

**BURRILLVILLE REDEVELOPMENT AGENCY
MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: April 23, 2012
Meeting Time: 7:00 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	Tom Kravitz

Others:

Call To Order:

James Langlois called the regularly scheduled meeting of the Agency to order at 7:05.

Approval of Minutes:

David Fontaine made a motion to approve the minutes of the March 26, 2013 Annual Meeting. Jeff Barr seconded the motion and the vote in favor was unanimous.

Invoices:

Discussion, consideration and action relative to the invoice from Timothy F. Kane for legal services.

David Fontaine made a motion to approve the invoice from Timothy Kane dated April 18, 2013 in the amount of \$1,194.00. 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.

David Fontaine referenced the financial reports dated April 16, 2013 indicating \$26,000 of revenue and \$16,000 of expenses. Fontaine made a motion to receive and file the financial report. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Old Business:

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

A. PowerPoint Presentation

James Langlois introduced Christian Caldarone and Diane Soule who made a PowerPoint presentation regarding a proposed recreation area in the Stillwater Mill Redevelopment District. Caldarone and Soule referenced storm water runoff issues in the area, which are addressed in the plan. Caldarone indicated that they eliminated the previously proposed community garden and instead are proposing additional parking, children play area, adult fitness area, and arbor performance area. Visuals were presented for each of the functional areas including a proposed water feature for the children. A suggested phasing plan was discussed to better manage projected costs in which the area will be usable following the completion of Phase I. Phase I will include the installation of a grassy area, walkways, fencing, and parking. Phase II will include the children play area and adult fitness area, and Phase III will encompass the arbor and performance area.

Caldarone presented projected costs for each phase indicating that the Blackstone River Valley NeighborWorks would be contributing \$35,000 for the project over a number of years. Caldarone also referenced letters of support from the Burrillville Farmers Market and the Jesse M. Smith Memorial Library. Wood indicated that they thought the phasing approach was a good concept with third party funding becoming availability over time. Laurent inquired about the feasibility of securing the funding. Tom Kravitz indicated that it is not unreasonable to expect CDBG funding for funding-gap costs. Laurent inquired about educational signage improvements, which was previously discussed. Caldarone indicated that these improvements were not included in the plans. Laurent asked about the costs to create the signs. Caldarone said that they were looking at 10 signs that would cost about \$750 per sign, possibly fabricated by the River's Edge. Laurent asked whether the signs should be about the mill specifically, or about the area in general. Tom Kravitz stated that the source of funds would probably define the purpose of the signs. Wood suggested that Caldarone amend the plan to include a Phase IV for signage. Wood informed Caldarone that the Agency did run water to the area that could be extended into the project area. Langlois inquired about the proposed parking spaces asking who has rights to the property. Tom Kravitz indicated that he believes it is Agency property. Caldarone stated that they would confirm ownership.

Langlois made a motion to tentatively approve the proposed recreation and parking improvement plan, subject to design finalization and costing. Barr seconded the motion and the vote in favor was unanimous.

B. Directional Signage

Mike Wood explained that RIDOT approval was required for the highway signage. RIDOT responded that they prohibit signs that don't have historical significance. The proposed Route 102 sign was modified to indicate the Harrisville Historic District. RIDOT also did not want the signs to be put into concrete due to safety issues. The Stillwater sign is being fabricated and also will be designed to include the library icon. In terms of the Farmers' Market, they can use temporary signs proximate to the main sign.

Laurent made a motion to approve the 72 X 96 Route 102 signs. Langlois seconded the motion and the vote in favor was unanimous. Laurent made a motion to consider options for additional signs in the Harrisville Historic District. Fontaine seconded the motion and the vote in favor was unanimous. Langlois made a motion to send a letter to the businesses in the area indicating that if they use Maheu Signs, they will not have to come back to the Redevelopment Agency for approval. Barr seconded the motion and the vote in favor was unanimous.

C. Stillwater Pavilion

Wood referenced two locations for the proposed park benches that are not intrusive yet look onto the pavilion area. A second option behind the Pavilion was also referenced. Concerns were raised about the area behind the Pavilion due to interference with vehicles. Wood stated that he would stake out potential locations. Langlois made a motion to approve the bench locations staked out by Wood assuming that Agency members go check the locations. Barr seconded the motion and the vote in favor was unanimous.

D. Tinkham Lane

Langlois stated that there are four lights that are currently out along Tinkham Lane. Langlois stated that the intention is to assess and repair the lights every spring. Laurent made a motion to take necessary steps to repair the lights. Fontaine seconded the motion and the vote in favor was unanimous.

E. Natural Resources Lease

Wood referenced inquiries from Scott Rabideau regarding property maintenance issues that may be the responsibility of the property owner. Wood explained that the lease is structured to identify items that are the responsibility of the Redevelopment Agency and identifies the items that are the property owner's responsibility. The suggested approach is that the Redevelopment Agency will credit a future lease payment by Scott Rabideau for expenses incurred that are not his responsibility. Scott Rabideau also raised the issue of the trashcans, which he is leaving in his common area. Rabideau discussed placing a structure along the river walk where he can store the trashcans.

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

Tom Kravitz previewed the new pictures that will be incorporated into the post card and rack cards. Michael Wood indicated that he previously authorized them to proceed with finalization of the products.

Discussion, consideration and action relative to the Clock Tower Project

Nothing

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

Langlois referenced the DPNA announcement of this year's Block Party. Wood stated that there are some things such as permits that still need to be accomplished.

New Business To Be Discussed And Acted Upon:

Family Fair

James Langlois stated that the event would be held on June 15th. Langlois inquired whether the Redevelopment Agency should participate in the event this year. Royal Laurent asked how the Redevelopment Agency participated last year. Langlois explained that the Redevelopment Agency put up a table along with various props provided by Tom Kravitz. Langlois stated that the event provides a great opportunity for outreach to the community. Langlois stated that he has no problem participating in the event again this year and manning the booth.

Correspondence:

RIPTA Correspondence

Mike Wood stated that RIPTA is revising its flex service, which normally does not run on Saturday. Mike Wood referenced the correspondence from RIPTA that sets forth an arrangement for RIPTA to run the flex service on Saturday to service the Farmer's Market and Stillwater Complex. RIPTA is looking for a \$1,700 match for the period of June 15th to August 10th. Jeffrey Barr made a motion to approve the expenditure of \$1,700 for the flex service. Laurent seconded the motion and the vote in favor was unanimous.

General Discussion:

Laurent referenced the status of the UFO building asking if there are any plans for it. Laurent suggested that the Redevelopment Agency pay close attention to the building. Gibbs mentioned the concept of an indoor bike track and similar projects in other cities.

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, David Fontaine, and Edward Bonczek all voting in favor of the motion.

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, Edward Bonczek, and David Fontaine all voting to support the motion. The public portion of the meeting was reconvened in open session where it was announced that there were no votes taken in Executive Session.

Adjournment:

On a motion by Langlois seconded by Bonczek, the meeting was adjourned at 8:45 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____