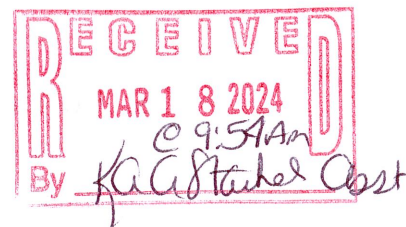


**Historic District Commission
Regular Meeting
December 7, 2023**



1. The meeting was called to order by Chairperson Burgess at 7:09pm.
2. Roll call and members present. Chairperson Burgess appointed Deb Cohen to serve as Commissioner and Chairperson Burgess as clerk.

Regular Members

| Attend | Name | Attend | Name |
|--------|-------------------|--------|------|
| X | Elizabeth Burgess | | |
| X | Virginia Macro | | |
| A | Janet Wade-Utay | | |

Alternate Members

| Attend | Appointed to Serve | Name |
|--------|--------------------|------------|
| X | X | Deb Cohen |
| E | | Tad Bistor |
| | | |

A = Absent

E = Excused absence

X = Attended

3. Public Participation
 - a. Feline O’Gorman, 1810 Main Street, spoke about window repairs or replacement. Commissioners offered names of window restoration contractors and recommended she contact Preservation Connecticut’s circuit riders to coordinate an onsite visit.
4. Approval of meeting minutes
 - a. Commissioner Macro moved that the minutes from the November 8, 2023 Regular meeting be approved as written. The motion was seconded by Commissioner Cohen and approved unanimously.
5. New Business
 - a. Historic House sign applications for 59 Sullivan Avenue and 1117 Main Street were tabled until the next meeting.

- b. Commissioner Burgess suggested a State Historic Preservation Office Certified Local Government grant to update the 2008 HDC Handbook. She will gather information and begin a draft.
 - c. South Windsor history section of the town website needs updating. Commissioner Macro suggested we propose new changes at the next meeting.
- 6. Old Business
 - a. Historic District Signs design update was tabled until the next meeting.
 - b. National Register nominations were tabled until the next meeting.
- 7. Administration
 - a. Two commissioner terms expired in late November, and one resignation was received. Chairperson Burgess will speak with the majority party committee nominating chair to solicit new members.
- 8. Adjournment
 - a. Commissioner Cohen moved to adjourn the meeting. The motion was seconded by Commissioner Macro and approved unanimously at 8:23pm.