

COLEBROOK HISTORIC DISTRICT COMMISSION
SPECIAL MEETING, Monday, December 21, 2015
COLEBROOK TOWN HALL, COLEBROOK, CONNECTICUT

DEC 23 2015

COLEBROOK TOWN CLERK

1. Call to Order:

The meeting was called to order at 6:30 pm by Chairman Kimberly Crocker.

2. Establish a Quorum:

Permanent members seated for the Special Meeting were: Kimberley Crocker, James Bickford, Julie Andresen, and Gerry Kassel. Jan Rathbun, an alternate, was appointed to fill a vacancy for this meeting.

Alternate member seated for the Special Meeting was Mary Baker.

Also attending was Michael Halloran, the Zoning Enforcement Officer, Tracy Potamitis, the applicant, and John Durant, the roofer.

3. Approval of Minutes:

A motion to approve the minutes of the Special Meeting held on September 1, 2015 was made by Julie Andresen and seconded by James Bickford. The minutes were approved by voice vote, without dissent.

4. Public Hearing was opened at 6:35pm:

The Public Notice for the hearing was read by Kim Crocker. The discussion was opened by Tracy Potamitis, who tried to explain why she replaced the roof on the Phelps house at 755 Colebrook Road, without a building permit or Certificate of Appropriateness from the Colebrook Historic District Commission. Ms. Potamitis said she applied for a permit and was told by Tom McKeon, the First Selectman, that as long as she had permission from Historic New England, she could start the roof work. Three hours after that conversation, she was told by Mike Halloran that she could not start the work, but she did so anyway. She claimed that wind had torn some of the cedar shingles off the house and rain was coming into the building. Architectural grade asphalt shingles identical to the ones the CHS had approved for use on the Old House in September were delivered December 8th, and the dumpster was moved to the project location. Roof work began sometime after December 8th. As of the date of this meeting, December 21, 2015, the roof, back and front, was nearly completed.

Section 3.4 of the Rules of Procedure was read by Michael Halloran. A Cease and Desist Order was issued December 21, 2015 by Michael Halloran.

There was a discussion regarding cedar shake shingles vs. other asphalt shingles options.

5. Deliberation and Vote:

Ms. Potamitis was strongly advised to follow procedures in the future and obtain the necessary permits and certificates before starting work on the house.

James Bickford made a motion to approve Ms. Potamitis' application to use Timberline shingles on the house. The motion was seconded by Jan Rathbun and the

committee voted to approve the application.

6. Adjournment:

James Bickford moved to adjourn the meeting and Julie Andresen seconded the motion. The meeting adjourned at 7:35 pm.

Respectfully submitted,

Geraldine M. Kassel

