

**CITY OF NORWALK
HISTORICAL COMMISSION
OCTOBER 22, 2014**

ATTENDANCE: David Westmoreland, Chair; Suzanne Betts, Eric Chandler,
Holly Cuzzone, Glenn Iannaccone, Lisa Wilson Grant

OTHER: Lockwood Mathews Mansion: Susan Gilgore;
Norwalk Museum: Anna Veccia, Christina Fernandez
Norwalk Historical Society: Diane Jellerette

CALL TO ORDER

Mr. Westmoreland called the meeting to order at 7:05 p.m. and stated that the above members were in attendance, and a quorum was present.

Acceptance of Minutes – September 4, 2014.

**** MR. CHANDLER MOVED TO APPROVE THE MINUTES FROM THE MEETING
OF SEPTEMBER 4, 2014 AS SUBMITTED.
** MS. CUZZONE SECONDED THE MOTION.
** MOTION PASSED WITH ONE ABSTENTION (IANNACCONE).**

Chairman's Report

Mr. Westmoreland submitted his report as follows:

Now that we have finished the 14/15 budget, the 15/16 budget process has kicked off, with our submittal due to Finance by early December, to be followed by countless meetings and reviews in January, February and March. We will establish priorities tonight for the capital budget. Suzanne and I will work out the detailed budgets for submission.

Also, we have three areas that we are seeking state funds to support our efforts:

- 1) Head of the Harbor/Smith Street Development - \$600k to \$1M for replacing the retaining wall that holds up East Wall Street and the hardscaping (ADA ramps, paving, sidewalks, etc.) for the area between the Barn and the Jail through the Urban Act Grant.
- 2) Mitigation for the loss of the National Register-listed Walk Railroad Bridge - \$3 to \$4M for boardwalks under the bridges to complete the Norwalk River Valley Trail and Harbor Loop Trails; exhibit and education programs on the Walk Bridge for the Switch Tower Museum; and possible improvements to the LMM.
- 3) State Bond Funds for the next phase of the LMM improvement project which includes new basement egress and renovations to the basement including educational/conference room space for \$1M.

Chairman's Report – continued

I'm working with the Mayor's office and the Economic Development Director to set up tours and briefings for our state congressional delegation to occur in December or January so that we can focus their support of our efforts.

Lockwood Mathews Mansion Museum

The following report was given by Susan Gilgore, Executive Director, and co-submitted by Patsy Brescia, Chairman of the Board:

Phase II of construction is ongoing. The elevator has arrived and anticipated completion is for December 1. We are excited to report that ADA Restrooms have been completed.

We noticed that on the Commissions Agenda outside capital improvements are not listed and we would like to know the deadline for submission of other projects at LMMM.

More than 200 guests celebrated the opening of the Mansion's 2014 fall season with a Young Writers Competition's awards presentation held on October 18 at 6 p.m. followed by a black-tie Gala & Exhibition Preview.

Upcoming events include the LMMM Ghostly Sightings tours on the first floor of the Mansion and a Victorian Tea on November 9 featuring a talk by **Carol Wallace** coauthor of the book *To Marry an English Lord*, inspiration to Julian Fellowes' *Downton Abbey*, On November 12. the museum will feature a lecture by Curator **Patricia Philippon** entitled, *A Clemens Christmas*, which will highlight the Christmas celebrations that took place in the Hartford home of Mark Twain.

The Lockwood-Mathews Mansion Museum. The Connecticut Society of Portrait Artists (CSOPA) and Stepping Stones Museum for Children have partnered to create two special portrait events for children and their families. The first one, a Meet-and-Greet Matching Event will be held on November 15, 2014 2-4 pm. at Stepping Stones.

We thank you for all your support.

Mr. Westmoreland replied to the request for deadlines for outside capital improvements as being ASAP. He explained that there is approximately \$130-\$175,000 for the roof and there needs to be the setting of priorities for the projects.

Norwalk Museum Collections Curatorial Report

Anna Veccia, Collections Manager, and Christina Fernandez, Collections Assistant presented the following report and noted that included is a summary of the curatorial work completed since the 2013 Norwalk Museum move to the Norwalk Health Department and the projected ongoing activities.

