



TOWN OF OLD SAY BROOK
Architectural Review Board

Executive Board
Susan Missel, Chair
Emily Grochowski, Vice Chair
Kate Caldarella, Secretary

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Donna Perrotti Leake
Edward Armstrong
Alternate Members
Robert Hansen, Jr.
Kathryn Toolan

MINUTES
Regular Meeting

January 13, 2020 at 7:00 P.M.

2nd Floor Conference Room - 302 Main Street, Old Saybrook

I. REGULAR BUSINESS

A. Roll Call

The Chair, Susan Missel, called the meeting to order at 7:00p.m.
Members present: Susan Missel, Emily Grochowski, Kate Caldarella, Edward Armstrong, Katie Toolan, and Robert Hansen seated for Donna Perrotti Leake

Members absent: Donna Perrotti Leake

Also present: Zoning Enforcement Officer Chris Costa and Economic Development Director Susie Beckman

The Chair moved to hear the agenda item “New Business” after Roll Call.

II. OLD BUSINESS

- A. “Drama Works Theatre Company, Inc” Certificate of Zoning Compliance for Signs.**
332 Boston Post Road, Map 42/Lot 13, Gateway Business B-4 District

The applicant, Ed Wilhelms, presented the application. He explained he is requesting two signs: one sign to be placed on the existing free-standing sign board, 93” x 7 1/4”, made of trex, and the second, a wall sign at 21 1/2” x 7” at entrance. The signs are to be blue with white letters.

The applicant explained the theater will have about 40 seats, will perform live theater, with six or so shows a year. Classes and other programming will be offered. Members asked about parking. Mr. Wilhelms stated there is plenty of free parking.

MOTION to recommend approval of “Drama Works Theatre Company, Inc” Certificate of Zoning Compliance for Signs, as presented, at 332 Boston Post Road, Map 42/Lot 13, Gateway Business B-4 District; **MADE** by E. Armstrong; **SECONDED:** S. Missel; **VOTING IN FAVOR:** S. Missel, E. Grochowski, K. Caldarella, E. Armstrong and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

III. DISCUSSION

A. Design Review Awards

Zoning Enforcement Officer Chris Costa provided the history of past Design Excellence Awards, started by ARB in 1999, with recognition awarded in two categories, for new construction and for building renovation. The last award was made in 2009. Members discussed many variations, such as whether to have an awards ceremony and whether to combine it with another town event; the frequency of the award, perhaps every five years; how nominations would be made; whether to have town-wide voting and how voting would take place; as well as publicity. C. Costa reviewed a list of properties for consideration for award nominations. Members agreed to review the list and to email C. Costa by January 20 with their top six choices in each category. The discussion was continued to the next regular meeting on January 27.

REGULAR BUSINESS

B. Minutes

MOTION to approve the meeting minutes of December 9, 2019 as presented; **MADE** by E. Grochowski; **SECONDED:** E. Armstrong; **VOTING IN FAVOR:** S. Missel, E. Grochowski, K. Caldarella, E. Armstrong and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

C. Election of Officers

K. Caldarella nominated S. Missel as Chair. S. Missel stated that while she has enjoyed her time as Chair, she thinks it is time for someone new. E. Armstrong nominated E. Grochowski as Chair, seconded by K. Caldarella. K. Caldarella nominated E. Armstrong as Vice Chair, seconded by S. Missel. R. Hansen nominated K. Caldarella as Secretary, seconded by E. Armstrong.

MOTION to approve the slate of officers: Emily Grochowski as Chair, Edward Armstrong as Vice Chair, and Kate Caldarella as Secretary; **MADE** by E. Grochowski; **SECONDED:** S. Missel; **VOTING IN FAVOR:** S. Missel, E. Grochowski, K. Caldarella, E. Armstrong, and R. Hansen; **ABSTAINING:** None. **OPPOSED:** None. **APPROVED:** 5-0-0.

IV. ADJOURNMENT

MOTION to adjourn the meeting at 9:14 p.m. to the next regularly scheduled meeting on Monday, January 27, 2020 at the Old Saybrook Town Hall, 2nd floor conference room, 302 Main Street at 7:00 p.m.; **MADE** by S. Missel, **SECONDED**: E. Armstrong; **VOTING IN FAVOR**: S. Missel, E. Grochowski, K. Caldarella, E. Armstrong, and R. Hansen; **ABSTAINING**: None. **OPPOSED**: None. **APPROVED**: 5-0-0.

Respectfully submitted,

Meryl Moskowitz

Recording Clerk