They explained that the entire roof would need to be replaced rather than repaired in sections. The Commission reviewed contractor documentation and photographs illustrating the existing roof conditions.

Owners referenced a previous application for 310 North Main Street, approved in January 2020, in which IKO asphalt shingles were accepted as an alternative to slate roofing. They requested that the Commission consider a similar alternative for her property.

The Commission reviewed two proposed roofing products, IKO Crown Slate and CertainTeed Grand Manor asphalt shingles. Owners expressed a preference for the Grand Manor shingles, noting that the product would match the roofing materials previously approved for the property's garage and barn.

The Commission compared the appearance, thickness, texture, color, and pattern of the proposed shingles. Members noted that IKO Crown Slate provided a more irregular appearance, with variations in shape and size that more closely resembled natural slate. Grand Manor shingles offered greater thickness but had a more uniform pattern that did not replicate the appearance of slate as effectively.

The Commission expressed concerns about permanently removing the slate roof and replacing it with a material that would significantly alter the historic appearance of the house. Members noted that the home's proximity to North Main Street made the roof particularly visible and emphasized the importance of selecting a replacement material that would maintain the property's historic character.

Commissioner Moore-Manwaring noted that the Commission had previously permitted asphalt products intended to replicate slate within the historic district and discussed the importance of consistency in materials across the property.

The Commission acknowledged the practical difficulties associated with replacing the roof with authentic slate, including cost, condition, and insurance considerations. However, members expressed a preference for reviewing additional roofing options before approving a permanent replacement material.

Commissioner Moore-Manwaring MOTIONED and Commissioner MacClintic seconded to approve the 453 North Main Street application as submitted for Grand Manor asphalt which is matching house from April 2026 meeting. Commissioners Schwemmer, Tracey, MacClintic, and Quandt were opposed. Vote: 1-4. Motion failed.

The Commission requested that owners obtain additional information regarding alternative asphalt or composite shingles that more closely replicate the appearance of slate, including products such as Timberline. Owners were also asked to obtain a quote for a full slate roof replacement and bring physical samples of proposed roofing materials for the Commission's review.

The Commission agreed to hold a special meeting on October 20, 2026, at 7:30 p.m. to continue reviewing the application.

b. 234 S. Main - New Sign

The owner presented a revised sign design and location for 234 South Main Street.

The Commission reviewed the proposed sign's design and placement, including its proximity to existing telephone poles, trees, and storm drains. The Commission discussed whether the revised location would be appropriate for the property and compatible with the historic character of the building.

Following discussion, the Commission determined that the revised sign design and location were acceptable and consistent with the historic character of the property.

Commissioner MacClintic MOTIONED and Commissioner Tracy seconded to approve the sign application for 234 South Main Street as presented. Vote 5-0 in favor. Motion passed unanimously.

c. Handbook Update

The Commission discussed the status of the Historic District Handbook revision project and the associated Request for Proposals (RFP).

Commissioner Quandt reported that an updated draft had been distributed incorporating previously received comments and feedback. The Commission discussed the remaining revisions and the process for submitting the document to the State for review. Quandt indicated that she would compile the remaining comments and distribute a final version by Wednesday or Thursday for submission to the State.

The Commission also discussed updating the document to identify appropriate Town contact and signatory for the RFP and handbook project.

New Business

a. None.

Adjournment

Commissioner MacClintic MOTIONED and Commissioner Tracy seconded to adjourn at 9:11 p.m. Vote 5-0 in favor. Motion passed unanimously.

Respectfully submitted,

Jocelyn Werth
Recording Secretary