Norwalk Museum Collections Curatorial Report

- 1) Work completed since the 2013 Norwalk Museum move to the Norwalk Health Department:
 - a) Set up of curatorial office in the Lockwood House basement:
 - i) Cleaned all bookshelves in preparation for books
 - ii) Organized curatorial library by category
 - iii) Separated and organized boxes of paperwork moved from the offices of the Norwalk Museum
 - b) Managed remediation of the flood aftermath in the Norwalk Health Department basement. July 2014:
 - i) Re-housed and re-organized flood damaged objects:
 - (1) Paintings:
 - (a) Replaced water damaged coverings of paintings
 - (b) Covered painting racks with plastic tarps in accordance with disaster preparedness practices
 - (c) Returned hanging and standing racks to the paintings room which had been removed during the flood
 - (d) Ensured that all paintings removed during the flood were put back in their proper spaces
 - (i) object locations were cross-referenced in PastPerfect database
 - (2) Textiles:
 - (a) Replaced water damaged textile boxes
 - (b) Re-housed respective textiles
 - ii) Two pieces of framed art and two textiles sent to conservators
 - (1) Norwalk Historical Society, Executive Director, Diane Jellerette brought the items to two conservators
 - (a) Framed Art – Rockwell Art & Framing – Wilton , CT
 - (b) Textiles (Quilt & Dress Coat) – CT Quilt Works – Mystic, CT
 - c) Brought Norwalk Health Department basement storage area up to fire code standards
 - i) Paintings room:
 - (1) Re-organized standing racks to allow for 36 inches of open space and to allow for proper clearance below ceiling heat detector
 - ii) Furniture rooms 3:
 - (1) Removed an entire rack of furniture to clear a doorway
 - (2) Removed all furniture from center aisle to allow for 36 inches of open space
 - (3) In keeping with disaster preparedness practices, all items removed from the furniture room 3 were placed on pallets in furniture room 2
 - iii) Hallways:
 - (1) Wrapped and re-located all chairs and furniture previously in the hallway
 - (2) Re-organized large storage containers in hallway to allow for 36 inches of open space
 - iv) Cleared all passageways and doorways as per fire code standards

Norwalk Museum Collections Curatorial Report --continued

- d) Object inventory
 - i) Inventoried objects that were moved but not recorded due to time constraints of 2013 move.
 - (1) Catalogued, photographed, labeled and re-housed objects
 - (2) Entered all information and images into the PastPerfect database
 - ii) Re-housed previously catalogued objects that were improperly housed due to time constraints of 2013 move using proper archival materials and techniques

- e) Outgoing loans
 - i) Long term loan to Shorehaven Golf Club – Trophy
 - ii) Short term loan to Westport Country Playhouse for exhibit in conjunction with the play *Intimate Apparel* – October – November, 2014
 - iii) Short term loan to New Canaan Historical Society for exhibit, *Exhibit, Canvas, Paper & Board: Works by the Early Silvermine Art Colony 1908-1922* – May – August
 - iv) Pending short term loan Fall, 2015 to Lockwood-Mathews Mansion Museum for collaborative exhibit *Old Factories, New People*

- f) Exhibits:
 - i) New Museum Clock Exhibit 2015
 - (1) Moved all grandfather and wall clocks from the Norwalk Health Department to the Lockwood House basement
 - (2) Re-photographed and re-wrapped all clocks
 - ii) Working with several curators for opening of the New Museum in 2015
 - (1) Assisting in the selection of objects from the Norwalk Museum and Norwalk Historical Society collections

- 2) On-going Tasks:
 - a) Cross-reference of accessioned paper records with objects in collection and update of PastPerfect database
 - b) Continued inventory and re-housing of un-inventoried objects in Norwalk Museum collection
 - c) Inventory, re-house, and move Norwalk Historical Society temperature sensitive collection (ie. photographs, paintings, etc.) to separate area in the Norwalk Health Department

Ms. Diane Jellerette presented the following report:

**Norwalk Historical Society Report
Norwalk Historical Commission
October 22, 2014**

Site Improvements at Mill Hill Historic Park

The ADA compliant site improvements at Mill Historic Park, is progressing very well.

Curatorial Update

See Curatorial Report from Anna Veccia and Christina Fernandez.

New Museum Exhibits

All teams are working on researching and planning the exhibits.

Old Factories, New People Exhibit Collaboration

The team was encouraged to reapply for the CT Humanities grant to partially support this exhibit in February, 2015.

Bourbon and Whiskey Tasting Fundraiser – Held this event on Friday, October 3, 2014. 7pm at Mill Hill Historic Park. Speaker was Gregg Glaser, publisher/editor of Modern Distillery Age. It was well attended.

