

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Council Chambers, Town Hall
Meeting Date: October 26, 2009
Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman	Mark Brizard
David Fontaine	Edward Bonczek, Alternate Member
Barbara Schouboe, Alternate Member	

Members Absent:

Jeffrey J. Barr, Vice Chairman
Cheryl Choquette

Staff/Consultants Present:

Timothy F. Kane, General Legal Counsel	Thomas J. Kravitz, Town Planner
Michael C. Wood, Secretary	Scott A. Gibbs, NEEDS, Inc.

Others:

Joseph Garlick, NWBV	Nancy F. Binns, President, Town Council
Wallace F. Lees, Vice President, Town Council	Margaret L. Dudley, Town Councilor
Norman C. Mainville, Town Councilor	Kevin Heitke, Town Councilor

Call To Order:

James Langlois called the meeting to order at 7:05 PM. Langlois requested that the minutes reflect that Jeffrey Barr and Cheryl Choquette are excused from the meeting and Edward Bonczek and Barbara Schouboe will be voting members for the meeting.

Approval of Minutes:

Barbara Schouboe made a motion to approve the regular meeting minutes of September 22, 2009 and dispense with a reading of the minutes. The motion was seconded by Edward Bonczek and the vote was unanimously approved.

Approval of Invoices/Bills:

James Langlois made a motion to approve the invoice from Timothy Kane dated October 19, 2009 in the amount of \$2,723.00 for legal services. The motion was seconded by Edward Bonczek and the vote was unanimously approved.

Edward Bonczek made a motion to approve the invoice from Krawiec Tree Service, Inc. dated September 30, 2009 in the amount of \$1,320.00 to clear brush along abatements and to put Round-up on stumps. The motion was seconded by Barbara Schouboe and the vote was unanimously approved.

David Fontaine made a motion to approve the invoice from The Call dated September 27, 2009 in the amount of \$116.16 for publishing the request-for-proposals for the hydro-electric project.. The motion was seconded by Mark Brizard and the vote was unanimously approved.

Barbara Schouboe made a motion to approve the invoice from FedEx dated September 28, 2009 in the amount of \$12.54 for delivery of Stillwater Mill paperwork. The motion was seconded by David Fontaine and the vote was unanimously approved.

Citizen Comment:

None

Consultants/Staff Reports:

None

Old Business To Be Discussed and Acted On:

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

James Langlois welcomed Joe Garlick and requested that he provide an update regarding the Clock Tower redevelopment project. Garlick stated that demolition work is basically completed as is lead and asbestos abatement. Garlick also indicated that they ran into roof issues due to deterioration; however, the new roof has been installed. Garlick stated that the largest issue pertains to the selection of windows; an issue complicated by historic tax credit standards and availability of specified windows. According to Garlick, the State has finally signed-off on the windows; however, timing on delivery of windows may complicate the need to close the building in for the winter.

Garlick stated that interim financing will be closed next month and that Bank of America will be purchasing the historic tax credits. Garlick explained that the project needs to be completed by next December per the requirements of the tax credits. According to Garlick, they should beat the deadline by 2 months.

Garlick referenced the project's geothermal heating and air conditioning system stating that their previous project in North Smithfield uses a geothermal system and that the project has experienced attractive energy cost savings. Garlick explained that the well yields at the Clock Tower site have been impressive and that they will be able to eliminate a couple wells.

Garlick referenced the building plans and approximately 2,600 SF of space earmarked for a business incubator. Garlick explained that they needed to begin working with the BRA to design the space for fit-out next year. Garlick also referred to the abutting building currently occupied by the gym stating that it would offer a viable alternative for a community center.

In response to a question regarding rent structure, Garlick indicated that the development will not include any Section 8 housing and that the development will include 10, 1 bedroom apartments; 10, 3 bedroom apartments; and 26, 2 bedroom apartments.

Mike Wood acknowledged the amount of administrative work associated with the project; specifically referencing Tom Kravitz's hard work. Joe Garlick acknowledged the strong support of the Town which was critical to their success in securing funding support. James Langlois thanked Joe Garlick for his perseverance. James Langlois invited members of the Town Council to stay for the remainder of the meeting.

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

Mike Wood referred to an email from the Library regarding street lights and fire hydrants on Tinkham Lane. Wood stated that he spoke with Ted Garille regarding property owner responsibilities paying for street lights. Wood stated that the question is whether the Agency wants to assume these costs. The issue was raised as to why the Pascoag Fire District does not take over the responsibility of maintaining and paying for street lights. It was agreed that a letter be sent to the Pascoag Fire District asking them to assume the responsibility. The issue was raised regarding the ability to control the type of lights used in the event that maintenance responsibility is assumed by the Pascoag Fire District. James Langlois stated that the Agency will look into this issue.

Mike Wood informed the Agency members that a presentation will occur on Wednesday regarding the financial advantages of the proposed hydro-electric project. Wood stated that it is an interesting concept. Tom Kravitz stated that the Agency's \$4,400 funding commitment was necessary as a match to the \$44,000 grant from the Rhode Island Economic Development Corporation.

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

Tom Kravitz stated that the tree removal and clean-up along the Clear River went well and that it was money well spent. Mike Wood reminded the Agency members that they are developing a priority list of initiatives for Downtown Pascoag based on previous market studies completed. Wood encouraged Agency members to submit their thoughts and recommendations prior to the November meeting.

New Business To Be Discussed And Acted Upon:

Discussion, consideration and action relative to confirming authorization to hire Stantec for the hydro-electric feasibility study.

James Langlois made a motion confirming authorization to engage Stantec to conduct the hydro-electric feasibility study. The motion was seconded by Mark Brizard and unanimously approved.

Correspondence:

Correspondence from the DPNA requesting a mini-bus for Victorian Holiday event; November 28th, 4-8 PM.

Mike Wood indicated that this request has already been taken care of.

Financial Reports including budgets and audits.

Mark Brizard made a motion to accept the reports as presented. David Fontaine seconded to motion and the vote in favor was unanimous.

General Discussion:

None

Mike Wood indicated that the 3 properties under contract by the Agency to purchase have been delayed due to tax issues by the seller.

Executive Session:

None

Adjournment:

On a motion by James Langlois seconded by David Fontaine, the meeting was adjourned at 8:00 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____