**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**

**Meeting Minutes**

**Monday, September 16, 2019**

**Present:**

Charles Hendricks, Chair

Andy Drouliskos

Jill Ruspi

**Absent:**

Susan Phillips

Lisa Simonetti

Michele Shortley, Alternate

**Attendees:**

Jennifer Sizemore, Secretary

Jim Ruspi, Mayor

Alfredo and Rigoberto Fuentes

**Opening:**

Chair Hendricks called the meeting to order at 7:02 p.m. He noted that a quorum was present.

**Minutes:**

Member Ruspi made a motion to approve the August 2019 meeting minutes as amended, Member Drouliskos seconded, all approved.

**New Business**

New light fixtures for the Town Hall driveway and parking lot: Chair Hendricks said there are currently five lampposts along the Town Hall driveway and parking lot, and their design was approved by the Historic District Commission (HDC). Mayor Ruspi feels they do not provide enough light. Boyland Electric installed the lights, as well as many other street lights in town. They installed a new, brighter fixture in the Town Hall lot near the handicap space. Mayor Ruspi said the current bulbs are only 15 watts, which doesn’t provide much light and makes the lot unsafe at night. The new light is about 40 watts. He suggested getting a catalog from Boyland to see what different options are available. He prefers a soft-white light, which a temperature of 4,000 degrees or below provides. Less than 3,500 degrees is an orange/yellowish light. Mayor Ruspi said he was against LED lights initially because there were a lot of failures in the Mobley Farms fixtures, but a switch to higher wattage bulbs seems to have fixed the problem. He suggested the HDC members look at the lights in Mobley Farms, on Rolling Ridge Lane, on Dwyer Court, and in Laytonsville Grove. The HDC members discussed the height of the poles and other related details. Member Ruspi suggested the members drive around town and discuss preferences via email, then get a catalog if needed. Chair Hendricks agreed.

**Old Business:**

7329 Brink Road (Rigoberto and Celina Fuentes): Chair Hendricks invited Rigoberto Fuentes, owner of 7329 Brink Road, and his son Alfredo, to come forward. Chair Hendricks said Mayor Ruspi had brought to Mr. Fuentes’ attention that, although his house is not considered historic, it is within the historic district. Chair Hendricks noted that Mr. Fuentes had widened the driveway, built a patio, and installed a gazebo. Mr. Fuentes said he hopes to put up a storage shed as well. Chair Hendricks said the HDC would like to see an application for the past and future work. They further discussed the construction materials in the yard, which Mr. Fuentes said he received for free and plans to use for the storage shed; he also has a fire pit.

Member Ruspi asked whether Mr. Fuentes had been notified when he purchased the property that it is part of the historic district, and he said he had not. Member Ruspi said the town had given packets to realtors to provide to new homeowners, but the town can’t control whether they are actually disseminated. She suggested creating a small packet to give to every homeowner in the historic district that includes information about why the district was established and what’s required of homeowners. The HDC members and Mr. Fuentes discussed the map of the historic district and that part of Mr. Fuentes’ property is not part of the district. Member Ruspi said the HDC’s main authority is to preserve the historic character of the district by reviewing any external changes that can be seen from the street. She said she was sorry that Mr. Fuentes was not made aware of the historic district rules.

Mr. Fuentes said he had turned in an application that day, and the HDC members looked at it. It did not include the shed. Chair Hendricks suggested Mr. Fuentes resubmit the application with details about the shed, such as location, building materials, etc. Member Drouliskos said he could help Mr. Fuentes with the revisions. Chair Hendricks explained that the homeowner must post a notice of a public hearing at least a week in advance. A $300 deposit is needed, but the check is returned when the homeowner returns the notice sign. Once approved, work needs to begin within 6 months and be completed within a year. Mr. Fuentes asked about how close the shed could be to the house, and Chair Hendricks and Member Drouliskos said they were not aware of any restrictions but were more concerned about the appearance fitting in with the neighborhood. They thanked Mr. Fuentes for appearing.

HDWP 02-19, 7110 Brink Rd. (John and Eva Ols): Chair Hendricks said the solar panels had been installed and showed pictures. The HDC members agreed that the panels look nice, though they noted that the conduit didn’t seem to have been painted. Secretary Sizemore observed that at the August meeting it was noted that all inspections must be completed before the conduit can be painted. Chair Hendricks suggested postponing a decision on whether any follow-up was needed.

7101 Brink Rd. (Dan and Ann Wolf): Chair Hendricks said that a new fence had been installed near the driveway. Member Ruspi noted that the new wooden gate behind the barn looks nice, and all agreed that the new fence was an improvement.

6924 Sundown Rd. (Dustin Green): The HDC members discussed the changes Mr. Green has made to his property without submitting an application to the HDC for approval as well as some projects that seem to be incomplete.

21728 Rolling Ridge Lane (historic Rolling Ridge house, Lot 14, Rolling Ridge subdivision): Member Drouliskos mentioned that there was a wedding at the property recently. The HDC members discussed the general progress of repair work. Member Drouliskos said it was being maintained better than it had been previously, and any repairs had been done using high-quality materials. Chair Hendricks expressed concerned about the deteriorating outbuildings and suggested the HDC may want to take some action on that if the situation becomes critical.

HDC Guidelines: Due to a scheduling conflict that had arisen, Tyler Smith’s appearance was postponed until the October meeting. The HDC members discussed materials that should be sent to Mr. Smith prior to the meeting such as the 4-page web version of the existing guidelines and an information packet from 2007. Chair Hendricks said the HDC would need to develop a scope of work and find out about compensation. The goal is to make something that is easy for property owners to understand.

Miscellaneous: Chair Hendricks stated that the next meeting is October 21. Member Ruspi volunteered to do a rough layout for a brochure about the historic district that can be distributed to property owners. Chair Hendricks suggested that it include information about projects that require a county permit.

Member Ruspi moved to adjourn the meeting at 8:54 p.m., Chair Hendricks seconded, all approved.

Respectfully submitted,

Jennifer Sizemore