

Historic Preservation Commission

Town of East Windsor

11 Rye Street, East Windsor, CT 06016

Minutes of Special Meeting

Thursday, September 11, 2014 at 6:30 PM

These minutes are not official until approved at a subsequent meeting.

Members Present: Barbara Smigiel, Kirk Montstream, Jessica Bottomley, and Karla Bagdikian

Members Absent: Scott Morgan.

Others: None.

Chairperson Barbara Smigiel called the meeting to order at 6:30 PM.

I. Establish a Quorum

A quorum was established.

II. Approval of Minutes

Minutes were reviewed of the meeting on May 8th, 2014 and June 12th, 2014..

It was **MOVED** (Montstream) and **SECONDED** (Bagdikian) and **PASSED** (U) that the minutes from May 8, 2014 and the minutes from June 12, 2014 be accepted.

III. Correspondence:

- a. National Preservation Institute brochure
- b. American Planning Association brochure
- c. CT Historic Preservation Trust "Thank You" letter
- d. Preservation Leadership Forum membership letter
- e. National Trust for Historic Preservation letter
- f. National Trust for Historic Preservation brochure
- g. CT Preservation News July/August 2014
- h. Preservation Magazine Summer 2014

IV. Public Participation: None

V. Added Agenda Items:

- a. Community Day:** Community Day is on September 20th, 2014. Kirk Montstream will represent the commission at the booth. The booth should be next to the East Windsor Historical Society's table and therefore Jessica Bottomley will be able to assist as well.
- b. Melrose Schoolhouse Preservation Committee:** Barbara Smigiel stated the Melrose Schoolhouse Preservation Committee contact her to discuss preservation of the gravestones in the Melrose Cemetery. She stated that she worked with them to invite Ruth Shepleigh-Brown to a meeting to discuss the process for preservation of gravestones. She states that she also invited Mr. Burnham from the Cemetery Association. She stated that Ms. Shepleigh-Brown will work with the town on procedures for maintaining and preserving the stones.
- c. Demolition Requests:** Barbara Smigiel states that she has not been receiving information about Demolition Requests. Kirk Montstream will contact the town building department and request copies of all demolition requests since January. He will be bring these copies to the next commission meeting for review to determine if any historical structures have been demolished.
- d. Archeological Dig:** Barbara Smigiel and Karla Bagdikian gave a summary of their attendance at the week-long archeological dig with State Archeologists Nicholas Bellantoni and Brian Jones. They stated that the experience was educational and discussed possible sites in town that could benefit from archeological exploration.

VI. Old Business

- a. Melrose Historic District:** The site for the sign is still in discussion. The state has stated that they will not maintain the site.
- b. District 12 Schoolhouse:** Discussion of the schoolhouse continues with the select board and may go to Town Meeting within the next few months.
- c. Budget:** All purchases made.
- d. Driving Tour:** Jessica Bottomley will create a mock draft of the brochures for the next meeting.

VII. New Business : None

VIII. Adjournment

It was **MOVED** (Bottomley) and **SECONDED** (Montstream) and **PASSED** (U) that the Historic Preservation Commission adjourns the September 11th, 2014 meeting at 7:37 PM.