



WEST HARTFORD HISTORIC DISTRICT COMMISSION
Special Meeting Minutes
Monday, 1st December, 2025 at 7:30 p.m.

Chair Lewis called the West Hartford Historic District Commission (“WHHDC”) special meeting to order at 7:32 p.m., conducted roll call and gave a brief description of the WHHDC’s meeting agenda and procedures.

Commissioners Present: Mitchell Lewis, Chair/Secretary; Kevin Flood, Vice-Chair; Aileen Bastos, Member; Robert Garrey, Member; and Matt Schreck, Alternate.

Absent: Sherri Schwartz, Member; Brian Clemow, Alternate; and Karl Fransson, Alternate.

NEW BUSINESS

Chair Lewis introduced the Cafferelli Certificate of Appropriateness Application (“COA”). Commissioner Lewis moved to open discussion on the Cafferelli COA and was seconded.

Bryan Cafferelli, owner of 90 Mountain Road, and his contractor Brian Soucy, came before the WHHDC to discuss their project to install a new mini-split heat pump/condenser to the southeastern side/rear of the house. The WHHDC conveyed the importance of ensuring this new installation be done in a way that minimizes aesthetic/architectural impact and the owner/contractor’s plan appears to ensure this.

The WHHDC appreciated Bryan’s plan to minimize impact.

Motion to approve the COA as submitted was made by Flood, and seconded.

Seated: Lewis, Flood, Bastos, Garrey and Schreck.

Vote: The vote was unanimous in favor of the mini-split condenser/heat pump installation.

The **motion carried** and Chair Lewis will inform the Building Department at the next earliest convenience.

Chair Lewis introduced the Needham Certificate of Appropriateness Application (“COA”). Commissioner Lewis moved to open discussion on the Needham COA and was seconded.

Kevin Trumbull, contractor for this 40 West Hill Drive COA, came before the Commission to discuss this project to replace three existing deteriorated and inoperable casement windows to the side and rear of the house with three new windows in simulated divided light high grill pattern all to match the existing windows. The WHHDC was dismayed by the fact that the existing windows were inoperable, as their first course would have been to ask about repairing the existing windows. As this was not possible, the replacement windows matching the existing was deemed suitable for these side and rear casement windows.

Motion to approve the COA as submitted was made by Flood, and seconded.

Seated: Lewis, Flood, Bastos, Garrey and Schreck.

Vote: The vote was unanimous in favor of the three new casement replacement windows.

The **motion carried** and Chair Lewis will inform the Building Department at the next earliest convenience.

Chair Lewis introduced the WEHA DEVELOPMENT GROUP LLC Certificate of Appropriateness Application to Waive the Delay of Demolition (“WDOD”) to the site buildings. Commissioner Lewis moved to open discussion on the WEHA DEVELOPMENT GROUP LLC Certificate of Appropriateness Application to Waive the Delay of Demolition (“WDOD”) and was seconded.

Chair Lewis, shared the three Town Building Department WDOD Permits concerning structures located at 1800 Asylum Avenue, namely, to demolish and remove off-site in their entirety the following: the I.T Building, the Maintenance/Facilities Building, and, the Library Building.

The WHHDC regretted that the existing buildings could not be retrofitted to house the proposed new site development but understood that the demolition and removal was to be done completely allowing for an entirely new development scape, one best suited to the newly imagined site.

Motion to approve the WDOD as submitted was made by Flood, and seconded.

Seated: Lewis, Flood, Bastos, Garrey and Schreck.

Vote: The vote was unanimous in favor of the WDOD for the three buildings.

The **motion carried** and Chair Lewis will inform the Building Department at the next earliest convenience.

ADMINISTRATIVE MATTERS

October 27th Regular Meeting Minutes

Motion to approve the Regular Meeting Minutes of October 27th, 2025 was made by Mrs. Bastos, and seconded.

Seated: Lewis, Flood, Bastos, Garrey and Schreck.

The motion carried unanimously.

Commissioner’s Concerns

Commissioner Garrey mentioned to the WHHDC that he was concerned about preserving the architecturally significant historic building located at Highland Street/Farmington as he’s concerned potential development of the site may impact, including the taking of, the building.

Motion to adjourn the meeting was made at 8:26 p.m. by Mr. Flood, and seconded. **The motion carried unanimously.**

The next regular meeting of the Historic District Commission will be held on Monday 26th January, 2026 in Town Hall Room 312 at 7:30 p.m.

Respectfully submitted,



Mitchell Lewis Historic District Commission Chair/Secretary