

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: May 24, 2011
Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman
Edward Bonczek

Mark Brizard
Jeffrey J. Barr, Vice President
David Fontaine
Royal Laurent, Alternate Member

Members Absent:

Barbara Schouboe, Alternate Member

Staff/Consultants Present:

Michael C. Wood, Secretary
Timothy F. Kane, General Legal Counsel

Scott A. Gibbs, NEEDS, Inc.
Tom Kravitz, Town Planner

Others:

Call To Order:

James Langlois called the meeting to order at 7:03 PM. Langlois requested that the minutes reflect that Barbara Schouboe has been excused from the meeting.

Approval of Minutes:

Jeffrey Barr made a motion to approve the minutes of the April 26, 2011 regular meeting. David Fontaine seconded the motion, and the vote in favor was unanimous.

Invoices:

Discussion, consideration and action relative to the invoice from Timothy F. Kane for legal services rendered.

Mark Brizard made a motion to approve the invoice from Timothy F. Kane for legal services. Edward Bonczek seconded the motion and the motion was unanimously approved.

Citizens Comment:

None

Consultants Staff Report:

None

Old Business:

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

Mike Wood stated that there was nothing new to report. Tom Kravitz stated that they are working on finishing the landscaping improvements. Kravitz referred to a visual depicting proposed improvements. Mike Wood indicated that they received noticed from the Pascoag Fire District regarding requirements for placement of no parking signs.

Discussion, consideration and action relative to the Office Incubator Space, Clock Tower Project located at 180 Tinkham Lane, Harrisville, RI.

Mike Wood stated that installation of window blinds are the only thing left for completion of the fit-out of the space. Wood projected actual tenant occupancy by mid-month, although the tenant has been moving in on a piecemeal basis.

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

Tom Kravitz presented visuals depicting three location options for the proposed Farmer's Market pavilion. Mark Brizard inquired as to whether the subject area in the redevelopment district was originally targeted for the proposed use. Langlois responded that the original masterplan allowed for mixed-use buildings with office and retail uses. Tom Kravitz stated that the proposed Farmer's Market pavilion and use are not inconsistent with the general intent of the masterplan. Langlois made a motion to recess to visit the subject area of the redevelopment district. The motion to recess was seconded by Edward Bonczek, and unanimously approved.

The meeting was reconvened at which time the findings of the site walk were discussed. The site below the upper parking area was identified as the preferred location. Mike Wood requested confirmation that the selected structure is to be approximately 80 feet by 30 feet. It was also confirmed that the proposed facility will not be serviced with water, and that the pavilion will not have bathrooms.

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

a. Tax abatement for 24 North Main Street (Mobil Station).

Mike Wood indicated that it would not be appropriate to go back to the Town Council on this issue until the environmental issues have been clarified. Langlois requested that this issue not be on future agendas, and be tabled indefinitely.

b. Money to Town Council for Laundromat Building.

Mike Wood stated that he needed authorization from the BRA to make the annual payments of \$30,000 to the Town Council. Edward Bonczek made a motion to authorize the Town Manager to make the one year, annual payment to the Town Council of \$30,000. The motion was seconded by Jeffrey Barr, and unanimously approved.

Wood asked Kravitz on the progress of the Chinese restaurant. Kravitz indicated that they are progressing nicely.

Discussion, consideration, and action relative to the BRA Program of work.

Mike Wood indicated that he sent out the draft program-of-work two weeks ago. Wood stated that there was no need to take immediate action on the draft program-of-work; however, there should be a discussion regarding the existing and various proposed tasks. Jim Langlois recommended a workshop with the BRA at a future date to be determined.

New Business To Be Discussed And Acted Upon:

None

Discussion, consideration and action relative to the Subcommittee Reports

Budget Subcommittee

Mark Brizard made a motion to table the Budget Subcommittee report. The motion was seconded by Edward Bonczek, and was unanimously approved.

Stillwater Redevelopment Subcommittee Report

James Langlois stated that they have looked at what district management would cost, and how it would be managed. Mike Wood stated the Town will do the landscape maintenance around the new parking lot, and snowplowing of Tinkham Lane. Walkways will need to be addressed by the Agency. We are responsible to clear walks for Natural Resource Services. Wood explained that the Agency will have to take care of the shrubs around the new incubator space. Also the issues of maintenance of the Farmers Market and management/scheduling of the Farmers Market were discussed. Mark Brizard made a motion to receive and file the report. David Fontaine seconded the motion, and the vote in favor was unanimous.

Mike Wood stated that he discussed with Tom Kravitz about getting a college intern to finish off the web site with new pictures and narrative as it relates to the open space resources. Wood also wants to ensure that the web site comes up with the search engines based on certain tagged words.

Correspondence:

General Discussion:

James Langlois indicated that there are nine lights out in the Redevelopment District. It was suggested that the BRA investigate getting cost proposals for maintenance of all the parking lot lights (18). James Langlois will make a few phone calls and come back to the BRA for approval.

Mark Brizard stated that the BRA should approach Well-One about possible expansion in downtown Pascoag. Brizard explained that he knows the organization has invested and grown in other communities. Wood stated that the Agency may want to discuss this issue in executive session in context of properties for possible acquisition.

Mark Brizard proposed that the Agency be proactive in informing the public about the option of tax stabilization, and where and what types of investments would be eligible. Brizard argued that there are a lot of possible investment activities underway or being discussed, and the availability of tax stabilization could be helpful in their decisions. Tom Kravitz inquired whether Mark is referring to the larger tax stabilization legislation, or tax stabilization for exterior improvements. Kravitz stated that there are threshold requirements that need to be met to be eligible for property tax stabilization. Brizard proposed that the BRA should draft and propose a new ordinance for presentation to the Town Council, which has more utility.

Royal Laurent asked Mike Wood about the status of Verizon's activities as they relate to the telephone poles. Royal Laurent also asked if there had been any decisions as they relate to the proposed parking lot on Park Place. Wood stated that the status depends upon what other actions will be taken by the BRA relative to prospective property acquisitions.

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. Plat 175/Lot 019 (Mobil Station Property)
- B. Properties Requested for review by Mark Brizard
 - 1. Plat 175/Lot 065 (Nahant Place)
 - 2. Plat 175/Lot 025 (Apt. House, Pascoag Main)
 - 3. Plat 175/Lot 060 (Apr. House, Pascoag Main)
 - 4. Plat 175/Lot 061 (Vacant Building, Pascoag Main)

James Langlois made a motion to go into Executive Session with Mark Brizard, Jeffrey Barr, Edward Bonczek, and David Fontaine all voting in favor.

James Langlois made a motion to reconvene the public portion of the meeting and to seal the minutes of the Executive Session with Mark Brizard, Edward Bonczek, David Fontaine, and Jeffrey Barr all voting to support the motion. The public portion of the meeting was reconvened where it was announced that one vote was taken in Executive Session.

Adjournment:

On a motion by James Langlois seconded by Jeff Barr, the meeting was adjourned at 8:25 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____