



**HISTORIC DISTRICT COMMISSION  
MEETING MINUTES  
TUESDAY, SEPTEMBER 10, 2019, 5:00PM  
NARRAGANSETT TOWN HALL - LARGE BOARD ROOM**

**CONVENE:** Chairman Lescarbeau called the meeting to order at 5:00pm.

**ROLL CALL:** Keith Lescarbeau-Chairman, Robert Shields-Vice-Chairman, Kristen Connell-Secretary, Moira Hints, Gaia Charren, Judith Kenower

**ABSENT:** Americo Mallozzi, Melissa Kollitides

**ALSO PRESENT:** Michael DeLuca-Community Development Director, Brent Wiegand-Planning Technician, Heidi Petrone-Clerk to the Commission

**ADMINISTRATIVE MATTERS:** Chairman Lescarbeau asked H. Petrone to locate the East Greenwich solar guidelines. He also asked H. Petrone to contact the sales agent from Lila Delman for 80 Narragansett Avenue and let the person know the house is not a tear down house.

**CONSENT AGENDA**

**1C: APPROVAL OF MEETING MINUTES:** 7/9/2019, 8/10/2019, & 8/13/2019

A **MOTION** is made by R. Shields, seconded by G. Charren, to **APPROVE** the 7/9/2019 meeting minutes. Motion **PASSES** 6 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, M. Hints-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**)

A **MOTION** is made by R. Shields, seconded by K. Connell, to **APPROVE** the 8/10/2019 meeting minutes. Motion **PASSES** 6 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, M. Hints-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**)

A **MOTION** is made by J. Kenower, seconded by M. Hints, to **APPROVE** the 8/13/2019 meeting minutes. Motion **PASSES** 6 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, M. Hints-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**)

**PUBLIC HEARING**

None

**NEW BUSINESS**

**2NB: DISCUSSION:** Solar Panel Policy

M. DeLuca explained this discussion will tie in with the 45 Narragansett Avenue agenda item noted below; and that is why previous meeting minutes containing solar discussions were sent in their packets as a reminder of the information. Chairman Lescarbeau asked to have a copy of the East Greenwich guidelines as that could be used as a reference guide. K. Connell stated other solar projects, such as in Bristol, could also be used as a reference in developing our policy. M. DeLuca stated he would contact his counterpart in Bristol to see what information he could gather. K. Connell stated this will give the NHDC the opportunity to show the community the commission understands there is a desire among historic home owners to incorporate solar energy savings into the maintenance of their homes. Chairman Lescarbeau noted that the new Jerry's Hardware store could be nominated for the next round of awards for commercial design and he also noted the solar panels fit in nicely with the old country store design of the building.

There were no motions made and no votes were taken.

**OLD BUSINESS**

**3OB: DISCUSSION:** HDC Preservation Awards Program – Lessons Learned

K. Connell stated she would like to start the program process earlier in the year and promoting public nominations so awards won't be just for projects that came before the NHDC. Chairman Lescarbeau stated invitations should go out earlier. Discussion ensued of when to start a subcommittee and to start planning the next awards program.

There were no motions made and no votes were taken.

**4OB: TIP OF THE MONTH:** None

**REPORTS FROM STAFF / COMMISSION:**

- Tax Credit Update

M. DeLuca stated the law was passed and he is now in discussions with the Assistant Town Solicitor to determine if the law can be retroactively applied to previous homeowners who had come before the HDC. Discussion ensued on how to enact the policy and forms. M. DeLuca will put the tax credit application and procedures on the agenda for the next meeting. M. DeLuca will draft a thank you letter on behalf of the NHDC to the state officials involved in helping to pass the tax credit law.

- Open Meetings Act Update

B. Wiegand and M. DeLuca gave a brief update on the noted law with information obtained from a recent training that they attended.

- HDC Mailing

H. Petrone suggested updating the property owner's guide. The 2010 edition of the guide was handed out to members and asked to come back with suggestions.

**AGENDA ITEMS FOR NEXT MEETING:** 45 Narragansett Avenue

M. DeLuca stated an application for solar panels for the above noted property will be coming before the commission in the future.

**ADJOURNMENT:**

A **MOTION** was made by G. Charren, seconded by J. Kenower, to **ADJOURN** the meeting at 7:16pm. Motion **PASSES** 6 to 0 (K. Lesarbeau-**AYE**, R. Shields-**AYE**, K. Connell-**AYE**, M. Hints-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**)

Respectfully submitted,



Heidi Petrone  
Clerk to the Narragansett Historic District Commission