

**BURRILLVILLE REDEVELOPMENT AGENCY  
MEETING MINUTES**

Meeting Place: Town Council Chambers, Town Hall  
Meeting Date: April 22, 2008  
Meeting Time: 7:00 PM

**Members Present:**

|                          |                                  |
|--------------------------|----------------------------------|
| James Langlois, Chairman | Mark Brizard , Alternate Member  |
| David Fontaine           | Edward Bonczek, Alternate Member |
| Cheryl Choquette         |                                  |

**Members Absent:**

Jeffrey J. Barr, Vice Chairman

**Staff/Consultants Present:**

|                                  |                             |
|----------------------------------|-----------------------------|
| Tim Kane , General Legal Counsel | Scott A. Gibbs, NEEDS, Inc. |
| Michael C. Wood, Town Manager    | Tom Kravitz, Town Planner   |

**Others:**

Joseph Garlick, Neighborworks of the  
Blackstone River Valley

**Call To Order:**

Chairman James Langlois called the meeting to order at 7:13 PM. Langlois requested that the minutes reflect Mark Brizard and Edward Bonczek will be voting members in the meeting and Jeffrey Barr has been excused from the meeting.

Resignation of Robert Peloquin as Member of BRA.

Chairman James Langlois suggested a letter be mailed to Robert Peloquin thanking him for his service. David Fontaine made a motion to accept Robert Peloquin's resignation. Cheryl Choquette seconded the motion and the vote was unanimously approved.

**Approval of Minutes:**

Cheryl Choquette made a motion to approve the annual meeting minutes of March 25, 2008 and dispense with the reading of the minutes. The motion was seconded by Edward Bonczek and the vote was unanimously approved.

**Approval of Invoices/Bills:**

Discussion, consideration and action relative to approving the invoice from Pascoag Utility District for 252 Harrisville Main Street in the amount of \$10.00.

Mark Brizard made a motion to approve the invoice from Harrisville Fire District dated April 2, 2008 in the amount of \$10.00. The motion was seconded by David Fontaine and was unanimously approved.

Discussion, consideration and action relative to approving the invoice from Pascoag Utility District for 252 Harrisville Main Street in the amount of \$24.32.

Mark Brizard made a motion to approve the invoice from Pascoag Utility District dated April 2, 2008 in the amount of \$24.32. The motion was seconded by Edward Bonczek and was unanimously approved.

Discussion, consideration and action relative to approving the invoice from B&M Printing in the amount of \$12.00 for the printing of engineering plans for Stillwater Heights.

Mark Brizard made a motion to approve the invoice from B&M Printing dated March 6, 2008 in the amount of \$12.00. The motion was seconded by Edward Bonczek and was unanimously approved.

Discussion, consideration and action relative to approving the invoice from B&M Printing in the amount of \$21.00 for the copy of engineering plans for the Clock Tower project.

Edward Bonczek made a motion to approve the invoice from B&M Printing dated April 1, 2008 in the amount of \$21.00. The motion was seconded by Mark Brizard and was unanimously approved.

Discussion, consideration and action relative to approving the invoice from Farrell Signs in the amount of \$130.00 for "For Sale" signs for 96 Pascoag Main Street.

Edward Bonczek made a motion to approve the invoice from Farrell Signs dated March 10, 2008 in the amount of \$130.00. The motion was seconded by David Fontaine and was unanimously approved.

Discussion, consideration and action relative to approving the invoice from Scott D. Horne in the amount of \$3,772.00 for work at 24 North Main Street, Pascoag.

Mark Brizard made a motion to approve the invoice from Scott D. Horne, Electrical Contractor, dated March 26, 2008 in the amount of \$3,772.00. The motion was seconded by David Fontaine and was unanimously approved. Mike Wood stated that there may be another bill submitted by Mr. Horne in regards to the connecting of the alarm system with the utilities.

Discussion, consideration and action relative to approving the invoice from Timothy F. Kane for legal services rendered to the Burrillville Redevelopment Agency in the amount of \$2,085.00.

Mark Brizard made a motion to approve the invoice from Timothy F. Kane dated April 14, 2008 in the amount of \$2,085.00. The motion was seconded by David Fontaine and was unanimously approved. Fontaine stated that the billable hours didn't total correctly. Timothy Kane stated that he will correct the numbers and transmit tomorrow. Mike Wood stated that Kane should just adjust his next bill.

**Citizen Comment:**

None

**Consultants/Staff Reports:**

None

**Old Business To Be Discussed And Acted Upon:**

Discussion, consideration and action relative to Financial Report including Budgets and Audits.

Wood handed out a financial report from John Mainville. Wood suggested that the Members review for discussion at the next meeting. Mark Brizard made a motion to place the financial report on the next BRA meeting agenda for discussion. The motion was seconded by Edward Bonczek and was unanimously approved.

Discussion, consideration and action relative to the Clock Tower Project.

Wood stated that this issue will also be discussed in Executive Session.

Agenda items 11, 12 and 13 were combined for discussion. David Fontaine recused himself from any discussion regarding the Clock Tower project and left the room. Mike Wood stated that the Library is a big hit. And that the grand opening session will be held this weekend (April 27, 2008) with the congressional delegation scheduled to attend.

Joseph Garlick explained that the Clock Tower project made the cutoff for state historic tax credits. According to Garlick, the State reduced the tax credit and there had to be a commitment fee equal to 2.25% of eligible historic tax credits) with the first payment due May 15. Garlick stated that they have cleared all the key hurdles so the project is now a go. According to Garlick, the housing tax credits require that 10% of the project costs have to be expended by June 2008. Garlick stated that they are hoping the property acquisition fee can be used to meet the 10% expenditure requirement. The regular closing on the tax credits is the next big threshold and they have already begun asbestos abatement.

