

Kenneth J. Hopkins
Mayor

Steven Torregrossa
Chairman



Eric Army

Jillian Finkle

Laura Kline

Michael Landry

Amy Ricci

Brent Wiegand

HISTORIC DISTRICT COMMISSION

Cranston City Hall
869 Park Avenue, Cranston, Rhode Island 02910

DRAFT MEETING MINUTES 6:00 PM, THURSDAY, JANUARY 5th, 2023 CRANSTON CITY HALL – 3RD FLOOR CONFERENCE ROOM

CALL TO ORDER

Chairman Steve Torregrossa called the Historic District Commission meeting to order at 6:06 p.m. in Cranston City Hall, 869 Park Avenue.

The following Commissioners were in attendance for the meeting: Co-Chairman Eric Army, Jillian Finkle, Laura Kline, Michael Landry, and Amy Ricci. Commissioner Brent Wiegand was absent.

The following Planning Department members were in attendance: Doug McLean, Principal Planner; Gregory Guertin, Senior Planner; and Alex Berardo, Planning Technician.

APPROVAL OF MINUTES

(votes taken)

- 4/7/22 Historic District Commission Meeting
- 6/13/22 Historic District Commission Site Walk
- 9/1/22 Historic District Commission Meeting

Upon motion made by Ms. Finkle, and seconded by Mr. Torregrossa, the Historic District Commission voted unanimously (6-0) to approve the regular Historic District Commission meeting minutes of 4/7/22 as submitted.

Upon motion made by Mr. Army, and seconded by Ms. Ricci, the Historic District Commission voted unanimously (6-0) to approve the Historic District Commission site walk minutes of 6/13/22 as submitted.

Upon motion made by Ms. Finkle, and seconded by Ms. Kline, the Historic District Commission voted unanimously (6-0) to approve the regular Historic District Commission meeting minutes of 9/1/22 as submitted.

“108 WILBUR AVENUE”

Application for Certificate of Appropriateness (vote taken)

Location	108 Wilbur Avenue, AP 18, Lot 1025
Owner	Philip and Connie Fong
Applicant	Philip Fong
Proposal	Applicant seeks to replace two sets of windows with in-kind dimensions, style, and materials.

Alison Fong appeared before the Commission on behalf of the applicant (her father, Philip) to explain the request. She said one of the two panes in a mudroom window has fallen out and the contractor her parents hired from Lowe's learned they needed to work with the HDC after applying for a permit with the City.

Ms. Fong said her parents identified a possible replacement window of the same material (vinyl), color, and configuration. She also noted that those particular windows differ from most of the other windows and speculated that they were of a later vintage, since that portion of the house was a 1989 addition. Finally, Ms. Fong also noted that her father was interested in repainting the exterior wooden frame of the window, probably with an oil primer and a latex finish, again maintaining the current color.

Chairman Torregrossa asked Ms. Fong to confirm whether the windows themselves included any wooden components; she said only the interior vinyl liner of the window will be replaced. Mr. McLean explained that the HDC would be concerned if wooden elements were being replaced, but repainting would be considered maintenance work and wouldn't be of concern.

Mr. Army asked Ms. Fong how old the house was and whether the windows up above were original and/or wooden. She responded that the house dates back to the 1890s and the windows to which Mr. Army was referring were vinyl, and therefore not likely historic. Mr. Army then asked if the windows to be replaced face the backyard, which Ms. Fong confirmed. Mr. Army said that latter fact suggested the window replacement would have little public impact.

Upon motion made by Mr. Army, and seconded by Ms. Ricci, the Historic District Commission voted unanimously (6-0) to approve the application for a Certificate of Appropriateness as submitted, subject to the standard conditions of approval (including the use of in-kind materials, dimensions, and styles for the window replacement; limiting replacement to the interior; and not affecting the wooden exterior components).

COMMISSION EXPENDITURES

(vote taken)

After asking the Commission if there were any conferences or educational opportunities they wished to pursue using the Commission's \$2,000 annual budget, and hearing none, Mr. McLean said Staff had a few recommendations for equipment that could be purchased with the funds as it relates to Historic District Commission activities. These included a projector screen, a television/computer monitor, an HDMI cord, speakers, a webcam, and easels. Staff priced those items out at \$1,621 in total, but requested the Commission authorize the expenditure of \$1,650 as a round number.

Ms. Kline and Mr. Torregrossa expressed their support for the proposed purchases, but asked that the Staff wait until May to make the purchases in case any unexpected expenditures pop up before the end of the current fiscal year. Mr. Army suggested Staff look into purchasing a multifunctional product called a "Meeting Owl" as an alternative to individual speakers and webcams, but acknowledged that it may well be more expensive than Staff's recommendations.

Upon motion made by Mr. Army, and seconded by Ms. Ricci, the Historic District Commission voted unanimously (6-0) to authorize Staff to purchase the items discussed during the meeting, conditioned upon the forwarding of invoices to the Chair once final product selections have been made (prior to purchase).

UPCOMING MEETINGS / ADJOURNMENT

(no vote taken)

- Next Meeting TBD

The meeting was adjourned at 6:48pm.