

Woodstock Historic District Commission  
Regular Meeting  
Woodstock Town Hall  
February 23, 2015  
8:00 p.m.  
Minutes

1. Call to Order at 8:11. Members present: Gail White, Chair; Lyn Smith, Dan Atwood, Christine Lessig and Tim Monahan. Public present: Headmaster Chris Sandford and Joe Campbell from Woodstock Academy and Dr. Robert Smith.
2. Appointment of alternates: Christine Lessig.
3. Review of minutes
  - a) November 24, 2014 Regular Meeting: Approved on a motion by D. Atwood, second by C. Lessig and all in favor.
  - b) December 2, 2014 Special Meeting: Approved on a motion by D. Atwood, second by C. Lessig and all in favor.
  - c) January 8, 2015 Special Meeting: Approved on a motion by C. Lessig, second by Tim Monahan and all in favor.
4. Public Comment
  - a) Headmaster Sanford updated the Commission on WA Historic District items;
    - ⤴ Safety initiatives: The crosswalk and faculty parking lot signs have been installed. The street lighting will be installed in the Spring.
    - ⤴ Painting of the culinary kitchen ductwork: WA is prepared to paint the ductwork in the Spring and wanted to confirm that the Commission still recommended painting the ductwork to match the building brick. The brick is multicolored so difficult to find a compatible color. WA will bring a paint sample to a future meeting for approval.
    - ⤴ Sidewalk initiative: WA will be coming before the Commission, at a future date, regarding the intention to continue the sidewalk in front of the Academy Building west and then north to the Bracken Administration Center, around the corner of Cemetery Road and Academy Road, in order to provide safe passage for students to bus collection points along this route. This initiative will involve cutting back the corner bank and possibly adding signage within a new retaining wall.
  - b) Dr. Smith, author of a history of Woodstock Academy published in 1986, presented his plan to publish an updated version which is envisioned to include information regarding the Academy's connection to the properties on the Hill and its integration within the Historic District and the wider WA community. It is anticipated that the Commission will assist Dr. Smith with making introductions to property owners in the Hill District and in providing history about the formation of the District. The Commission applauds this effort and agreed to assist this effort.
5. Correspondence
  - a) Norwich Bulletin re: advertising options
  - b) National Trust membership renewal
  - c) CT Preservation News
6. Old Business
  - a) Town of Woodstock Application for modification to earthwork at the corner of Academy and Child Hill Roads. The application was submitted on 11-19-2014 with no representative to present the proposal at the regular meeting on Nov 24, 2014. The Commission voted to continue the hearing to the next regularly scheduled meeting which, due to no scheduled meeting in December, and snow cancellations in January, is the date of this meeting, February 23, 2015. Failing the presence of the Town to present at this meeting, the

Commission approved on a motion by D. Atwood, second by T. Monahan, and unanimous in favor, to deny the application. The Chair will request that the Town resubmit.

b) Compliance issues

- ⤴ Expanded parking at the Bracken Administration Center: The Chair will confirm the position of parking within the Historic District with the State Historic Preservation Office and present the finding in writing for future compliance throughout the District.
- ⤴ WA fences around the quadrangle: The metal posts and chains have been installed to be temporary in order to facilitate lawn maintenance and snow plowing. As a temporary measure, the fences are not within the purview of the Commission.
- ⤴ Signage at the Evangelical Covenant Church: Signage at the corner of Route 169 and Child Hill Road has not come before the Commission. Additionally, signage on this site and on the property of the Church has been upgraded and should have a Certificate of Appropriateness from the Commission in order to be compliant. The Chair will correspond with the Church regarding these issues.

c) New member: Commissioners are requested to present potential candidates.

d) Building Inspector meeting: The Chair contacted the BI office which welcomed the opportunity to meet with the Commission on an upcoming Wednesday after 4 PM. The Chair will present possible dates to the Commissioners.

e) Other: Commissioners request clarification of the regulations which state that a decision on a Certificate of Appropriateness should be made within 65 days regardless of Commission meeting dates.

7. New Business

a) Budget: The Chair presented a zero increase budget from the last fiscal year which was approved by the Commission upon a motion by D. Atwood, second by T. Monahan, and unanimous approval.

b) Election of Officers: Slate presented of Gail White, Chair; T. Monahan, Vice-Chair; C. Lessig, Clerk, was approved on a motion by D. Atwood, second by L. Smith, and unanimous vote in favor.

8. Adjournment: 9:37 PM on a motion by T. Monahan, second by L. Smith, and unanimous vote in favor.

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.