

## MEETING MINUTES

### CAPITAL CENTER COMMISSION

Thursday, November 9, 2006

12:00 Noon

First Floor Theater

30 Exchange Terrace

Providence, RI

#### 1. Roll Call

Chairman Gardner called the meeting to order at 12:05 PM. Members present included Leslie A. Gardner, Greg Benik, Barry Fain (arrived 12:16 PM), Wilfrid L. Gates, Jr., Duncan Johnson, Robert Reichley, Phil Stone, Chris Thomas and Stanley Weiss.

Staff present included Deborah Melino-Wender, Executive Director.

Others present included Doug Weeks, Capitol Cove; Barbara Dryer and Ron Chrzanowski, Capital Properties; Charles Meyers, Metropark; Robert Bromley, RI Senate.

#### 2. Minutes

##### 2.1 Approval of Commission Minutes of September 14, 2006

The motion was duly made, seconded and unanimously passed to approve the minutes of the Capital Center Commission meeting of September 14, 2006.

##### 2.2 Acceptance of Design Review Committee Minutes of September 12, 2006

The motion was duly made, seconded and unanimously passed to accept the minutes of the Design Review Committee of September 12, 2006.

#### 3. Report of the Executive Director

The Executive Director reminded the Commission members of the "Topping Off" ceremony for Parcel 2 to be held on Monday, November 13 at 10:45 AM.

The Executive Director reviewed the status of the Station Park meetings.

#### 4. Parcel 10 & 13: Providence Place: Request for Signage and Awnings:

##### "A Touch of Class"

Presenter: Richard Oliveira

Chairman Gardner noted that "A Touch of Class" will be opening in the former "Rick's Bagel" space at the corner of Francis and Memorial. It will be selling auto accessories. She informed the Commission that the Design Review Committee voted to recommend approval of the awnings and signage at its meeting of October 31<sup>st</sup>.

Mr. Oliveira made a brief presentation. He reviewed the signage and awning plans. A brief discussion followed. Mr. Gates stated that the DRC liked the simple design and that Mr. Oliveira has agreed that there will not be any parking of cars on the sidewalk.

The motion was duly made, seconded and unanimously passed to approve the awnings and signage for “A Touch of Class” as presented.

**5. Parcel 6: Request for Extension of Certificate of Approval**

Presenter: Doug Weeks

Chairman Gardner informed the Commission that the certificate of approval and certificate of approval for deviations for the original Parcel 6 design was originally issued on November 13, 2003. This approval has been extended several times, with the most recent approval expiring on November 13, 2006. She stated that the developer, Bob Roth is requesting an additional six-month extension to the original design to May 13, 2007.

Mr. Weeks made a brief presentation. He stated that the team is expecting to close on his financing any time now and then begin site work immediately. Mr. Weeks said that several of the units will be converted from one bedroom units to two bedroom units to reflect necessary market adjustments.

A brief discussion followed.

The motion was duly made, seconded and unanimously passed to extend the Certificate of Approval and Certificate of Approval of Deviations for Parcel 6 for a six month period, expiring on May 13, 2007.

**6. 2007 Meeting Schedule**

The Executive Director reviewed the 2007 meeting schedule for the Capital Center Commission. She noted that this schedule continues the practice of meeting on the second Thursday of each month and that the Open Meetings Law also requires that the public body post its annual meeting schedule.

The motion was duly made, seconded and unanimously passed to approve the 2007 Capital Center Commission Meeting Schedule, as presented.

**7. Technical Revisions to Internal Operating Procedures**

Chairman Gardner explained that the agenda packet contains a proposed technical revision to the Commission’s Internal Operating Procedures. She noted that these technical corrections are required to reflect the changes which have been made to the Design Regulations and to the Commission’s By-Laws since the Internal Operating Procedures were last updated. All of the proposed changes consist of section references only and there are no substantive changes to the actual procedures.

**8. New Business**

Chairman Gardner reviewed the issue of “Rolling Quorums” which has recently been the subject of a ruling by the Attorney General’s office. She noted that she asked legal counsel to review the issue and he has suggested that the Commission consider including an email policy within the By-Laws.

**9. Adjournment**

The meeting was adjourned at 12:35 PM.

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Robert Reichley  
Secretary