

**Unionville Historic District and Properties Commission**  
**January 7, 2016**  
**Minutes**

Present: Sherry Horton, Matt Ross, Lisa Johnson, Bob Hoffman, Matt Pogson, Diana Meyer (alternate)

Absent: Howard Martin (alternate), Chris Forster (alternate),

Attending: Shannon Rutherford, Assistant Town Planner

**Meeting called to order at 7:00pm**

**Approval of Minutes:** December 3<sup>th</sup> minutes (Hoffman/Pogson) (M/S/A)

**206 Main Street Update**

- No updates at this point. Railings are not up, but staff is following up.
- The Commission agrees that we need some more education on replacement materials and companies that produce replica materials in an effort to be more aware of the information.
- Commission agreed that in the future when information is brought late the Commission reserves the right to delay a decision.

**Website update**

- Map is posted on the website.
- Meeting schedule and agendas are also posted.
- Walking Tours are in process.
  - Matt R. needs to look at Main Street and make corrections

**Unionville Oldest House list**

- We will be adding additional properties and expanding beyond the 10 oldest.
- Matt P. will work on the list and pictures.

**Walking Tours**

- Roaring Brook
  - Matt R. has the text for the tour and is now formatting
- Farmington Avenue
  - Matt R. is still working on Farmington Ave.
  - Feedback solicited on properties to include.
- Printing of Walking Tours
  - We received the \$250.00 from the grant
  - Bob H will investigate companies
  - Final product must be finished by March 9
- Actual Walking Tour – Unionville Downtown (Lisa) through Continuing Education

**Review of Guidelines**

- All links in the guidelines need to be reviewed and updated.
- Revisions were discussed. Discussion ensued about making sure we are educated about materials.

**Education Topics**

- Matt P. has spoken to Sean at Sanford & Hawley. They are looking at possible topics including porches.

- Walpole will also be contacted. April will be offered to Sanford, May to Walpole. Confirmations will be made in February. We will also offer this up to Farmington Historic District and also encourage the vendors to advertise.

**Old Business**

- CT Trust has not set their schedule for information seminars
- Electronic files of reports are in the Planning Office.

Meeting adjourned at 8:27 PM MJR