

**BRISTOL HISTORIC DISTRICT COMMISSION
MINUTES
REGULAR MEETING OF WEDNESDAY JULY 24, 2024**

1. Call To Order

By: Chair Nicastro

Time: 5:00 P.M.

Place: City Hall

ROLL CALL:

MEMBERS:	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Colleen Nicastro, Chair	X	
	Karen Stevens Vice Chairman	X	
	Patti Philippon (Secretary)	X	
	Andrew E. Collins	X	
ALTERNATE MEMBERS:	Mary Beth Mackiewicz		X
STAFF:	Andrew Armstrong, Assistant City Planner	X	

Guests: Brian Davis, 159 Woodland Street applicant
 Gretchen Hine, neighbor of 38 Broadview Street
 Flor Alvarez and son, Joseph Aviva, 38 Broadview Street applicant
 Kevin Prior, neighbor of 38 Broadview Street

Per the order of Chairman Nicastro, the meeting was called to order at 5:00 P.M.

2. Pledge of Allegiance

Chair Nicastro reminded the Commission the next regular meeting was on Wednesday August 28, 2024.

3. Public Participation

There was no public participation.

4. Public Hearings

- a. Application #2024-07-01 – Request for a Certificate of Appropriateness for the replacement of 12 wood windows with vinyl windows at 159 Woodland Street, Assessor's Map 25, Lot 57-11; Bayside Solar LLC, applicant.

Chair Nicastro designated regular Commissioners Stevens, Philippon, Collins and Nicastro to vote on Application #2024-07-01.

The Commission received the following items in their electronic packets:

- a. application form
- b. location map
- c. street view maps (1 and 2)
- d. window specifications

- e. picture of existing windows
- f. pictures of proposed windows

Brian Davis, 983 New Britain Ave., Farmington, the applicant, explained he is looking to replace the existing, wooden and damaged windows in the home with similar style vinyl windows. This is for energy efficiency and safety as many of the existing windows are in disrepair. Currently windows on the second floor are vinyl in the similar style.

Andrew Armstrong advised Mr. Davis that the paint on the existing windows may be lead paint, and should be tested and remediated if necessary.

Discussion involved factors that lead to changing out the windows, if storm windows had been considered to protect the original windows, the combination of window pane designs and the count of each, and the count and location of the windows on the house. The windows grids currently vary from 6 over 1, 12 over 2, to 15 over 1 (top pane to bottom pane). When asked, Mr. Davis confirmed he has not researched other grid options for the vinyl windows to exactly match the existing windows. It was noted that storm windows would protect the existing windows if those were repaired. Part of the mission of the Historic District Commission is to preserve homes specific to that district, and the overarching change from various grid patterns to a uniform 6 over 1 pattern isn't in keeping with that mission.

It was clarified that Mr. Davis' request was for approval to change the windows from wood to vinyl, from the existing and varied grid patterns to a uniform 6 over 1 pattern.

No one else spoke in favor of the application.
No one spoke against the application.

The hearing is closed.

By: Commissioner Stevens

Seconded: Commissioner Collins

For: Philippon and Nicastro
Against: None.
Abstained: None.

At this time, the motion was made by Commissioner Stevens to close the Public Hearing for Application #2024-07-01. The motion was seconded by Commissioner Collins, and the Public Hearing for Application #2024-07-01 was closed.

The Commissioners continued their discussion. Commissioner Stevens expressed great concern with replacing a 15 over 1 grid pattern with a 6 over 1 grid pattern. It was noted that the 15 over 1 is an iconic design element for this style home and to lose that on this home isn't something she is comfortable with. When asked by Commissioner Collins, Commissioner Stevens clarified this is an example of demolition by neglect which doesn't fall to this current owner. Also, it's not the use of vinyl windows as much as it is the loss of the iconic, signature grid patterns. Commissioner Collins and Nicastro shared this view, citing that the replacement windows should match the grid patterns.

