

## BURRILLVILLE REDEVELOPMENT AGENCY

Meeting Place: Jesse M. Smith Library, Community Room  
Meeting Date: May 26, 2015  
Meeting Time: 7:00 PM

### Members Present:

James Langlois, Chairman  
Edward Bonczek  
Royal Laurent  
David Fontaine  
Mark Thompson, Alternate Member      Voting member  
Renay McLeish, Alternate Member

### Members Absent:

Jeffrey J. Barr, Vice Chairman      Excused

### Staff/Consultants Present:

Michael C. Wood, Secretary  
Tom Kravitz, Town Planner  
Timothy Kane, Esq.  
Scott A. Gibbs, NEEDS, Inc.      Excused  
Nancy Binns, Town Council Liaison

### OTHERS PRESENT:

None

### CALL TO ORDER:

James Langlois called the meeting to order at 7:00 p.m. Langlois requested that the minutes reflect that Mark Thompson would be voting member.

### APPROVAL OF MINUTES:

Approval of minutes of April 21, 2015 regular meeting and to dispense with the reading of said minutes

Royal Laurent moved to approve the minutes of the April 21, 2015 regular meeting. David Fontaine seconded the motion and the vote in favor was unanimous.

### INVOICES/BILLS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration and action relative to an invoice from O’Hearne Associates for site planning at WellOne in Pascoag.

David Fontaine moved to approve the payment of \$725.00 for site planning at WellOne in Pascoag. Royal Laurent seconded the motion. The vote was unanimous.

A scope of work for future work will be provided by Tom Kravitz for Agency consideration.

Discussion, consideration and action relative to an invoice from New England Economic Development Services, Inc. for economic development advisory services.

Mark Thompson moved to approve the payment of \$2,212.50 for economic development services. Royal Laurent seconded the motion. David Fontaine recused from the vote. The vote was severally accepted.

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

James Langlois moved to approve the payment of \$1,074.00 for legal services. David Fontaine seconded the motion. The vote was unanimous.

Note: Fiscal year ends June 30. Professional Services invoices to be submitted for payment prior to the June 23<sup>rd</sup> meeting.

No action needed.

**CITIZEN COMMENT:**

None

**CONSULTANT/ STAFF REPORTS:**

Discussion, consideration and action relative to financial reports including budgets and audits.

David Fontaine reported on Period 10. Approximately \$130,000 in liquid funds available. A new budget for FY2016 will be presented at the June meeting.

James Langlois moved to receive and file. Royal Laurent seconded the motion. The vote was unanimous.

Discussion, consideration and action relative to subcommittee reports.

Wood noted no new meetings of the High Street Park subcommittee have been held. James Langlois encouraged all the subcommittees to be more active because the workload is getting larger. No action taken.

**OLD BUSINESS TO BE DISCUSSED AND ACTED ON:**

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

Update regarding Stillwater Playground

Wood reported that the playground project was underway. Public Works is doing the majority of the work. No problems so far. Completion date is contingent on receipt of the playground equipment, expected in six weeks. No action taken.

Physical improvements to the Pavilion and grounds

Wood has not yet solicited quotes for potential repairs. Langlois reviewed issues that will be added to the proposed "Program of Work", which will be reviewed by the Agency at the June meeting.

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

Update regarding RI Blackstone River Valley NeighborWorks project, related permitting and ancillary items.

Wood, Gibbs and Kravitz to meet to go over the logistics and scope of what the Agency needs to do to coordinate between NeighborWorks, WellOne and the Agency. No action taken.

Gonyea Park dedication ceremony – June 13<sup>th</sup> at 2:00 p.m.

Expecting 60 -70 people. Jim will represent the Agency at the event. No action taken.

Update regarding Pascoag natural gas project

National Grid is still signing up customers along the route. The Town and NeighborWorks properties are all set. Construction work will start any day now. No action taken.

Donation of pumpkins to high school students for DPNA Pumpkin Fest event

No information in the agenda package to review or consider. Matter deferred until the June meeting.