Westport Country Playhouse

The Westport Country Playhouse (WCP) has on loan, six items from the City of Norwalk's collection that showcase items that would be used by a woman at the turn of the 20th century. The display is in the lobby of WCP. The current production is "Intimate Apparel", by Pulitzer Prize winner Lynn Nottage. It's a story about the life of an African- American seamstress at the turn of the 20th century in Manhattan. The production supports the CT Humanities, CT@Work initiative. The play runs October 7 – November 1, 2014.

Upcoming Events

Halloween Event – "A Haunting at Mill Hill" – Friday, October 24 and Saturday, October 25, 2014, with three tours each evening at 6pm, 7:30pm & 9pm. A lantern lit tour through the Mill Hill Historic Burying Ground telling tales of citizens from the past. Refreshments in the Little Red Schoolhouse after tour. Several of the actors are from Crystal Theatre in Norwalk.

Lecture: Women's Work in WWII – Sunday, November 9, 2014. 2pm at Mill Hill Historic Park. The speaker is John Cilio an author and aviation historian focused on mid-20th century general aviation, military aircrafts and the people who made them. The program is in support of the CT@Work initiative.

Buildings

Mr. Westmoreland provided the following report:

Tony has been trapping ground hogs and skunks at the Gate Lodge, Carriage House and under the Mansion porch for the past couple of months. He has captured six skunks under one portion of the Mansion porch. All of the critters are carefully relocated to Cranbury Park per instructions from our Parks Department.

Buildings – continued

There is an issue with the sewer line at the Mansion. DPW has been unable to determine where it goes. They have pumped thousands of gallons of dyed water through the system and have not been able to determine where, or if it exits. There is probably an old cesspool tank somewhere on the property. They are pretty sure that it does not empty into the Sound, however. DPW is preparing estimates to connect the Mansion to the sewer line that the Carriage House, Gate Lodge, and Laundry Bathrooms use. We will have to prioritize this into the mix of our capital projects, but given the priority of other projects, it will likely be a couple of years before we can fund this. There were several blockages that were cleared and there has been no problem with backups and I don't anticipate any given the low volume of usage.

The contract for Phase II of the LMM Roof Leak repair project was signed — the work should be done before winter. I've asked for an estimate to do more repair work on the conservatory than was originally planned to ensure that all of the leaks are repaired and the interior structure is painted, if we can find money in our capital budget to cover it.

The elevator was finally delivered to the Mansion this week. The contractor expects to have it installed in three weeks and then we can schedule the final inspection with the state. Hopefully this project will be wrapped up by the end of the year.

Carjen Fence is nearing completion of the exterior ADA improvements to Mill Hill. I am generally pleased with their work and progress. Eagle Scout candidate Nicholas Miklave's landscaping project will occur on Saturday, November 22, weather permitting.

I am frustrated with New England Masonry, as they have not planned well for the Jail repointing project. After they drug their feet on signing the contract, requesting many changes, all of which we agreed to, then telling us they couldn't start work unless CL&P removed the power line in front of the building, which took an additional couple of weeks. After all that, they then decided to check on the mortar mix that we specified, was told it would take months to make, and they have been very slow to provide an acceptable substitute. They are bound by the contract to finish the work by November 15th, so if they are not able to get it done, I may terminate the contract and go out to bid again. Custom Wood Replacements should be delivering the new window sashes next week and Tony will begin to install them on the jail.

The new masonry wall was built on the back of the barn. Tony will install the five new windows as time allows over the winter.

The exterior of the Lockwood House was cleaned and painted. I need one more quote for interior painting of the Lockwood House and would like the expenditure authorized tonight.

Tony completed replacing the rotted wood on the Fitch Law Office. I need one more quote to get it repainted which I would like to have authorized tonight so that the work can be completed before winter.

The furnace replacement at the Town House is scheduled for November.

Cemeteries

Ms. Cuzzone noted that there are forty more stones to be repaired as part of the reset project to restore broken tombstones.

