Laytonsville Historic District Commission Meeting Minutes, March 21, 2022

**LAYTONSVILLE HISTORIC DISTRICT COMMISSION**

**Videoconference Meeting Minutes**

**Monday March 21, 2022**

**Present:**

Charles Hendricks, Chair

Andy Drouliskos

Jill Ruspi

Jennifer Sizemore

**Absent:**

Michael McDonald

Michele Shortley, Alternate

**Attendees:**

Mary Burke, Secretary

Mayor Jim Ruspi

**Opening:** Chair Hendricks called the meeting to order at 7:33 He noted that a quorum was present.

**New Business:**

Approval of minutes from March meeting: Member Ruspi made a motion to approve the minutes as edited. Member Drouliskos seconded and all approved.

Determination of the material to be used for the reconstruction of the walkway in front of Town Hall:

* + Mayor Ruspi thanked the HDC for the service that they provide the town.
	+ The walkway in question is between 108 and the front porch of Town Hall.
	+ A safety issue was noted during the walkthrough of the historic district that Chair Hendricks did with the chair of the Maryland Association of Historic District Commissions.
	+ Bids were received from two contractors. One was to use bricks and the other was to use pavers.
	+ The HDC will decide which material to use.
	+ Member Ruspi stated that Eric Wenger said that the difference between the two materials isn’t as important as the base. Member Ruspi is in favor of using bricks.
	+ Member Drouliskos prefers brick for the aesthetic look.
	+ Member Sizemore was not clear regarding the differences due to the language used by the contractors. Clay paver versus brick.
	+ Member Drouliskos said that they are both pavers, but one is made to look like a brick.
	+ Member Sizemore made a motion that the HDC recommend that the town install clay brick pavers for the walkway at Town Hall. Member Drouliskos seconded and all were in favor.
	+ Mayor Ruspi stated there is another walkway from the parking lot to the back door of Town Hall that is starting to drop down where it meets the concrete apron.
	+ Ideally the work on the front walk will occur before the parade on May 14. The contractor will be contacted and work will proceed as quickly as possible.
	+ Chair Hendricks and Member Drouliskos offered to go to Potomac Valley Brick and Supply Co. to pick the color.

Status report on efforts to prepare the Guidelines for Rehabilitation and Maintenance of Residential Structures for posting on the town’s website:

* + Chair Hendricks has been corresponding with Joy Jackson, the acting Town Clerk. She would like to have a clearer, more readable document for posting. They will meet at Town Hall to determine if there is a digital version.
	+ There is a clearer copy that could be used to take the diagrams from and insert them into the Word document that Member Sizemore created.
	+ The illustrations make good points, and we hope that they can be presented in a way that is understandable.

Review of the design guidelines adopted for the use of the Historic District Commission

* + Member McDonald created a document where he added 20 comments to the Guidelines for Rehabilitation and Maintenance of Residential Structures, but he did not edit the document. The comments can be seen in the review format.
	+ Member Sizemore will try to make the comments printable and send instructions to everyone as to how to print them.
	+ Conversation regarding this will resume at the next meeting when Member McDonald is present and everyone has had time to review the comments.

**Old Business:**

**Open Forum:**

* + There will be a Work Permit Application from the Hendricks for a basement window replacement, new storm windows for the kitchen, and a new storm door in the family room. The Public Hearing will occur at the April meeting.
	+ Some interior walls have been primed at Temperance Hall (6920 Sundown Road), and the paint color will be Antique White. Other interior restoration work is underway there as well.

**Miscellaneous:** The next meeting will be Monday, April 18, 2022.

Member Ruspi moved to adjourn the meeting at 8:52. Member Sizemore seconded, and all approved.

Respectfully submitted,

Mary Burke