

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Council Chambers, Town Hall
Meeting Date: February 23, 2009
Meeting Time: 7:15 PM

Members Present:

James Langlois, Chairman	Edward Bonczek
Jeffrey J. Barr, Vice Chairman	Barbara Schouboe, Alternate Member
Mark Brizard	Royal Laurent, Alternate Member

Members Absent:

David Fontaine

Staff/Consultants Present:

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

Others:

Call To Order:

James Langlois called the meeting to order at 7:15 PM. Langlois welcomed Royal Laurent as an Alternate Member of the BRA. Langlois recognized David Fontaine as being excused from the meeting and informed the BRA that Barbara Schouboe would be a voting member in the meeting.

Approval of Minutes:

Barbara Schouboe made a motion to approve the regular meeting minutes of January 26, 2010 and dispense with a reading of the minutes. The motion was seconded by Jeffrey Barr and the vote was unanimously approved.

Approval of Invoices/Bills:

None

Citizen Comment:

Consultants/Staff Reports:

Discussion, consideration and action relative to Financial Report including Budgets and Audits
Mark Brizard motion to table the report until the next meeting. The motion was seconded by Jeffrey Barr and the vote in favor was unanimous.

Old Business To Be Discussed and Acted On:

Discussion, consideration and action relative to Stillwater Mill Redevelopment District – Space Fit-out Process for Stillwater Office Incubator Space
Mike Wood provided overview of Scott Gibbs being instructed to manage the process of discussions and negotiations with prospects for the Clock Tower building incubator office space. Wood stated that ads soliciting interest in the space occurred in the Bargain Buyer and the statements of interest are to be closed by the end of the week. Gibbs provided an overview of the process. Gibbs requested market information regarding the Planning Department's prior office lease and the lease asking rates for 96 Main Street, Pascoag. Kravitz recommended that Gibbs speak with Joe Garlick regarding utility arrangements for the space.

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

Tom Kravitz provided a brief overview of construction status and the status of the developers financing closing. Kravitz indicated that he would follow-up with the owner to assess the current status of the closing.

James Langlois distributed information regarding the street lighting in the Stillwater Mill development. As explained by Langlois, Garlick's group confirmed that they are using the same light fixtures as the library. James Langlois also referenced the proposed maintenance costs by the Pascoag Fire District which is inclusive of only labor costs. As explained by Langlois, the library would still be responsible for purchasing the lights. James Langlois stated that the Pascoag Utility District technically is not suppose to be servicing private lights; however, is doing so in the spirit of cooperation. Jeff Barr inquired about the other redevelopment district lights. James Langlois stated that the maintenance of the remaining lights would be the responsibility of Garlick's group and will be handled by a professional property management company. Mike Wood requested clarification regarding the Pascoag Utility District's cost to respond to emergencies.

MW indicated that a liquor license is being requested by the tenant of the former Mill House Restaurant. The license will be heard on March 10th at 7 PM. Law requires that abutting property owners be notified. Mark Brizard inquired as to whether they need a discussion regarding the request for a full liquor license restaurant? James Langlois stated that knowing the applicant, there is no concern that the proposed facility would end up being a problem. Tim Kane reaffirmed that the liquor license has to be renewed every year and the transfer of the license would have to be approved by the Town Council. Langlois encouraged BRA members to attend the public hearing and voice their concerns, if they have any.

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

James Langlois referenced the Saturday morning tour of Downtown Pascoag. Jeffrey Barr stated that he felt the tour was very beneficial and that it enhanced awareness about the beauty of the area along the river. Mike Wood referenced the plans by Northwest Community Health Care for a building addition, Tim Kane and Mike Wood referred to the property plans. Plans for both Northwest Community Health Center and the CVS project were viewed. According to Tom Kravitz, both projects will be reviewed by the Planning Board on March 1st for master plan approval.

Mark Brizard referred to a meeting he had with the owner of the Chowder Shack regarding possible façade improvements. Edward Bonczek inquired about fixing the deck; however, there may be structural issues.

New Business To Be Discussed And Acted Upon:

None

Correspondence:

None

General Discussion:

Mark Brizard expressed concern that the BRA is lacking in getting first hand information regarding proposed projects in the redevelopment district. Mark Brizard referenced Café at the Falls, Well One and CVS projects as evidence of this issue. James Langlois paraphrased Mark Brizard's concern stating that the issue is whether there is a better way for the BRA to stay informed. Mike Wood referenced a process that was set up in the bylaws; possibly being included in the distribution list for the major and minor planning board applications. Mike Wood stated that there are rules and regulations in place and there are rights that applicants have and he doesn't want to infringe upon those rights. If there are changes to those rules, then they will abide by those.

Mark Brizard referred to the BRA's request to the budget board for a parking lot. Mike Wood stated that the BRA didn't make the request that the Town Manager did as part of the Capital Improvement Program. Tim Kane stated that the Town just received \$65,000 in support of the project. Mark Brizard inferred that the Budget Board was considering phasing of the project. Mike Wood stated that they will proceed with the project once the monies have been appropriated.

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.

a) Discussion, consideration and action related to the acquisition, sale or exchange of real property regarding multiple parcels in Downtown Pascoag, including, but not limited to:

- 38 Park Place, Pascoag – Lot 175/059
- 74 Main Street, Pascoag – Lot 175/044
- 0 Main Street, Pascoag – Lot 175/050

James Langlois made a motion to go into Executive Session with Jeffrey Barr, 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 Jeffrey Barr, Mark Brizard, Edward Bonczek, and Barbara Schouboe all voting to support the motion. The public portion of the meeting was reconvened in open session where it was announced that two votes was taken in Executive Session relative to the acquisition of land.

James Langlois inquired what the BRA wants to do in terms of scheduling a meeting with the Town Council. Tim Kane recommended that the BRA should wait until more information is gathered. Mike Wood stated that before the BRA goes too far with the process, at least a meet with the Town Council should be held to inform them of the BRA's intent. Jeffrey Barr made a motion to invite Town Council to the March meeting. Barbara Schouboe seconded the motion and the vote in support of the motion was unanimous.

Adjournment:

On a motion by James Langlois seconded by Mark Brizard, the meeting was adjourned at 8:30 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____