



WEST HARTFORD HISTORIC DISTRICT COMMISSION
Town Hall - Room 312
Monday, January 22, 2024 at 7:30 p.m.
Regular Meeting - Minutes

Commissioners Present:

Mitch Lewis, Chair
Cynthia Cormier, Member; Robert Garrey, Member;
Sherri Schwartz, Member; Brian Clemow, Alternate;
Karl Fransson, Alternate; Matthew Schreck, Alternate

Commissioners Not Present:

Andrei Tarutin, Member

Chair Lewis called the West Hartford Historic District Commission (“WHHDC”) to order at 7:30 p.m. Chair Lewis then introduced the Board Commissioners to those in attendance and explained the WHHDC meeting procedures.

NEW APPLICATIONS

1. Chair Lewis introduced the Kolat and Flynn Certificate of Appropriateness Applications (“COAs”). **Kristen Kolat and Steven Flynn, owners of 47 West Hill Drive, and their contractor Mark Roberdi**, came before the WHHDC to discuss their two COAs: i) replace 15 exterior windows to the first and second floors and ii) remove or modify to be a window an existing exterior unused kitchen door facing the drive of their 1923 home.
i) The proposed replacement windows are to be fiberglass and wood casement in the exact same design as exists presently (a sample replacement window was thoughtfully shared). These replacement windows have also been used at both 55 and 52 West Hill Drive renovations recently before the WHHDC.
Motion to approve the COA was made (Garrey).
Seated: Lewis, Cormier, Garrey, Fransson and Clemow.
Vote: The vote was unanimous to approve.
The **motion carried** and Chair Lewis will inform the Building Department at the next earliest convenience.
ii) The conversation included removing the rear wooden staircase and landing and replacing the doorway opening with a window to match the existing style and design that appear along that side of the house and either sourcing matching bricks or a tasteful wooden construction to enclose the area below the new window. The owners appreciated the suggestions and agreed to investigate further and would be back before the WHHDC when they are ready.

2. Chair Lewis introduced the Wilkinson and Kuc Certificate of Appropriateness Application (“COA”). **Konrad Kuc, owner of 1576 Boulevard, and his contractor Genc Nenshati**, came before the WHHDC to discuss his COA to remove and replace existing windows to the rear east driveway facing side of his 1914 house. The plan is to remove three windows and replace two in keeping with their 9/1 and 6/1 style. The present windows are of vinyl and the owner to going to source as close a match to these as possible and intends on returning before the WHHDC in the very near future to share his findings. The voids left from removing the existing windows will be walled up and covered with aluminum siding to match that used throughout the house. We look forward to either a Regular or Special meeting in February to discuss this developing project plan.

ADMINISTRATIVE MATTERS

3. a) **Election of 2024 Officers:** Commissioner Lewis introduced the matter of annual election of officers and Commissioner Garrey solicited nominations. Motions to elect Mitch Lewis as Chair, Robert Garrey as Vice-Chair and Mitch Lewis as Secretary were made and seconded. Commissioners Lewis and Garrey recused themselves as applicable.
Seated: Lewis, Cormier, Garrey, Schwartz, and Fransson
Vote: Unanimously approved
The **motion is carried** and Commissioner Lewis will inform the Town Clerk’s Office at the next earliest convenience.
- b) The **2024 WHHDC Meeting Calendar** was shared and acknowledged.
4. **WHHDC Meeting Minutes:** The WHHDC Commissioners reviewed the Special Meeting Minutes of December 4th 2023.
Motion to approve the Meeting Minutes, was made and seconded.
Seated: Lewis, Garrey, and Schwartz.
Vote: Unanimously approved
The **motion carried** and Chair Lewis will inform the Town Clerk’s Office.

Commissioners’ Concerns and Comments:

Chair Lewis will reach out to SHPO to get up to speed on applicable Tax Credit Information available to historic district property homeowners interested in receiving credits for their various projects and will share back with the WHHDC.

5. **Adjournment: Motion to adjourn the meeting was made Howard. The vote was unanimous to approve. The Meeting adjourned at 8:58 p.m.**



Mitch Lewis Historic District Commission Chair/Secretary