

# **MEETING MINUTES**

## **CAPITAL CENTER COMMISSION**

**Thursday, December 13, 2007**

**12:00 Noon**

**First Floor Conference Room**

**30 Exchange Terrace**

**Providence, RI**

### **1. Roll Call**

**Chairman Gardner called the meeting to order at 12:15 PM. Members present included Leslie A. Gardner, Greg Benik, Merlin DeConti, Steve Durkee, Barry Fain (arrived 12:27 PM), Duncan Johnson, Robert Reichley, Philip Stone, and Chris Thomas. Members absent included Guy Abelson, Jennifer Cookke, Wilfrid L. Gates, Jr., Stanley Weiss, Councilwoman Josephine DiRuzzo, and Councilman Terrence Hassett.**

**Staff present included Deborah Melino-Wender, Executive Director.**

**Others present included Kerrie Bennett, RI Convention Center Authority; Robert Bromley, RI Senate Fiscal Office; Glenn Lepore,**

**LDL Studio; Eric Handwerger, Citron Bistro; and Martha Werenfels, Durkee, Brown.**

## **2. Minutes**

### **2.1 Approval of Commission Minutes of November 15, 2007**

**The motion was duly made, seconded and unanimously passed to approve the minutes of the Capital Center Commission meeting of November 15, 2007.**

### **2.2 Acceptance of Design Review Committee Minutes of November 6, 2007**

**The motion was duly made, seconded and unanimously passed to accept the minutes of the Design Review Committee meeting of November 6, 2007.**

## **3. Report of the Executive Director**

**There was no report.**

## **4. Parcel 11: Convention Center Garage: Request for Banners**

**Presenter: Kerrie Bennett, RI Convention Center Authority**

**Chairman Gardner stated that the Convention Center Authority is looking to replace the banners on the north side of the garage with banners that will make the location of the Convention Center and “The Dunk”. She noted that the Design Review Committee reviewed the proposal at its November 27th meeting and is recommending approval. Ms. Bennett made a brief presentation and noted that the**

**banners would all read up and that she expected that the banners would be in place by mid – January. She stated that the banners are needed to provide more visibility for and direction to “The Dunk” and the Convention Center and referenced the letter of support by the Providence/Warwick Convention and Visitors Bureau.**

**A brief discussion followed. The motion was duly made, seconded and unanimously passed to approve the banners for the North Garage as presented.**

#### **5. Parcel 1: Citron Bistro: Request for Vestibule Addition**

**Presenter: Glenn Lepore, LDL Studio, Inc.**

**Chairman Gardner informed the Commission that Citron Bistro is looking to add a vestibule in order to protect restaurant patrons from the cold and wind. The vestibule will be constructed under the existing canopy. The DRC reviewed the proposal at its November 27th meeting and is recommending approval. Mr. Lepore made a brief presentation. He noted that the vestibule would be constructed of red metal and glass with dimensions of 9’8” wide and 6’10” deep. A brief discussion followed.**

**The motion was duly made, seconded and unanimously passed to approve the vestibule for Citron Bistro, as proposed.**

#### **6. Parcel 14: 106 Francis Street: Request for Building Modifications**

**Presenter: Martha Werenfels, Durkee Brown Viveiros Werenfels Architects**

**Mr. Durkee recused himself from this agenda item.**

**Chairman Gardner reminded the Commission members that the CCC approved the parking lot for this building at its November meeting. She stated that Moran Shipping is in the process of converting this former RI Medical Society Building into new headquarters and some modifications are required including a rear addition for required egress, a new entrance and bridge from the parking lot, and modifications to the rooftop to accommodate mechanical equipment. Signage and lighting will be presented at a later date. Chairman Gardner informed the Commission that the DRC reviewed the proposal at its November 27th meeting and is recommending approval.**

**Ms. Werenfels presented the proposed changes to the Commission, including an addition for a stairway, a handicap accessible doorway and bridge from the parking lot at the rear of the building, and mechanical units on the rooftop (without an enclosure around the units).**

**The motion was duly made, seconded and unanimously passed to approve the project, as presented, including no enclosure around the rooftop mechanical units, and to remand the final decision on the lighting, signage, flagpole, paint color (if it changes) and landscaping**

to the Chairman and the Executive Director with the advise of the Design Review Committee.

#### **7. 2006-2007 Audit**

The Executive Director noted that the audit for the year ending June 30, 2007 was previously mailed to the Commission members. She briefly reviewed the findings.

#### **8. New Business**

Chairman Gardner noted that this meeting was Mr. Reichley's last meeting as a member of the Capital Center Commission. She noted that the Commission had presented Mr. Reichley with a resolution of appreciation at the November meeting and she again thanked him for all his work and dedication.

#### **9. Adjournment**

The meeting was adjourned at 1 PM.

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**Christopher Thomas**  
**Secretary**