

**MINUTES  
WINDSOR HISTORIC DISTRICT COMMISSION  
SPECIAL MEETING  
NOVEMBER 27, 2024  
HYBRID MEETING, ROSE ROOM, TOWN HALL  
275 BROAD STREET, WINDSOR, CONNECTICUT**

Present: Chairperson Dupont-Diehl, Commissioner Yeich, and Commissioner Rubino

Also Present: Todd Sealy, Town Planner, Town of Windsor, Mitch Vye, Assistant Town Planner, Town of Windsor, Anthony Munroe, Applicant, Frances Sandamena, Homeowner

Commissioner Dupont-Diehl called the meeting to order at 12:01 p.m.

Mr. Sealy read the legal notice into the record

- I. Attendance
- II. Public Hearings for Certificate of Appropriateness

- A. Certificate of Appropriateness: 139 Palisado Ave., Constructing new fence, Munroe

The applicant proposed a 42" stockade fence around the back perimeter and along the side of the house. Commissioner Yeich asked if there was a fence there previously. Frances Sandamena responded that there was. The fence would be for the protection of the owner's husband, who has early onset Alzheimer's disease. A picket fence is also proposed as an alternative. The stockade fence would block the view completely. Mr. Vye stated that in the regulations, stockade fences are not recommended if they are highly visible from the public way. The owner stated that the stockade fence is her preference and there was one there previously for years. Mr. Sealy stated that the fence might not be visible from behind the bushes along Pierson Lane. Commissioner Rubino asked about the age of the house. Sandamena responded it was built in either 1951 or 1952. Commissioner Rubino stated that he had no issue with either style of fence.

**Motion: Commissioner Rubino moved to approve the application 139 Palisado Ave., Constructing new fence, Munroe. Commissioner Yeich seconded and it passed 3-0-0.**

- B. Certificate of Appropriateness: 107 Palisado Ave., Replace 2nd floor windows, First Church in Windsor

No one from the church was present. Mr. Sealy presented the project. Nine windows on the second floor on the west side were proposed to be replaced with the same style of window that was previously approved by the Commission on another portion of the church. Commissioner Dupont-Diehl stated that the proposed windows look more appropriate than what is currently

there. Commissioner asked if some of the windows are 8 over 8 and others are 6 over 6. Mr. Sealy responded yes and that it depends on the size of the window. Commissioner Rubino stated he had no issues with the proposal.

**Motion: Commissioner Yeich moved to approve the application 107 Palisado Ave., Replace 2nd floor windows, First Church in Windsor. Commissioner Rubino seconded and it passed 3-0-0.**

III. Approval of Minutes

A. September 12th, 2024

**Motion: Commissioner Yeich moved to approve the Minutes of September 12th, 2024 as amended. Commissioner Rubino seconded the motion and it passed 3-0-0.**

IV. Public Communications & Petitions

Mr. Sealy stated that no public communications or petitions have come in and that none are anticipated to come in over the holidays.

Commissioner Yeich asked if they are doing anything to fill the vacant positions. Mr. Sealy stated that he looking into getting public postings for the Commission. He stated that that Town Manager's office generally tracks those and works with different parties and committees to raise interest.

V. New Business

A. 2025 Meeting Schedule

**Motion: Commissioner Yeich moved to approve the 2025 Meeting Schedule. Commissioner Rubino seconded the motion and it passed 3-0-0.**

Mr. Sealy introduced Mr. Vye, who mentioned his background working with the Conservation Commission in Greenfield, Massachusetts.

Mr. Sealy stated that they're looking into updating the Zoning and Historic District regulations.

Commissioner Dupont-Diehl stated that they had talked in the past about doing more public outreach and mentioned they could get a story in the Windsor Journal or reach out to local realtors. She added that information on the Historic District tax credit that the state offers could be included. She added that there is a certain list of projects that qualify and that is through the Department of Economic and Community Development. Commissioner Rubino suggested creating a Facebook or LinkedIn page so that the Commission is more visible and

would come up in searches. Commissioner Dupont-Diehl stated that they do have a page on the town's website. She added that perhaps certain Historic District Commission meetings could be included on the town's Facebook page. Mr. Sealy stated that any board or commission setting up their own social media page would need to go through the Public Relations Department. Commissioner Rubino asked if there any kind of budget in the Planning Department for advertising. Mr. Sealy responded that there is some money in the department's budget for advertising. Mr. Sealy suggested having a meeting with the Public Relations Department at some point.

VI. Old Business

VII. Report of Committees

Mr. Sealy stated that Commissioner Yeich will be serving on the Plan of Conservation and Development Advisory Committee.

VIII. Adjournment

**Motion: Commissioner Dupont-Diehl made the motion to adjourn at 12:34 p.m., Commissioner Yeich seconded the motion and it passed unanimously 3-0-0.**