

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: June 22, 2010
Meeting Time: 7:00 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	

Others:

Call To Order:

James Langlois called the meeting to order at 7:05 PM. Barbara Schouboe was designated as a voting member.

Approval of Minutes:

Royal Laurent proposed an amendment on page 3 correctly reflecting that he recused himself from discussion and did not vote. Mark Brizard proposed an amendment on Page 2 indicating Tim Kane would contact the owner of the UFO property. Jeff Barr made a motion to approve the minutes of the May 25, 2010 meeting as amended. The motion was seconded by Brizard and the vote in favor was unanimous. James Langlois welcomed attending members of the Town Council.

Approval of Invoices/Bills:

None

Citizen Comment:

None

Consultants/Staff Reports:

Discussion, consideration and action relative to Financial Report including Budgets and Audits
Given David Fontaine's absence from the meeting, Brizard motion to table. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

Old Business To Be Discussed and Acted On:

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

a. Office incubator space.

Gibbs provided update on discussions with prospective tenants for the office incubator space. Gibbs stated that one of the two tenants declined to proceed with leasing space given their space requirements

were too large to be accommodated. Gibbs stated the space design and specifications had been completed for the space to be accommodated by the second tenant and that construction cost proposals were being solicited. Mike Wood informed the Agency that approximately \$220,000 has been received from the Clock Tower developer as partial fulfillment of its financial obligations to the Town. Woods stated that those funds would go to the Town toward road and infrastructure reimbursement.

Discussion, consideration and action relative to Stillwater Mill Redevelopment District

a. Lighting

Langlois requested that this item be put back on the agenda. Langlois stated that there are 3 parking lot lights in the Stillwater Redevelopment district that are out. Langlois stated that he again spoke to Ted Garille who provided some cost estimates for taking care of the lights in the district. Langlois indicated that bulb replacement would cost approximately \$30-\$35 for an annual fee of about \$842 assuming the replacement of 16 bulbs per year. Langlois stated that if they wanted the utility district to maintain the lights in the new parking lot, there needed to be handholds. Langlois stated that with Garlick installing similar lights in his development, his recommendation would be to maintain the same lighting standards throughout the development. Langlois projected an annual fee of \$50 per light for maintenance and labor as the area expands. Jeffrey Barr made a motion to draw-up an agreement with the Pascoag Utility District PUD reflecting the discussed cost parameters. Mr. Kane will follow up. The motion was seconded by Schouboe and the vote in favor was unanimous. Brizard inquired as to whether the Agency wanted the new parking area to conform to the same lighting standards? Langlois indicated that consistency with lighting standards is important. Wood will address adding lighting within the new parking facility with Public Works.

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

Wood informed the Agency that the Town Council approved the amendments to the Downtown Pascoag Redevelopment Plan which empowers the BRA to be more proactive in the district including the properties identified in the amended plan. Bonczek raised a question regarding the Mobil Station; Wood responded regarding Town efforts to better understand the environmental issues on site which are what will scare most property suitors away. Discussion concerning potential relocation of tenants at one of the target buildings and the term of existing leases was raised. Wood stated that these issues will be further discussed under Executive Session. Schouboe inquired about the status of a decision regarding the dumpster at the former warehouse site. Royal Laurent stated that the "Hearst" building had a new roof installed in the spring.

New Business To Be Discussed And Acted Upon:

None

Correspondence:

Memo regarding amendment to schedule of meetings to reflect new meeting location of the Community Room, Jesse M. Smith Library.

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

Letter from Barbara Schouboe rescinding her resignation from the BRA

Langlois made a motion to receive and file. The motion was seconded by Brizard and the motion was unanimously approved. Langlois indicated that he was very pleased that Barbara had decided to remain on the Agency.

General Discussion:

Wood stated that the appraisals for the two properties associated with the previously discussed administrative subdivision in Stillwater have been received. Langlois stated that the feasibility study

regarding the proposed hydro plan is in and available for public review. Wood stated that the feasibility study indicates a long payback period due to high capital expenses.

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) Downtown Pascoag properties.

- b) Lease, office space – Clock Tower building.

James Langlois made a motion to go into Executive Session with Jeffrey Barr, Mark Brizard, Barbara Schouboe and Edward Bonczek all voting in favor. Royal Laurent announced that he is recussing himself from any discussions and votes.

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, and Edward Bonczek all voting to support the motion. The public portion of the meeting was reconvened in open session where it was announced that no votes were taken in Executive Session relative to the acquisition of land.

Adjournment:

On a motion by James Langlois seconded by Jeff Barr, the meeting was adjourned at 8:37 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____