

BURRILLVILLE REDEVELOPMENT AGENCY

REGULAR MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: June 23, 2015
Meeting Time: 7:00 PM

Members Present:

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| James Langlois, Chairman | Dave Fontaine |
| Edward Bonczek | Renay McLeish, Alternate Member |
| Royal Laurent | Mark Thompson, Alternate Member |

Members Absent:

Jeff Barr, Vice Chairman

Staff/Consultants Present:

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|---------------------------|------------------------------------|
| Tom Kravitz, Town Planner | Scott A. Gibbs, NEEDS, Inc. |
| Timothy Kane Esq. | Nancy Binns, Liaison, Town Council |

Others:

Call To Order Of Regular Meeting:

James Langlois called the Meeting to order at 7:03 PM. Langlois requested that the minutes note that Mark Thompson would be voting member in replace of Jeff Barr who has been excused. Langlois also referenced the absence of Michael Wood who had another meeting to attend.

Approval of Minutes:

Approval of minutes of the May 26, 2015 Annual Meeting, and to dispense with the reading of said minutes.

Royal Laurant made a motion to approve the minutes of the May 26, 2015 Regular Meeting. Mark Thompson seconded the motion and the vote in favor was unanimous.

Invoices:

Discussion, consideration and action relative to 2 invoices from East Coast Artisans in the amount of \$21.00 and \$7.00 for copies of engineering plans and sewer plans for Pascoag Main Street.

David Fontaine made a motion to approve payment of the invoices. Royal Laurant seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to an invoice from Timothy F. Kane Esq. for legal services rendered to the Burrillville Redevelopment Agency.

Mark Thompson made a motion to approve the invoice from Timothy F. Kane in the amount of \$480.00. Royal Laurant 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 report included in the meeting package. Fontaine stated that the report shows a cash balance of \$132,000. Laurant made a motion to receive and file the Financial Report. Mark Thompson seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to the Subcommittee Reports.

Renay McLeish indicated that there was nothing new to report.

Old Business To Be Discussed And Acted Upon:

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

Stillwater Playground – Kravitz referenced images included in the meeting package explaining that the design is changing slightly, which has been approved by Neighborworks Blackstone River Valley. Kravitz stated that Mike Wood is looking for a vote from the Agency approving the redesign. Langlois stated that the only addition would be some benches along the perimeter. Langlois also requested that the trees be lower to reduce long-term maintenance. Thompson made a motion to approve the changes in design. Laurant seconded the motion and the vote in favor was unanimous.

Physical Improvements to the Pavilion and grounds – Langlois referenced issues with the gutters. Joe Raymond inspected the gutters who indicated that there were some minor issues, which he took care of.

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

Update Regarding Blackstone River Valley Neighborworks Project – Kravitz stated that the RIDEM permit has been issued, which sets the footprint for the new building. Kravitz stated that the sewer and water departments have been engaged to define proposed utility services to the property. Kravitz explained

gas improvements are expected to commence this week and the project architect has been working with National Grid.

Memorandum of Understanding WellOne – Gibbs provided an overview of the draft MOU specifically referencing issues of project timing and parking, Gibbs explained that the MOU has been presented to WellOne, who today forwarded their comments. After some discussion, Fontaine made a motion to authorize Chairman James Langlois to execute the agreement subject to no material modifications. Thompson seconded the motion and the vote in favor was unanimous.

Pascoag Natural Gas Improvements – Kravitz explained that the gas line installation is scheduled to begin shortly.

High Street Park/Recreation Area – No Comment or discussion.

DPNA Request for Pumpkins – Langlois referenced the DPNA's request for 3 cases of pumpkins to donate to the High School for the Pumpkin Fest event. Langlois explained that the cost is \$300 per case and that the pumpkins are being provided by Roots & Shoots. James Langlois made a motion to approve the donation of 3 cases of pumpkins to the High School. John Karmozyn seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to redevelopment areas/districts.

Town Council Meeting, June 24th - Kravitz stated that he has a quorum for the Town Council Meeting on 6/24. McLeish stated that she would attend.

Town Council Meeting, July 22nd – Langlois emphasized the importance of attending to secure a definitive position from the Town Council on where they want the BRA focus to be going forward.

Discussion, consideration and action relative to Blackstone Valley Tourism Council.

Outstanding Invoice Revisions - Kravitz stated that he reminded the Blackstone Valley Tourism Council that the Town Council is still waiting for a response to this issue. Kravitz stated that he still has not received a response regarding the invoiced fees and a new scope of work.

Discussion, consideration and action relative to the BRA budget.

Langlois stated that the Budget Subcommittee has included a proposed budget in the meeting package. Laurant inquired about the WellOne expenditures. Gibbs indicated that the expenditures would not happen until next fiscal year. Laurant made a motion to approve the FY2016 Budget. Thompson seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to the Program of Work.

Langlois explained that the program of work is not a completed document and therefore is not ready for voting. Langlois made a motion to table the Program of Work to the next meeting. Fontaine seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to a dog park.

Kravitz explained that he has looked at Chapel Street across from the Sunoco. Kravitz stated that he would keep the BRA informed. .

New Business To Be Discussed And Acted Upon:

None

Correspondence:

Letter of commendation to DPW for work on Gonyea Park.

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

Beverage License for Gonyea Park Dedication Ceremony on June 13th.

Laurant made a motion to receive and file. Thompson seconded the motion and the vote in favor was unanimous.

General Discussion

Langlois stated that Wood forwarded an email from a member of the DPNA expressing concern that the previous couple meetings have been cancelled without good notice. Wood wants the BRA to start thinking about a short and long-term solution to this problem. Langlois suggested a meeting with the DPNA to have a discussion. The suggested strategy is to impress upon the DPNA how much the Town and BRA are doing to advance downtown Pascoag and the importance of the DPNA as a participant in the initiative. Fontaine inquired about the existence of a BRA liaison with the DPNA, which was acknowledged by several Agency members. Gibbs suggested as an alternative a more personal conversation as an interim step to a larger meeting.

Karmozyn referenced that the Thai Restaurant has installed their new deck.

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.

No items to discuss in Executive Session.

Adjournment:

On a motion by Laurant, seconded by Fontaine, the meeting was adjourned at 8:15 PM.

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____