Garlick referenced the Community Center project and explained that drawings and a preliminary budget will be completed by next Wednesday night. Garlick stated that there will not be any State historic credits for this project, due to the fact that it was not submitted prior to the new cutoff period (date) imposed by the State. Wood stated that he will take the plan to the Town Council for possible consideration as the Senior Center, along with other alternatives; some of which will not involve the BRA.

David Fontaine returned to the meeting.

Langlois asked Garlick when he thought that he can go ahead with the closing on the property. Garlick stated that he needs to do it before June 15, 2008, but they are ready to close soon after the easement issues are addressed.

Discussion, consideration and action relative to the Downtown Pascoag Redevelopment District.

Langlois stated that the BRA members recently visited Downtown Pascoag to review the fire escape issue at 84-86 Main Street. This issue will be further discussed at the executive session meeting.

Wood presented conceptual plans for the Mobil Station site which is an alternative for the proposed Senior Center. Wood explained that the issue is parking, which has as much parking as the Police Station site. Wood stated this site is proximate to the Senior Housing project across the street and the possible extension of the river walk to the property in the future. Brizard stated that he is excited about the opportunity to clean-up another Brownfield's site in town.

Discussion, consideration and action relative to 96 Main Street, Pascoag.

Edward Bonczek referenced a possible party interested in 96 Main Street. Mark Brizard expressed interest in taking a lead on this project. Langlois inquired as to whether a subcommittee should be formed. Wood stated that this issue will be discussed at the Planning Workshop or a future BRA meeting.

Discussion, consideration and action relative to a Program of Work (work plan).

Wood reiterated the need to have a work shop session at the call of the Chair. Langlois stated that he will review his calendar and get back to the Agency Members.

**New Business To Be Discussed And Acted Upon:**

Discussion, consideration and action relative to condemnation of portion of Lots 62, 63 and 64 on Assessor's Plat/Map 160 within the Stillwater Mill Redevelopment district for the purpose of providing access to the Clock Tower property located on Assessor's Plat/Map 160 Lot 65.

This agenda item was deferred until after Executive Session.

Discussion, consideration and action relative to an easement for a canoe launch near the UFO property.

David Fontaine returned to the meeting.

The location of a canoe launch behind the Clock Tower building was discussed as an alternative to the existing canoe launch that is located behind the waterfall and the pedestrian bridge, which is considered an unsafe situation. The launch behind the Clock Tower building would necessitate an easement with the Clock Tower property owner. Bonczek made a motion to support the canoe launch behind the Clock Tower property. The motion was seconded by Mark Brizard and was unanimously approved.

**Correspondence:**

Memo to Sandra Mundy, Library Director from Lt. Kevin S. Dan Antonio, Acting Chief of Police regarding skateboarding on the library grounds.

Langlois made a motion to receive and file the correspondence. The motion was seconded by Brizard and unanimously approved.

Letter to the Burrillville Sewer Commission from Michael C. Wood, Secretary, Burrillville Redevelopment Agency regarding Stillwater Mill Phase III, Clock Tower Rehabilitation.

Langlois made a motion to receive and file the correspondence. The motion was seconded by David Fontaine and unanimously approved.

Letter to Cedric Kam, Economic Development Specialist HUD regarding BEDI-108 Final Plan Application for Phase III Stillwater.

Langlois made a motion to receive and file the correspondence. The motion was seconded by David Fontaine and unanimously approved.

**General Discussion:**

None.

**Executive Session:**

Request for Executive Session from Michael C. Wood, Secretary, pursuant to Rhode Island Open Meeting Law [42-46-5 (a)(5)] for discussion and considerations related to the acquisition, sale or exchange of real property.

James Langlois made a motion to go into Executive Session with Cheryl Choquette, Mark Brizard, Edward Bonczek and David Fontaine all voting in favor.

A motion to reconvene the public portion of the meeting and to seal the minutes of the Executive Session was made by James Langlois with Cheryl Choquette, Mark Brizard, Edward Bonczek and David Fontaine all voting to support the motion. The public portion of the meeting was reconvened in open session where it was announced that five votes were taken in Executive Session relative to the acquisition of land.

**New Business Deferred Item:**

Discussion, consideration and action relative to condemnation of portion of Lots 62, 63 and 64 on Assessor's Plat/Map 160 within the Stillwater Mill Redevelopment district for the purpose of providing access to the Clock Tower property located on Assessor's Plat/Map 160 Lot 65.

This agenda item was deferred until after Executive Session.

It was disclosed that the BRA took votes in Executive Session to condemn portions of Lots 62, 63 and 64 on Assessor's Plat/Map 160 within the Stillwater Mill Redevelopment district for the purpose of providing access to the Clock Tower property located on Assessor's Plat/Map 160 Lot 65. The votes to condemn included approval of Resolutions numbered 2008-101 and 2008-102 in substantially the

same form as presented by Attorney Kane with the right of Attorney Kane and Chairman Langlois to make any changes necessary to comply with Rhode Island law.

**Adjournment:**

On a motion by Langlois, seconded by Brizard, a motion to adjourn the meeting was unanimously approved. The meeting adjourned at 8:45 PM.

Minutes approved by:

\_\_\_\_\_  
Michael C. Wood, Secretary

\_\_\_\_\_  
Date:

Date filed with Town Clerk: \_\_\_\_\_