



Burrillville Redevelopment Agency Meeting Minutes-August 25, 2020 7:00PM

This meeting was held in accordance with the provisions of the Governor's Executive Order 20-46. All members of the Burrillville Redevelopment Agency participated remotely. Members of the public were able to attend and/or participate remotely in the meeting, as required, by the means listed below:

Zoom Link: <https://zoom.us/j/94509102580?pwd=a3lqOVRjcTlGNTZMcWJvSFRlZnhaZz09>

Meeting ID: 926 3025 0541

Password: 143830

Phone: 888-788-0099

MEMBERS PRESENT:

James A. Langlois, Chair
Edward Bonczek
Jeffrey J. Barr, Vice Chair
Royal Laurent
Mark Thompson

Renay McLeish, Alt. Member
George J. Lough, III, Alt. Member

MEMBERS ABSENT: None

STAFF/CONSULTANTS PRESENT:

Timothy F. Kane, Esquire, General Legal Counsel Dennis Anderson, Town Council Liaison
Ray Goff, Planning Director Nicole Stockwell, Administrative Support

STAFF/CONSULTANTS ABSENT: Michael C. Wood, Secretary

OTHERS PRESENT: None

CALL TO ORDER:

James Langlois called the Meeting to order at 7:20 p.m.

APPROVAL OF MINUTES:

1) Approval of minutes of the July 28, 2020 Meeting, and to dispense with the reading of said minutes.

Laurent made a motion to approve the minutes of the July 28, 2020 meeting. Thompson seconded the motion and a roll call was requested with Laurent, Barr, Bonczek, Thompson, and Langlois all voting in favor of the motion.

CITIZEN COMMENT: None

INVOICES/BILLS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration and action relative to the invoice from Pascoag Utility District for Water at 75-81 Pascoag Main St. from 6/15/2020 through 7/16/2020 to be received and filed.

Langlois made a motion to receive and file the invoice from Pascoag Utility District for Water at 75-81 Pascoag Main St. from 6/15/2020 through 7/16/2020. Barr seconded the motion and a roll call was requested with Langlois, Barr, Bonczek, Laurent and Thompson all voting in favor of the motion.

Discussion, consideration and action relative to the invoice from Pascoag Utility District for Electric at 75-89 Pascoag Main St. from 6/26/2020 through 7/29/2020 to be received and filed.

Langlois made a motion to receive and file the invoice from Pascoag Utility District for Electric at 75-89 Pascoag Main St. from 6/26/2020 through 7/29/2020. Thompson seconded the motion and a roll call was requested with Langlois, Barr, Bonczek, Laurent and Thompson all voting in favor of the motion.

Discussion, consideration and action relative to the invoice from Cahill's Lawn Care for Pavilion flower and bush garden clean up to be received and filed.

Langlois made a motion to receive and file the invoice from Cahill's Lawn Care for Pavilion flower and bush garden clean up. Laurent seconded the motion and a roll call was requested with Langlois, Barr, Bonczek, Laurent and Thompson all voting in favor of the motion.

CONSULTANT/ STAFF REPORTS:

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

Langlois indicated the total available funds amount is \$346,117.14. Langlois noted that the \$99,133.71 increase is from the capitol budget.

Laurent made a motion to receive and file the financial report. Thompson seconded the motion and a roll call was requested with Langlois, Barr, Bonczek, Laurent and Thompson all voting in favor of the motion.

OLD BUSINESS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration and action relative to status of the Pavilion Rest Rooms Project.

Langlois explained that the excavation work and sewer installation are now complete and construction is underway with a targeted completion date of mid-October. Langlois added that pavilion rentals are picking up with several already booked in the fall.

Discussion, consideration and action relative to the Signage Program

a) Downtown Pascoag Subcommittee

b) Stillwater District Subcommittee

McLeish stated that she is working with Margaret at East Coast Artisans to come up with design ideas for the signs, which will to be installed on main roads in Harrisville and Pascoag directing patrons to parking and the recreational trail. McLeish stated that the subcommittee members decided that the signs should be green with an image of a train on them to reference the trails former use as train tracks. Sign design, material, mountings and placement are still under consideration. The committees are considering a material cost verses quality comparison between PVC and aluminum. McLeish stated she intends to secure quotes for multiple options from Margaret. The Board discussed the name of the trail and decided the signs should read "recreational trail" as they felt "bike path" was too limiting of a name. Langlois requested that the subcommittees meet to refine the design details and asked McLeish to present them at the next meeting. Langlois stated the DPW will assist with sign installation.

