

BURRILLVILLE REDEVELOPMENT AGENCY

MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room

Meeting Date: November 27, 2012

Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman Jeffrey J. Barr, Vice Chairman

Edward Bonczek 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

Others:

Call To Order:

James Langlois called the meeting to order at 7:04 PM. Langlois instructed that the minutes reflect that David Fontaine has been excused from the meeting and that Royal Laurent will be a voting member for this meeting.

Approval of Minutes:

Laurent made a motion to approve the minutes from the October 23, 2012 meeting. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Invoices:

Discussion, consideration and action relative to the invoice from Newport Appraisal Group, LLC for appraisal of 1 South Main Street Plat 192 Lot 17.

A motion was made by James Langlois to approve the invoice from Newport Appraisal Group, LLC in the amount of \$1,700. Royal Laurent seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to the invoice from Fine Line Landscape and Lawn for fall cleanup of the Music Hall lot and removal of debris.

A motion was made by Royal Laurent to approve the invoice from Fine Line Landscape and Lawn in the amount of \$250. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to the invoice from

A-way Nurseries, Inc. for the Redevelopment Agency share of the cost for trees in Stillwater Commons.

A motion was made by Jeffrey Barr to approve the invoice from A-way Nurseries, Inc. in the amount of \$220. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to the invoice from Harrisville Fire District Water Department for sprinklers at the Farmer's Market Pavilion.

Mike Wood requested that this invoice be held for further review. Royal Laurent made a motion to table the invoice. The motion was seconded by Edward Bonczek and unanimously approved.

Discussion, consideration and action relative to the invoice from Airhart Electric for bulb replacement in parking lot lights in the Stillwater Mill Redevelopment District.

Langlois commented that after the tropical storm two lights went out in the Stillwater Mill district. Langlois stated that one of the lights was under warranty. The other light needed to be fixed at the Agency's cost. Langlois stated that the cost included a complete system check and retiming. A motion was made by Royal Laurent to approve the invoice from Airhart Electric in the amount of \$501.32. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

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

Redevelopment Agency for the period from June 29, 2012 to November 13, 2012.

A motion was made by Royal Laurent to approve the invoice from Timothy Kane Esquire in the amount of \$2,268. Edward Bonczek 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.

Jeffrey Barr made a motion to table the Financial Report dated November 26, 2012. Royal Laurent seconded the motion and the vote in favor was unanimous.

Old Business:

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

A. Tenant Directory and Directional Signage

Wood indicated that he has not received an update on this initiative from Tom Kravitz. Three quotes, which were requested by the agency, have not yet been secured. Wood handed out design concepts prepared by Backgrounds by Maheu. Wood indicated that

the Town will install the anchor poles. Wood indicated that the cost for the signs would be approximately \$900 per sign. Two (2) signs will potentially be purchased, one for each entranceway. Individual companies/organizations will be asked if they want a sign to be constructed to our design standards at their expense to attach to our sign. Signs are optional for either or both sign locations.

Bonczek stated that the locomotive artwork was incorrect; it reflects a European locomotive. Langlois inquired whether there was a preference among the design concepts. Laurent emphasized that the sign should be treated with UV protection and to stay away from the color red because it fades badly. Barr made a motion that the Town Manager move forward with the design presented subject to Bonczek's comments. Laurent seconded the motion and the vote in favor was unanimous.

B. Discussion concerning development within Stillwater District

Langlois referenced last month's comments regarding the absence of an information packet that could be handed out to interested parties. Wood stated that he would talk to Tom Kravitz to discuss having the Planning Department prepare the suggested information packet.

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

Wood stated that there should be more information presented on this initiative at the January meeting.

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

None

Discussion, consideration and action relative to the Downtown Pascoag Project.

Wood stated that the road improvements to Route 107 should be completed with the next phase scheduled by the State for the spring of 2013. Laurent stated that all the holes from the utility pole removals have been patched. Langlois stated that he had the opportunity to watch the traffic patterns at CVS. He indicated that if CVS eliminated the two-way entrance at Church Street, the traffic problem would go away. Wood expressed that CVS' contention is that once all the traffic modifications have been established, the problems will go away. Wood said that if the problem is not mitigated by spring, they should raise the issue again.

Wood informed the Agency that the Town Council has approved a grant application to DEM for \$100,000 with a \$20,000 Town match to further build out the site adjacent to the Dunkin Donuts property as a park. Wood stated that they were waiting on a decision from DEM for a \$30,000 grant for acquisition of the property and the elimination of the sluiceway caps. Wood stated that he is meeting with the owners of the Dunkin Donuts property next week to present the entire acquisition and improvement package.

Wood stated that the Agency would be required to front the money needed for acquisition, removing the caps, subdividing the property and cleanup. DEM would reimburse the Agency at a later date.

New Business To Be Discussed And Acted Upon:

Jeffrey Barr made a motion to set the Agency's Annual Meeting for the Agency's regular meeting date in February (February 26, 2013). Edward Bonczek seconded the motion and the vote in favor was unanimous.

Correspondence:

Langlois referenced the resignation letter from Mark Brizard date November 15, 2012, which has been submitted as a result of Brizard's election to the School Committee. Royal Laurent made a motion to accept the resignation with regret. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Langlois stated that with Mark Brizard's resignation, Royal Laurent should move up to a full voting member, subject to the Town Council President's recommendation and a vote by the Town Council. Langlois made a motion to send a letter to the Town Council President recommending Royal Laurent to complete the remainder of Brizard's term. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

General Discussion:

Mike Wood requested that agenda item #15 should be tabled until the next meeting. Langlois made a motion to table discussion, consideration and action regarding meeting dates with the new Town Council until the January meeting. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

Langlois inquired about the success of the Victorian Holiday. Laurent stated that it was cold and in his opinion it wasn't as well planned as in the previous years. Laurent indicated that a member of the Committee felt that the Town was not as helpful as it could have been.

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 042 (Vacant Building, Substation building) 89-92 Pascoag Main St.**
- e) Plat 192/Lot 17 (Dunkin Donuts site) 1 South Main Street, Pascoag**

James Langlois made a motion to go into Executive Session with Jeffrey Barr, Royal Laurent, and Edward Bonczek 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 Jeffrey Barr, Royal Laurent 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 one vote was taken in Executive Session.

Adjournment:

On a motion by James Langlois seconded by Jeffrey Barr, the meeting was adjourned at 8:18 PM.

Minutes approved by:

Michael C. Wood, Secretary Date:

Date filed with Town Clerk: _____