



**Historic District Commission
Meeting Minutes
WEDNESDAY, November 12, 2025, 6:00pm
Narragansett Town Hall, Large Board Room**

An audio recording has been made a part of the record for a complete account of the Historic District Commission meeting.

CALL TO ORDER Chairman Lescarbeau called the meeting to order at 6:00pm.

ROLL CALL Keith Lescarbeau-Chairman, Nanci Adams-Vice Chairman, Fran Figueroa-Secretary, Sydney Brouillard, Johanna Schiffer, Eileen Gilroy-Alternate

Absent with cause, John Tyburski, Erin Sheridan.

Also Present Jill Sabo-Community Development Director, Ryan DiPanni-Environmental Planning Specialist, Amanda Aywas-Planning Technician, Heidi Petrone-Clerk to the Commission

A. CHAIRMAN ANNOUNCEMENTS – Nothing Noted

B. NEW BUSINESS

B.1 2026 Certified Local Government (CLG) Annual Report, review/discussion and approval

H. Petrone presented the report, noting that this is not the annual report that is submitted to the Town Council, but rather the report the Commission needs to submit to the State as a CLG Commission. K. Lescarbeau explained that the rise in administrative approvals versus public hearings is a result of the HDC ordinance amendment allowing more routine/general approvals without the need for a public hearing.

A **Motion** was made by N. Adams, seconded by S. Brouillard, to **Approve** the report as presented. Motion **Passes** 6 to 0

B.2 2026 Meeting Schedule, review/discussion and approval

A **Motion** was made by N. Adams, seconded by J. Schiffer, to **Approve** the calendar as presented. Motion **Passes** 6 to 0

C. STAFF/COMMISSION UPDATES/ANNOUNCEMENTS

C.1 2026 CLG Grant Application, continued discussion

K. Lescarbeau stated he felt that the 2026 grant application should focus on updating the Commission's Standards and Guidelines, and the rest of the Commission members agreed. H. Petrone will forward the 2025 application to use for reference.

D. APPROVAL OF MINUTES

D.1 September 9, 2025

A **Motion** was made by S. Brouillard, seconded by F. Figueroa, to **Approve** the minutes with revisions. Motion **Passes** 6 to 0

ADJOURNMENT

A **Motion** was made by N. Adams, seconded by F. Figueroa, to **Adjourn** the meeting at 6:25pm. Motion **Passes** 6 to 0

Respectfully submitted,

Heidi Petrone
Clerk to the Commission