

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

**Wednesday, December 5, 2018 @ 9:30 am**

**Conference Call Meeting**

<https://global.gotomeeting.com/join/533171421>

For audio: Dial In: 1-866-453-0290 Passcode: 207-626-51#

**Meeting Minutes**

Call in: Dr. Faber, Ms. Kane, Dr. Glaser, Chairwoman Nelson, Dr. Woodward, Ms. Maher and Dr. Jones

Staff: Elizabeth Shapiro, Alyssa Lozupone, Deborah Gaston, Mary Dunne, Doug Royalty (9:41), Cathy Labadia and Todd Levine (10:03)

Guests: Ms. Nancy Savin, President, New England Hebrew Farmers of the Emanuel Society (NEHFES)

**I. Call to Order**

The conference call meeting of the Historic Preservation Council was called to order at 9:32 a.m. by Chairwoman Nelson. A roll call review of the conference call participants was taken.

**II. Review of Public Comment Procedures**

Chairwoman Nelson reviewed public comment procedures, rules and procedures for call-in meetings.

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

Chairwoman Nelson reviewed the code of conduct and conflict of interest policies. No conflicts reported.

**IV. Review and Approval Minutes**

***a. November 7, 2018 Minutes***

On a motion by Dr. Glaser, Second by Dr. Woodward, with corrections  
(*Y-4, N-0, Abstaining – Nelson, Faber and Maher*) Roll call vote

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

**a. Survey and Planning Grant: New England Hebrew Farmers of the Emanuel Society (NEHFES), Town of Montville**

On a motion by Ms. Maher Second by Dr. Glaser, the Historic Preservation Council votes to recommend the award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut, to the New England Hebrew Farmers of the Emanuel Society in the amount of \$2,500.00

All grant guidelines and state requirements shall be met by the New England Hebrew Farmers of the Emanuel Society upon receipt of a grant as administered by the Department of Economic and Community Development. Hearing no further discussion, motion passed.

(Y-6, N-0, Abstaining – Nelson)

Ms. Dunne presented the application as recommended by staff. Ms. Nancy Savin, from the New England Hebrew Farmers of the Emanuel Society is present on the call, and has worked with both Ms. Lozupone and Ms. Labadia, SHPO staff archeologist, to develop this proposal which will be the first step in the process towards an application for a full HRF grant application. SHPO would like this archaeological preserve protected and believes the first steps in the process is to hire a structural engineer to determine costs associated with stabilizing the field stone foundation.

Dr. Jones noted that there were larger issues with the creamery's walls being unstable. Would like to see broader stabilization addressed.

He added that there are thirty boxes of materials excavated from the site that are at UCONN and that need to be inventoried and stored properly. Most of it was collected by state archaeologist Nick Bellantoni in 2012. Dr. Jones would like to get a cost estimate on completing that project.

Ms. Savin replied the creamery does need attention and that the organization has an opportunity to gift the synagogue portion to the Archeological Conservancy of America. Mr. Andy Stout, NE Regional Director has visited the site and has agreed that his organization would be willing to write into the donation agreement the cost of rebuilding the synagogue foundation and installing stone paths to prevent invasive vegetation from further deteriorating the new/old foundation.

Ms. Savin confirmed that she knows the artifacts are at UCONN and that she believed that they had been catalogued. Dr. Jones believes that the project is incomplete and estimates that at least \$10,000 will be needed to complete inventory digitization and professional object cleaning. Ms. Savin will have a follow-up discussion with Dr. Jones.

Dr. Jones asked for confirmation that the DOT still owns the creamery. Ms. Savin confirmed. The DOT is planning to close the intersections 161 and 85 and relocate it. If this happens, the land won't be needed and could possibly be preserved by a non-profit organization.

Ms. Maher noted that she had problems uploading the images. Ms. Savin responded that she did send images with the application. Ms. Dunn replied that she would download them into Dropbox. Ms. Lozupone added there are great pictures on NEHFES's website if anyone wanted to view them.

