

## **BURRILLVILLE REDEVELOPMENT AGENCY**

### **REGULAR MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room  
Meeting Date: February 25, 2020  
Meeting Time: 7:10 PM

#### **Members Present:**

James Langlois, Chairman  
Edward Bonczek  
Jeff Barr

George J. Lough, III  
Mark Thompson

#### **Members Absent:**

Royal Laurent

Renay McLeish

#### **Staff/Consultants Present:**

Michael Wood, Secretary  
Ray Goff, Planning Director

Scott A. Gibbs, NEEDS, Inc.  
Timothy Kane, Esq.

#### **Others:**

Dennis Anderson, Town  
Councilor

#### **Call To Order Of Regular Meeting:**

James Langlois called the Meeting to order at 7:06 PM. Langlois announced that all members were present.

#### **Approval of Minutes:**

Approval of minutes for the January 28, 2020 Regular Meeting, and to dispense with the reading of the minutes.

Mark Thompson made a motion to approve the minutes from the January 28, 2020 Regular Meeting. Royal Laurent seconded the motion and the vote in favor of the motion was unanimous.

#### **Citizen's Comment:**

None

Langlois amended the agenda to take into consideration Agenda item #15. Richard Labrecque, owner of 252 Harrisville Main Street indicated that he will be closing on the additional brick building (tank building) behind his property. Labrecque announced that he is working with one active tenant looking to establish a Karate Dojo at the building, although discussions are in the preliminary stages. He also referenced discussions with the Town's building and fire officials. He also referenced discussions with an ice cream vendor (Ice Cream Machine), although there seems to be questions regarding market. Also referenced discussions with Mark Jarvis who has the license for My Box.

Langlois inquired whether he has looked at any recreational uses. Labrecque referenced the Drop Zone, where he used to work. Indicated about a similar use at the building. Langlois stated that the Agency tries to look for businesses that currently are not in the community. Langlois referenced a boat launch oriented use. Langlois also referenced biking.

Wood also referenced the existing auto-related tenant in the building explaining that the use cannot continue. Labrecque indicated the business owner indicated that is goal is to phase out the use. Langlois asked Ray Goff about the Boys & Girls Club. Goff indicated that they have found another location and are not looking for alternative sites.

#### **Invoices:**

##### Discussion, consideration and action relative to the invoice from New England Economic Development for payment of Invoice #4.

Laurent made a motion to approve the invoice from New England Economic Development in the amount of \$16,000 for services related to Nasonville Redevelopment District. Mark Thompson seconded the motion and the vote in favor of the motion was unanimous.

##### Discussion, consideration and action relative to the invoice from Regan One Hour Heating and Air Conditioning for labor services at Natural Resource, Clocktower for payment.

Laurent made a motion to approve the invoice from Regan One Hour Heating and Air Conditioning dated February 3, 2020 in the amount of \$507.50 for services rendered at Natural Resources, Clocktower. Jeffrey Barr seconded the motion and the vote in favor of the motion was unanimous.

##### Discussion, consideration and action relative to the invoice from R.K. Baker and Associates for 75-81 Pascoag Main Street, design of mechanical (HVAC) Systems to be received and filed.

Langlois made a motion to receive and file the invoice from R.K. Baker and Associates dated November 14, 2019 in the amount of \$2,750 for 75-81 Pascoag Main Street, design of mechanical (HVAC). Barr seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from Izzo Electric and Son, Inc. for relocation of furnace and wire AC unit at 75-81 Pascoag Main Street to be received and filed.

Langlois made a motion to receive and file the invoice from Izzo Electric and Son, Inc. dated February 3, 2020 for the relocation of furnace and wire AC unit at 75-81 Pascoag Main Street. Barr seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from Frank Lombardo and Son's, Inc. for Project Green Ridge (HVAC) at 75-81 Pascoag Main St. to be received and filed.

Langlois made a motion to receive and file the invoice from Frank Lombardo and Sons, Inc. dated December 12, 2019 for HVAC work at 75-81 Pascoag Main Street. Thompson seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from Aharonian and Associates, Inc. for fit-out of Tenant #1 space 75-81 Pascoag Main Street to be received and filed.

Langlois made a motion to receive and file the invoice from Aharonian and Associates, Inc. dated January 27, 2020 for architectural services rendered relative to Tenant #1 space 75-81 Pascoag Main Street. Laurent seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from PUD Electric Department for Bravo electric from 12/27/19 to 1/29/2020 to be received and filed.

