

ENFIELD HISTORIC DISTRICT COMMISSION

Minutes of a Regular Meeting

WEDNESDAY, FEBRUARY 27, 2019 – 7:00 PM
ENFIELD COUNCIL CHAMBERS - ENFIELD TOWN HALL
820 ENFIELD STREET, ENFIELD, CT 06082

RECEIVED
ENFIELD TOWN CLERK
2019 MAR 28 PM 4:25

Call to order - Chairman Tatoian called the meeting to order at 7:03 pm.

Roll call - Clerk Smyth called the roll.

Present for the meeting: Chairman Richard Tatoian, Vice chairman Raymond Gwozd, Marie Troiano, Nancy Smyth and Alternate Linda Fallon.

Absent: Alternate Colleen Ann Reidy and Lilian Troiano.

Also present: Raquel Ocasio, Assistant Town Planner Nelson Tereso Deputy Director of Economic and Community Development and Alexis Nai, Recording Secretary.

Fire Evacuation Announcement – Chairman Tatoian read the fire evacuation announcement.

Approval of Minutes-

- a. Regular Meeting of January 23, 2019

Motion: Mrs. Smyth motioned to approve the minutes of January 23, 2019, Mr. Gwozd seconded the motion.

The motion passed with a 5-0-0 vote.

Votes: 5-0-0

Old Business -

Reading of Legal Notice – N/A

Public Hearing(s) - None

Correspondence - Ms. Ocasio noted that the solar panel regulations are under review with the town attorney.

Other Business -

- a. **Discussion Regarding Certified Local Government Status**

Nelson Tereso, came from the state department of community development. Within the department is a state preservation office. The most of generic of programs, there is a certified local government program that creates a partnership with the Town and the State. By creating the partnership, you open the door for state and federal subsidies to modernize historic inventories. He stated the EHDC is in a good position to become a certified local government.

Mr. Nelson referenced the handout to review with the Commission containing the procedures on how to become a certified local government. The certification a commitment that the Town will comply with requirements.

Mr. Tereso reviewed the requirements to become a CLG. The Commission will have a consulting role to advise on other Historic projects in town that are not in the HDC jurisdiction.

Ms. Troiano questioned if they should have jurisdiction over other historic districts in town.

Mr. Tereso stated they could obtain subsidies through federal or state funding to hire a consultant to help make that decision. However it's not a requirement.

Mr. Tatoian stated they would have to follow a referendum process to include other areas such as Hazardville. He also questioned if the fund is at a state level.

Mr. Tereso stated there is a state and a federal fund. He reviewed what both funds cover (included in the handout).

Mr. Tatoian confirmed that becoming certified local government opens the door for grants.

Mr. Tereso gave an example of 100 high street opera house to the process they are going through in order to complete a registration. Once they get the building on the national register, they can apply for things such as the historic restoration fund grant that is up to one hundred thousand dollars.

Chairman Tatoian questioned if it has to be a publicly owned building.

Mr. Tereso stated it has to be owned by the municipality or by a non-profit organization with a long term lease.

Chairman Tatoian questioned if they can still proceed without the certification.

Mr. Tereso stated the nomination has to be done by a historic architect. Having the CLG would facilitate the seed money to get the planning done. Without the grant the town or non-profit would have to hire the architects directly or provide a match for grants outside the program. So having the CLG would help with finances and expediting the process.

If the town needs to do an inventory on historic properties, no match is required.

Mr. Tereso noted there was a guideline and property review completed in 2009 of Thompsonville. Someone had proposed Thompsonville be placed on the national registry of historic districts, but he's not sure what happened with that process since Thompsonville is not currently on the national registry.

Mr. Tereso continued to review what the seed money can go to.

Mr. Gwozdz confirmed the historic district commission and the CLG are separate entities.

Mr. Tereso stated yes, but it's a designation.

Mr. Gwozdz questioned if the Town Council is involved in the application.

Mr. Tereso said he doesn't believe so, but will follow up with the Town Manager.

Mr. Gwozdz knows the Town Council was involved with 100 high street a few years ago regarding finances, so that is why he asked.

Mr. Tereso reviewed the checklist needed for the application and noted he has drafted a letter to be included with the application.

Mr. Tereso noted they need to update the CND plan in 2021 and they could use the seed money to hire a historian add a chapter to the CND plan.

Once they complete the application process, the director stated she can come speak to the Town Council regarding the program.

Mr. Tatoian questioned how many towns are certified in Connecticut.

Mr. Tereso stated he believes about 30-40 towns.

Ms. Troiano questioned if they were to get grant money for the Opera house, if the Commission would have any oversight or input.

Mr. Tereso stated that anything that comes through SHPO for application, the Commission would be notified of the application or project. The Commission would serve in an advisory capacity for projects that need state or federal review.

Mr. Gwozdz questioned if there are minimum and maximum members of the CLG.

Mr. Tereso stated he will review the application with the Town Manager and ask about whether or not the Town Council needs to be involved or approve anything.

Mr. Tereso reviewed the minimum standards with the Commission.

Chairman Tatoian noted that none of the commissioners have five year terms. They are staggered but some of 1 year terms, 2 year terms, etc. which are set forth in section four of the bilaws.

Mr. Tereso stated that is something they need to discuss with CHPO. His assumption is that at least one member will be five years and the rest are staggered.

Mr. Tereso had a question on an annual report in section 12.

Ms. Troiano stated that they currently don't do any annual reporting.

Ms. Ocasio stated that they are not in compliance with reporting their certificates of appropriateness and there is currently a project underway to become compliant with that reporting. That should cover their annual reporting requirements.

Mr. Tereso stated they can also provide us with some sample reports from other districts.

CHPO conducts a statewide workshop at no cost. It is two days at UCONN.

The Commission agreed it would be great to have the education.

Ms. Troiano questioned if the grants were given on an annual basis.

Mr. Tereso confirmed they can receive up to twenty thousand dollars on an annual basis.

Mr. Tereso recommends one of their first projects would be to hire a historian to create inventory for the Town.

Mr. Tereso reviewed the staff requirements on page 11. Mr. Tereso noted he can be the town's administrative person for the CLG.

Mr. Tereso is ready to submit the application, but wanted to give the Commission time to review and discuss the requirements.

Mr. Tereso reviewed the certification agreement and the decertification process with the Commission.

Mr. Tereso noted the process has been looked at by the town, but it was never pursued and thinks it would be beneficial to the Town.

Motion: Ms. Troiano motioned to approve the application and move forward with Certified Local Government application. Mrs. Fallon seconded the motion. The motion was passed with a 5-0-0 vote.

Votes: 5-0-0

Ms. Ocasio noted Planning and Zoning is revising the HDC map to include 250 feet from the road to clearly define the Historic District area.

Adjournment -

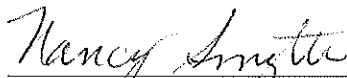
Motion: Mr. Gwozdz motioned to adjourn at 8:10 PM. Mrs. Smyth seconded the motion.

All were in favor 5-0-0.

Votes: 5-0-0

Prepared by: Alexis Nai

Respectfully Submitted,



Nancy Smyth, Clerk

Note: Next Historic District Commission meeting will be held on Wednesday March 27, 2019.
By: Richard Tatoian, Chairman; Nancy Smyth, Clerk