

Unionville Historic District and Properties Commission
May 3, 2018
Minutes

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

Meeting called to order at 7:00pm

Chris Forster appointed for John Brockelman

Approval of Minutes: April 5, 2018 minutes (Forster/Horton) (M/S/A)

Study Report and Timeframe

- Study report was endorsed by Town Planning & Zoning – no changes.
- The State Preservation Council met on Wed 5/2, but we have not received any feedback at this time.
- Town Council will be briefed next week on the Study Report.
- Public Hearing can be held as early as June 7th, but we will wait for correspondence from the State Preservation Council to set the final date. June 7th will be a tentative date.
- Public Hearing plan:
 - Historic District Commission and its purpose (Bob)
 - Presentation about the new buildings with pictures and context (Lisa)
 - Guidelines for rehabilitation and process of applying for a CoA (Chris)
 - Timeline for the establishment of the new properties (Shannon)
 - Public Comment
- A mailing will be sent to existing property owners to invite them to the Public Hearing. Additional information about the new properties will be provided.

Other Business

- Historic House tour
 - Possible dates were discussed. September 30 (Sept 23 backup)
 - Insurance will be quoted after the new fiscal year and with more details settled
 - 5 Homes (Ross, Johnson, Hoffman, Horton, Forster)
 - Event will be free. We will setup an RSVP system to get a rough idea of the number of attendees. Lisa will see if the Eventbrite system allows for a save the date.
 - Check on whether food/drink is allowed or what the stipulations might be. A suggestion about ending at the Forster home for light refreshments was made.
 - Promotional material via social media, Explore Farmington, etc.
 - One-pager with short descriptions of the homes, map. Shannon can assist with printing and formatting.
 - Sub-Committee will meet to discuss the details of the tour.
- Spring Memo
 - Matt will pull the list of email addresses so we can check it.
- Membership Solicitation – Spring Initiative
 - A list of 12 properties was identified. A discussion about the next steps was had. A few more properties were added back to the list including. Please email Bob with ideas of other properties of interest.
 - Homes on River Glen will be checked.
- Demolition notice for 1432 Farmington Ave.

Meeting adjourned at 8:15 PM MJR