

TOWN OF COLEBROOK  
COLEBROOK HISTORIC DISTRICT COMMISSION  
SPECIAL MEETING

Monday, August 7, 2017 6 PM  
COLEBROOK TOWN HALL, COLEBROOK, CONNECTICUT

1. Call to Order:

The Meeting was called to order at 6:03 pm by Chairman Kimberley Crocker.

2. Establish Quorum:

Permanent members seated for the Special Meeting were Kimberley Crocker, James Bickford, Julie Andresen and Gerry Kassel. Mary Baker, an alternate, was seated as a voting member. Also present was Jan Rathbun, alternate, and Mike Halloran, Zoning Enforcement Officer.

3. Approval of Minutes:

Mike Halloran read the minutes of the Special Meeting held on July 10, 2017. With 2 minor grammatical corrections Gerry Kassel moved that the minutes be approved as presented. Julie Andresen seconded and the motion was passed. Due to his absence at the July meeting Jim Bickford abstained.

4. Old Business:

The proposed revisions to the Rules of Procedure for the CHDC were reviewed with 2 additional revisions:

3.3 Second sentence – A copy of the agenda shall be posted with the Town Clerk and on the Colebrook Town's website not less than 24 hours before any meeting.

The revised date changed to August 7, 2017

Jim Bickford moved to accept the revised Rule of Procedure with the additional revision of the insertion of the Colebrook Town website and date change. Gerry Kassel seconded and the motion was unanimously passed.

The next meeting will be the Annual Meeting Thursday, October 26, 2017 at the Town Hall.

5. Adjournment:

Kimberley Crocker moved to adjourn the meeting at 6:33 pm. Gerry Kassel seconded and the motion was passed.

Respectfully submitted,

Janet H. Rathbun