



Burrillville Redevelopment Agency Regular Meeting Minutes March 28, 2023

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

MEMBERS ABSENT/EXCUSED: None

STAFF/CONSULTANTS PRESENT: Michael C. Wood, Secretary, Timothy F. Kane, Esq., General Legal Counsel, Dennis Anderson, Town Council Liaison, Ray Goff, Planning Director, Nicole Stockwell, Administrative Aide.

STAFF/CONSULTANTS ABSENT: None

OTHERS PRESENT: Town Council Members: Chairman Donald Fox, Vice Chairman Stephen Rawson, Dennis Anderson, Jeremy Bailey and Justin Batalon.

CALL TO ORDER: Chairman Langlois called the meeting to order at 7:00 pm.

APPROVAL OF MINUTES:

Approval of minutes of the February 28, 2023 meeting, and to dispense with the reading of said minutes.

Voted to approve the February 28, 2023 minutes. Motion by Mark Thompson. Seconded by Vice Chairman Barr. Motion carried unanimously.

CITIZEN COMMENT: None

INVOICES/BILLS:

Discussion, consideration and action relative to invoice from Timothy F. Kane, Esq. for invoice dated March 8, 2023 to be approved for payment.

Voted to approve 3/8/23 invoice from Tim Kane in the amount of \$2,440.00. Motion by Chairman Langlois. Seconded by Vice Chairman Barr. Motion carried unanimously.

Discussion, consideration and action relative to \$21.25 invoice from Pascoag Utility District for electric service at Pole #15, Pascoag Main St. from 1/27/2023 to 2/27/2023 to be received and filed.

Discussion, consideration and action relative to \$101.43 invoice from Pascoag Utility District for water at 75-81 Pascoag Main St. on 1/19/2023 to 2/17/2023 to be received and filed.

Discussion, consideration and action relative to \$15.73 invoice from Pascoag Utility District for electric at 65 Pascoag Main St. on 1/27/2023 to 2/27/2023 to be received and filed.

Discussion, consideration and action relative to \$102.00 invoice Debug Pest Control for quarterly pest control at 84 Pascoag Main St. (WellOne) to be received and filed.

Discussion, consideration and action relative to \$26,597.90 invoice from New England Recreation Group, Inc. for the bandshell structure at Fountain Square Park to be received and filed.

Voted to receive and file remainder of invoices. Motion by Chairman Langlois. Seconded by Ed Bonczek. Motion carried unanimously.

CONSULTANT/ STAFF REPORTS:

Discussion, consideration and action relative to financial reports including budgets and audits, or take any other action thereon. Report from subcommittee on future financial reports and year-end audit information.

Renay McLeish reviewed the financial summary reports.

Voted to receive and file financial reports. Motion by Renay McLeish. Seconded by Vice Chairman Barr. Motion carried unanimously.

SPECIAL BUSINESS

Presentation from the Burrillville Town Council for the proclamation of Renay McLeish.

Town Council Chairman Donald Fox read the proclamation and presented the document to Renay McLeish. He expressed the Towns gratitude for her twenty years of dedicated service and wished her well on her next endeavors.

Meeting with the Town Council to update the Council on the Agency's activities, plans and projects, etc.

Chairman Langlois reviewed the 2022-2023 Agency activities, plans and projects. List of completed projects include the installation of decking and steel structure at Gonyea Park, planting of an evergreen buffer between Dunkin and Gonyea Park, Completion of Fountain Square Park, Installation of permanent programmable string lights on Pascoag Main Street, repair of river walk repairs, string lights and camera at Stillwater Pavillion. Future plans and projects include; extension of overhead lights in Pascoag and purchase of 1-2 illuminated displays, installation of overhead lights in Harrisville Main Street, Chapel and Central Street, establishment of a Nasonville Redevelopment District and continued efforts to redevelop sites in the Stillwater Redevelopment District and Pascoag District.

OLD BUSINESS:

Discussion, consideration and action relative to services to coordinate the process of establishing a Redevelopment District (area) in the village of Nasonville or take any other action thereon.

