

**MILTON HISTORIC DISTRICT COMMISSION**  
**Regular Meeting Minutes**  
**March 17, 2021**

**The Meeting was held via ZOOM Remote Internet Video Stream and Telephone.**

**1. Call to Order:** C. Bramley, Chairman, opened the meeting at 7:00 p.m. Present C. Bramley, M. Forbes, C. Mitchell, and D. Dowden. Also present First Selectwoman, Denise Raap, host for the meeting and Erika Fincane, applicant.

**Public Hearing – opened at 7:02 p.m.**

The legal notice published in the Republican American on 3/12/21 was read into the record.

**2. Application #443 – 556 Maple Street for replacement of window with a door on front façade and replacement windows.**

Materials submitted, including photographs, Architectural and Historic Survey form and the manufacturer's specification sheet were reviewed and discussed. The proposal is to replace all the windows with Jeld-Wen, divided light, double hung sash. Windows are made from a composite material like AZEK. First floor windows will be 12/12 with second floor 12/8 lights in the 1756 structure. Trim dimensions will match existing windows and as detailed on the drawings submitted. Flashing at the heads of the windows will be copper.

There was discussion as to replacing the center window on the front façade with a door. The Commission wanted to see structural evidence there originally was a door at the front of the house to determine the height and width of the door. The applicant suggested the early door on the south side be moved to the front but Commissioners suggested the door, if original to that location, remain in place and a new flush bead 4-panel door be constructed for the front. The alternative would be to not replace the first floor middle window with a door at this time.

With no members of the public present to speak, C. Mitchell moved to close the public hearing at 7:41 p.m., seconded by D. Dowden and unanimously carried.

D. Dowden moved to approve the application as follows:

1. Jeld-Wen replacement windows with exterior trim in the dimensions specified in submitted drawing;
2. Addition of new front door subject to evidence the doorway was originally located in the front;
3. New door to match the existing original door, located on the south façade, in configuration and style.

The motion was seconded by C. Mitchell and unanimously carried

**3. Approval of Minutes – Special Meeting 12/16/20**

C. Mitchell moved the approval of the minutes, M. Forbes seconded and unanimously carried.

**4. Old Business – None**

**5. New Business – Election of Chairman and Secretary**

On referral to the Commission By-Laws, election of officers will be scheduled for the July meeting.

**5. Adjournment** – the meeting was adjourned at 7:49 p.m. on a motion by D. Dowden, seconded by C. Mitchell and unanimously carried.

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Carol Bramley, Chairman

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Date