

**Town of Berlin**  
**Historic District Commission**  
**Town Hall · Berlin CT 06037**  
**October 2, 2023 at 7:00 pm**  
**Meeting Minutes**

The Berlin Historic District Commission held its regular meeting by remote conference call on Monday, October 2, 2023 at 7:00 p.m. on the following matters:

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**Lorraine Stub, Chairman called the meeting to order at 7:00 p.m.**

**Roll Call**

**Members Present**

Lorraine Stub, Chairman, John Diakun, Bill Cink, Vice Chairman Herbert Watson, Donald Forcash (from item II), Andra Lou Millerd, Alternate

**Members Absent**

Pam Pethigal, Alternate, Amy Prescher

**Staff Liaison**

Maureen Giusti, Town Planner

**Election of Officers**

The commission members voted to elect John Diakun as the secretary and to maintain the positions of Chairman Lorraine Stub and Vice Chairman Herbert Watson. Commissioner Cink moved to approve the nominations, passed unanimously.

**Audience of Citizens**

None

Commissioner Forcash joined the meeting.

**Other Business**

- a) Town Planner, Maureen Giusti explained the rolls and responsibilities of the Plan of Conservation and Development 2023-2033 Implementation Committee. The commission elected John Diakun as the Historic District Commission committee member for the Implementation Committee. Chairman Stub moved to approve the nomination, seconded by commissioner Cink, passed unanimously.

**Commissioner Comments and Communications**

- a) The commission discussed the new homeowners and the additional home for sale. Chairman Stub informed the commission that welcome packets were sent out to new homeowners. Chairman Stub confirmed that replacement renovation such as exchanging asphalt shingles with new asphalt shingles is allowed with staff administrative approval and a COA is not required.
- b) Old Town Hall Update – The Zoning Enforcement Officer is continuing to monitor the condition of the building. Vice-chair Watson noted continued concerns of the overall integrity of the structure if not maintained overtime.

**Review and Action of Minutes – September 12, 2022**

Commissioner Watson moved to approve the minutes, seconded by Commissioner Cink, passed unanimously.

**Review and Action of Minutes – June 5, 2023**

Commissioner Diakun moved to approve the minutes, seconded by Commissioner Watson, passed unanimously.

**Adjournment**

Commissioner Diakun moved to adjourn the meeting at 7:39 pm, seconded by Commissioner Cink, passed unanimously.

Respectfully Submitted,  
Kaitlyn Bard,  
Recording Secretary

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BERLIN TOWN CLERK



11/1/2023, 8:37:21 AM