

**BURRILLVILLE REDEVELOPMENT AGENCY  
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room  
Meeting Date: July 26, 2011  
Meeting Time: 7:00 PM

**Members Present:**

James Langlois, Chairman	Jeffrey J. Barr, Vice President
Edward Bonczek	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 7:00 PM. Langlois requested that the minutes reflect that David Fontaine has been excused from the meeting and that Barbara Schouboe will be a voting member for the meeting.

**Approval of Minutes:**

Barbara Schouboe made a motion to approve the minutes of the June 28, 2011 regular meeting. Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

**Invoices:**

None

**Citizens Comment:**

None

**Consultants Staff Report:**

Mark Brizard made a motion to table the Financial Report. Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

**Old Business:**

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

Mike Wood and Tom Kravitz indicated that there was no new information to report on the project. Tom Kravitz stated that 27 of the 47 residential units are occupied.

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

Mike Wood stated that everything regarding the project is in order, and that the BRA has fulfilled all of its obligations pursuant to the lease agreement. Wood indicated that the art gallery is scheduled to open in August.

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

A. Stillwater Pavilion

Tom Kravitz presented the proposed site development plan for the pavilion. Mike Wood stated that there are restrictions regarding what project expenses are eligible for funding. Wood stated that the Town Council has approved a resolution to accept up to \$94,000 of federal grant funds. Wood explained that the Town Council has also appropriated \$26,000 from the capital fund in support of the pavilion project. As explained by Wood, any additional project costs will require the allocation of additional funding by the Agency. Following the selection of the preferred pavilion type, the site plan will be finalized and sent to the Federal funding source for review and approval. A discussion occurred regarding the two pavilion location options, followed by a consensus regarding the central location option.

Tom Kravitz presented an overview of various structure types including steel, wood, and post and beam. Tom Kravitz presented an overview of the bidding process. Additional discussions occurred regarding utility improvements at the site, electrical needs at the building, and a suggestion regarding an additional structure in the common grassed area.

B. Canoe & Kayak Launch

Mike Wood informed the Agency that an agreement for the proposed canoe/kayak launch has been drafted and forwarded to Joseph Garlick. Tom Kravitz stated that he received an initial green light from Garlick.

C. Lights on Tinkham Lane & River Walk

As explained by James Langlois, AirHart Electric has identified the replacement parts for the light fixtures that need to be replaced, and that they will develop a cost estimate to fix the remaining lights.

D. Parking, Striping & Signage

Mike Wood stated that they have marked-off 4 spaces to the left of the concrete apron, which in effect gives Natural Resource Services access to 6 spaces. Mark Brizard inquired about an appropriate time to open up discussions with Joseph Garlick regarding the community space. Mike Wood responded that he would like to finalize the access agreement to the river first.

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

Mike Wood explained that construction of infrastructure improvements on Sayles Avenue by DPW is underway. Wood also stated that he is confident that Verizon will soon complete removal of the utility poles on Main Street. Royal Laurent stated that speed bumps are needed in Main Street in Pascoag. Laurent indicated that a vehicle recently hit a child. Laurent mentioned problems with pedestrian visibility and vehicular speed. Mike Wood explained that speed bumps in public roads are illegal, especially on state roads. Wood stated that he could talk to RIDOT about designing a rumble strip. Royal Laurent also mentioned that the street is full of trash. Wood stated that DPW will clean the street subject to the department's project schedule.

Mark Brizard referenced the former warehouse site and public use of the site, including the dumping of materials, and the fixing of automobiles. Brizard also referenced debris from property owners cleaning out their property, resulting in trash littering the street. Brizard suggested that communication be established with the Police Department and the building inspector.

Tom Kravitz stated that RIEDM rules do not require a permit to clean out the river. This pertains to solid wastes such as tires, construction materials, etc.

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

Mike Wood stated that the updated Program of Work report will be scheduled at a future meeting.

Discussion, consideration, and action relative to the Subcommittee Reports.

Mark Brizard made a motion to receive and file the reports. Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

Discussion, consideration and action relative to the Memorandum of Agreement for the micro-hydro project.