Discussion, consideration and action relative to budget and “Program of Work”. Note: Both to be presented at the June 23<sup>rd</sup> meeting.

Wood will email the existing Program of Work to all Agency members prior to the next meeting. No action taken.

Discussion, consideration and action relative to continuation of the Geotourism program.

Kravitz is reviewing the outstanding invoice with James Toomey for reconciliation to the original contract for services. An adjusted invoice should be ready for the June meeting.

Tom Kravitz and James Toomey are working on a new scope of work for future services. Various members asked if there was a way to measure the results of the program, website activity, rack cards, etc. Kravitz will ask Mr. Toomey if there is data.

#### **NEW BUSINESS TO BE DISCUSSED AND ACTED ON:**

Discussion, consideration and action relative to the correspondence from Scott Rabideau regarding the Stillwater incubator lease terms and conditions. Note: We may want to take this item out of order.

Edward Bonczek moved to forgo the rent increase for the next two year period. The utility charge will not be affected. Royal Laurent seconded the motion. The vote was unanimous. Note: Future rent increases as set forth in the lease will not be impacted by this action.

See the correspondence dated May 13, 2015, from Natural Resources Services, Inc.

Discussion, consideration and action relative to creating a Dog Park.

Various ideas, locations and options were discussed. No action taken.

Discussion, consideration and action relative to signage at Redevelopment Agency projects.

Jim Langlois moved to purchase signs to 1) showcase projects already completed by the Agency and 2) to promote ongoing projects sponsored by the Agency while under construction. Mark Thompson seconded the motion. The vote was unanimous. Wood will follow up.

**GENERAL DISCUSSION:**

Edward Bonczek – Gonyea Park - Will covered rubbish receptacles be on site? Shade for the tables?

Advertisements in Rhode Island Monthly and possibly the Valley Breeze were discussed?

Royal Laurent - Do we want to create a five minute You Tube type video for the Agency? Royal will follow-up to see what options we might want to pursue.

Tom Kravitz - Will approach Levy Foundation for build-out funds re: WellOne Project.

**EXECUTIVE SESSION PURSUANT TO RHODE ISLAND GENERAL LAWS 42-46-5(a)5:**

**ADJOURN:**

Minutes approved by:

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

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

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

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TYY).



## Natural Resource Services, Inc.

May 13, 2015

James Langlois, Chairman  
Burrillville Redevelopment Agency  
105 Harrisville Main Street  
Harrisville, RI 02830

RE: Lease for Natural Resource Services, Inc.

Dear Mr. Langlois:

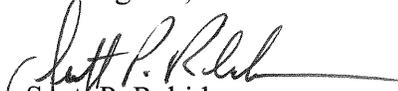
It is approaching the four (4) year anniversary of the lease between Natural Resource Services, Inc. (NRS) and the Burrillville Redevelopment Agency. The lease has a clause within it which necessitates an automatic increase at the four (4) year mark. I would like the opportunity to meet with the Agency at the May 26<sup>th</sup> public meeting to discuss the possibility of granting a two (2) year extension to this rent increase.

As you know, NRS uses the east side of the space as the company's office. The west side has been used by RE:discover, my wife's gallery for local artists and craftsman. This retail use has added a positive element to the Stillwater Mill Complex, especially during the summer months. Unfortunately, the store in its current configuration has not generated sufficient income to sustain itself. Beth had to close the business as of April 15<sup>th</sup>.

She and I want to pursue a retail venue in this space. It has never been my intent to sublease any portion of the unit to others, even though it is allowed under the terms of the lease. An extension of the automatic rent increase until June, 2017 will enable me to afford the rent through NRS revenues only. That will give Beth the opportunity to reconfigure the store and try again.

I look forward to the opportunity to meet with you and the agency members to discuss this matter.

Best regards,

  
Scott P. Rabideau  
President

APPROVED  
2 YEAR  
DEFERRED ON  
RENT.  
NET UTILITIES