

APR 08 2015

COLEBROOK HISTORIC DISTRICT COMMISSION
SPECIAL MEETING April 7, 2015 COLEBROOK TOWN HALL

COLEBROOK TOWN CLERK

Meeting Minutes

1. CALL TO ORDER

The meeting was called to order at 6:06 PM by Chairman Kimberly Crocker.

2. ESTABLISH QUORUM

Permanent Members seated for the application were:

Julie Andresen, Jim Bickford, and Geraldine Kassel

Alternates: Jan Rathbun, Mary Baker, Rebecca Bodycoat

Also attending: Scott Kenny, Parsonage Project Manager

3. APPROVAL OF MINUTES

Motion made by Geraldine Kassel to **approve the Minutes of 10/²³~~24~~/14 as presented.** The motion was seconded by Jim Bickford and unanimously approved by the committee.

4. NEW BUSINESS

The chairman commenced a Special Meeting to discuss in a general way the **new window installation at the parsonage on 1 Schoolhouse Road.**

Scott Kenny, who is managing the project, explained that the windows that were in the parsonage – with the exception of the two that were not removed – were in poor condition and needed to be replaced. After a quick trip over to the parsonage to see the original windows and the replacements, it was the committee's finding that the work that has been done is maintenance and repair and that the materials that were used were of like kind to those replaced.

Jim Bickford made the motion that, based on Scott's representation and our review, the work that has been done on the Parsonage is maintenance and repair and that a Certificate of Appropriateness is not required.

The motion was seconded by Gerry Kassel and approved unanimously by the committee.

5. ADJOURN

There being no other business to come before the CHDC, a motion to adjourn was made by Jim Bickford, seconded by Gerry Kassel, and unanimously approved by the committee at 6:47 p.m.

Respectfully submitted,

Kimberley H. Crocker, Chairman

