

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: September 27, 2011
Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman
Edward Bonczek
Mark Brizard

Barbara Schouboe, Alternate Member
David Fontaine
Royal Laurent, Alternate Member

Members Absent:

Jeffrey J. Barr, Vice Chairman

Staff/Consultants Present:

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 7:08 PM. Langlois stated that Jeffrey Barr has been excused from the meeting, and Barbara Schouboe will be a voting member.

Approval of Minutes:

Barbara Schouboe made a motion to approve the minutes of the July 26, 2011 meeting. David Fontaine seconded the motion, and the vote in favor was unanimous.

Barbara Schouboe made a motion to approve the minutes of the September 6, 2011 meeting. Mark Brizard seconded the motion, and the vote in favor was unanimous.

Barbara Schouboe made a motion to approve the minutes of the September 15, 2011 meeting. Edward Bonczek seconded the motion, and the vote in favor was unanimous.

Invoices:

Mark Brizard made a motion to approve the invoice from Fine Line Landscape & Lawn in the amount of \$340.00 for site cleaning at the Mobil Station lot in Pascoag. David Fontaine seconded the motion, and the vote in favor was unanimous.

Mark Brizard made a motion to approve the invoice from the Woonsocket Call in the amount of \$140.00 for advertising relating to the Pavilion project. Edward Bonczek seconded the motion, and the vote in favor was unanimous.

Mark Brizard made a motion to approve the invoice from the Blackstone Valley Tourism Council in the amount of \$1,000.50 for work on the Geo-Tourism Plan and Burrillville Action Items. Edward Bonczek seconded the motion, and the vote in favor was unanimous.

Mark Brizard made a motion to approve the invoice from Durkee Brown Viveiros & Werenfels Architects Inc in the amount of \$4,000 for work relating to the office incubator design. Barbara Schouboe seconded the motion, and the vote in favor was unanimous.

Citizens Comment:

None

Consultants Staff Report:

Discussion, consideration and action relative to the Financial Report including Budgets and Audits.

Fontaine referenced a 2-month statement from the Finance Department, with minimal charges totaling slightly more than \$8,000. Fontaine stated that the Agency has liquid cash of approximately \$300,000. Fontaine explained that although the statements indicate a fund balance of \$719,000, there is not that much available. James Langlois made a motion to receive and file the financial report. Barbara Schouboe seconded the motion, and the vote in favor was unanimous.

Old Business:

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

Tom Kravitz stated that there was nothing new to report, except 40 of the 47 units are now occupied.

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

A. Landscape Options to stabilize open-space areas in the Stillwater Mill Redevelopment District.

Langlois indicated that the BRA has not yet received a quote from Central Nurseries. Brizard indicated that he is not turned-on about the wild flowers option and how it fits into the Stillwater Mill district. Langlois indicated that whatever they do, it might be only temporary. There was a discussion concerning temporary soil erosion measures including silt fencing, compost tubes, or hay-bails. Mark Brizard made a motion to expend up to \$7,500 to stabilize the open-space areas. Edward Bonczek seconded the motion, and the vote in favor was unanimous.

B. Pavilion Project; staining, height, and other options

Langlois referenced handouts with most recent cost proposal from Natural Structures with revisions of increased height, weather vane, and functional rectangular cupola. There was a discussion concerning the proposed copper weather vane and the potential for it being stolen. The necessity for the functional cupola was also discussed. Barbara Schouboe made a motion to sign the cost proposal dated September 22, 2011 from Natural Structures. David Fontaine seconded the motion, and the vote in favor was unanimous.

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

Tom Kravitz referenced infrastructure work in the district stating that the work is well underway. Second phase of the improvements along Route 107 are planned for next year. Royal Laurent inquired about the status of the Verizon utility poles. Langlois referenced other utility issues in the district and expressed frustration with how to get the utility companies to be more responsive.

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

Mark Brizard made a motion to table this item until the October meeting. David Fontaine seconded the motion, and the vote in favor was unanimous.

Discussion, consideration, and action relative to the Geo-Tourism Project.

Kravitz stated that work is progressing with staff training scheduled for this Thursday.

New Business To Be Discussed And Acted Upon:

None

Correspondence:

None

General Discussion:

None

Executive Session:

There was no Executive Session

Adjournment:

On a motion by David Fontaine seconded by Barbara Schouboe, the meeting was adjourned at 8:55 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____