

**Historic District Commission
Regular Meeting
Monday, January 9, 9:00 a.m.
Memorial Town Hall**

This meeting was conducted with in-person and remote attendance (conference call) options.

Attendance :

Regular members: Dini Mallory (Co-Chair), Carolyn Wakeman, Debra Czarnecki at 9:08 a.m., Russ Todd via telephone, Russ Todd left at 9:44 a.m., John Noyes (Co-Chair) joined at 10:20 a.m. by telephone.

Absent: Tammy Hinckley (Alternate)

Guests: Elsbeth Dowd, Greg Nucci, Greg Stroud, Alisha Milardo, Paul Sagristano by telephone

Call to order, Quorum call, Approval of December 5 regular meeting minutes

Dini Mallory called the meeting to order at 9:06 a.m. A quorum was present.

Carolyn Wakeman made a motion, seconded by Russ Todd to accept the December 5 meeting minutes as presented. In favor: D. Mallory, R. Todd, C. Wakeman. Opposed: None.

Abstentions: None. Motion passed.

Communications: The HDC received an email from Everett O’Connell asking if 5 Griswold Point would be required to abide by the rules and regulations in the Historic District. Martha Hansen replied that the Historic District Commission will not have jurisdiction over Griswold Point, even if it is added to the National Register of Historic Places.

Dini Mallory asked for a motion to add the Lyme Art Association to the agenda under Public Open Forum.

Carolyn Wakeman made a motion, seconded by Russ Todd, to add the Lyme Art Association to the agenda under Public Open Forum. In favor: D. Mallory, D. Czarnecki, R. Todd, C.

Wakeman. Opposed: None. Abstentions: None. Motion passed.

Public Open Forum: Elsbeth Dowd and Greg Nucci presented a sample of the new skylight frame. The color of the new frame will be dark, not silver, and will blend in better with the new shingles on the roof. The skylight replacement was approved at the November 7, 2022, meeting.

Carolyn Wakeman made a motion, seconded by Dini Mallory, to approve the change of color and material in the skylight frame. In favor: D. Mallory, D. Czarnecki, R. Todd, C. Wakeman.

Opposed: None. Abstentions: None. Motion passed.

Secretary’s Report: Martha Hansen

The 2023/2024 HDC budget request was submitted to the Finance Department. The total budget request was \$8,750, an increase of \$250.

Griswold Point application update: The HDC sent a letter to Jen Scofield at the State Historic Preservation Office approving the application and asking for the corrections supplied by the

Commission. Ms. Scofield replied that the corrections will be attached to the application and will become part of the record. The HDC would prefer to have them incorporated into the text of the application, but appreciates that they will be included.

HDC Webpage updates: The HDC has been asked to go through its webpage and identify which information needs to be updated. The HDC's Summary Guidelines update will be included, as well as the new research link sent by Kelly Ackford. Town ordinances and the CT Preservation Awards (2010) will be removed from the page.

Status of CofAs and Other Situations Being Monitored: The HDC is currently tracking and /or monitoring 11 properties involving active CofAs or other situations.

1. Ferry Road sidewalk: project will take place sometime this year (2023)
2. 21 Lyme St.: CofAs for the HVAC system (in violation) and driveway improvements.
The HVAC issue is on the agenda today
3. 38 Lyme St.: renovations continue
4. 55 Lyme St.: new rear entry shed, not started
5. 56 Lyme St.: driveway improvements, walkway
6. 71 Lyme St.: awaiting a CofA for changes to the fence
7. 84 Lyme St. (Lyme Academy of Fine Arts): new signs have been installed but protrude into the public right-of-way on the sidewalk.
8. 97 Lyme St.: garden shed, not started
9. 106 Lyme St.: new balustrade, roof, breezeway lattice work, and driveway paving are in process; work almost completed
10. 2 Sill Lane: no response yet to letter sent by certified mail
11. 10 Lyme Street: Village Shops parking area improvements; a stonework CofA is on the agenda today.

