

**MINUTES
WINDSOR HISTORIC DISTRICT COMMISSION
ANNUAL MEETING
JANUARY 22, 2020
DR. PRIMUS ROOM, TOWN HALL
275 BROAD STREET, WINDSOR, CONNECTICUT**

Present: Chairman Rubino, Commissioner Dupont-Diehl, Commissioner Yeich, and Alternate Commissioners Hinckley and Cassidy

Also Present: Assistant Town Planner, Todd Sealy

Chairman Rubino called the meeting to order at 6:06 PM

I. New Business

A. Annual Election of Officers

a. Chair

Motion: Commissioner Dupont-Diehl moved to nominate Rubino for Chair. Commissioner Hinckley seconded the motion and it passed unanimously 5-0-0.

b. Vice Chair

Motion: Commissioner Hinckley moved to nominate Dupont-Diehl for Vice Chair. Commissioner Yeich seconded the motion and it passed unanimously 5-0-0.

c. Clerk

Motion: Commissioner Dupont Diehl moved to nominate Yeich for Clerk. Commissioner Hinckley seconded the motion and it passed unanimously 5-0-0.

B. Minutes

- Minutes September 18th, 2019
- Minutes November 20th, 2019

Motion: Commissioner Yeich moved to approve the Minutes of September 18th and November 20th, 2019 as amended. Commissioner Hinckley seconded the motion and it passed unanimously 5-0-0.

C. First Church Parking Lot light update

Assistant Town Planner, Sealy gave an update to the commission on the parking lot lights at 107 Palisado. Mr. Sealy presented some analysis done with the light meter with and without the light shields installed. Mr. Sealy reported that there were some

significant gaps in coverage in the parking lot according to the Town's minimum requirement for footcandle values. Mr. Sealy stated that he spoke with Ken Baranoski, the Sexton at First Church of Palisado, about removing the side shields to increase light values in these gaps. Mr. Baranoski removed the shields and Mr. Sealy conducted another analysis with the light meter. The findings were that, without the shields, the light was able to spread further out and provide coverage between the fixtures. By removing the shields, the areas between the fixtures were brought into compliance. The commission discussed possible solutions for increasing the lighting values in the center of the parking lot. The commission was in agreement to allow the further modification to the fixtures to increase the light values.

II. Public Hearings for Certificate of Appropriateness

III. Miscellaneous

- A. Annual Re-affirmation of Town Code of Ethics – please bring your signed acknowledgement form with you to the meeting.
- B. There was some discussion about the current membership of the commission and outreach strategies to recruit new members.

IV. Adjournment

Motion: Chairman Rubino made the motion to adjourn at 6:40 p.m., Commissioner Dupont-Diehl seconded and it passed unanimously 5-0-0.