



Burrillville Redevelopment Agency Meeting Minutes-July 27, 2021 Regular Meeting

MEMBERS PRESENT:

James A. Langlois, Chairman, Jeffrey Barr, Vice-Chairman, Edward Bonczek (late), Mark Thompson, Renay McLeish, George J. Lough III (alt), Gerald Lapierre (alt).

MEMBERS ABSENT: None

STAFF/CONSULTANTS PRESENT:

Michael C. Wood, Secretary, Ray Goff, Planning Director, Dennis Anderson, Town Council Liaison and Nicole Stockwell, Administrative Aide.

STAFF/CONSULTANTS ABSENT: Timothy F. Kane, Esquire, General Legal Counsel

OTHERS PRESENT: None

CALL TO ORDER:

Chairman Langlois called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES:

Approval of minutes of the June 22, 2021 Meeting, and to dispense with the reading of said minutes.

Voted to approve the June 22, 2021 minutes. Motion by Jeff Barr. Seconded by Mark Thompson. Motion carried unanimously.

CITIZEN COMMENT: None

INVOICES/BILLS DISCUSSED AND ACTED ON:

Discussion, consideration and action relative to invoice Atlantic Locksmith for a key made to the Pavilion restroom for the Library to be received and filed.

Voted to receive and file the Atlantic Locksmith invoice. Motion by Chairman Langlois. Seconded by Mark Thompson. Motion carried unanimously.

Discussion, consideration and action relative to Reimbursement Request for Steve Moore for 6/21-7/6/2021 to be received and filed.

Secretary Wood noted that Mr. Moore will be given a business credit card soon. Until this happens, he will continue to charge materials to his personal credit card and seek reimbursement.

Voted to receive and file Steve Moore's reimbursement request. Motion by Chairman Langlois. Seconded by Mark Barr. Motion carried unanimously.

CONSULTANT/ STAFF REPORTS:

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

George Lough reviewed the reports with the Board.

Voted to receive and file the financial reports. Motion by Mark Thompson. Seconded by Renay McLeish. Motion carried unanimously.

Agency Wages for Maintenance and Repair- A request was made to review the dates and accuracy of the documents. Mike Wood stated that Gail Labossiere would review the dates and reimbursement amounts to confirm accuracy.

BRA Field Update Report- Chairman Langlois reviewed the two-page report drafted by Steve Moore. Chairman Langlois and Secretary Wood commended Mr. Moore's thoroughness and work product. Mr. Moore's main concern listed in this report is a water drainage issue in the Stillwater restrooms. Options will be reviewed to address the problem.

OLD BUSINESS:

Discussion, consideration and action relative to the signed lease agreement with Natural Resource Services, Inc. 180 Tinkham Lane (Map ID 160, Lot 065) to be received and filed.

Voted to receive and file the signed lease agreement. Motion by Chairman Langlois. Seconded by Jeff Barr. Motion carried unanimously.

Discussion, consideration and action relative to the signed Lease Amendment for the property located at 74-84 Pascoag Main St., Well One (Map ID 175, Lot 043-04) to be received and filed.

Chairman Langlois and Mike Wood noted that annual maintenance agreements for HVAC will be paid by the tenant and will be deducted from the rent.

Voted to receive and file the lease agreement. Motion by Mark Thompson. Seconded by Jeff Barr. Motion carried unanimously.

Discussion, consideration and action relative on condominium fees, charges and reserve for maintenance, with Greenridge/Neighborworks and to pay past fees and charges or take any other action thereon.

Chairman Langlois and Secretary Wood stated that they are still in negotiations with Neighborworks Property Manager Christian who has not accepted their latest offer to split the "in question" portion of Neighborworks all in insurance policy. Chairman Langlois stated that the reasoning for the negotiations is to decide if the BRA is responsible for covering any percentage of Neighborworks policy when the BRA and their Tenants have their own policies. Negotiations continue and, if a percentage agreement is made, the BRA will owe back payments for multiple years.

Discussion, consideration and action relative to update on various projects and initiatives.

Chairman Langlois and Secretary Wood provided a status update on the following projects:

Parking lot and park, Pascoag- Chairman Langlois noted that DPW Director Jeff McCormick reported they hit ledge on the right edge of the lot. He has a plan to address the issue.

High Street Park- Secretary Wood noted that the grass coming in nicely and the next step is paving the lot, installing car bumpers and creating a path to the water.

CJS (Remington Park)-Secretary Wood shared two wooden park sign options and the Board decided they preferred the blue sign. Chairman Langlois noted East Coast Artisans will be creating aluminum signs for the lot, trail, rink and court. A dedication ceremony will be held in the fall.

Stillwater Restroom- Chairman Langlois noted the water concern was discussed above. He added that the restrooms are open during events and for pavilion rentals, otherwise they are locked. Secretary Wood suggested considering upgrading the pavilion camera system to include sight of the restroom building.

Riverwalk Bridge and Pedestrian Bridge- Secretary Wood stated that the RIDEM Grant application for the bridge was denied and the Federal Grant status is still pending. In the meantime, Steve Moore has completed some repairs to the boardwalk and DPW director Jeff McCormick has suggested a river clean up in this area.

NEW BUSINESS:

Discussion, consideration and action relative to proposed physical improvements to Well One leased property, 74-84 Pascoag Main St.

Chairman Langlois stated that Well One will modify the interior space by cutting the lead shielding and sheetrock to expose the top portion of the existing window. He explained that the top section of the window will be replaced with translucent glass to allow natural light to come into the proposed office space. Well One will complete this at their own expense and the cut materials will be saved in the event that the space needs to be converted back into a radiology space.

Discussion, consideration and action relative to the location of BRA meetings moving forward.

Secretary Wood explained that the executive order requiring virtual meetings has expired. All Rhode Island Boards are to return to in person meetings and are not required to continue a Zoom component for participants and attendees. Because of this change, the BRA will now be able to return to holding in person meetings in the Library Community Room and discontinue the use of Zoom.

Voted to hold in person meetings in the Community Room and discontinue Zoom. Motion by Jeff Barr. Seconded by Mark Thompson. Motion carried unanimously.

Discussion, consideration and action relative to the continuation of zoom participation of future BRA meetings.

Chairman Langlois noted that this item was covered in the last item.

Voted to table Zoom participation. Motion by Chairman Langlois. Seconded by Renay McLeish. Motion carried unanimously.

CORRESPONDENCE:

Discussion, consideration and action relative to the Application for New Retail License Class T and New Annual Entertainment License for Patrons of the Assembly Theatre correspondence dated July 6, 2021 to be received and filed.

Voted to receive and file the applications. Motion by Chairman Langlois. Seconded by Mark Thompson. Motion carried unanimously.

Discussion, consideration and action relative to the ad Announcing the Town Tax Stabilization and Tax Credit Program to be received and filed.

Voted to receive and file the ad. Motion by Chairman Langlois. Seconded by Jeff Barr. Motion carried unanimously.

Discussion, consideration and action relative to the letter from RIDEM regarding the High Street Bridge Grant to be received and filed.

Voted to receive and file the RIDEM Grant letter. Motion by Chairman Langlois. Seconded by Ed Bonczek. Motion carried unanimously.

ADJOURN:

Meeting adjourned at 8:00p.m.

Voted to adjourn. Motion by Chairman Langlois. Seconded by Jeff Barr. Motion carried unanimously.

Michael C. Wood 8/24/2021
Michael Wood, Secretary Date
Date filed with Town Clerk: AUG 25, 2021 *WOW*