Historic Plaques: Research is still in process for signs for 62 Lyme Street, 5 Library Lane, and 10 Ferry Road. The Commission received an inquiry from Jean Potter about research she has done on her house at 19-1 Lyme Street (part of the Boxwood property). Martha Hansen emailed Mrs. Potter and is awaiting a reply.

Action: Identify webpage updates, continue historic research, follow up with Jean Potter (Martha Hansen).

Co-Chairs' Report: Dini Mallory reported that Edward Pinn has completed an application to join the HDC as an alternate and is awaiting approval from the Board of Selectmen. Dr. Pinn is a retired optometrist and a long-time resident of Old Lyme.

Public Hearing continued: 10 Lyme Street, Village Shops stonework: Jim Graybill was not able to attend the meeting. The Commission would like to discuss the project with him before approving it. The HDC has 65 days to approve a CofA application, and that time frame will expire before the next meeting. The HDC therefore denies, without prejudice, the CofA and recommends that Mr. Graybill resubmit it.

Carolyn Wakeman made a motion, seconded by Dini Mallory, to deny the CofA and ask Mr. Graybill to resubmit it. In favor: D. Mallory, D. Czarnecki, R. Todd, C. Wakeman. Opposed: None. Abstentions: None. Motion passed.

Action: Contact Jim Graybill (Martha Hansen).

CofA revised application form: Discussion and vote to approve changes.

John Noyes revised the application and emailed it to the Commission members. The new application asks for a more detailed description of proposed projects and simplifies the fee schedule by requiring a single fee of \$40 for any project, rather than \$25 or \$50, depending on the project.

Debra Czarnecki suggested several changes/updates: correct the address at the top, add stone/masonry walls and swimming pools/spas, and include a reference to the HD Handbook.

Carolyn Wakeman made a motion, seconded by Debra Czarnecki, to approve the new CofA form with the changes as described above. In favor: D. Mallory, D. Czarnecki, C. Wakeman. Opposed: None. Abstentions: R. Todd. Motion passed.

Action: Make changes, notify Land Use, and arrange to have the new form posted on the HDC webpage (Martha Hansen).

Status of Overlay Zone Proposal: Dini Mallory

Michael Duffy, LACFA Board of Trustees Chair, called a meeting of all the potential non-profit overlay zone participants, HDC members if available, ZEO Eric Knapp, Attorney Terry Lomme, and Tim Griswold in an effort to find “common ground” related the LACFA proposal. The HDC confirmed with the state Freedom of Information office that this meeting did not constitute an official HDC meeting at which the HDC could make any decisions or take any positions. There was some haste to convene the meeting, which was held on Jan. 3, 2023, since the Zoning Commission’s public comment period was due to expire on Jan. 9, 2023.

The proposed overlay zone is intended to benefit the non-profits by streamlining the approval process with respect to Zoning and ZBA; the benefit to the town is to help Eric Knapp on the enforcement side (as explained by Terry Lomme).

The impact on the Historic District is that the zoning changes requested in the proposal would result in an intensification/expansion of new uses within the boundaries of the proposed zone, which would overlap part of the Historic District; and the changes, once in effect, would be “forever” (Eric Knapp).

Among multiple questions raised at the Jan. 3, meeting were: what would be the boundaries of the proposed overlay zone district; how many HD non-profits would be included; what activities would be allowed as “recreational uses”; what “accessory apartments” would be allowed; how would parking on Lyme Street be affected; and how would the public be informed that the opportunity for public comment ends on Jan. 9?

Michael Duffy concluded the Jan. 3 meeting with the request that Terry Lomme make appropriate changes, based on the preceding discussion, within 24 hours.

Dini Mallory reported that the HDC received the final wording of the proposal from Terrance Lomme on Sunday night, January 8. Commission members agreed that the HDC and the public have not had enough time to consider the changes between the November 14 and January 8 versions of the proposal.

Russ Todd stated that he is in favor of reiterating the HDC's November 2022 proposal and recommendations to the Zoning Commission, with modifications necessitated by the January 8th revised LACFA overlay zone proposal.

