

**BURRILLVILLE REDEVELOPMENT AGENCY  
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room  
Meeting Date: February 26, 2012  
Meeting Time: 7:25 PM

**Members Present:**

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

**Members Absent:**

**Staff/Consultants Present:**

Michael C. Wood, Secretary	Scott A. Gibbs, NEEDS, Inc.
Timothy F. Kane, General Legal Counsel	

**Others:**

Deb Yablonski, Burrillville Farmer's Market

**Call To Order:**

James Langlois called the meeting to order at 7:25 PM. Langlois requested that the minutes reflect that Tim Kane has been excused from the meeting.

**Approval of Minutes:**

Royal Laurent made a motion to approve the minutes of the January 22, 2013 meeting. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

**Invoices:**

Discussion, consideration and action relative to the invoice from Brian Wagner Esq. for legal services rendered regarding the former Mobil Station property.

A motion was made by Jeffrey Barr to approve the invoice from Brian Wagner Esq in the amount of \$2,100. Royal Laurent 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 the financial reports dated February 20, 2012. James Langlois made a motion to approve the Financial Report. Jeffrey Barr seconded the motion and the vote in favor was unanimous.

**Old Business:**

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

A. Update Regarding Directory and Directional Signage.

Tom Kravitz discussed two 4 X 8 highway signs to be purchased which would include two banners below the 4' X 8' signs. One would be for the Assembly Theatre and the second banner for Farmer's Market.

Mike Wood indicated that the Board of Administration would be asked if they wanted to pay for the Assembly Theatre banner. The funding for the Farmer's Market banner has not yet been identified. Langlois wanted to affirm that the color coordination of the signs would compliment the other signs in Harrisville. Kravitz confirmed.

Mike Wood stated that Edward Bonczek has been working with Meheu's regarding the other signs marking the entrance to the Stillwater Mill District. Bonczek stated that he has arraigned the train engine design be signed by Robert Richard Goulet. Mike Wood stated that the signs should be finished by May to be coordinated with events with the Tourism Council and the Farmer's Market. Jim stated that the one issue remaining is the banner sign for the Farmer's Market. James Langlois inquired whether the Farmer's Market could split the cost. Deb Yablonski responded she would get back to the BRA. Royal Laurent made a motion to authorize the Chairman to make the decision to proceed with the fabrication of the Farmer's Market sign. Edward Bonczek seconded the motion and the vote in favor was unanimous.

#### B. Request From Public to Install Benches

Deb Yablonski stated that the Farmer's Market wanted the bench as close to the Pavilion as possible. Mike Wood asked Yablonski to review the site plan, define the preferred location and get back to Tom Kravitz. Mike Wood asked that Yablonski confirm with the Farmer's Market the locations.

#### C. Discussion Regarding Development Within the Stillwater Mill District

James Langlois stated that there was nothing more to report on this item.

#### D. Community Garden

No update to report on this topic.

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

Mike Wood distributed a memo dated February 22, 2013. Tom Kravitz also distributed two pamphlets, one business related and one recreation oriented. Christine in Tom Kravitz's office developed the pamphlets. James Langlois stated that the idea is to have these pamphlets available both inside and outside of the community. Mike Wood suggested that the "Visit Burrillville" website logo be included on the pamphlets. Royal Laurent stated that all pictures should be of the same resolution. Mike Wood asked that all comments be emailed to Tom Kravitz.

Wood referenced BVTC's previous presentation that outlined a wide array of things to market Burrillville. The suggestion was to start off slow and to build from there such as the pamphlets presented by Tom Kravitz. Wood suggested that they begin with the rack cards to be placed in Town Hall, and other public locations, and the postcards to be used out of Town. Wood also referenced the Facebook marketing plan stating that it is worth trying. We need to develop a method to determine the impact of this type of marketing. Laurent motioned to authorize up to a \$1,000 to proceed with the Geo-tourism initiatives as presented. Jeffery Barr seconded the motion and the vote in favor was unanimous.

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

Mike Wood stated that Joe Garlick did not receive the Rhode Island Housing Home Funds Program funding for the Pascoag Village project but feels confident that he will be successful next year, Wood reported that Garlick appears close to finalizing a deal to acquire the Nardelli's properties.

Wood stated that the Mobil Station option agreement is good through June 30 of 2013. Wood explained that unless the BRA secures certain assurances from DEM regarding environmental liability, the BRA would have to reassess its position at that point.

#### Sales Agreement with Kingston Management Company

DEM approved the transfer of funds to subdivide and acquire the property.

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

None

**Correspondence:**

BRA Letter to the Board of Administration

Royal Laurent made a motion to receive and file. David Fontaine seconded the motion and the vote in favor was unanimous.

Friends of the Library request regarding event signage

Wood inquired whether Tom Kravitz wanted to have a discussion with the friends of the Library. Kravitz stated that they could continue to use sandwich signs and balloons to advertise special events. Wood stated that he and/or Tom would have a discussion with the Friends of the Library.

Town Council Appointments to the BRA

James Langlois made a motion to receive and file. Edward Bonczek seconded the motion and the vote in favor was unanimous.

**General Discussion:** Wood referenced discussions with RIDOT. As explained by Wood, there has been a change of project classification because RIDOT has identified certain drainage issues such as the culverts on Route 107 and Downtown Pascoag that will need to be addressed. Therefore because of logistics, the project will be going out to bid this time next year as compared to the initial plan to go out to bid this year.

Royal Laurent inquired whether RIDOT plans to take out the steps that jut out into the sidewalk. Wood responded that he will have to take a look at the issue and get back to the BRA with an answer.

**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

Wood indicated that there were no additional issues to discuss in Executive Session.

**Adjournment:**

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

Minutes approved by:

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

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

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