

WARREN VOLUNTARY HISTORIC DISTRICT COMMITTEE

Minutes of October 25, 2011 Meeting

Warren Town Hall, 2nd Floor

7:30 pm

www.wvhdc.org

**Attendees: Edward J. Theberge, John Sheridan, John Da Silva,
Patricia Read and Eileen Collins**

Absentees: Brig. Gen. (ret.) Richard Valente

Location: Planning Board Conference Room, Warren Town Hall

1 - Meeting called to order at 7:30 p.m.

2 – New/Review Applicants

None

3- Review of Minutes

a. August 23, 2011 Regular Meeting

**Mr. DaSilva made a motion to accept the minutes as submitted,
seconded by Ms. Collins.**

The motion passed.

b. September 27, 2011 Regular Meeting

Ms. Collins made a motion to accept the minutes as submitted, seconded by Mr. Sheridan. The motion passed. Mr. Theberge and Mr. DaSilva did not vote because they were not present at that meeting.

4 - Old Business

a. Financial Report

Mr. DaSilva asked for approval to pay the secretary stipend for September and October. Ms. Collins seconded. The motion passed.

The status of Lakeville Computer as the WVHDC Website provider/maintainer was discussed. The committee questioned how adding the site to that of the Town was proceeding. Mr. Fuller, who had said he would try to resolve the matter, has since resigned from the WVHDC. In addition, there is the problem of an outdated meetings schedule.

Ms. Collins said she would have a conversation with Planner Caroline Wells re-verification that the site would soon be ready, and correcting the dates. Mr. DaSilva said before the transfer to the Town site occurs he would like a letter drafted notifying Lakeville of termination of their services.

5 - New Business

a. Adoption of Meetings Schedule for 2012

Mr. DaSilva made a motion to approve the above dates as submitted, seconded by Ms. Collins. The motion passed.

b. Old Warren Marina

The committee discussed the summary of renovations to the above property at 66 Church St. – better described they said as alterations and changes - done without following the protocol of the historic easement. Committee members commented that the only time the property owners would come before the WVHDC for these alterations would be if they were sent by zoning and/or planning. As an informational aid, a copy of the easement/deed restrictions will be sent to the Building Official and to those boards to assist in deliberations, should this issue come before them.

Photos will be taken to illustrate the changes made since the purchase, accomplished without permission of the WVHDC.

c. Building fees

There was a brief discussion regarding building fees, and the need for clarification as to whether town fees are to be waived for WVHD participants under the existing

ordinance. Mr. Theberge said that the Town Solicitor has said it would be appropriate to add an amendment to the ordinance for clarification.

d. Demolition Ordinance

Discussion of the demolition ordinance was tabled until the November, 2011 meeting.

Mr. Sheridan questioned the reason for convening Special Meetings. He said since he has been on the board there has been such a meeting nearly every other month. Mr. DaSilva explained that these meetings are held to assist property owners who may be unaware that in order to qualify for tax credits, work cannot begin until approval from the board. In some cases, contractors are ready to begin and a regular meeting is not scheduled for weeks. He also said that clerical errors may sometimes occur.

Ms. Collins said she believed the entire application/approval process should be streamlined. Mr. Theberge said a discussion to that effect could be initiated and suggested doing so at the January, 2012 meeting.

The committee will ask the secretary to make sure there are guideline booklets available in the Building Official's office and in the pamphlet holders in Town Hall lobby. They will also ask her to check property transfers from the last quarter so that those who now own properties eligible for tax credits can be made aware of the WVHD program

5 - Adjournment

Mr. Da Silva made a motion to adjourn, seconded by Mr. Sheridan.

The meeting was adjourned at 8:30 p.m.