

**HISTORIC PRESERVATION COUNCIL MEETING  
STATE HISTORIC PRESERVATION OFFICE  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

**Wednesday, December 6, 2017  
Go-to-Meeting Dial-In Conference Call**

9:15 AM - 11:45 AM EST

**Via Go To Meeting:**

<https://global.gotomeeting.com/join/368653637>

**Dial in:**

United States: +1 (872) 240-3412

**Access Code: 368-653-637**

**Meeting Minutes**

Present: Chairwoman Nelson, Dr. Jones (in person), Dr. Faber, Dr. Glaser, Dr. Partridge, and Ms. Kane, Ms. Gilvarg and Ms. Maher - (joined @ 10:00 a.m.)

Staff: Liz Shapiro, Mary Dunne, Deborah Gaston, Alyssa Lozupone

Guests: Ms. Karen Ganno, Assistant Attorney General, State of CT  
Mr. Eric Trott – Director of Planning and Development, Coventry  
Ms. Susan Smayda – Barnes Museum, Executive Director

**I. Call to Order**

The conference call meeting of the Historic Preservation was called to order at 9:36 a.m. Ms. Nelson reviewed the conference call attendees.

**II. Review of Public Comment Procedures**

Chairwomen Nelson reviewed public comment procedures.

**III. Code of Conduct/Conflict of Interest**

Chairwoman Nelson reviewed the conflict of interest policy. No conflicts were reported.

**IV. Review and Approval Minutes**

*November 1, 2017 Meeting Minutes*

Minutes approved with corrections.

On a motion by Dr. Faber, Second by Dr. Jones

*(Y-6, N-0, Abstaining – Nelson)*

**V. State Historic Preservation Grants – Action Items**

**a. Town of Coventry, 534 Silver St., Coventry – Assessment**

On a motion by Ms. Gilvarg, Second by Dr. Jones, the Historic Preservation Council votes to approve the award of a Survey and Planning Grant funded by the Community Investment Act in the amount of \$20,000.00. Hearing no further discussion, motion passed.

*(Y-7 N-0, Abstaining – Nelson)*

Ms. Dunne presented the grant application, recommended for funding by staff. In response to Dr. Faber’s question, Ms. Dunne clarified that although the property is still in probate, the does not affect the SHPO’s ability to providing this funding. The property, “Caprilands” is was owned by Mrs. Adela Simmons who stated in her will that her wish is for the herb farm land to be enhanced and used for its original purpose as an educational learning center. Dr. Glaser suggested that it would be helpful to add the background historic context that Ms. Dunne presented in her introduction to the grant to the grant narrative because it would be helpful when completing the RFP.

Mr. Eric Trott, Director of Planning & Development, Town of Coventry, addressed the great interests by town residents in the adaptive reuse of the property. Possibilities for reuse could include farmer’s markets, expanding education and promoting agro-tourism. Dr. Jones asked if the town has approached the environmental review team. Mr. Trott replied that he had not yet done so, due to great concern over the deteriorated condition of the buildings, but that he does plan to do so soon.

Chairwoman Nelson asked how the info was going to be disseminated. Mr. Trott replied that the public document will be shared with all municipal agencies, including Probate, Economic, Town Council and Planning & Zoning. Mr. Trott further added that the town plans to seek additional funding to address the issues that will surface in the report via partnerships and grant funding requests. Mr. Trott thanked the SHPO staff and looks forward to working with us in the future.

**b. The Barnes Museum, Southington, CT - Consulting services, roof repair**

On a motion by Dr. Jones, Second by Ms. Gilvarg, the Historic Preservation Council approves the award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, in the amount of \$10,000.00. Hearing no further discussion, motion passed. (Y-6, N-0, Abstaining – Nelson, \*Ms. Maher’s audio connection to the meeting failed thus her vote could not be recorded)

Ms. Dunne presented the grant application, recommended for funding by staff. A clarification was made that only the veranda roof need to be repaired/replaced. Ms. Smayda, Barnes Museum, mentioned the ornamental railing has to be removed in order to address the issue. It was noted that the Barnes Museum is a municipality, so the grantee is technically the town of Southington rather than the Barnes Museum. Ms. Dunne will make the change.

**VI. State Register of Historic Places Nominations**

*None*

**VII. Threatened Properties**

*None*

**VIII. Preservation Restrictions**

*None*

**IX. Report on State Historic Preservation Office Activities –Mary Dunne for Ms. Kristina Newman-Scott**

Ms. Dunne reported that we do not have a draft of the strategic plan to share. The staff will be playing a greater roll in the final plan preparation and will be attending a staff retreat on December 18<sup>th</sup> after which we will have a better idea of the timeline and major initiatives. The SHPO conference will be held in May 2018 with a working theme, “A Shared Stewardship”. SHPO will be reaching out to partners for input into the conference planning.

SHPO has received its first quarter deposit, and although the CIA has been fully funded, there will be a \$5 million rescission for this year and next year.

**X. Report on Museum Properties – Liz Shapiro**

Ms. Shapiro reported on the museums. Monthly museum staff retreats began on November 14<sup>th</sup>. These meetings are designed to encourage thinking about the museums on a macro-level.

New Gate staff position there are 68 qualified applicants and cut that number down to 21 people and would like to interview about 8 people. Kaz Kozlowski will be retiring February 1, 2018. Her position will be filled as a Curator 1.

Cathy Labadia has been instrumental in working with DAS and Construction Services to complete the conditions assessments at the museums. David Barkin, State Architect, will be playing an advisory role in the restoration/preservation projects at all the state museums. We are currently identifying the work that needs to be completed and will be preparing bids in the hope that the work will be started in the late spring. Ms. Shapiro is excited to begin to partner the SHPO staff more closely with the museums. Ms. Alyssa Lozupone and Ms. Marena Wisniewski will be assisting Ms. Shapiro as expert guides during the restoration project at the Prudence Crandall Museum. This is especially important in light of Ms. Kozlowski’s retirement.

**XI. Old Business**

**XII. New Business**

A discussion was held to review and plan the HPC schedule for 2018. The schedule will be posted on the website and distributed.

**XIII. Liaison with Public & Private Agencies.**

*A motion was made by Ms. Maher, second Dr. Jones to adjourn the meeting. Hearing no further discussion – meeting was adjourned at 10:23 a.m.*

(Y-6, N-0, Abstaining – Nelson)

Respectfully submitted by:

Deborah Gaston, Secretary

*Next meeting will be Wednesday, January 3, 2017, 9:30 a.m.*

*Plaza North Building, Room E*

*450 Columbus Blvd., Hartford, CT 06103*