



The Town of Berlin
Historic District Commission
Town Hall · Berlin, CT 06037
Room 7 December 5, 2016 at 7:00 pm

The meeting was called to order at 7:15p.m. By Vice Chairman Stub.

Members Present:

Vice Chairman Lorraine Stub
Amy Prescher
Tony Interlandi
Bill Cink
Hellyn Riggins, Staff Liaison

Recording Secretary:

Marlo Matassa

Members Absent:

Chairman Susan Skene
Pam Pethigal (Alternate)

Roll Call

Audience of Citizens

None

Review and Action on Minutes - October 3, 2016

Commissioner Prescher moved and seconded by Commissioner Interlandi to approve the minutes with corrections, passed unanimously.

New Business

Adoption of 2017 Meeting Calendar. - Commissioner Prescher moved to approve the 2017 Meeting Calendar and seconded by Commissioner Cink.

Old Business

1062 Worthington Ridge

The Board expressed concern over the lack of progress on the property where windows were replaced without approval. The owner was to have returned for a COA for windows that would be acceptable to the commission, replacing two per year of the most visible windows. Ms. Riggins did write a letter to the property owner and has not heard back from him. The board felt it was appropriate for Ms. Riggins to send a 2nd notice letter asking the owner to contact the Town of Berlin ASAP to avoid further action.

Worthington Meeting House

Vice Chairman Stub reported on the Meeting House Grants status. A Statement of Need is required to authorize the Public Building Commission to proceed with obtaining design development plans. She is working with Jack Healy in the Public Works to get the statement prepared and presented to the town council.

973 Worthington Ridge

The board approved an emergency roof replacement. A branch fell and hit the roof about 6 weeks ago. There was an insurance claim filed. The damage is on the front gable near the chimney and consists of eight (8) squares total. Slate color GAF architectural shingles are on the roof now. The owners will be replacing the damaged shingles only, like for like.

Commission Business

Ms. Riggins suggested any questions that come in from the public should be forwarded to staff members in the Town of Berlin. It is up to each member if they want their phone number published on the town's website. For more information they should contact Kate Wall the Town Clerk.

Commissioner Interlandi informed the Commission he would be resigning due to personal reasons. He will be submitting his resignation through the Town Clerk's office.

Adjournment

Commissioner Interlandi moved to adjourn the meeting at 7:35 pm and seconded by Commissioner Cink, passed unanimously.

Respectfully Submitted,

Marlo Matassa, Recording Secretary

unapproved