

BURRILLVILLE REDEVELOPMENT AGENCY

REGULAR MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: March 26, 2019
Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman	Jeff Barr
Edward Bonczek	Mark Thompson
Renay McLeish	

Town Council:

Raymond J. Trinque	Louise R. Phaneuf, Town Clerk
Dennis M. Anderson	
Amanda K. Gingell	
Donald A. Fox	

Members Absent:

Royal Laurent	George J. Lough, III
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Staff/Consultants Present:

Michael C. Wood, Secretary	Scott A. Gibbs, NEEDS, Inc.
Ray Goff, Planning Director	Timothy F. Kane, Esq.

Others:

Building Official

Call To Order Of Regular Meeting:

James Langlois called the Meeting to order at 7:10 PM. Langlois announced George Lough has been excused from the meeting, and Laurent is absent. Langlois stated that McLeish will be a voting member for the meeting. Langlois made a motion to excuse Lough from the meeting. Barr seconded the motion and the vote in favor was unanimous.

Langlois amended the agenda to move agenda item 8 for discussion, Meeting with the Town Council. Langlois welcomed the Members of the Town Council. Langlois started the discussion referencing initiatives in the village of Pascoag. Langlois indicated that new signs have been installed. Langlois explained the reasoning behind the signage program. Langlois then referenced the 75-81 and 76-

84 Main Street Projects including the Bravo Brewing project and the leasing of the WellOne space. Langlois stated the importance of elevated public relations to get the word out.

The former Bank of America building and efforts to work with the property's owners were also mentioned by Langlois, as well as the leasing of land owned by the Pascoag Utility District for the possible development of a park, or public space. Mike Wood indicated the need to address the parking constraints in the area.

Langlois then shifted the conversation to Stillwater Mill, Harrisville. Langlois referenced efforts to build new restrooms at the Pavilion. Langlois explained that the restrooms will enhance the attraction of the Pavilion for events, as well as reduce demands for use of the Library bathrooms. Langlois stated that the BRA is getting serious about making additional improvements to the Pavilion, including installation of a wind screen. Langlois explained that the BRA wants to embark on a signage program in Harrisville that helps direct visitors to various destinations in the village. Langlois also referenced other unfinished properties, including the UFO property.

Langlois then moved on to the Nasonville initiative. Langlois stated that this initiative has been underway for two-years with various accomplishments including photographic survey of the area, and other studies. Langlois referenced the stone arch bridge, and the reemergence of the Nason Mill initiative. Gibbs provided an overview of planning findings to date and next steps.

Approval of Minutes:

Approval of minutes for the February 26, 2019 Annual Meeting, and to dispense with the reading of the minutes.

Mark Thompson made a motion to approve the meetings from the February 26, 2019 Annual Meeting. McLeish seconded the motion and the vote in favor of the motion was unanimous.

Approval of minutes for the February 26, 2019 Regular Meeting, and to dispense with the reading of the minutes.

McLeish made a motion to approve the meetings from the February 26, 2019 Regular Meeting. Edward Bonczek seconded the motion and the vote in favor of the motion was unanimous.

Citizen's Comment:

None

Invoices:

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

Langlois made a motion to approve payment of the invoice from the Industrial Foundation of Burrillville in the amount of \$3,452.55. Thompson 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.

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

A. Agency wages for maintenance and repair – No Payroll

i. Construction Issues at 76-84 Pascoag Main Street.

Wood indicated that there was a reported issue of water entering the building. Wood stated that they are looking into the issue.

Old Business To Be Discussed And Acted On:

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

Langlois indicated that a Letter-Of-Intent to lease approximately 2,000 square feet with Bravo Brewing has been executed. Gibbs provided an overview of his on-site meeting with Chris Mishoe and his subcontractors. Gibbs indicated that the transaction should move quickly.

Discussion, consideration and action relative to Nasonville redevelopment planning.

Gibbs indicated that the preliminary bridge and intersection design should be completed by the next BRA meeting. Following the submittal and approval of the design, Gibbs indicated that the final drafting of the redevelopment plan should follow shortly thereafter.

Discussion, consideration and action relative to cost and options to construct restroom facilities at the Pavilion in Stillwater.

Langlois explained that this issue was discussed during the Town Council presentation. Wood stated that the cost proposals are scheduled to be received by April 16.

New Business To Be Discussed And Acted On:

Discussion, consideration and action relative to the Signage Program

- A. Downtown Pascoag Subcommittee. Assignment, design and develop a direction signage program that will point the way to points of interest in downtown area (such as River-Walk, Gonyea Park, parking, and businesses).

Langlois assigned this initiative to the Downtown Pascoag Signage Program. Langlois provided an overview of the general intent of the signage program, which is directional in nature. Barr referenced previous work, and to get this work out of archives to see if it has any value.

Discussion, consideration and action relative to the Stillwater District Subcommittee. Assignment, design and develop a directional and historic signage program, which identifies areas of historical interest, especially those created by the Levy's. Also, directional signs that help visitors locate the recreational path, canoe launch, and Freedom Park. Including estimated cost.

As with the Pascoag signage initiative, Langlois assigned this initiative to the Stillwater Management Committee. Langlois suggested that both Committees should stay in contact to learn from each other.

Discussion, consideration and action relative to appropriating funds for professional services and construction funds for common-area improvements for 75-81 Pascoag Main Street.

Mike Wood put this on the agenda because the BRA will not be meeting for another month and there may be a need to move quick as it relates to the Bravo Brewing project. Wood suggested that the BRA allocate up to \$25,000 as a fall back. Langlois made a motion to appropriate up to \$25,000 for the design and fit-out of the common area in 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 authorizing the Chairman or Secretary to execute a formal lease with Bravo Brewing Company on its legal entity, subject to review by attorney Tim Kane.

Barr made a motion to authorize the Chairman or secretary to sign a lease with Bravo Brewing Company, which is generally consistent with the Letter-of-Intent and reviewed by Tim Kane. McLeish seconded the motion and the vote in favor of the motion was unanimous.

Correspondence:

Executed LOI from Bravo Brewing Company to be received and filed.

Langlois made a motion to receive and file the executed LOI with Bravo Brewing Company. Thompson seconded the motion and the vote in favor of the motion was unanimous.

Memo Town Clerk regarding the annual meeting appointments.

Langlois made a motion to receive and file the Memo from the Town Clerk. Barr seconded the motion and the vote in favor of the motion was unanimous.

2019 Schedule of Meetings to be received and filed.

Langlois made a motion to receive and file the 2019 Schedule of Meetings. Thompson seconded the motion and the vote in favor of the motion was unanimous.

Good & Welfare:

Mike expressed his appreciation to James Langlois, Ray Goff, and Gail Labossiere for the efforts regarding preparation for the Town Council Presentation.

Mark Thompson referenced that one of the Stillwater benches has the anchor pulled out of the ground.

Edward Bonczek referenced the Pascoag intersection and specific signage, which seems to be drawing attention from motorists and pedestrians.

James Langlois acknowledge the efforts of the Friends of Assembly. Langlois indicated that there are planned events almost every week.

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 Executive Session

Adjournment:

Langlois made a motion to adjourn the meeting at 8:35. McLeish seconded the motion and the vote in favor of the motion was unanimous.

Minutes approved by:

Michael C. Wood
Michael C. Wood, Secretary

4/23/2019
Date:

Date filed with Town Clerk: APR 24 2019 