Wood explained that it was appropriate to cover the electric expenses during the referenced period given the difficulties encountered by the tenant due to installation of the furnace. Langlois made a motion to receive and file the invoice from PUD Electric dated February 3, 2020 relating to the Bravo space. Thompson seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from McCormick Electric, Inc. for camera installation at the pavilion to be received and filed.

Langlois made a motion to receive and file the invoice from McCormick Electric, Inc. dated February 5, 2020 for camera installation at the pavilion. Thompson seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from Greenridge Commons for Invoice #2 for National Grid Gas Account #45453-58034 at 75 Pascoag Main St. to be received and filed.

Wood explained that these are bills that were being paid by Greenridge Commons for space owned by the BRA. Langlois made a motion to receive and file the invoice from Greenridge Commons dated February 13, 2020. Edward Bonczek seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from Greenridge Commons for Invoice #3 for National Grid Gas Account #36255-18017 at 75 Pascoag Main St. to be received and filed.

Langlois made a motion to receive and file the invoice from Greenridge Commons dated February 13, 2020. Laurent seconded the motion and the vote in favor of the motion was unanimous.

### **Consultants Staff Report:**

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

Laurent asked whether the financial report takes into consideration some of the bills approved. Wood indicated that some are accounted for, while others will be noted in subsequent reports. George Lough indicated that loans continue to be paid down. Lough indicated that everything looks good. Barr asked about projections anticipating receipts and bills. Wood indicated that a budget has not yet been adopted. Wood stated that he will be preparing a budget and program of work. Laurent made a motion to receive and file the Financial Report. Barr seconded the motion and the vote in favor of the motion was unanimous.

### **Old Business To Be Discussed And Acted On:**

Discussion, consideration and action regarding marketing activities for 75-81 Pascoag Main Street (Map 175, Lot 061).

Langlois announced that they were not able to land Guided Financial Strategies for the left-side unit. Langlois explained that they made a major effort to respond to the prospect's issues but in the end, the company was not willing to commit.

Wood announced that they did get a commitment from Bravo Brewing to lease the middle space. Wood stated that Bravo will be installing the demising wall with Tenant Space #1, and use the back proposed bathroom area for their own use. Wood stated that May 1<sup>st</sup> is the deadline for opening. Langlois explained that the center space would be used for events and private parties.

Wood also referenced a possible modified fit-out of the GFS space. Langlois referenced conversations with C&C Construction.

Discussion, consideration and action relative to the Signage Program -

- A. Downtown Pascoag Subcommittee
- B. Stillwater District Subcommittee

Langlois indicated that they can take both agenda items together since both subcommittees are working together. Langlois stated that East Coast Artisans slows down in July, and could handle the fabrication of the signs. Langlois also indicated that he also talked to Margaret at East Coast Artisans about the map option with

features on the map. Langlois stated that it would be incumbent on the committees to finalize the designs and get the designs to the sign vendor.

**New Business To Be Discussed And Acted On:**

Discussion, consideration and action to schedule a joint meeting with the Town Council.

Wood referenced required Town Council action on the road and bridge design. Wood also referenced conversations with RIDOT regarding bridges, including the bridges in Nasonville. Wood referenced the TC meeting options including discussions at a joint meeting. Langlois made a motion to engage the Town Council for a special meeting. Laurent seconded the motion and the vote in favor of the motion.

**Correspondence:**

None.

Ms. Sharen Potts introduced herself and expressed interest in the BRA.

**Executive Session Pursuant to Rhode Island General Laws:**

Langlois made a motion to go into Executive Session pursuant to Rhode Island General Laws. Edward Bonczek, Jeffrey Barr, Mark Thompson, and Royal Laurent all voted in favor of the motion. The meeting went into Executive Session.

Langlois made a motion to reconvene the Regular Session noting that one vote was taken in Executive Session and the minutes of the Executive Session should be sealed. Barr seconded the motion and the vote in favor of the motion was unanimous.

**Adjournment:**

Langlois made a motion to adjourn the meeting at 8:15. Barr seconded the motion and the vote in favor of the motion was unanimous.

Minutes approved by:

Michael C. Wood  
Michael C. Wood, Secretary

5/26/2020  
Date:

Date filed with Town Clerk: MAY 27 2020

*AM*