Dini Mallory remarked that the Florence Griswold Museum is in the Halls Road Overlay District, as well as being in the proposed Historic District Overlay Zone. The overlay zone proposal was initiated by LACFA because they wanted a restaurant, even though they already have a cafeteria, but the other changes set out in the LACFA overlay zone proposal would cause major changes in the Historic District.

Carolyn Wakeman made a motion, seconded by Dini Mallory, to submit to the Zoning Commission today the HDC's comments reiterating its November 2022 proposal and recommendations, with any modifications necessitated by the January 8th revised LACFA overlay zone proposal. In favor: D. Mallory, D. Czarnecki, R, Todd, C. Wakeman. Opposed: None. Abstentions: None. Motion passed.

Russ Todd left the meeting.

21 Lyme Street Discussion: Paul Sagristano

Paul Sagristano attended the meeting by telephone. He does not want to move the unit because of the expense and because, in his opinion, the ductwork will be more visible from the street. Dini Mallory stated that the unit was approved with conditions at the HDC's July 13, 2022, Special Meeting. The conditions specified were as follows:

Install a split system HVAC unit on the north side of the house. The unit will be screened by evergreen plantings and will not exceed (in size) 39"x 37"x13". It will be placed on the side of the building beyond the second window.

Install a split system HVAC unit on the 2nd level porch on the south side of the house. The unit will be of the same size as the unit on the Northside (39"x 37"x13") and will be placed between the first window and the French doors with a screen on 3 sides constructed of the material and style of the existing clapboard. The screen will be of the same height as the unit. The piping serving the unit should be extended at deck level. The work should be completed within 4 months.

Mr. Sagristano stated that the work should be completed by the end of the month and that he wants to make sure that the unit will be in compliance if he makes the changes.

The HDC members confirmed that if the unit is installed as described in the HDC minutes of July 13, 2022, it will comply with HDC requirements, and agreed to extend the completion deadline, which has expired, to accommodate Mr. Sagristano.

Dini Mallory made a motion, seconded by Debra Czarnecki, to extend the CoFA's date of completion to March 1, 2023, and confirmed the installation conditions specified in the July 13,

2022, HDC Special Meeting minutes. In favor: D. Mallory, D. Czarnecki, J. Noyes, C. Wakeman. Opposed: None. Abstentions: None. Motion passed.

National Votes for Women Trail marker discussion: Dini Mallory provided a photo of the new proposed location to the left of the driveway leading to the former Ludington house at 2 Lyme Street. It could be placed facing northeast and lower down near the shrubs and driveway. The homeowners at 2 Lyme Street need to be consulted about the new location. This location would help to mitigate the proliferation of signs in the Historic District but would still be visible to people who are looking for it.

Action: Contact owners of 2 Lyme Street and ask about the new proposed location of the marker (Dini Mallory).

New and Ongoing Business: signage policy, lighting policy, alternate HDC members, list of enforcement concerns, notes for *Old Lyme Events* publication.

Signage and lighting policy: the HDC continues to work on recommendations to share with HD residents. John Noyes is working on signage policy; Russ Todd is working on lighting policy. The recommendations will be published on the HDC webpage and will be added as an addendum to the HD Handbook.

There was a brief discussion about alternate members for the HDC. Edward Pinn has filled out an application. Dini Mallory will contact Nina Peck, who has served on the Commission in the past.

The enforcement concerns for the February meeting involve mostly mechanical issues.

Regarding *Old Lyme Events*: Debra Czarnecki will reach out to the Selectman's office about this matter. The HDC could have a corner in the magazine, which is published quarterly.

Adjournment: *John Noyes made a motion, seconded by Carolyn Wakeman, to adjourn the meeting at 10:45 a.m. In favor: D. Czarnecki, D. Mallory, J. Noyes. C. Wakeman. Opposed: None. Abstentions: None. Motion passed.*

Submitted by Martha Hansen and Dini Mallory