Secretary Mike Wood stated establishing a Nasonville Redevelopment District would require the assistance of Solicitor Tim Kane and Scott Gibbs to 1.) Identify proposed district boundaries to include plat and lots and notify property owners within the boundary of the proposed designation and plan. 2.) Revise the Nasonville Redevelopment Plan and Comprehensive Plan as needed. 3.) Submit final drafts of the Nasonville Development District Map and Comprehensive Plans to the Town Council for their consideration. Secretary Wood requested approval of a \$1,000 per month to secure Scott Gibbs services with a start date of May 1, 2023. He will invite Mr. Gibbs to attend (paid) the April meeting. Secretary Wood noted there is \$25,000 CIP funding set aside for this project, which he anticipates to take six months to complete.

Voted to approve drafting of a May 1, 2023 service contract with \$1,000 fee per month to secure the facilitative services of Scott Gibbs to create the Nasonville Redevelopment District (subject to the April meeting). Motion by Vice Chairman Barr. Seconded by Mark Thompson. Motion carried unanimously.

Discussion, consideration and action relative to progress report for Fountain Square Park in Pascoag, or take any other action thereon.

Chairman Langlois stated that masonry work, plumbing and electrical are complete and fountain, band shell and sign installation underway and will be completed before the May 20, 2023 Spring Splash event spring 2023.

Discussion, consideration and action relative to purchasing large Holiday Ornament to serve as an attraction at Fountain Square Park in Pascoag or take any other action thereon.

Chairman Langlois stated that quotes are pending and hopes secure before the next meeting.

Discussion, consideration, and action relative to installing a fence on the east side of Gonyea Park and Dunkin Donuts to replace evergreen trees that have not survived in that area.

Chairman Langlois stated that DPW Director Jeff McCormick is researching fences and heartier species of trees to replace the failed evergreen buffer. Replacement options and cost will be discussed at future meeting.

Discussion, consideration, and action relative to awarding a contract to build a deck at Bravo Brewing, or take any other action thereon.

Secretary Wood stated DPW Director Jeff McCormick bundling this project with another municipal project did not result in a bid that was within the budgeted range (\$20,000). Secretary Wood noted that the bids came back even higher at \$45,000-\$65,000 making the project economically infeasible. During discussion, the Board recommended tabling the deck project. Consideration of the second funding option consisting of installation of a \$25,000 kitchen exhaust is on hold pending details of current business growth plans.

Voted to table funding of the deck expansion project at Bravo Brewing. Motion by Chairman Langlois. Seconded by Vice Chairman Barr. Motion carried unanimously.

Discussion, consideration, and action relative to water damage and repairs to Bravo Brewing, or take any other action thereon.

Chairman Langlois explained that Bravo Brewing was closed for 3-4 days due to a burst pipe in the Greenridge apartment above causing damage to the Brewery ceiling. No other impacts noted at this time. Greenridge will complete the ceiling repairs.

Discussion, consideration, and action relative to DEM hearing regarding 24 North Main Street environmental assessment, or take any other action thereon.

Chairman Langlois noted that several members of the BRA attended the DEM hosted public meeting on Thursday March 9, 2023 where the Targeted Brownfield Assessment Program was explained and the assessment project at 24 North Main Street Pascoag was discussed. DEM to assess and report current conditions and remediation plan to reuse this parcel. This parcel currently privately owned with possibility of Town acquisition. The BRA discussed potential redevelopment projects for the Pascoag Redevelopment District site to include a park with expansion of the Pascoag River Walk.

Discussion, consideration, and action relative to the May 20th Downtown Pascoag Splash event and to authorize related expenses, or take any other action thereon.

Chairman Langlois noted that the event will include street closure with speeches from BRA and Town Council Chairmen, music, vendors, horse drawn carriage rides and more. Chairman Langlois requested authorization to spend up to \$6,000 toward advertising in the form of posters, banners and legal ads.

Voted to authorize expenditure of up to \$6,000 towards posters, banners and legal advertising of the Spring Splash event. Motion by Chairman Langlois. Seconded by Vice Chairman Barr. Motion carried unanimously.

NEW BUSINESS TO BE DISCUSSED AND ACTED ON:

Discussion, consideration, and action relative to a property appraisal of the Chum's Hardware property on Pascoag Main Street, or take any other action thereon.

