



**HISTORIC DISTRICT COMMISSION
MEETING MINUTES
TUESDAY, NOVEMBER 12, 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, Gaia Charren, Judy Kenower, Melissa Kollitides-Alternate

ABSENT: Kristen Connell-Secretary, Americo Mallozzi

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

ADMINISTRATIVE MATTERS: 2020 Meeting Schedule

A **MOTION** was made by R. Shields, seconded by G. Charren, to **APPROVE** the proposed 2020 Meeting Calendar with the edit of the meeting start time that will now be 6:00pm. Motion **PASSES** 5 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**, M. Kollitides-**AYE**)

CONSENT AGENDA

1C: APPROVAL OF MEETING MINUTES: October 8, 2019

A **MOTION** was made by R. Shields, seconded by J. Kenower, to **APPROVE** the consent agenda with noted corrections. Motion **PASSES** 5 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**, M. Kollitides-**AYE**)

PUBLIC HEARING

2PH: 45 NARRAGANSETT AVENUE: Plat C, Lot 334-1, Installation of solar panels
Owner: Dennis and Jamie Matulewicz

Paul Eaton from Trinity Solar presented the application and explained that ten (10) flat black solar panels will be placed on the upper roof of the home and only the very edges will be barely visible from the street. He also stated that the panels will be flush with the roof and not pitched at any angle and the wiring and mounting will be placed in the back of the house, on the north side and will also not be visible from the street.

B. Wiegand stated there are no staff concerns with the proposal. There will be no panels on the out building and the number of panels has been reduced from 22 on the original application to just 10 panels currently.

M. DeLuca stated he believes this was a good first application to see where issues could be addressed when developing the solar panel policy for the HDC.

There are no comments from the public and no questions or comments from the HDC members.

A **MOTION** was made by G. Charren, seconded by J. Kenower, to **CLOSE** the public hearing. Motion **PASSES** 5 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**, M. Kollitides-**AYE**)

A **MOTION** was made by J. Kenower, seconded by G. Charren, to **APPROVE** the application. Motion **PASSES** 5 to 0 (K. Lescarbeau-**AYE**, R. Shields-**AYE**, G. Charren-**AYE**, J. Kenower-**AYE**, M. Kollitides-**AYE**)

3PH: 48 ROBINSON STREET: Plat D, Lot 74-A, New house construction

Owner: Sweenor Builders

M. DeLuca informed the Commission the applicant contacted the office earlier in the day and withdrew the application. B. Wiegand stated the applicant's client is selling the property and no longer going forward with the project.

No action or vote was taken for this public hearing.

NEW BUSINESS

4NB: DISCUSSION: Standards & Guidelines to be revised or added.

M. DeLuca and B. Wiegand reviewed a list of 13 standards and guidelines that need to be modified and/or addressed. Discussion ensued on proposed edits to the list. M. DeLuca informed the Commission that he and B. Wiegand will work on the noted edits and will present drafts of to the Commission as they become ready.

No action or vote was taken during this discussion.

OLD BUSINESS

5OB: DISCUSSION: NHDC Property Owner's Guide Updates

Members will bring suggested edits to the next meeting. Discussion ensued on who should receive copies of the updated guide other than home owners. Relators and other home owners of historic buildings/structures/homes were suggested.

No action or vote was taken during this discussion.

6OB: DISCUSSION: Tax Credit Application and Procedures

Discussion ensued on who might qualify for the tax credit and should be contacted based on a list of the previous public hearings dating back to December 2018.

No action or vote was taken during this discussion.

7OB: TIP OF THE MONTH: Discussion of topic ideas

H. Petrone noted the Tip of the Month is a good way to stay on the forefront of the public's mind in a positive way. Discussion ensued on different topic ideas.

No action or vote was taken during this discussion.

REPORTS FROM STAFF / COMMISSION: None

AGENDA ITEMS FOR NEXT MEETING: None

ADJOURNMENT:

A Motion was made by G. Charren, seconded by J. Kenower, to Adjourn the meeting at 7:43pm. **PASSES 5 to 0 (K. Lescarbeau-AYE, R. Shields-AYE, G. Charren-AYE, J. Kenower-AYE, M. Kollitides-AYE)**

Respectfully submitted,

Heidi Petrone
Clerk to the Commission