

BURRILLVILLE REDEVELOPMENT AGENCY

REGULAR MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: July 28, 2015
Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman	Royal Laurent
Edward Bonczek	Renay McLeish, Alternate Member
Jeff Barr, Vice Chairman	Mark Thompson, Alternate Member

Members Absent:

David Fontaine
Nancy Binns, Liaison

Staff/Consultants Present:

Michael C. Wood, Secretary	Scott A. Gibbs, NEEDS, Inc.
Tom Kravitz, Town Planner	Timothy Kane Esq.

Others:

Raymond Daignault, DPNA

Call To Order Of Regular Meeting:

James Langlois called the Meeting to order at 7:05 PM. Langlois requested that the minutes note that Mark Thompson will be a voting member in replace of David Fontaine who has been excused from the meeting. Langlois also referenced the absence of Nancy Binns who had another meeting to attend.

Approval of Minutes:

Approval of minutes of the June 23, 2015 Regular Meeting, and to dispense with the reading of said minutes.

Jeffrey Barr made a motion to approve the minutes of the June 23, 2015 Regular Meeting. Mark Thompson seconded the motion and the vote in favor was unanimous.

Invoices:

Discussion, consideration and action relative to an invoice dated June 1, 2015 from Airhart Electric in the amount of \$882.66 for maintenance of streetlights in the Stillwater Mill Redevelopment District

Wood indicated that this vote is to ratify the expenditure. Laurent asked for breakdown of the invoice relative to materials. Langlois provided a breakdown. Laurent made a motion to ratify payment of the invoice. Barr seconded the motion

and the vote in favor was unanimous. Airhart to be notified to provide more detail on all future invoices.

Discussion, consideration and action relative to an invoice dated June 19, 2015 from Airhart Electric in the amount of \$280.86 for maintenance of streetlights in the Stillwater Mill Redevelopment District.

Barr made a motion to approve payment of the invoice. Laurent seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to an invoice dated June 10, 2015 from the Bargain Buyer in the amount of \$35.50 relative to the advertisement for Gonyea Park dedication.

Barr made a motion to approve payment of the invoice. Thompson seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action for approval relative to an invoice dated July 14, 2015 from Airhart Electric in the amount of \$548.82 for maintenance of streetlights in the Stillwater Mill Redevelopment District.

Langlois provided an overview of issues regarding streetlights. As explained by Langlois, a lightning storm knocked out the ballast and a significant amount of lights in the District. Langlois stated that they reached out to Clock Tower Associates who affirmed that they have had similar problems. Bonczek inquired whether the BRA should be looking at options for managing these costs going forward. Wood stated that discussions are underway with Pascoag Utility to explore options. Jeffrey Barr made a motion to approve payment of the invoice. Laurent seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action for approval relative to an invoice dated July 20, 2015 from East Coast Artisans in the amount of \$7.00 for copies of engineering plans for 74-84 Pascoag Main Street.

Barr made a motion to approve payment of the invoice. Laurent seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action for approval relative to an invoice dated July 23, 2015 from Blackstone Valley Tourism Council in the amount of \$1,227.50 for Geotourism (Social Media work) and website maintenance.

Tom Kravitz referenced the invoice, which was revised from the earlier invoice and is consistent with the contract. Laurent stated that he needs more detail going forward as to the specific services provided. Wood stated that the details for past services are in the contract. Laurent made a motion to approve payment of the invoice. Barr seconded the motion and the vote in favor was unanimous.

Citizens Comment:

Raymond Daignault introduced himself as the Treasurer of the Downtown Pascoag Neighborhood Association. Daignault stated that they have had problems with volunteers although they typically get volunteers for specific events such as the

Pumpkin Festival. Langlois explained that the BRA is very active in Downtown Pascoag, outlining various projects and the interest in attracting businesses. Langlois stated that the BRA is not a Chamber of Commerce and needs an organization like the DPNA to lead in promoting and organizing the local businesses. Wood stated that the DPNA used to have a representative attend the BRA meetings. Wood explained that it's an opportunity for the DPNA to provide input in what they would like to have done. Daignault thanked the BRA for its continued efforts and looks forward to working closely with the BRA.