Financial

Mr. Westmoreland referred to the following capital budget priorities:

2015/16 Capital Budget Priorities (\$ amounts to be finalized)

1. Gate Lodge Porch/Plumbing - \$50,000 (public safety, bldg. envelope)
2. LMM Roof Leak Phase III (West Gable + Conservatory) - \$170,000 (critical to bldg. envelope)
3. Town House Bathroom/office (ADA, asbestos) \$46,000
4. WPA Murals (Ben Franklin/City Hall) - \$22,000 (critical collection care)
5. Smith Street Buildings (Barn Foundation) — \$11,000 (critical to bldg. envelope)
6. Cemeteries (restore 40 broken tombstones, tree work) -\$40,000

Ms. Betts provided the budget report and outlined funds remaining:

Operating Budget	\$134,916.38 (Available)
Capital Budget	\$387,458.59
Encumbered:	\$228,203.39 (\$144k – LMMM) (\$84k Mill Hill)

New Business

A. Authorize the Norwalk Redevelopment Agency to amend the existing Cecil Group TOD District Redevelopment Plan contract to execute a change order adding the scope of work required to complete the Lexington Avenue/Ely Avenue Preservation Plan and Implementation Strategy the cost of which will be funded by the Connecticut Trust Vibrant Communities Initiative grant in an amount not to exceed \$50,000.

B. Authorize the City of Norwalk to pay the quarterly grant to the Norwalk Historical Society for the management of the museum and collection in the amount of \$22,000.

C. Authorize the expenditure not to exceed \$10,000 for interior painting of the Lockwood House from Acct. #98146319 5777 C0533 Museum.

D. Authorize the expenditure not to exceed \$3,000 for exterior painting of the Fitch Law Office from Acct. #09 146310 5777 C0374 Mill Hill Bldgs.

Mr. Westmoreland reviewed the above items and explained modifications as noted to the recommended authorizations:

**** MR. CHANDLER MOVED TO APPROVE THE FOLLOWING:
AUTHORIZE THE NORWALK REDEVELOPMENT AGENCY TO AMEND THE EXISTING CECIL GROUP TOD DISTRICT REDEVELOPMENT PLAN CONTRACT TO EXECUTE A CHANGE ORDER ADDING THE SCOPE OF WORK REQUIRED TO COMPLETE THE LEXINGTON AVENUE/ELY AVENUE PRESERVATION PLAN AND IMPLEMENTATION STRATEGY THE COST OF WHICH WILL BE FUNDED BY THE CONNECTICUT TRUST VIBRANT COMMUNITIES INITIATIVE GRANT IN AN AMOUNT NOT TO EXCEED \$50,000.**

AUTHORIZE THE CITY OF NORWALK TO PAY THE QUARTERLY GRANT TO THE NORWALK HISTORICAL SOCIETY FOR THE MANAGEMENT OF THE MUSEUM AND COLLECTION IN THE AMOUNT OF \$22,000.

Motion—continued

AUTHORIZE THE EXPENDITURE NOT TO EXCEED \$24,000 FOR INTERIOR PAINTING OF THE OFFICE WING AND BASEMENT OFFICES AND COLLECTION ROOMS AT THE LOCKWOOD HOUSE FROM ACCT. #98146319 5777 C0533 MUSEUM.

AUTHORIZE THE EXPENDITURE NOT TO EXCEED \$3,000 FOR EXTERIOR PAINTING OF THE FITCH LAW OFFICE FROM ACCT. #09 146310 5777 C0374 MILL HILL BLDGS.

**** MS. CUZZONE SECONDED THE MOTION.
** MOTION PASSED UNANIMOUSLY.**

Mr. Westmoreland stated that there was an opportunity to arrange for disposition of the INCERTO House trailer contents, and requested to add this to the agenda.

**** MR. CHANDLER MOVED TO SUSPEND THE RULES TO ADD DISPOSITON OF INCERTO HOUSE TRAILER TO THE AGENDA.
** MS. BETTS SECONDED THE MOTION.
** MOTION PASSED UNANIMOUSLY.**

Mr. Westmoreland explained that he had met with Rob Ingram regarding a house on Stephen Mather Road that is being renovated into a barn that could incorporate the ceiling beams and other items from the trailer.

**** MR. IANNACCONE MOVED TO AUTHORIZE THE DISPOSITION OF ALL CONTENTS OF THE INCERTO HOUSE TRAILER TO ROB INGRAM TO BE INCORPORATED INTO THE RENOVATED BARN HOUSE AT STEPHEN MATHER ROAD.
** MS. BETTS SECONDED THE MOTION.
** MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

**** MR. CHANDLER MOVED TO ADJOURN.
** MR. IANNACCONE SECONDED THE MOTION.
** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,
Marilyn Knox; Telesco Secretarial Services