

# **WARREN VOLUNTARY HISTORIC DISTRICT COMMITTEE**

**Minutes of January 22, 2013 Meeting**

**Warren Town Hall, 2nd Floor**

**7:30 pm**

**[www.wvhdc.org](http://www.wvhdc.org)**

**Attendees: BG (Ret.) Richard J. Valente, Eileen Collins, John DaSilva, Edward J. Theberge, Patricia Read and Steven Thompson**

**Absent: John Sheridan**

**Location: Planning Board Conference Room, Warren Town Hall**

## **1- Call to Order**

**The meeting was called to order at 7:33 p.m.**

## **2- Review of Minutes**

### **a. December 18, 2012 Regular Meeting**

**Ms. Collins made a motion to approve the minutes as submitted, with the exception of the deletion of the name “Kurt” and a spelling correction in the New Business section. Motion to approve with amendments seconded by Mr. Thompson and passed unanimously.**

### **3- Old Business**

#### **a. Financial report**

**Mr., DaSilva reported that the \$110 voucher for the secretary was the month's only expenditure. The WVHDC remains under budget for the current fiscal year.**

#### **b. Status Report**

**There was a brief discussion of the Dallaire property on State Street which has had an open application for the past several years. Chairman Valente said he would speak to Mr. Dallaire about finalizing at least a portion of the project.**

**Mr. Theberge said he spoke to Janet Devine who had questioned the status of her project. He said he explained to her that in order to receive tax credits she must have the project at her Water Street business finalized. To do so she must submit "after" photographs, paid receipts, cancelled checks, etc. Chairman Valente made a motion to send Ms. Devine a letter outlining the close out process. Motion seconded by Mr. Theberge and passed unanimously.**

#### **c. Discussion regarding Jamiel property at Baker and Main streets**

**Chairman Valente said he took a good look at the property in question. He said he is surprised that Mr. Jamiel did not respond to the letter or return the phone calls from the secretary.**

**He suggests pursuing the matter with a follow-up letter before the**

**property becomes so run-down it has to be demolished,.**

**The committee agreed to send another letter and also a copy to the Building Official/Minimum Housing Officer Bill Nash.**

#### **4- New Business**

##### **a. Demolition Ordinance**

**Committee members discussed the demolition ordinance which they had worked on but then apparently put aside a few years ago.**

**Mr. Theberge said he recalled Solicitor DeSisto saying a sponsor from the Council was needed to place the item on the agenda for Council consideration.**

**The committee then reviewed and discussed the revised ordinance,**

**Chairman Valente asked for a motion to proceed with the process to set the revised ordinance before the Council. The members voted to do so except for a nay from Mr. DaSilva.**

**A letter will be written to attach to the ordinance and turned over to the Council.**

#### **5- Other**

**a. Discussion – Change meeting day to third Tuesday of the month.**

**Chairman Valente asked the committee if it would be possible to change the WVHDC meeting days from the fourth to the third Tuesday of every month in order to accommodate his new schedule.**

**Mr. DaSilva made a motion to change the day of the month to the third Tuesday, seconded by Mr. Theberge and passed unanimously.**

**b. Budget FY 2013-2014**

**Chairman Valente said he submitted a budget for \$2,200.00 to the Town Manager to be presented to the Council. Last year the budget was cut to \$1,500.**

**Mr. DaSilva said he believed it was important for the Council to know that without proper funding, there was no way to advertise the program. Chairman Valente said he has explained that to the Council each year.**

**Ms. Collins suggested a less expensive way to advertise would be placing an insert in the local newspaper. At the chairman's request, she will explore that option and report back to the committee.**

**7 - Adjournment**

**Mr. Da Silva made a motion to adjourn the meeting, seconded by Mr. Theberge. The motion passed and the meeting was adjourned.**