Bonczek referenced the White Mill Park upgrade and its great success in already being well used by the community. He also mentioned the success of Gonyea Memorial Park.

Consultants Staff Report:

Discussion, consideration and action relative to the Financial Report including Budgets and Audits.

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

Discussion, consideration and action relative to the Subcommittee Reports.

None

Old Business To Be Discussed And Acted Upon:

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

Stillwater Playground – Langlois stated that the new playground is being well used although it hasn't officially opened yet. Wood provided an overview of additional improvements planned. Langlois recommended that all BRA members visit the park to generate some ideas for additional improvements.

Signage – Langlois stated that they have had two signs designed by East Coast Artisans. One of the signs has a removable section that can include interchangeable signs to reference other organizations that the BRA is partnering with. Langlois stated that both signs are permanent and temporary signs that can be used to promote the BRA as a sponsor of the various projects. Thompson made a motion to move forward with the initiative. Barr seconded the motion and the vote in favor was unanimous.

Pavilion Maintenance – Wood stated that Joe Raymond made some temporary fixes and recommended that the BRA wait to a later date to make more permanent improvements. Langlois also stated that Raymond indicated that there were rocks in the gutters from kids throwing rocks off the roof. Wood stated that the rocks had already been removed by the DPW and the area paved.

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

Update Regarding Blackstone River Valley Neighborworks Project – Kravitz reiterated that the project has received the RIDEM permit and is now waiting to receive the sewer permit. Kravitz referenced discussions with the project engineer regarding the issue of separate sewer laterals.

Memorandum of Understanding WellOne – Gibbs provided an overview of the draft MOU, which is currently under review by Landmark. Wood stated that there is not enough cash to do both projects and they need a financing plan to go back to the Town for possible assistance. McLeish asked various questions regarding other issues that could derail the project including offsite parking and project schedule.

Pascoag Natural Gas Improvements – Laurent stated that work has already begun.

High Street Park/Recreation Area – Wood explained that planning is one issue with the second issue being working with Pascoag Utility. Wood stated that nothing is going to happen until next calendar year because of scheduling.

Thai Royal License – Wood indicated that the Town Council approved the license. Laurent stated that the new deck is impressive.

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

Town Council Meeting, June 24th - Kravitz stated that the amendments to the Comprehensive Plan were approved.

Town Council Meeting, July 22nd – None

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

Outstanding Invoice Revisions – Kravitz explained that a new scope of work has to be developed. Wood stated that the scope should be simply maintenance of what's already in place. Wood requested that a proposal be secured from the BVTC for doing future work. Kravitz to follow-up with BVTC.

New Business To Be Discussed And Acted Upon:

Discussion, consideration and action relative to a request from Timothy F. Kane to increase his hourly billing rate to \$150.00.

Laurent made a motion to approve the increase in Kane's billing rate to \$150.00. Barr seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to the transfer of the Gonyea Park property from the Burrillville Redevelopment Agency to the Town of Burrillville.

Kane requested that the BRA authorize Langlois to sign a quitclaim deed to transfer the property to the Town. Laurent made a motion to authorize Langlois to execute a quitclaim deed transferring the Gonyea Park property to the Town. Thompson seconded the motion and the vote in favor was unanimous.

Discussion, consideration and action relative to setting priorities for the new redevelopment districts and to request an agenda item on the August 26, 2015 Town Council meeting agenda.

Wood suggested that they defer this item to September given that there are some significant issues on the Town Council's August meeting agenda. Mike suggested that the September meeting might also be a good time to address the financing issue for WellOne.

Correspondence:

Email from Christian Caldarone regarding difficulties with exterior lights at the Clock Tower parking lot.

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

General Discussion

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.

No items to discuss in Executive Session.

Adjournment:

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

Minutes approved by:

Michael C. Wood, Secretary

Date:

Date filed with Town Clerk: _____