The Commissioners agreed that additional research into the possibility of the vinyl windows being made in the existing grid patterns to preserve the historic integrity of the home. It was agreed that it was difficult to determine how many, if any, of the existing, old growth forest windows, could be cleaned, repaired, repainted and then protected by storm windows.

MOTION: Move to continue Application #2024-07-01 – Request for a Certificate of Appropriateness for the replacement of 12 wood windows with vinyl windows at 159 Woodland Street, Assessor's Map 25, Lot 57-11; Bayside Solar LLC, applicant, in accordance with the plot plan and information submitted, be CONTINUED because of the following reasons:

For additional information on options to preserve the divided light configuration of the windows to match the historic windows.

By: Commissioner Stevens

Seconded: Commissioner Philippon

For: Collins, and Nicastro
Against: None.

Abstained: None.

At this time Andrew Armstrong confirmed with Mr. Davis that this application is continued to the August 28th meeting. Mr. Davis confirmed the Commission is looking for the grid pattern match and while wood windows would be ideal, they understand that vinyl windows are the current option.

The application is continued to August 28, 2024.

- b. Application #2024-07-02 – Request for a Certificate of Appropriateness for the replacement of 19 wood windows with vinyl windows (includes 8 windows already replaced) at 38 Broadview Street; Assessor's Map 25A, Lot 85; Flor Alvarez, applicant.

Andrew Armstrong advised the Commissioners that there was an interpreter for the homeowner at this meeting (her son). He also advised them that this came before the Commission as a complaint, and a cease-and-desist order was put into place for work without permits, and remains in place today. He provided the Commissioners with the window specifications for their review.

Chair Nicastro designated regular Commissioners Stevens, Philippon, Collins and Nicastro to vote on Application #2024-07-02.

The Commission received the following items in their electronic packets:

- a. application form
- b. location map
- c. fencing specifications
- d. picture of the existing house (rear, front and left side)

Flor Alvarez and Joseph Aviva, 38 Broadview St., representing the applicant, explained that the windows are disrepair, including having broken glass, and animals were getting into the house. Flor believed that if the rotting windows were a hazard to her family that she could change them out without a permit. The blue ones in the provided image have not been changed yet and the red ones have been changed already.

It was confirmed that none of the first-floor windows are part of this project application and the homeowner will speak with Andrew Armstrong and the city's Building Department on any future projects for the home. It was also confirmed that the homeowner is completing the work themselves with the help of family. The homeowner verified they spoke with the city's Building Department about them doing the work themselves vs. using a licensed contractor and were told they could do the work without issue.

Mr. Aviva and Ms. Alvarez shared that they've hurt themselves on the previous windows due to splintering wood and broken glass. They also experienced bats entering the home through one of the windows they're planning to replace. Discussion continued with questions about screens or screen and storm window combinations, and if the other existing windows not part of this application were the originals or had been previously replaced.

Gretchen Hine of 44 Broadview St. was on Zoom and spoke of concerns about the homeowner at 38 Broadview St. burning their construction debris, which has been happening. She is especially concerned if the removed windows have lead paint. Andrew Armstrong appreciated her concern, and stated that the burning of the debris is not in the jurisdiction of this Commission. He did advise that the windows should be tested for lead paint and be remediated if necessary. He did discourage everyone present from burning construction debris for a number of reasons. The lead base paint is more of a Building Department item regarding regulations about it.

Kevin Prior, 41 Broadview St. was present at the meeting. He presented to the Commission regarding a number of issues with the work and work process at 38 Broadview St. Mr. Prior stated that when the owner of 38 Broadview St. needed to put up a fence, they went before the city and he spoke in support of their request. He said they followed all the guidelines needed at that time. Since then, however, they've replaced windows, outside doors, and removed vegetation and paved that area which is now causing runoff and issues for neighboring homes and properties. Extreme noise, burning of possibly toxic items in their backyard, and late-night events are causing the neighborhood hardship. Mr. Prior advised that he is speaking on behalf of elderly and disabled neighbors who aren't comfortable coming forward in person. There is also concern that this home is not

adhering to being a one family home as is required. There is also concern for the change of windows and how they will change the historic appearance of the home. Mr. Prior requested the cease-and-desist order remain in place and this application be continued until these issues are resolved.

