

**BURRILLVILLE REDEVELOPMENT AGENCY  
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room  
Meeting Date: September 6, 2011  
Meeting Time: 7:00 PM

**Members Present:**

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

**Members Absent:**

Barbara Schouboe, Alternate Member

**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 7:05 PM.

**Approval of Minutes:**

July 26 Mark Brizard made a motion to table the minutes of the July 26, 2011 meeting. Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

**Invoices:**

Mark Brizard made a motion to approve the invoice from Rylah Construction in the amount of \$260.00 for installation of silt fencing at the Clock Tower site. The motion was seconded by Edward Bonczek, and unanimously approved.

Mark Brizard made a motion to approve the invoice from Fine Line Landscape and Lawn in the amount of \$250.00 for cleanup at the Music Hall site. The motion was seconded by Edward Bonczek, and unanimously approved.

James Langlois made a motion to table the invoice from Durkee Brown Viveiros Werenfels dated April 1, 2011 for architectural services for Business Incubator at Stillwater Mill. The motion was seconded by Jeffrey Barr, and unanimously approved.

Jeffrey Barr made a motion to have the Geotourism invoice revised and resubmitted to the BRA. The motion was seconded by David Fontaine, and unanimously approved.

**Citizens Comment:**

None

**Consultants Staff Report:**

None

**Old Business:**

James Langlois made a motion to amend the agenda to move item 6 to later in the meeting. The motion was seconded by Jeffrey Barr, and unanimously approved.

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

Nothing

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

A. Stillwater Pavilion

Tom Kravitz summarized the results of the request-for-proposals for the Stillwater Pavilion. Kravitz referenced proposals received from NAPCO, Natural Structures, Premier Park and Play, and O'Brien and Sons. Tom Kravitz explained that once a structure is selected, the site plan will be developed, the pavilion selected incorporated into the site plan and installation bids will be requested. Mark Brizard inquired about the wood sub-decking, and whether it would be a more effective option to use a metal sub-decking that will reduce maintenance costs. James Langlois presented two options for selection of Pavilion structure; (1) spend additional time at this meeting, or (2) schedule a workshop. Consensus was in favor of a workshop. James Langlois made a motion to authorize the Chairman to schedule a special meeting at the call of the Chairman. David Fontaine seconded the motion, and the vote in favor was unanimous.

B. Canoe & Kayak Launch

Mike Wood indicated that they have received the executed canoe/kayak launch easement from the property owner, and authorized Natural Resource Services to proceed. Plan and application will be submitted to DEM when ready.

C. Lights on Tinkham Lane & River Walk

James Langlois referenced the proposal from Airhart Electric for repair and maintenance of parking lot lights in the Stillwater Mill Redevelopment District. Langlois stated that Airhart has been authorized to proceed with the work. David Fontaine made a motion to ratify the Chairman's actions. Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

D. Parking, Striping & Signage

Mike Wood stated that all work has been completed with the exception of marking some fire-lanes. According to Wood, the only remaining issue is whether a sign for Natural Resource Services will be installed at the front of the property. Wood indicated that Joe Garlick and Scott Rabideau should work together to discuss signage options.

E. Maintenance Issue

Mike Wood suggested focusing on the area outside of where the Farmer's Market will be constructed. James Langlois stated that the lawn that was previously installed is basically dead. Mark Brizard explained that the area has no topsoil, and its hardpan and rubble. Gibbs suggested that the Agency consider installation of a compost mesh, and wild flowers. Gibbs stated that his organization has treated steep slope areas in Highland Corporate Park/Cumberland with similar ground cover, and the results have been both effective, and attractive. Wood stated that he would visit the area referenced by Gibbs, and report back at the next meeting.

Update on Geotourism program including presentation and progress review.

An online presentation was made by Arvind and Lilly of the draft community Facebook page. The presentation encompassed an example of the Phase I inventory, and Phase III Facebook page, and interactive map. It was explained that the community inventory data has been loaded into the interactive map. David Fontaine made a motion to approve the Facebook page, and to "go live". Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

A motion was made by Jeffrey Barr to expend up to an additional \$10,000 for the Geotourism project per the proposal. David Fontaine seconded the motion, and the vote in favor was unanimous.

Discussion, consideration and action relative to the Downtown Pascoag Redevelopment District.  
Mike Wood explained that infrastructure work in downtown Pascoag is continuing

Discussion, consideration, and action relative to the BRA program of work.  
James Langlois made a motion to table until the next meeting discussion concerning the Program of Work. Jeffrey Barr seconded the motion, and the vote in favor was unanimous.

Discussion, consideration, and action relative to the Subcommittee Reports.  
No additional reports.

Discussion, consideration and action relative to the Memorandum of Agreement for the micro-hydro project.  
James Langlois made a motion to receive and file. David Fontaine seconded the motion, and the vote in favor was unanimous.

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

None

**Correspondence**

James Langlois made a motion to receive and file. David Fontaine seconded the motion, and the vote in favor was unanimous.

**General Discussion:**

None

**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 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 in open session where it was announced that no votes was taken in Executive Session.

**Adjournment:**

On a motion by James Langlois seconded by Jeff Barr, the meeting was adjourned at 9:00 PM.

Minutes approved by:

\_\_\_\_\_  
Michael C. Wood, Secretary

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

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