Discussion, consideration and action relative to the status of Bravo Expansion Project and extension of the lease and expenses to be received and filed.

Langlois stated that the lease was signed effective August 1st. Bravo's event room and patio are now open and reportedly doing very well.

Langlois made a motion to receive and file the Bravo lease. Laurent seconded the motion and a roll call was requested with Langlois, Barr, Bonczek, Laurent and Thompson all voting in favor of the motion.

Discussion, consideration and action relative to schedule a joint meeting with the Town Council. Regarding - Nasonville Bridge Plan and redevelopment planning in Nasonville and general redevelopment activity in Downtown Pascoag.

Langlois stated that the joint meeting is tentatively scheduled for September 9th. He will provide the board with a definitive date once confirmed by Town Manager, Michael Wood.

NEW BUSINESS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration and action relative to the lease agreement between the BRA and Northwest Community Health Care d/b/a WellOne Primary Medical and Dental Care.

Langlois stated that WellOne has signed a month to month lease for additional space while they develop the recently purchased neighboring property (former bank building and 4 lots).

Langlois made a motion to receive and file the Northwest Community Health Care d/b/a WellOne Primary Medical and Dental Care lease. Thompson seconded the motion and a roll call was requested with Langlois, Barr, Bonczek, Laurent and Thompson all voting in favor of the motion

Discussion, consideration and action relative to interior renovations of 75-81 Pascoag Main St.

Langlois stated that they have had several prospective tenants but all have fallen through. Langlois stated that he and Town Manager, Michael Wood recommended additional buildout to make the unit more appealing to prospective tenants. AC and restrooms with associated electrical and concrete work will be completed with each project having a max budget of \$5,000. If the project budgets are under \$5,000, they will not have to go out to bid. Quotes are currently being accepted. To date, one has been submitted for the bathroom, one for the concrete work, two for the A/C and two for the electrical work. Langlois explained that three quotes are required before voting. The Board questioned if Greenridge was responsible for the AC. Langlois responded that Attorney Tim Kane has reviewed the documents and found that AC was in fact not included as thought to be.

Discussion, consideration and action relative to marketing/brokering of 75-81 Pascoag Main St.

Langlois stated he is working with a local real estate agent who specializes in small town commercial properties. Langlois reported that this agent also has connections in the medical field, which he hopes leads to the vacant radiology unit being leased.

Discussion, consideration and action relative to the status, air conditioning condensers/Greenridge.

Langlois stated that an additional A/C condensor needs to be installed. Langlois commented that the unit installed for Bravo Brewing is reportedly working very well so the same type of condenser is what has been put out for bid.

Discussion, consideration and action relative to the High Street Park improvements.

The Board reviewed the site, drainage and landscape plans depicting the .67-acre riverfront park. This park will offer landscaped areas with picnic tables and a walkway leading to the Lifespan Lab building owned by Mark Murphy. There will be eight parking spots with one reserved for handicap parking with a loading zone. The Board suggested considering a footbridge over the river to connect the park to the river walk. Langlois asked the

Board to further examine the plans and ask that they bring any further questions, comments or suggestions to the next meeting. This information will be shared with DPW director, Jeff McCormick and Town Manager, Michael Wood to consider. Langlois stated the BRA would fund this project with some of the work be completed "in kind" by the DPW. Langlois stated that DPW Director, Jeff McCormick indicated that this project could begin as soon as this fall.

CORRESPONDENCE: None

EXECUTIVE SESSION PURSUANT TO RHODE ISLAND GENERAL LAWS:

Request for Executive Session from Michael C. Wood, Town Manager., pursuant to Rhode Island Open Meeting Law for review and discussions relating to §42-46-5 (a)(5).

Langlois stated an executive session is not required this evening.

ADJOURN:

Laurent made a motion to adjourn the meeting at 8:07p.m.. Bonczek seconded the motion and a roll call was requested with Laurent, Barr, Bonczek, Thompson, and Langlois all voting in favor of the motion.

Michael C. Wood
Michael Wood, Secretary Date

SEP 22³ 2020 WAM
Date filed with Town Clerk