

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room
100 Tinkham Lane, Harrisville, RI 02830
Meeting Date: July 27, 2010
Meeting Time: 7:04 PM

Members Present:

James Langlois, Chairman	Mark Brizard
Jeffrey J. Barr, Vice Chairman	Barbara Schouboe, Alternate Member
(Edward Bonczek attended late in the meeting)	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 7:04 PM. James Langlois requested that the minutes indicate that Barbara Schouboe and Royal Laurent will be voting members.

Approval of Minutes:

Barbara Schouboe requested that the minutes indicate that she was a voting member going into and coming out of Executive Session. Jeff Barr made a motion to approve the minutes of the June 22, 2010 meeting as amended. Schouboe seconded the motion and the vote in favor was unanimous.

Approval of Invoices/Bills:

Discussion, consideration and action relative to approving the invoice from New England Economic Development Services, Inc. in the amount of \$3,075.00.

Langlois/Barr; Mike Wood indicated that the invoice has been paid for the previous fiscal year. Vote is to ratify this action. Langlois made a motion to ratify actions of the administration to pay the NEEDS invoice. The motion was seconded by Jeffrey Barr and the vote in favor was unanimous.

Discussion, consideration and action relative to approving the invoice from Timothy F. Kane, Esq. Wood again stated that the invoice has already been paid and the vote is to ratify this action. James Langlois made a motion to ratify the actions of the administration to pay the invoice of \$930.00 from Timothy F. Kane. Mark Brizard seconded the motion and the vote in favor was unanimous.

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, Barr made a motion to table. Barbara Schouboe 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.

Wood indicated that there has been a prolonged discussion with Joe Garlick in terms of the rehab of the office space. Wood stated that another issue is whether to go out to bid for the space fit-out or to work through the existing contract between Nationwide Construction and BlackstoneRiverWorks. Laurent requested information regarding budgeted costs per RSF/USF. Gibbs referenced a handout outlining the various costs for both the tenant space and common area. Gibbs also presented estimated investments by the BRA given previous understandings between the BRA and the tenant per the letter-of-intent. Gibbs outlined cost estimates secured to date and estimates by NWC as provided by Garlick. Wood stated that assuming the NWC cost is accurate, it would appear that one of the options would be to engage NWC to do the tenant fit-out through a change order in the contract between Garlick and NWC. Tim Kane gave his input on the process. There was a general agreement regarding this approach.

Discussion, consideration and action relative to Stillwater Mill Redevelopment District

a. Lighting

Tim Kane is working with legal counsel for PUD and will have something next week. Langlois asked Mike Wood if he has any update regarding lighting at the new parking lot. Wood stated that lighting was not part of the plan but DPW will put some underground conduit in place to accommodate the installation of lights at a later date.

b. Appraisal of lot for potential subdivision (Coyle) map 160, lot 75.

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

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

a. Review and consideration of the Sayles Avenue/Pascoag circulation plan.

Mike Wood stated that the Town Council approved the reconstruction of a portion of Sayles Avenue, Well One has also presented a plan for improvements to their curb lines and parking areas. Wood stated that there are potentially two areas where land may have to be acquired to accommodate planned road improvements. Tom Kravitz made a presentation regarding Downtown Pascoag and planned improvements.

Jeffrey Barr asked whether the proposed improvements present an opportunity to bury the electric utility lines. Mike Wood stated that he is making progress in terms of Verizon eliminating the second set of poles; however, he believed that the cost of burying the poles was prohibitive.

Langlois inquired whether Mike Wood wanted the BRA to register its support of the plan. Wood stated that that was the BRA's call; however, the plan will be going to the Town Council in the near future for final action and the BRA should feel free to comment at this stage or at the Council meeting. Langlois made a motion to communicate its support of the planned road improvements to the Town Council. Jeffrey Barr seconded the motion and the vote in favor was unanimous. Barbara Schouboe and James Langlois volunteered to participate in the bus stop design initiative.

b. Rubbish/recycling facility in Pascoag.

Mike Wood referenced Lot 59 and the town's DPW will be designing a parking lot to potentially include a rubbish/recycling holding facility. Wood stated that the rubbish/recycling facility (usage) would be paid for by the merchants given that they are already contracting for these services. There was a discussion regarding parcel 59 design in terms of future development of parcels 60 and 61.

Mike Wood stated that parcels 44 (Hope Award site) and 59 look bad due to weeds and that the BRA may want to assign somebody to clean-up these parcels. Mark Brizard volunteered to spearhead this initiative.

New Business To Be Discussed And Acted Upon:

None

Correspondence:

Memo regarding receipt of installment payment for 96 Pascoag Main Street.

Langlois made referenced to this issue and thanked Royal Laurent.

Correspondence regarding advertising in Blackstone Valley Tourism Council's 25th Anniversary Program.

Brizard stated that he thought it would be a good place for Pascoag and Stillwater to advertise in. Gibbs indicated it is an opportunity to generate greater awareness of these sites and redevelopment activities and successes. Brizard made a motion to place a full-page add in the program at a cost of \$395. Barr seconded the motion and the vote in favor was unanimous.

General Discussion:

Mike Wood asked Tom Kravitz whether he received any feedback from Tai Restaurant regarding an overture by the BRA to lend money for property improvements. Tom Kravitz stated that he has not received any feedback. Jeff Barr raised the question regarding designating Pascoag as an historic district. Mike Wood stated that the Town Council previously voted against such a designation.

James Langlois made a motion to send a letter to the Tai restaurant regarding fixing the deck and painting the building. Barbara Schouboe seconded the motion and the vote in favor was unanimous.

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 and related construction of office space – Clock Tower building.
- c) Disposition of Stillwater lot (map 160, lot 75)

James Langlois made a motion to go into Executive Session with Jeffrey Barr, Mark Brizard, Barbara Schouboe and Royal Laurent, all voting in favor. Royal Laurent announced that he will be recusing himself from any discussions and votes pertaining to Downtown Pascoag.

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, Barbara Schouboe, and

Royal Laurent all voting to support the motion. The public portion of the meeting was reconvened in open session where it was announced that three 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 8:50 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____