

Unionville Historic District and Properties Commission
July 12, 2018
Minutes

Present: Chris Forster (alternate), Bob Hoffman, Sherry Horton, Lisa Johnson, Howard Martin (alternate), Shannon Rutherford (assistant town planner), Ann Vibert Wuelfing (alternate).

Absent: John Brockelman, Matt Ross

Chris Forster appointed for John Brockelman, Ann Vibert Wuelfing appointed for Matt Ross.

1. Call to Order at 7 p.m.
2. Review and Approval of June 14, 2018 Meeting Minutes (hearing and regular meeting) with corrections (Forster/Hoffman) (Abstain – Ann Vibert Wuelfing, all others approved)
3. Suburban Park – possible Eagle Scout project

Presentation by his mother of Timothy Germano's Eagle Scout Service Project entitled "Suburban Park Clearing & Information Pedestal Placement." Timothy has completed a lot of research on the 1895-1905 Park and requests permission to install eleven informational pedestals. He prepared for the Commission's review an extensive binder, display board with photographs, and handouts. The project deadline is Spring 2019; trail cleanup will take place this fall.

The Commission discussed its responsibilities regarding this project and decided to require a COA in order to monitor the materials used and historical information provided for the information pedestals. The decision to require the COA is consistent with the Commission's authority to "govern only those features, buildings, or parts of buildings that are visible from a public street, way or place." The Commission discussed the fact that this is a park and is entirely accessible to the public and therefore all parts are visible from a public place.

The Commission asked the planning office to consider establishing a template for town-wide historical signage.

The COA can be received in the fall. The Commission indicated the COA application should include a map identifying the location of each information panel, include a draft print of each panel and provide the materials for the panel.

4. Other Business
 - a. September House Tour – Update of action items
Chris reviewed his planning notes for the tour on September 30, 2018 from 2-4:30. Lisa handed out the press release that should appear soon. Signups will be via Eventbrite which Chris will link to FB. Tour homeowners revised descriptions of their houses, and Shannon

will add a map of the tour area. Chris to provide Shannon a copy of the draft insurance policy. Bob will provide balloons. Lisa will explore donations of refreshments that will be enjoyed at the Forster home on the river. Invitations will be mailed to current historic district members.

- b. Membership solicitation -- update
Bob will update the master list of potential owners and distribute it to the Commission. Homeowners on this list will receive a mailed invitation to the September 30th tour, along with a letter inviting them to join the district.
- c. Update on additions to the UHD
Ballots went to three homeowners on July 2. Their deadline to return ballots is July 25. The Town Council has scheduled a public hearing on the ordinance at its September 11th meeting.
- d. Yodkins-Morin Memorial Park – the Eagle Scout project has been completed. The memorial board was installed earlier this week.

Next meeting: August 2, 7 p.m.

Meeting adjourned at 8:40 p.m.

SWH for MJR