Ms. Maher also offered her assistance to Dr. Jones in regard to obtaining funds for the artifact cataloguing.

Chairwoman Nelson asked for clarification as to what the final work product will be, a bid package or a conditions assessment and in addition, how the grant funds will be used. Ms. Savin clarified that the funds will be used to hire the proper consultants, labor, materials, method specifications and an on-site consulting archeologist. Ms. Nelson suggested that the project name be changed from "cost estimate" to "conditions assessment for restoration with cost estimate" to be sure that an appropriate RFP is created. She noted that it is important to be completely clear as to what work product is expected from the consultant. Ms. Dunne added she will make sure the appropriate RFP will be created so the applicant will get the most out of this project.

**b. Certified Local Government Grant, Westport Town Hall restoration, (Westport)**

On a motion by Dr. Maher, Second by Ms. Kane, the Historic Preservation Council votes to recommend the award of a Certified Local Government Grant, funded by the Historic Preservation Fund of the Department of Interior, National Park Service to the Town of Westport in the amount of \$20,000.

All grant guidelines and state requirements shall be met by the Town of Westport upon receipt of a grant as administered by the Department of Economic and Community Development (DECD), in the amount of \$20,000.00.

*Hearing no further discussion, motion passed.*

*(Y-6, N-0, Abstaining – Nelson)*

Ms. Dunne presented this application as recommended by staff. She did submit the RFP that has already been created by the town. Although this is not usual, it is allowable although it limits SHPO involvement in the creation of the RFP. If the application is approved, she will work with the applicant to revise. She did ask the town to put this on hold until they applied for the funding.

Chairwoman Nelson requested that the Town clarify the language in the application. The term "conservator" is used when what they mean is "qualified historical architect or engineer". She suggests that the word "conservator" be replaced by the term "consultant". In addition, in Item 6 "Final report and restoration plan" is noted, but should be labeled "bid documents".

Chairwoman Nelson noted that a conditions assessment will define the work that is needed. Bid documents and contract documents are difficult to include with a conditions assessment because the cost associated with the bid documents is dependent on the conditions assessment.

Ms. Dunne added that the total cost of \$30,000 may not be enough to complete the entire project. She will speak to the applicant and suggest that addressing the conditions assessment

first, and following that up with bid documents will define the scope of work more appropriately and be more manageable.

Ms. Maher suggested amending the motion to change the wording to “Services of a CFR-qualified consultant to develop a *Conditions Assessment Evaluation Report* for the restoration of the Westport Town Hall portico.”

*On a motion by Ms. Maher, Second by Ms. Kane to revise language to “Conditions Assessment and Evaluation Report”.*

*(Y-6, N-0, Abstaining – Nelson)*

*On a motion to approve revised language “Conditions Assessment and Evaluation Report”.*

*(Y-6, N-0, Abstaining – Nelson)*

**c. Survey and Planning Grant, CRF-qualified historical architect to develop feasibility study and preservation plan for the ongoing use of the Thomaston Opera House, (Thomaston)**

*On a motion by Dr. Faber, Second by Dr. Jones, the Historic Preservation Council votes to recommend the award of a Survey and Planning Grant, funded by the Community Investment Act of the State of Connecticut to the Town of Thomaston in the amount of \$20,000.*

*All grant guidelines and state requirements shall be met by the Town of Thomaston upon receipt of a grant administered by the Department of Economic and Community Development in the amount of \$20,000.*

*(Y-6, N-0, Abstaining – Nelson)*

Ms. Dunne presented the application as recommended by staff. She noted that SHPO holds an easement on the Opera House, having received past funding. We do have an ongoing interest in the building. The building is currently being used but has significant needs. Ms. Dunne has worked with the staff and all agree that a conditions assessment is needed so that they have a roadmap in place before moving forward with further restoration.

Ms. Maher noted that she did not see any images in the applications and wondered if Ms. Dunne was comfortable with that. Ms. Dunne replied yes, photographs are not actually required. She noted that in the revised application guidelines photographs will be required. Dr. Faber added she looked it up on line to see some pictures.