Andrew Armstrong advised that several of these items mentioned are not within the Historic Commission's jurisdiction, but asked that these concerns be brought to the City Inspector directly, as well as the Acting Zoning Officer, Rick Brown. He also warned the applicant not to burn things in the yard, that the cease-and-desist order remains in place, and to not to any work without obtaining or clearing the necessary permits going forward.

Carrie Bartucca, 45 Carlton Place, spoke on Zoom. She understands some of Mr. Prior's concerns are on point, and understands some of them aren't for this Commission, however, the noise and large gatherings are making it difficult for the neighbors. She will continue to take items up with the Building Department.

The applicant and her son issued an apology to their neighbors, and will do anything they need to do be in compliant.

No one spoke in favor of the application.

The hearing was not closed. The Public Hearing was kept open to allow for additional testimony at a future meeting. It was decided that the Commissioners need pictures and specifications about the windows that are being used for replacement. There is still confusion about what work has been done vs not done due to how the windows appear. It was decided that more information, including window specifications, is needed before making a decision.

MOTION: Move to CONTINUE Application #2024-07-02 – Request for a Certificate of Appropriateness for the replacement of 19 wood windows with vinyl windows (includes 8 windows already replaced) at 38 Broadview Street; Assessor's Map 25A, Lot 85; Flor Alvarez, applicant, in accordance with the plot plan and information submitted, be CONTINUED because of the following reasons:

Additional and more detailed information on the window replacements already done, to be done, and window specifications. The application will be revisited at the August 28th meeting with the additional information provided by the Applicant.

By: Commissioner Stevens

Seconded: Commissioner Philippon

For: Collins, and Nicastro

Against: None

Abstained: None

The application is continued.

The Commission discussed the change of the slider and French doors that face the road. The door was changed out and it is believed there was no permit pulled. They know there wasn't a meeting before the Historic District. Andrew Armstrong said he would look into the issue and records.

5. Approval of Minutes

a. Regular Meeting – March 27, 2024

MOTION: Move to approve the minutes of the March 27, 2024, regular meeting.

By: Commissioner Collins

Seconded: Commissioner Stevens

For: Nicastro

Against: None

Abstained: Philippon (she was not in attendance at the March meeting)

The Minutes were approved into the record.

6. Correspondence
 - a. City Council Appointment Letter – Andrew Collins

The Commission received the following items in their electronic packets:

- aa. Letter dated June 12, 2024, from the Town and City Clerk, regarding the appointment of Andrew Collins as a regular member of the Commission.

Commissioner Collins was welcomed as a regular member of the Commission. He confirmed he has already been sworn in by the City Clerk.

7. New Business

There was no new business.

8. Old Business

Commissioner Stevens asked about a checklist of necessary items for new applications, a checklist that could be provided to the applicant. Andrew Armstrong confirmed he does review the checklist with them several times verbally, and that they are required to accept all applications, even when they aren't as complete as they should be. He expressed making many efforts with these Applicants to receive the full amount of information and complete applications to present to the Commissioners.

9. Adjournment

MOTION: Move to adjourn at 6:27 P.M.

By: Commissioner Nicastro

Seconded: Commissioner Stevens

For: Philippon, and Collins
Against: None
Abstained: None

It was noted that Commissioner Nicastro will not be at the next meeting and a Quorum is needed at the next meeting to approve any applications.

The meeting adjourned at TIME 6:27 P.M.

Respectfully submitted,

Sharon Arsego
Recording Secretary

Colleen Nicastro, Chair

Patti Philippon, Secretary