

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: August 24, 2010
Meeting Time: 7:04 PM

Members Present:

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

Members Absent:

Staff/Consultants Present:

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

Others:

Call To Order:

James Langlois called the meeting to order at 7:04 PM.

Approval of Minutes:

Barbara Schouboe requested that the minutes indicate that she was a voting member going into and coming out of Executive Session. Royal Laurent added the correction that he did recuse from Closed Session agenda item A, but did participate in agenda items B and C. James Langlois made a motion to approve the minutes of the July 27, 2010 meeting as amended. Barr seconded the motion and the vote in favor was unanimous.

Approval of Invoices/Bills:

Discussion, consideration and action relative to approving the invoice from Fine Line Landscape for work done on Pascoag Main Street in the amount of \$202.50

Mark Brizard made a motion to approve the invoice. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to ratifying approval of the invoice from Coyle Appraisal for appraisal report on a portion of Plat 160, Lot 75 in the amount of \$1,750.

Brizard made a motion to approve the invoice from Coyle Appraisal. Fontaine 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

Fontaine stated that there was minimal activity during the July reporting period, and that the June statement is tentative subject to the year-end audit. Brizard stated that it appears that the BRA has

\$200,000 cash available for projects. James Langlois made a motion to receive and file the financial report. Bonczek 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.

Langlois stated that he was impressed with the progress of construction. According to Langlois, the project is on schedule for January occupancy.

Discussion, consideration and action relative to Office Incubator Project.

a. Office incubator space.

James Langlois indicated that this issue would be taken up in Executive Session. Kane referenced discussions with Wood and Kravitz regarding cost proposal from Nationwide Construction and the possible need for a special meeting.

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

There was no discussion regarding this issue.

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

Brizard stated that the Burrillville Department of Public Works did a great job in cleaning up the warehouse site, including moving the remaining foundation. Kravitz stated that he received a call from the owner of the Cape Cod style building requesting that his parking needs be addressed when the BRA proceeds with the design of a new parking area and landscape area on the former warehouse site. Langlois requested whether there has been any follow-up discussion with the owner of the former Hearst Furniture building.

Rubbish/recycling facility in Downtown Pascoag.

Tom Kravitz referenced Lot 59 and the municipality designing a parking lot along with a rubbish/recycling facility. Kravitz stated that the merchants would pay for the rubbish/recycling facility given that they are already contracting for these services. There was a discussion regarding the design of parcel 59 in terms of future development of parcels 60 and 61.

Langlois 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:

The BRA advertisement to be included in the Blackstone Valley Tourism Council's event brochure was distributed. James Langlois made a motion to move ahead with the placement of the advertisement for the advertising rate of \$375. Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

Correspondence:

Memo regarding Downtown Pascoag Master Plan, dated July 2010.

Langlois made referenced to this issue and thanked Royal Laurent.

Article regarding business improvement districts.

Kravitz requested that this article be placed in the meeting package to provide evidence that other towns are doing the type of things that the BRA has been considering including trash removal and landscaping.

E-mail regarding Verizon utility poles in Downtown Pascoag.

Langlois indicated that Verizon has committed to removing the second set of utility poles in Pascoag. Brizard inquired about the option of burying the utility lines. Langlois responded that this option is very expensive, and unless the Town was prepared to pay the costs, underground utility lines are currently not realistic.

General Discussion:

Royal Laurent raised a question regarding previous improvements by the Town when they installed underground pipes to allow for underground wires on his property. Langlois asked that Royal send an e-mail to Mike Wood concerning this issue.

Kravitz referenced that HousingWorks is preparing a breakfast in conjunction with their release of the fact book that addresses the issue of affordable housing,

Langlois informed the Agency that the bus stop design group for Downtown Pascoag is meeting on Thursday.

Executive Session:

Request for Executive Session from Michael C. Wood, Secretary, pursuant to Rhode Island Open Meeting Law [42-46-5 (a) (5) (2)] for discussion and considerations related to potential litigation and 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) Agreement with NeighborWorks to lease and/or acquire property.
- b) Exchange or lease of property within the Clock Tower building.
- c) Disposition of Stillwater lot (map 160, Lot 75).
- d) Downtown Pascoag Properties (various).

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

James Langlois made a motion to reconvene the public portion of the meeting and to seal the minutes of the Executive Session with Jeffrey Barr, Mark Brizard, David Fontaine, 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 four votes were taken in Executive Session relative to the acquisition of land.

David Fontaine made a motion to authorize the Chair to call a special meeting if needed prior to next month's regularly scheduled meeting. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

Adjournment:

On a motion by James Langlois seconded by Jeff Barr, the meeting was adjourned at 8:16 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____