

Woodstock Historic District Commission
Regular Meeting
Woodstock Town Hall
October 27, 2014 - 8:00 p.m.
Minutes

1. Call to Order at 8:07. Members present: Gail White, Chair; Lyn Smith, Harold Bishop and Dan Atwood. Excused: Christine Lessig and Earl Manz.
Public present: Christopher Sandford, Joe Campbell, Jason Gerum, Kevin Johnston, Beverly Brazeal, Tom Chase, E. Carter, Steven Giamundo, Cary Bentley, Jim Bellerose, Brad Favreau, Dave Magoo, Jean McClellan, Mike Blackmer, Greg Smith, Aaron Patterson,, Kristen Heitert and sons, and Earl Semmelrock
2. Appointment of alternates: not required
3. Public Hearings:
 - a. Forrest, 36 Old Hall Road for roof replacement.
Kristen Heitert presented the proposal to remove the existing three tap shingle roof on the “tenant house”, connector and porch on the eastern most side of the building. Replacement roofing will involve new roof sheathing where required, underlayment as described in the application, replacement of drip edge and vent boots in-kind, and installation of new Duration series black architectural shingles. There is no intent to add a roof vents or any other structures on the roof.
 - ⤴ The Public Hearing was closed on a motion by D. Atwood and a second by H. Bishop with unanimous approval.
 - ⤴ Commissioner deliberation: No discussion. On a motion by L. Smith and a second by H. Bishop the motion to accept the application as presented was unanimously approved.
 - b. Woodstock Academy, 57 Academy Road, continuation of hearing for installation of ductwork on the Bowen Building.
Headmaster Christopher Sandford opened the discussion by asking the Commission about their discussions with public officials regarding the feasibility of installing the required ductwork for the culinary arts kitchen. L. Smith presented her discussion with the Fire Marshal, Frank Baron who suggested that as a fire prevention specialist he preferred the exterior route for the ductwork and that an interior route would be costly in that interior modifications would need to be made involving the relocation of doors and counterwork in order to accommodate interior ductwork. Mr. Sandford suggested one viable alternative to masking the ductwork which is to paint it.
 - ⤴ Public Comment: J. McClellan suggested that Woodstock Academy ameliorate the inappropriate installation of the ductwork with improvements to previously approved applications to the Commission that have not been maintained, including the screening of the parking at the Evangelical Church parking lot and compliance

with parking guidelines with regard to expansion of parking at the old Bracken Library.

- ⤴ The Public Hearing was closed on a motion by H. Bishop and a second by L. Smith with unanimous approval.
- ⤴ Commission deliberations: Commission discussion included the presentation of a clear message to Woodstock Academy administration that the lack of applying for a Certificate of Appropriateness for an outstanding construction activity that clearly was inappropriate within the Hill Historic District was not in keeping with the process through which the Commission considers alterations within the District and not in the spirit of preserving the character of the District from alterations visible from a public way. The Commission firmly advised the Academy to bring forward to the Commission any impending alterations and modifications to the campus in a timely manner that complies with the established guidelines of state statutes that enable the Commission's actions.

Upon a motion by D. Atwood, second by H. Bishop and unanimous approval, the Commission voted to approve the ductwork with the following stipulations:

- ⤴ The ductwork should be painted with an appropriate heat resistant paint for metal surfaces, to match the brickwork color of the building;
- ⤴ The paint finish should be maintained over time;
- ⤴ The ductwork should be removed when it is no longer necessary for the operation of the Culinary Arts kitchen facility;
- ⤴ The building façade should be repaired when the ductwork is removed.

- c. Woodstock Academy, 57 Academy Road, for installation of street light, expansion of crossing zone, changes to contours of Common, signage.

Headmaster Chris Sandford presented the following four items within the application.

- ⤴ Additional exit sign at the egress to the Academy parking lot on Academy Road to be the same as the existing sign, placed parallel to the road, with a "stop" sign attached to the parking lot side of the sign. The existing highway style stop sign will be removed as will the "faculty and staff parking only" sign. The existing "exit only" sign will be relocated closer to the south side of the exit drive and will also incorporate the "stop" sign on the interior face.
- ⤴ The Academy proposes installing a street light on the existing telephone pole adjacent to the exit from the Evangelical Church. The Church is in agreement with this proposal. The light fixture is intended to be a timed fixture.
- ⤴ The Academy proposes repainting and extending the existing crosswalk from the Church property across Child Hill Road and across Academy Road to the Cutler House.
- ⤴ The Academy wishes to contour the knoll at the intersection of Child Hill Road and Academy Road in order to provide improved visibility for pedestrians and drivers.
 - ⤴ Public Comment:

7. Old Business: All to be continued

- Compliance issues:
 - ⤴ Woodstock Academy parking at Old Bracken Library
 - ⤴ Fence and Bentley sign
 - ⤴ Evangelical Church signage
- District walk in early November
- New member
- Invite the Building Inspector to a Special Meeting on a Wednesday evening at 5 PM.

8. New Business: None

9. Adjournment on a motion by H. Bishop with a second by D. Atwood and unanimous approval at 9:37 PM.

Respectfully submitted by Lyn Smith, Clerk

Please note that while these minutes may be published, they are not approved by the Commission until the next meeting date.