Dr. Glaser requested that the word “registry” should be changed to “register”.

Chairwoman Nelson asked that on Page 2 of the narrative, under bullet #1, if this pertains to identifying life safety code compliance; and noted that under bullet #6, the applicant please clarify that a conditions assessment is needed.

Chairwoman Nelson also asked if the Opera House had someone on board for the project. Ms. Dunne replied in the negative, but noted they did have help from a consultant to prepare their

grant application. The project still needs to go out to bid. She remarked that SHPO is highly involved in most projects that we fund.

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

**Northfield Cemetery, 106 North Street, (Stamford) at the local level**

*The Historic Preservation Council votes to list the nomination of Northfield Cemetery, 106 North Street, Stamford, to the State Register of Historic Places.*

*(Y-6, N-0, Abstaining – Nelson)*

Ms. Wisniewski presented the application as recommended by staff. This property is listed under criterion 1 at the local level as a cemetery and an example of a post-revolutionary town development. She described the cemetery's historic significance noting that it appears to be the burial group for Abraham Davenport, a legendary Connecticut figure.

Dr. Woodward added Mr. Davenport was a well know figure in the court system and it would be wonderful if the State could find a way to acknowledge Mr. Davenport. Ms. Wisniewski replied the cemetery is privately owned, but she can reach out to the First Congregational Church to see if they would be interested. Dr. Woodward shared the most famous story associated with Mr. Davenport.

Dr. Jones commended the nomination, saying that it was an "amazing in-depth read." Ms. Wisniewski replied the consultant did do a great job and that this nomination was part of the Hurricane Sandy nominations.

**VII. Local Historic District/Property Study Report**

*None*

**VIII. Archaeological Preserves**

*None*

**IX. Threatened Properties**

*None*

**X. Preservation Restrictions**

*None*

**XI. Report on State Historic Preservation Office Activities – Ms. Elizabeth Shapiro**

**Statewide Plan** – SHPO has received a second draft of the layout from the graphic designers, and we are expecting to have the printed plan by the end of the calendar year, or the very beginning of 2019.

**BOS Partners** – Staff has met with our BOS partners in order to listen to their needs and to try to understand how we can work together more effectively. The BOS program will change slightly, as SHPO would like to both align the program to the goals in our statewide plan, and to be able to introduce a capacity component. Staff are reviewing programs at this time of gubernatorial transition and thinking about how we can continue to demonstrate the many ways

SHPO funding generates improved capacity for historic preservation on the part of our grantees – BOS recipients and others.

**Hurricane Sandy – Doug Royalty**

Mr. Royalty reported that SHPO is coming to the end of the Hurricane Sandy program. The program turned to be different than what was originally conceived with 25% construction projects and 75% technical assistance, surveys, etc. The final construction project was completed two weeks ago. Several important projects have been completed and will be paid off by the end of the year. Staff is waiting on several final documents from our consultants, including Guidance for Property Owners and adapting property for climate change. The program should be near completion by March, 2019.

**XII. Report on Museum Properties – Ms. Elizabeth Shapiro**

**Museums General:**

The first staff meeting to assess the season and plan for 2019 was held on November 15<sup>th</sup>. This off-season staff will be assessing museum education needs, safety issues, review of mission, pop-up exhibits, social media, advertising (and partnerships) and gift shop goals. We are planning to invite guest speakers into our meetings, as well as host a joint meeting with the staff of the Museum of Connecticut History at the state library.

In addition, staff are exploring the concept of “stretch programming” and rebranding to more closely link the museums to each other and to the SHPO.

**Sloane Museum:**

A full project scoping meeting for the renovations to the museums was held in Hartford on Friday November 30<sup>th</sup>. Although there are some decisions still to be made, the forward progress is encouraging.

**New-Gate Prison & Copper Mine**

Morgan Bengel has been working on evaluating the volunteer program, and creating internship opportunities. Some funds have been identified for repairs to the visitors’ center, and Ms. Bengel is working to move these projects forward.

