

Wallingford Historic Properties Commission Annual Meeting

March 6, 2025
Minutes

In attendance: Kimberly Lode-Dellaselva, Chair, Barbara Sibley (regular); Tara Knapp, Clerk, (regular); Joan Bushey (regular).

Absent: Cheryl Christie Collett, Vice Chair (regular), Bob Prentice (alternate).

Public: None.

1. Call to Order: The meeting was called to order at 6:10 p.m. by chair Kimberly Lode-Dellaselva.
2. Roll Call: Commissioner Knapp conducted the roll call.
3. Welcome New Regular Commissioner: Chair Lode-Dellaselva welcomed Joan Bushey to the committee as a new commissioner replacing Ray Ross as the representative from the Wallingford Historic Properties Trust. Prior to the meeting she had delivered the WHPC Rules & Regulations and Handbook for Historic District Commissions and Historic Property Commissions in Connecticut – 2010.
4. Approval of Minutes: Commissioner Knapp motioned to accept the minutes of March 7, 2024. Commissioner Lode-Dellaselva seconded the motion. Commissioners Sibley and Bushey abstained because they were not present at the 2024 meeting.
5. Overview and Status of Properties: The properties under the jurisdiction of this committee are the: Blakeslee property, Royce House, and Johnson Mansion. Commissioner Bushey, representing the Wallingford Historic Trust, reported that the wood trim at the Johnson Mansion was painted and the chimney was capped. Currently there are no projects scheduled requiring a COA from the Commission.
6. Public Comment: None.
7. Review and Discuss Annual Report Draft: Commissioner Lode-Dellaselva emailed a draft of the 2024-25 Wallingford Historic Properties Commission annual report to the Commission members prior to the meeting. She opened the floor for questions or comments on the annual report and invited feedback and edits. Commissioner Knapp motioned to accept the report as presented. Commissioner Sibley seconded the motion for approval and it carried unanimously by the remaining Commissioners.
8. Review of Commission member term lengths: Chair Lode-Dellaselva reviewed the terms lengths of the commissioners noting that we still have two vacant alternate positions. Below are the names and term expiration dates.

- Prentice – 2026
- Sibley – 2027
- Christie Collett – 2028

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- Bushey - 2029

This year, the term for both Chair Lode-Dellaselva and Clerk Knapp are up. Both have expressed remaining on the commission. Vice Chair Christie Collett will be asked to submit a letter to the Town Council requesting the reinstatement for another five-year term for both of them.

9. Selection of Officers: With the assumption of reappointment to the Commission by the Town Council, Commissioner Lode-Dellaselva nominated Commissioner Knapp as Clerk and Commission Christie Collett as Vice Chair. No objections were made. The motion carried unanimously. Commissioner Knapp nominated Kimberley Lode-Dellaselva as chair. No objections were made and the motion carried unanimously.
10. Old Business: There was no old business.
11. New Business: Chair Lode-Dellaselva will contact Vice Chair Christie Collett to request a letter of reappointment be sent to the Town Council to approve another five-year term for Commissioners Lode-Dellaselva and Knapp on the Wallingford Historic Commission.
12. Adjourn: Commissioner Knapp motioned to close the meeting and it was seconded by Commissioner Sibley. The motion carried and the Annual meeting closed at 6:44 p.m.

Minutes submitted by Tara Knapp, HPC clerk

