

**BURRILLVILLE REDEVELOPMENT AGENCY  
MEETING MINUTES**

Meeting Place: Council Chambers, Town Hall  
Meeting Date: March 24, 2009  
Meeting Time: 7:00 PM

**Members Present:**

James Langlois, Chairman  
Cheryl Choquette  
Jeffrey J. Barr, Vice Chairman  
David Fontaine

Mark Brizard  
Edward Bonczek, Alternate Member  
Barbara Schouboe, Alternate Member

**Members Absent:**

None.

**Staff/Consultants Present:**

Timothy F. Kane, General Legal Counsel  
Michael C. Wood, Secretary

Thomas J. Kravitz, Town Planner  
Scott A. Gibbs, NEEDS, Inc.

**Others:**

None.

**Call To Order:**

James Langlois called the meeting to order at 7:05 PM.

**Approval of Minutes:**

Mark Brizard made a motion to approve the regular meeting minutes of February 24, 2009 and dispense with the reading of the minutes. The motion was seconded by Cheryl Choquette and the vote was unanimously approved.

**Approval of Invoices/Bills:**

Jeffrey Barr made a motion to approve the purchase of business cards for Agency members incorporating the Town seal and the agency name in a quantity of 250 and at a price of \$46.00. The motion was seconded by David Fontaine and was unanimously approved.

Tom Kravitz presented a proposal to submit a request for funding support to the Rhode Island Economic Development Corporation for a feasibility study, relative to a hydroelectric facility at the Harrisville dam. Kravitz indicated that the funding request requires a 10% funding match from the applicant. Mark Brizard made a motion to support the grant request to the RIEDC for a hydroelectric feasibility study. Jeff Barr seconded the motion and the motion was unanimously approved.

**Citizen Comment:**

None.

**Consultants/Staff Reports:**

Discussion, consideration and action relative to Financial Report including Budgets and Audits.  
David Fontaine referenced the balance sheet for February 2009 indicating a fund balance of approximately \$600,000. Fontaine questioned the \$500,000 receipt and expense. Tom Kravitz indicated that this receipt and expenditure reflected a pass through of federal grant monies for the Clock Tower project. A motion was made by Jim Langlois to receive and file the financial report. The motion was seconded by Mark Brizard and was unanimously approved.

Discussion, consideration and action relative to the Community Events Planner's report and continuation of services of the Community Events Planner.

A motion was made by James Langlois to receive and file the written update from Jane Coutu, Community Events Planner, for the month of February. The motion was seconded by David Fontaine and was unanimously approved.

**Old Business To Be Discussed and Acted On:**

Discussion, consideration and action relative to Stillwater Mill Redevelopment District.

Tom Kravitz stated that there was not much to report at this time. Tim Kane indicated that negotiations on all easements have been completed. Mike Wood stated that he has not heard back from Joe Garlick regarding use of site funds; although Garlick has been on vacation. Mark Brizard inquired on the status of the tax credits. Tim Kane responded that there has been no progress at this point.

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

Topic covered under Stillwater Mill Redevelopment District agenda item.

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

James Langlois provided an update on Royal's building rehabilitation project. Langlois indicated that the owner is scheduled to move into the building the month of April.

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

Discussion, consideration and action relative to Section 5 of the Agency's By-Laws; *Order of Business*.

Tim Kane referenced new bylaw provision regarding board approval of order of business for meetings. Mike Wood suggested that the Agency use the current agenda format as the order of business. A motion was made by James Langlois to adopt the agenda format used for the February 2009 meeting as the order of business for the Agency. The motion was seconded by Jeffrey Barr and was unanimously approved.

Discussion, consideration and action relative to strategic marketing project for Downtown Pascoag with Bryant College.

Tom Kravitz explained that he would be making a presentation at Bryant College next week. Kravitz stated that this would be the first step in the students preparing a strategic marketing strategy for Downtown Pascoag. Mike Wood inquired as to whether there is a need for any funding support from the Agency. Kravitz responded that there was not any requirement for funding support. James Langlois made a motion to authorize up to \$500.00 to cover expenses incurred by Bryant College in regards to the development of a strategic marketing strategy for downtown Pascoag. The motion was seconded by Jeffrey Barr and was unanimously approved.

Discussion, consideration and action relative to the Agency's annual meeting schedule.

James Langlois made a motion to approve the *Redevelopment Agency of Burrillville 2009 Schedule of Meetings* with the amendment that the Annual meeting be held on February 23, 2009 at 7:00 PM followed by a Regular Meeting at 7:15 PM. The motion was seconded by Cheryl Choquette and the motion was unanimously approved.

**Correspondence:**

Correspondence from Senator Reed relating to FY 2010 Appropriations with attachments: a) EDI Request Form FY'10, b) FY'10 Transportation Request Form, c) FY'10 Appropriations Request Form, and d) FY'10 EPA STAG Request Form.

Mike Wood requested authorization to submit a funding request for Downtown Pascoag. James Langlois made a motion to authorize the Town of Burrillville to request federal funding support for Downtown Pascoag. The motion was seconded by David Fontaine and was 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 and R.I.G.L. Chapter 42-46-5(a)(2) related to litigation.

- 24 North Main Street, Pascoag – Lot 175/019
- 38 Park Place, Pascoag - Lot 175/059
- 74 Main Street, Pascoag – Lot 175/044
- 73-75 Main Street, Pascoag – Lot 175/060
- 0 Main Street, Pascoag – Lot 175/050
- 160 Main Street, Pascoag – Lot 175/025
- 85-89 Main Street, Pascoag – Lot 175/061

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

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, Jeffrey Barr, Mark Brizard 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 one vote was taken in Executive Session relative to the acquisition, sale or exchange of real property.

**Adjournment:**

On a motion by Cheryl Choquette, seconded by Mark Brizard, the meeting was adjourned at 8:15 PM.

Minutes approved by:

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

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

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