Mike Wood stated that the memorandum is fairly self-explanatory and is on the next agenda to be approved by the Town Council. Wood explained that the memorandum establishes the financial parameters with regards to sale of power (revenue) to the Pascoag Utility District. Wood also explained that the project would require substantial third party monies to make the project financially feasible. James Langlois inquired as to whether anybody has investigated the trade-offs, meaning the loss of water over the waterfall, and the loss of the charm of Harrisville Village. Brizard stated that is a problem in that there is not enough water to run the hydro all the time.

Discussion, consideration and action relative to Thai Time's Application For Transfer of Retail License

Tim Kane stated that this issue is on the Town Council agenda for tomorrow night, which is a transfer of a liquor permit.

**New Business To Be Discussed And Acted Upon:**

Discussion, consideration and action relative to the former UFO warehouse building.

Jerome Godin introduced himself as the new owner of the subject property. Mr. Godin provided an overview of plans to use the property, possibly as a paintball recreational facility. Tom Kravitz referenced the paintball option as allowed under zoning. Mr. Godin indicated his interest in using the space temporarily for warehousing, which requires a zoning variance. Godin stated that two parties have expressed interest in using the space for warehousing. Godin restated their long-term interest in repositioning the property; however, Godin stated a need to generate short-term cash flow to pay for insurance and operating costs. Godin requested clarification regarding indemnification of public use of the driveway at the rear of the property, which is on an easement. James Langlois stated that he understands the need to generate short-term revenue, but he wants to be sure that there will be no outside storage. Tom Kravitz responded to the legal procedures, which is that the Burrillville Redevelopment Agency can only offer an advisory position, and that the decision rests with the Zoning Board. In terms of the driveway, Tom Kravitz mentioned that the driveway is not a Town road. Tom Kravitz stated that it is Clock Tower Associates responsibility to maintain the driveway, and that travel is associated with people using access to the Clock Tower property. Joe Raymond stated that the property owner would need a Use Variance, which runs with the land. Raymond stated that the use variance would be near impossible to get based on the legal tests. Tom Kravitz stated that he believes that the Zoning Board has the authority to grant a temporary use variance, given that the applicant is imposing the time restriction. Mike Wood suggested that the applicant have follow-up discussions with Joe Raymond and Tom Kravitz.

Discussion, consideration and action relative to appropriating funds for services to promote the Town and coordinate a public relations initiative re: promoting outdoor sporting and recreation.

Mike Wood and Tom Kravitz made some comments including an introduction to the Blackstone Valley Tourism Council and the proposed Burrillville Geotourism program. Robert Billington provided an overview of Geotourism and the proposed action plan for Burrillville. Jeffrey Barr made a motion to

commit up to \$5,000 for the inventory and planning tasks of the Geotourism Action Plan. The motion was seconded by Edward Bonczek, and was unanimously approved.

**Note:** The balance of the Scope of Work will be considered at a future meeting.

Discussion, consideration and action relative to a memo sent to the Finance Department regarding the third-party promissory note installment for the acquisition of 96 Pascoag Main Street, Map 175, Lot 41  
A motion was made and approved to receive and file the memo.

**General Discussion:**

James Langlois inquired about Arts Districts and their potential applicability to the redevelopment districts.

**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) 24 North Main Street
- b) Plat 175/Lot 025 (Apt. House, Pascoag Main) 160 Pascoag Main Street
- c) Plat 175/Lot 060 (Apt. House, Pascoag Main) 73-75 Pascoag Main Street
- d) Plat 175/Lot 061 (Vacant Building, Pascoag Main) 87-89 Pascoag Main St.

James Langlois made a motion to go into Executive Session with Mark Brizard, Jeffrey Barr, Edward Bonczek, and Barbara Schouboe 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, Barbara Schouboe, and Jeffrey Barr all voting to support the motion. The public portion of the meeting was reconvened in open session 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:

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Michael C. Wood, Secretary

\_\_\_\_\_  
Date:

Date filed with Town Clerk: \_\_\_\_\_