

Unionville Historic District and Properties Commission
February 1, 2018
Minutes

Present: Matt Ross, John Brockelman, Bob Hoffman, Sherry Horton, Chris Forster (alternate), Ann Vibert Wuelfing (alternate), Howard Martin (alternate), Shannon Rutherford (Town Planning Office)

Absent: Lisa Johnson

Guests: Edward Giannaros, Town Council Liaison; Neil Bratton, Troop 274;

Meeting called to order at 7:00pm

Welcoming of our new member John Brockelman of 22 Juniper Drive.

Approval of Minutes: December 7, 2017 minutes (Horton/Hoffman) (M/S/A)

Election of Vice-Chair

- Nominations
 - Bob Hoffman
- **Motion to approve Bob Hoffman as Vice-Chair** (Horton/Hoffman) (M/S/A)

Public Hearing for Certificate of Appropriateness

- Neil Bratton application for COA to install two information boards, two flower beds, and brick walkway and standing area on either side of the existing walkway at Lot 8246 Farmington Ave. (Yodkin-Morin Memorial Park)
- Meeting was originally noticed for January 4, but postponed due to inclement weather.
- Neil gave an overview of the park history as well as the intended work to be accomplished. An outline was distributed. This project is his Eagle project.
- Since the original application, the flower bed was removed from the project plan. In their place a brick walkway will be added in opposite directions to areas containing a memorial board and bench. This results in one memorial board, one bench, and a brick walkway.
- Composite material for memorial board and bench is being suggested.
- Additional changes include text being etched into the sheet metal plate (sample images were distributed).
- Questions
 - Bricks will be a traditional brick red
 - The scout will be drafting the text for the sheet
 - There does not appear to be a signage regulation pertaining to this COA. This is the first memorial board before this Commission. A suggestion for design recommendations for memorial/information boards was made.
 - Cost of the laser cutting has not been determined.
 - The bench will be constructed of the composite materials and affixed to the ground.
 - The timeline for completion is the beginning of May.
- **Motion to approve with conditions to include the use of composite materials and the bench be affixed to the ground. (Brockelman/Forster) (M/S/A)**

Study Report

- Lisa has submitted for a preliminary review, received feedback, and will be making edits and officially submitting.

Other Business

- Special Meetings for 2018
 - Topic was tabled. Commission should be thinking about topics.
- Spring memo to district homeowners
 - Matt Ross will go back and review one of the old newsletters
- Sept House tour
 - Chris Forster will chair this project
 - Matt Ross will check into liability insurance
- Membership solicitation
 - Mailing to solicit new properties
 - We should consult the list of oldest houses

New Business

- Zoning Board of Appeals have reached out to the UCONN Land Use academy for a training on Tuesday Feb 20, 2018 in the Town Council Chambers at 7PM. They will review the process of holding a public hearing as it relates to land use (e.g. COA hearings) as well as the proper way to read a plan (technical topic). Invites will be going out via email.

Meeting adjourned at 7:46PM MJR

DRAFT