

**MINUTES OF THE TOWN OF CHESHIRE HISTORIC DISTRICT COMMISSION SPECIAL
MEETING HELD MONDAY, NOVEMBER 10, 2025, AT 7:30 P.M., TOWN COUNCIL
CHAMBERS, 84 SOUTH MAIN ST, CHESHIRE, CT 06410**

Present: Joseph Dattilo, Chairman; James Vibert Sr., Vice Chairman; George Pawlush, John Torello

Absent: James Parys, Kevin Daly, Gayle Nidoh

Staff/Guests: Andrew Martelli, Assistant Town Manager

1. CALL TO ORDER

Chairman Joseph Dattilo called the meeting to order at 7:30 p.m.

2. ROLL CALL / PLEDGE OF ALLEGIANCE

The clerk called the roll and the Pledge of Allegiance was recited.

3. SEATING OF ALTERNATES AS NEEDED FOR QUORUM

Joseph Dattilo seated all commissioners for voting.

4. DETERMINATION OF QUORUM

A quorum was established.

5. APPROVAL OF MINUTES

1. September 4, 2025 Site Walk

There were no changes to the Meeting Minutes of the September 4, 2025 Site Walk.

MOTION by John Torello to approve the Meeting Minutes of the September 4, 2025 Site Walk.

SECONDED by George Pawlush. All in favor, the motion **PASSED** unanimously by those present.

2. October 6, 2025 Regular Meeting

There were no changes to the Meeting Minutes of the October 6, 2025 Regular Meeting.

MOTION by James Vibert Sr. to approve the Meeting Minutes of the October 6, 2025 Regular Meeting. **SECONDED** by George Pawlush. All in favor, the motion **PASSED** unanimously by those present.

6. PUBLIC COMMUNICATIONS

There were no public communications.

7. CERTIFICATE OF APPROPRIATENESS – REVIEW

1. COA 2025-015 Removal & Replacement Brick Chimney Property
Address: 111 Church Drive, Cheshire, CT 06410
Applicant/Owner: First Congregational Church Facilities & Grounds/Mark Sullivan
Contractor: Cheshire Roofing

There was no property representative present to explain COA 2025-015 to the commissioners.

MOTION by James Vibert Sr. to table COA 2025-015 until the December Historic District Commission meeting. **SECONDED** by George Pawlush. All in favor, the motion **PASSED** unanimously by those present.

2. COA 2025-016 Remove and Replace three double hung windows front of house Property
Address: 107 Cornwall Avenue, Cheshire, CT 06410
Applicant/Owner: Linda and Scott Libengood
Contractor: Andrew Rodrigues Permitting Coordinator for Renewal by Andersen

Mike Basta of Renewal by Andersen explained they are looking to replace three of the home's double-hung windows. He presented the Commission with exterior images, a sample window, and explained that the proposed window material is a wood composite called Fibrex. The material is 40% wood and 60% polymer.

Joseph Dattilo explained that since there is a change in material, the COA must go through the public hearing process. He asked Mike Basta to bring the sample window to the public hearing along with other window options, but he said their company does not offer any other options. Joseph Dattilo said wooden replica windows are available and recommended bringing other material options to the public hearing.

Linda Libengood explained they are getting snow inside of their home, so the repair needs to happen. Mike Basta confirmed the existing windows are in very poor condition and are falling apart.

Andrew Martelli asked Mike Basta to send him the actual pdf images provided in the COA application so they can be displayed clearly at the public hearing.

MOTION by James Vibert Sr. to send COA 2025-016 to public hearing on December 1, 2025. **SECONDED** by George Pawlush. All in favor, the motion **PASSED** unanimously by those present.

Linda Libengood asked if other homes in the historic district have had windows replaced. Joseph Dattilo said yes, but to his knowledge, they have all been wooden. He then provided background on the Historic District Commission's role as a regulatory commission and discussed the importance of preservation, the use of replicas, and modern replacements.

Mike Basta and Linda Libengood expressed concern over a low chance of approval based on the discussion. Joseph Dattilo reassured the contractor and owner that the public hearing presentation and commissioner's votes will decide the outcome.

Joseph Dattilo recommended that the owner reach out to Preservation Connecticut, as they may be able to look at the windows and offer a recommendation.

Andrew Martelli explained the public hearing process and said he would provide Linda Libengood with the legal notice to send to the property abutters.

The Commission revisited the First Congregational Church work. Joseph Dattilo explained that he believes work has already started and the Commission's goal now is to get the facts and update their file retroactively. Joseph Dattilo asked Andrew Martelli to try to get a representative to attend the December 1st meeting. He confirmed he would do so.

8. BUSINESS

1. Semi quincennial Celebration Discussion

Andrew Martelli shared that the town is starting to plan the America 250 celebration, and a steering committee has been set up by Town Council. The main celebration will occur on July 4, 2026 at Bartlem Park, but he said the steering committee is asking all boards and commissions to attend the celebration and consider taking part if interested.

Andrew Martelli shared Greg Wolff's idea of creating house markers to place on homes and structures that existed in Cheshire 250 years ago and the commissioners expressed interest in this idea. Joseph Dattilo asked Andrew Martelli to find out how many structures in the town are 250 years and older, and to bring that list to the December 1st meeting. He confirmed he would do so.

Andrew Martelli shared the town's initiative to develop and issue a recurring newsletter that will highlight key community updates for residents. The newsletter will be available digitally, and printed copies will be available at several locations around town.

9. CHAIRMAN'S REPORT

Joseph Dattilo did not have a report.

Joseph Dattilo asked Andrew Martelli if there were any updates on the Cheshire Historical Society work, but he did not have any. He asked Andrew Martelli to get an update for the December 1st meeting.

John Torello highlighted the good work that is happening on Maple Avenue homes. He shared his idea of awarding certificates to the owners that are doing exceptional work inside and outside of the Historic District. The commissioners all supported this idea. Andrew Martelli asked John Torello to bring the addresses he has in mind to the December 1st meeting.

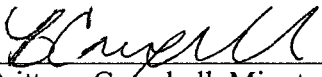
Joseph Dattilo asked Andrew Martelli if he can find out from Greg Wolff when the Historic District Commission can attend a future Town Council and Ordinance Review Committee meeting to make a modified presentation on the Demolition Delay Ordinance. Andrew Martelli said he expects this to occur in the first quarter of 2026.

James Vibert Sr. expressed concern over the condition of the shutters on 219 South Main Street (Bartlett & Grippe). Joseph Dattilo asked James Vibert Sr. to send the information to Andrew Martelli. Andrew Martelli will review this concern and contact Bartlett & Grippe.

10. ADJOURNMENT

MOTION by Joseph Dattilo to adjourn the meeting at 8:20 pm.

SECONDED by James Vibert Sr. All in favor, the motion **PASSED** unanimously by those present.

Attest: 
Brittney Campbell, Minutes Clerk