



Burrillville Redevelopment Agency Meeting Minutes-October 26, 2021 Regular Meeting

MEMBERS PRESENT:

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

MEMBERS ABSENT: None

STAFF/CONSULTANTS PRESENT:

Michael C. Wood, Secretary, Timothy F. Kane, Esquire, General Legal Counsel, Ray Goff, Planning Director, Dennis Anderson, Town Council Liaison and Nicole Stockwell, Administrative Aide.

STAFF/CONSULTANTS ABSENT: None

OTHERS PRESENT: Public Works Director, Jeff McCormick and Parks and Recreation Director, Andrea Hall.

CALL TO ORDER:

Chairman Langlois called the meeting to order at 7:05 p.m.

APPROVAL OF MINUTES:

Approval of minutes of the September 28, 2021 Meeting, and to dispense with the reading of said minutes.
Voted to approve. Motion by Vice Chairman Barr. Seconded by Mark Thompson. Motion carried unanimously.

CITIZEN COMMENT: None

INVOICES/BILLS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration and action relative to invoice from the Industrial Foundation of Burrillville for the Promissory Note dated February 12, 2018, payment number 14 to be paid.

Voted to Approve. Motion by Chairman Langlois. Seconded by Vice Chairman Barr. Motion carried unanimously.

Discussion, consideration and action relative to invoice from Pascoag Utility District for electric usage on 9/27/2021-10/01/2021 at 180 Tinkham Lane to be received and filed.

Voted to receive and file. Motion by Chairman Langlois. Seconded by Vice Chairman Barr. Motion carried unanimously.

Discussion, consideration and action relative to invoice from Harrisville Fire District Water Department for Farmers Market Pavilion meter reading 09/27/2021 to be received and filed.

Voted to receive and file. Motion by Chairman Langlois. Seconded by Vice Chairman Barr. Motion carried unanimously.

Discussion, consideration and action relative to invoice from ReMax for Rental Commission for Art Box Studio, LLC to be received and filed.

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

CONSULTANT/ STAFF REPORTS:

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

Renay McLeish and George Lough reviewed the reports with the Board and noted that they will meet with town Finance Director, Leslie McGovern on Tuesday 11/2/21 to review of books, discuss some questions regarding the reports, and review financial operations and they pertain to the BRA.

a. Agency Wages for Maintenance and Repair.

Secretary Wood noted that average weekly payroll is eight hours.

b. BRA Field Update Report

Secretary Wood stated that the last report will be forwarded.

OLD BUSINESS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration and action for approval to sublet a portion of Bravo's leased space at 75 Pascoag Main St., per Article 19 of the lease agreement, or take any other action thereon.

Chairman Langlois and Secretary Wood discussed that owners of Bravo have a tenant to sublet their kitchen space. Legal Counsel, Tim Kane confirmed that they will have to provide their own insurance. Chairman Langlois requesting authority to review and consent to the sub lease.

Voted to authorize. Motion by Renay McLeish. Seconded by Mark Thompson. Motion carried unanimously.

Discussion, consideration and action relative to update and expenditures for various projects, initiatives, and expenditures:

Parking lot and park, Pascoag Main St.- Public Works Director, Jeff McCormick stated that paving is complete. He is still negotiating with the owners of the historic fountain. Public Works will complete the final landscaping/plantings in the spring.

High Street Park- Public Works Director, Jeff McCormick stated that paving is complete. Public Works will complete the final landscaping/plantings in the spring.

Gonyea Park- Parks and Recreation Director, Andrea Hall shared images and quotes for shade structures and privacy screening. After discussion and considering quoted costs,

Voted to authorize Parks and Recreation put a bid request out on a steel shade structure. Motion by Chairman Langlois. Seconded by Vice Chairman Barr. Motion carried unanimously.

Voted to authorize Department of Public Works to spend up to \$4,500 for the purchase and installation of Emerald Green arborvitae trees for privacy screening.

NEW BUSINESS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration and action relative to the lease agreement for Art Box Studios, LLC to be received and filed.

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

CORRESPONDENCE:

Discussion, consideration and action relative to the memo regarding the Waiver of Certain Sewer Charges dated October 19, 2021 to be received and filed.

Secretary Wood stated that he submitted a request to waive two of the four quarterly charges when the Stillwater restroom facility is seasonally closed. The waiver request in on the next Sewer Commission agenda where Secretary Wood will be present.

Voted to receive and file. Motion by Chairman Langlois. Seconded by Renay McLeish. Motion carried unanimously.

OTHER:

Secretary Wood and Department of Public Works Director Jeff McCormick conveyed an acknowledgement phone call from Senator Jack Reed. The call acknowledged receipt of the town's appropriations request for \$200,000 to construct a pedestrian bridge at High Street Park and repair the decking on the Pascoag River Walk. Secretary Wood noted that Senator Reed will announce the status of the award approximately December 2021.

It was announced that there is no meeting in December.

ADJOURN:

Meeting adjourned at 7:45p.m.

Voted to adjourn. Motion by George Lough. Seconded by Mark Thompson. Motion carried unanimously.

Michael Wood 11/23/2021
Michael Wood, Secretary Date

Date filed with Town Clerk: NOV 24 2021 *com*