

**Historic District Commission
Regular Meeting
Monday, February 6, 2023, 9:00 a.m.
Memorial Town Hall**

This meeting was conducted with in-person and remote (conference call) attendance options. The meeting was held in the mezzanine meeting room due to another meeting being held in the main meeting hall. A sign was posted to direct the public to the new location.

Attendance:

Regular members: Dini Mallory (Co-Chair), Carolyn Wakeman, Debra Czarnecki, Edward Pinn (alternate), John Noyes (Co-Chair) by telephone, and Tammy Hinckley (alternate) by telephone.
Absent: Russ Todd

Edward Pinn was welcomed as an alternate member of the Commission and was authorized to vote in place of Russ Todd.

Guests: Greg Stroud, Henning Hummervoll, Alisha Milardo, Greg Nucci, Deborah Moore, Joshua Torrance, Nell Twining

Call to order, Quorum call, Approval of January 9, 2023, regular meeting minutes

Dini Mallory called the meeting to order at 9:10 a.m. A quorum was present.

Debra Czarnecki made a motion, seconded by Carolyn Wakeman, to accept the January 9 meeting minutes as presented. In favor: D. Mallory, D. Czarnecki, C. Wakeman. Opposed: None. Abstentions: J. Noyes, E. Pinn. Motion passed.

Communications: None

Public Open Forum: No participation

Secretary's Report: Martha Hansen

The HDC webpage updates will be posted when the new town website goes live on February 14, 2023. Updates include a new CofA form and fee schedule with clarified guidelines, an update on the Historic Plaque program, and another historic research link.

Status of C of As and Other Situations Being Monitored: The HDC is currently tracking and /or monitoring 9 properties involving active CofAs or other situations.

1. Ferry Road sidewalk: project will take place sometime this year (2023)
2. 21 Lyme St.: driveway improvements
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. 2 Sill Lane: no response yet to letters about front porch pillars

Historic Plaques: Research is still in process for signs for 62 Lyme Street, 5 Library Lane, and 10 Ferry Road. Jean Potter has done some research on her home at 19-1 Lyme Street (part of the Boxwood property) and is interested in a plaque.

There was a discussion about making the historic plaque research that has already been done available on the HDC web page.

Action: Continue historic plaque research and follow-up (Martha Hansen).

Election of Officers:

Carolyn Wakeman made a motion, seconded by Deborah Czarnecki, to elect Dini Mallory and John Noyes as Co-Chairs of the HDC for 2023. In favor: D. Mallory, J. Noyes, D. Czarnecki, C. Wakeman, E. Pinn. Opposed: None. Abstentions: None. Motion passed.

Co-Chairs' Report: Dini Mallory reported that the HDC received the final proposal on the proposed overlay zone on Sunday, January 8. A letter stating the HDC's position on the overlay zone proposal was given to the Zoning Commission on January 9. Ms. Mallory spoke at the Zoning Commission's meeting that evening. That Commission's next meeting will be Monday, February 13. It is not known whether the Zoning Commission will vote on the proposal at the February 13 meeting.

Public Hearing: 96 Lyme Street, Florence Griswold Museum Signs

The Florence Griswold Museum submitted a CofA application for the existing signs on the museum grounds. None of the signs are new, but they had not officially been considered by the HDC. The Commission discussed the signs with Deborah Moore and Joshua Torrance.

The main Museum sign has exhibit banners that change about three times a year. The Fire Lane sign is attached to a fence and should be removed and placed on a separate structure similar to the smaller entrance sign. Town Zoning Regulations do not, with exceptions not applicable here, allow signs to be attached to trees, utility poles, or fences. HDC approval does not constitute an approval from the Zoning Commission in case of other inconsistencies with the Zoning Regulations.

Carolyn Wakeman made a motion, seconded by Dini Mallory, to approve the signs in the CofA application as proposed, with the condition that the Fire Lane sign be removed from the fence and put on a separate structure. All the signs should retain their current dimensions and materials if replaced. In favor: D. Mallory, J. Noyes, D. Czarnecki, C. Wakeman, E. Pinn. Opposed: None. Abstentions: None. Motion passed.

Public Hearing: 76 Lyme Street, chimney removal: Henning Hummervoll submitted a CofA application to remove a chimney located in the rear of the house. The roof surrounding the rear chimney is flat and will be patched to match the rest of that roof. The removal of the chimney will create space for a master bedroom. There are three chimneys on the house, the other two of which will remain.

Debra Czarnecki made a motion, seconded by Carolyn Wakeman, to approve the demolition and removal of the rear chimney and patching the roof surrounding that chimney with material that matches the existing roof, all as presented in the CofA application. In favor: D. Mallory, J. Noyes, D. Czarnecki, C. Wakeman, E. Pinn. Opposed: None. Abstentions: None. Motion passed.

Mr. Hummervoll also submitted a “Like for Like” form for replacing seven windows on the second floor at the rear of the house. The new Marvin windows will be white wood, double-hung, 6 over 6, to match the existing windows.

Public Hearing: 100 Lyme Street, RTP Estuary Center caretaker’s cottage renovations. The RTPEC submitted a CofA application to renovate the caretaker’s cottage. The cottage will be used as a children’s learning center. The chimneys will be removed, and the siding and roof will be replaced. The skylight over the interior stairs will be removed and a dormer installed to provide headroom. The front door entrance will be redesigned and relocated and will comply with ADA requirements. Several bay windows will be removed, and new Marvin double hung windows installed. New windows will be installed on the second floor on the rear of the house. Those windows will be casement windows to allow for egress but will look like double hung windows. The new roof shingles will be architectural Timberline shingles in a dark color.

Another CofA application will be submitted for site work and the deck, which will be redesigned, when those plans are finalized.

Debra Czarnecki made a motion, seconded by Carolyn Wakeman, to approve the CofA application for alterations to the caretaker’s cottage as presented: replace the siding and roof, remove the chimneys, remove the bay windows and install new double-hung Marvin windows, install new windows on the second floor at the rear of the house, relocate and redesign the main entrance, remove the skylight over the interior stairs, and install a dormer. In favor: D. Mallory, J. Noyes, D. Czarnecki, C. Wakeman, E. Pinn. Opposed: None. Abstentions: None. Motion passed.

National Votes for Women Trail marker: Dini Mallory contacted the homeowners about the proposed new marker location and is awaiting a response.

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

Signage policy: The issue will be discussed at the next meeting.

Lighting policy: According to Eric Knapp, ZEO, the Connecticut River Gateway Commission is working on a lighting policy that will affect the Historic District. The policy will be presented at the Zoning Commission meeting on February 13.

Opening for alternate member: The HDC has one opening.

Enforcement issues: A list is being compiled that will be shared with ZEO Eric Knapp.

Debra Czarnecki received a call from Marie Ryan of the Old Lyme Children’s Learning Center. The Center is doing some interior renovations.

Carolyn Wakeman stated that 54 Lyme Street has a door leaning in front of the former artist’s studio to hide the new electrical panel for the generator.

Adjournment: *Dini Mallory made a motion, seconded by John Noyes, to adjourn the meeting at 10:50 a.m. In favor: D. Czarnecki, D. Mallory, J. Noyes. C. Wakeman. E. Pinn. Opposed: None. Abstentions: None. Motion passed.*

Submitted by Martha Hansen, Dini Mallory, and John Noyes