

BURRILLVILLE REDEVELOPMENT AGENCY

MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: April 22, 2014
Meeting Time: 7:00 PM

Members Present:

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|---------------------------------|---------------------------------|
| James Langlois, Chairman | Jeffrey J. Barr, Vice Chairman |
| Edward Bonczek | Renay McLeish, Alternate Member |
| Mark Thompson, Alternate Member | David Fontaine |

Members Absent:

Royal Laurent

Staff/Consultants Present:

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|----------------------------|-----------------------------|
| Michael C. Wood, Secretary | Scott A. Gibbs, NEEDS, Inc. |
| Tom Kravitz, Town Planner | |

Others:

Call To Order Of Regular Meeting:

Langlois called the Meeting to order at 7:03. Langlois requested that the minutes show that Royal Laurent has been excused from the meeting and that Mark Thompson will be a voting member. Langlois indicated that Tim Kane has also been excused from the meeting.

Approval of Minutes:

Approval of minutes of the March 25, 2014 Regular Meeting, and to dispense with the reading of said minutes.

Mark Thompson made a motion to approve the minutes of the March 25, 2014 Regular 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 Esquire dated April 17, 2014 for legal services.

Fontaine made a motion to approve the invoice from Tim Kane in the amount of \$1,974. Mark Thompson 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 report provided by John Mainville indicating total cash available of \$132,000. Fontaine also referenced costs associated with two years of common area costs at the Clock Tower development, which will be settled with Neighborworks and expensed once received. Barr made a motion to accept the report. Edward Bonczek seconded the motion and the vote in favor was unanimous.

Old Business To Be Discussed And Acted Upon:

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

Kravitz reported that the application for the Neighborworks playground project has been filed with RIDEM.

Langlois stated that they met with the Conservation Commission representatives to confirm planting locations for the donated trees and that the trees should be installed within a few weeks. Langlois made a motion to send a letter to Kevin Cleary of the Conservation Commission thanking them for the donation. Fontaine seconded the motion and the vote in favor was unanimous.

Langlois referenced the discussion at last months joint meeting with the Town Council regarding fees and charges associated with using the pavilion. Langlois stated that the Arts Council would be holding their annual event at the Assembly Hall, which Langlois stated is probably a better location for the event. Langlois referenced banners that are planned for installation including a contact number for interested parties. Langlois stated that he hopes that the BRA can make a decision on a new fee structure tonight. Barr stated that he doesn't believe the rates are unreasonable and they barely cover the costs. Langlois read the fee structure and believed that it was somewhat confusing. Barr suggested that the policy be rewritten at a minimum. Langlois stated that they still needed to reach a consensus regarding the fee structure so that it could be included in advertising/promotion. Edward Bonczek stated that he believed the pavilion should have been offered free.

There was a discussion regarding the costs incurred by the BRA to support a user of the pavilion. McLeish and Fontaine indicated that the rate structure didn't seem unreasonable and that maybe the sticking point is the hourly rate after the initial time slot. A discussion occurred regarding a daily rate with defined periods that they can set up, and when they have to close down. It was suggested that the time slots should be 2 p.m. - 8 p.m. on Saturday and 10 a.m. - 8 p.m. on Sunday. The Farmer's Market hours should be excluded for scheduling purposes. Langlois suggested an hourly rate for something less than an entire day; possibly something like \$40 an hour for a minimum of 2 hours with special pricing options for multi-day

and special events. It was also suggested that renting should be first-come-first-serve basis with preference given to residents. Deposits will remain as previously set. A general discussion took place.

Langlois made a motion to approve a revised fee/rate structure. Barr seconded the motion and the vote in favor was unanimous. The revised fee/rate structure is attached.

Langlois referenced Mark Thompson's comments about concerts, and suggested maybe the BRA should jumpstart and sponsor a concert. Langlois stated that he can get the light and sound equipment but the musicians would have to get paid. Langlois suggested an appropriate budget of \$2,000 to sponsors an event. Langlois asked for 2 volunteers with Mark Thompson and James Langlois, who will report back to the Agency at a subsequent meeting.

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

Langlois indicated that because of discussions with DEM and environmental issues on the site owned by the Dunkin Donuts, Tim Kane made modifications to the original agreement that protects the Town. Jeffrey Barr made a motion to give the Chairman the authority to sign the amended agreement. Mark Thompson seconded the motion and the vote in favor was unanimous.

Kravitz stated that many people have committed to connect with National Grid's gas service extension, and there was a meeting with Bradford Court as a potential user that went well. Kravitz stated that Bradford Court is projecting a one-year payback; however, they are indicating a need for a capital contribution for connecting due to the fact that they recently installed new equipment. Wood stated that NGRID needs Bradford Court in the mix, but does not support a capital contribution for Bradford Court.

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

Wood asked if there was any comments regarding the Program of Work that was previously distributed to and discussed with the Agency members. McLeish inquired about the Gazebo (at Stillwater) and wondered whether it was duplication of the existing Gazebo across the street (by the Levy School). Langlois said that the proposed Gazebo was in response to an inquiry from the Levy Family in memory of Levy. Langlois made a motion to approve the Program of Work. Barr seconded the motion and the vote in favor was unanimous.

Old Business To Be Discussed And Acted Upon:

None

Correspondence:

None

General Discussion:

Ed Bonczek raised the issue regarding the \$100,000 that the Town Council did not support for the Agency. Wood stated that it was from the Route 102/Commerce Park project, and it is under the jurisdiction of the Town Council. Bonczek also raised a question regarding whether there is a Town Council liaison to the BRA. Wood said that there was 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 042 (Vacant Building, Substation building) 89-92 Pascoag Main St.
- e) Plat 192/Lot 17 (Dunkin Donuts site) 1 South Main Street, Pascoag

Langlois requested a roll call to go into Executive Session with Barr, Bonczek, Fontaine and Thompson all voting in favor.

The Regular Meeting was reconvened where it was noted that one vote was taken in Executive Session regarding Plat 175 Lot 043, 84-86 Pascoag Main Street authorizing the Chairman to execute an agreement to sell/convey the subject property to NeighborWorks Blackstone River Valley.

Adjournment:

On a motion by Thompson, seconded by Barr, the meeting was adjourned at 8:30PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____

Pavilion Rental Rates

At their meeting of April 22, 2014, the Redevelopment Agency voted to modify the rental rates and terms for rental of the pavilion and grounds. The following are the new rates and terms:

- 1) A full day (all day) will be \$125. This applies to all rentals, resident and non-resident
- 2) Hourly rentals will be \$40 per hour with a minimum of 2 hours (\$80) per event
- 3) Available periods for daily or hourly rentals are from 2 PM to 8 PM on Saturday and from 10 AM to 8 PM the rest of the week, Sunday and holidays included.
- 4) Special event or multi-day rental rates are negotiable – Applicant will provide a full description in writing of what will take place on site, the specific dates and times proposed for use and estimated number of participants. A description of insurance coverage by the applicant for the event proposed, if any, will be provided. Deposits are negotiable depending on the scope, type and length of the special event.
- 5) Town and school agencies/groups, including the Library, may use the Pavilion for sponsored events as long as they make their own arrangements for utilities, if needed, and clean up the site after use. No deposits will be required for town or school agencies/groups.
- 6) Town residents and groups will be given preference for rentals in the event there is a conflict for use of the Pavilion or its accessories.

Note: Except as stated herein, deposits and insurance requirements will not change.

These rates and terms are effective immediately.