The painting/roofing project for Viets, and the White and Yellow cottages is nearing completion, but final painting will have to wait for the warmer weather in the spring.

**Prudence Crandall Museum:**

As planning for the museum restoration proceeds, staff are concurrently working on issues surrounding the evaluation of space use, as well as the creation of interpretive plans for both the museum (for when the museum reopens, which will be in 2020) and the museum campus.

During the winter, Joan DiMartino will experiment by adding weekend hours one Sunday/month in response to visitor interest.

**Henry Whitfield State Museum:**

Museum curator Mike McBride will be pulling together quotes to start the fire and safety code related projects at Henry Whitfield. The full museum staff will be working on helping to evaluate programs at HWSM, and to incorporate more visitor evaluation.

### **XIII. Old Business**

#### **a. SHPO Statewide Plan**

Addressed above.

#### **b. CEPA updates, Mr. Todd Levine**

##### **1. Bridgewater/Grange**

The First Selectman and Mr. Levine have been trying to come to an agreement to avoid court proceedings and have just come to an agreement on project scope, confirmed yesterday. Mr. Levine will keep the Council posted but believes they may be able to work things out without coming back to the HPC in January. Chairwoman Nelson noted that if they are not coming back, this needs to be acknowledged in written form (since they had been required to come back by HPC.)

##### **2. 150 Main Street and 79 Garden Street, Stamford**

The owners are moving forward with the demolition since the street widening has been approved. The City is not allowing the demolition permit to go through. Mr. Levine has been communicating with the chief engineer and has requested information from the City. He has not yet had a reply. This situation may be on the February agenda, and if so, the HPC meeting may need to be in person if this is going to be a CEPA case. Working on putting together a pro forma for the Attorney General's office confirming with the City the use of the two buildings. When that is completed, Mr. Levine will speak with Chairwoman Nelson and Mr. Polanski. BLT is not negotiating nor interested in talking.

##### **3. Mystic – Town of Stonington**

Town of Stonington wants to demo two buildings contributing to a historic district. There is a 2 p.m. meeting today with DEEP and Brownfields to walk through and inspect the buildings. This situation has been receiving significant area press. A Planning and Zoning vote was passed Monday to demolish these buildings. Mr. David Kooris and Ms. Binu Chandy of Brownfields involved with prior funding for site clean-up and will ask that the funding be returned is the town proceeds with the demolition.

##### **4. Willimantic – 819 and 833 Main St. “Thomas Hooker” Building**

Mr. Levine and Mr. Brad Schide are meeting tomorrow with the town about saving this building, which has a checkered history in the community. This could become a CEPA case. Mr. Levine is working with colleagues at the Department of Housing and DECD.

##### **5. New Haven – Brewery Gatehouse**

Was just informed two weeks ago the City filed an emergency demolition on the property. Mr. Levine visited the building yesterday and it is in good condition, and believes it can be saved. Trying to get the owner and the City to meet, but because of the emergency demolition request, it does not look good.

**XIII. New Business**

**a. Confirm Meeting dates for 2019**

Ms. Gaston will create a schedule for 2019 and send it to Council members and add to January Dropbox.

**XIV. Liaison with Public & Private Agencies – Ms. Jane Montanaro, CT Trust**

*None*

**XV. Public Forum**

*None*

Chairwoman Nelson thanked Katherine Kane for all her wisdom and insight, adding that we all wish her well.

Ms. Kane thanked the Council and staff for their good work.

**XVI. Adjournment**

*A motion was made by Ms. Maher, second Dr. Faber to adjourn the meeting. Hearing no further discussion – meeting was adjourned at 11:00 a.m.*

(Y-6, N-0, Abstaining – Nelson)

Respectfully submitted by:

Deborah Gaston, Secretary

*Next meeting*  
*Wednesday, January 9, 2019, 9:30 a.m.*  
*Plaza North Hearing Room G*