

Woodstock Historic District Commission
Regular Meeting
Woodstock Town Hall
September 22, 2014 8:00 p.m.
Minutes

1. Call to Order at 8:00. Members present: Tim Monahan, Acting Chair; Lyn Smith, Harold Bishop and Alternates Christine Lessig and Earl Manz.
Public present: Christopher Sanford, Joe Campbell, Jason Gerum, Kevin Johnston, Cherie Monte and Dan Forrest.

2. Appointment of alternates: C. Lessig and E. Manz

3. Public Hearing:

a. Woodstock Academy, 57 Academy Road for installation of ductwork on the Bowen Building.

1) Headmaster Christopher Sanford presented plans of the ductwork installation, as drawn up by the installation contractor, on the exterior of the north side of the Bowen Building facing the parking lot. The rectangular metal ductwork serves the ventilating hoods of the new culinary department classrooms. The ductwork was installed just prior to the beginning of classes and was approved by the fire marshall and building inspector based on the contractor's plans. A building permit was issued for the project without notice to the Historic District Commission. As installed, two runs of ductwork exit two adjacent first floor classroom windows modified to be obscure openings through which the ducts penetrate and rise vertically along the face of the building, beyond the second floor, to the roof above where the ducts connect to a ventilation system on the roof of the building. One of the ducts is mill finished aluminum and the other is black, designating supply and return air systems as Headmaster Sanford described as necessary for fire safety.

Woodstock Academy presented several options for masking the ductwork including screening with plant material and boxing in the ducts, both of which would inhibit the performance of the ventilation system. The only viable solution to masking the ducts presented was to paint them, which needs to be explored as to feasibility. The Academy invited the Commission to explore other options.

2) Public Comment: Dan Forrest, State Historic Preservation Officer, suggested that the Commission should approach the issue as if it had been brought to the Commission prior to the installation.

3) The Public Hearing was closed on a motion by E. Manz and a second by H. Bishop with unanimous approval.

- 4) Commission discussion: Options could include installing the ductwork on the interior of the building. Commission and WA to discuss options with Fire Marshall and Building Inspector. All parties to consider all possible options for screening the ductwork. C. Lessig moved to continue the hearing until October 27, 2014, with the second of E. Manz and unanimous approval.
4. Review of Minutes: C. Lessig moved to approve the minutes of 8-25-2014. Second by E. Manz with unanimous approval.
5. Correspondence:
 - a. Stonebridge Press invoice
6. Old Business
 - a. Compliance issues
 1. Woodstock Academy parking at Old Bracken Library
 2. Exterior ductwork
 3. Fence and Bentley sign
 4. Evangelical Church signage
 - b. Distric walk in early November
 - c. New member: none raised
7. New Business
 - a. Invite the Building Inspector to a Special Meeting on a Wednesday evening at 5 PM.
8. Adjournment on a motion by H. Bishop with a second by E. Manz and unanimous approval at 8:50 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.