Chairman Langlois stated that the owner of Chums Hardware is closing his business and selling all assets to include the real estate. Since the BRA had an interest in this redevelopment district property, Chairman Langlois requested authorization to solicit bids for an appraisal with expenditure of up to \$3,000 for the service.

Voted to authorize Chairman Langlois to solicit bids for an appraisal of the Chums Hardware property with expenditure of up to \$3,000 for the service. Motion by Mark Thompson. Seconded by Renay McLeish. Motion carried unanimously.

CORRESPONDENCE: None

EXECUTIVE SESSION: None

OTHER: None

ADJOURN:

Voted to adjourn at 8:35p.m. Motion by Renay McLeish. Seconded by Chairman Langlois. Motion carried unanimously.

Michael Wood, Secretary M. Wood Date 4/26/2023

Date filed with Town Clerk: APR 26 2023 EW

THE ECONOMIC DEVELOPMENT FOUNDATION OF RHODE ISLAND, INC.

1300 HIGHLAND CORPORATE DRIVE, SUITE 202
CUMBERLAND, RHODE ISLAND 02864

TO: Michael C. Wood
Town Manager

FROM: Scott A. Gibbs
EDFRI

DATE: March 20, 2023

RE: Nasonville Redevelopment Plan – Proposal for Professional Services

The following outlines proposed professional services relating to planning and execution of the Nasonville Redevelopment Plan. This proposal responds to the following needs:

1. Facilitation and management of BRA deliberations and actions relating to the planning and execution of various tasks pertaining to the redevelopment of the Village of Nasonville.
2. Planning and procurement of additional, technical services that may be required to carry out the Nasonville Redevelopment Plan ("Plan").

Project Facilitation and Management

EDFRI will provide various analysis and facilitation services to the BRA in carrying out the strategic recommendations of the Plan. The primary focuses of these services include:

- Designation of Redevelopment District – Facilitate BRA deliberations and decision(s) regarding the delineation of redevelopment district boundaries. Once the BRA has voted on preferred boundaries, EDFRI will coordinate with the Town Manager and legal counsel in presenting BRA recommendations to the Town Council to secure formal adoption of the redevelopment district.
- Modifications to Town Zoning and Subdivision Regulations – The Plan references recommended changes to the Town's land use regulations to enable carrying out the redevelopment vision. EDFRI will facilitate conversations with the BRA, Town Manager, and Town Planner to refine these recommendations. Following reaching consensus regarding these changes, EDFRI will coordinate with the Town Manager, Town Planner, and Zoning Officer to present requested changes to the Town's Planning Board, Zoning Board, and Town Council.
- Nasonville Mill – The Nasonville Mill is a key component to the Nasonville redevelopment vision. The EDFRI will work with the BRA and Town Manager to develop a detailed strategy including options and actions to manage this important property. Following adoption of a strategy, EDFRI will facilitate and manage execution of the strategy including managing communications with the property owner.

- Utility Improvements – There are existing, ongoing efforts by the Town to assess options for the extension of sewer and water infrastructure to Nasonville. EDFRI will provide any requested services in support of the current efforts.
- Plat 131, Lot 007 – Facilitate communication and collaboration between the property owner and the BRA regarding a development vision and Town support.
- Plat 114, Lot 012 – Facilitate communication between the property owner and the BRA in marketing efforts by the property owner. The BRA/Town can be an important ally in these marketing efforts by facilitating a consensus regarding supported development and uses for this key site.
- Branch River Bridge – Provide ongoing tracking of bridge reconstruction per the Rhode Island Department of Transportation and Transportation Improvement Program. Ensure that the bridge and road redevelopment concept – as prepared by the BRA – remains the focus of RIDOT actions. Facilitate conversations by the BRA and Town regarding the option of the Town underwriting full project design if determined an important strategy to carry out bridge reconstruction in a timely manner.

The selection and sequencing of the Project Facilitation and Management Services are at the discretion of the BRA. The following services are specifically identified as critical path and should be prioritized by the BRA. These services can be performed sequentially or concurrently.

Priority Service	Time to Complete
Designation of Redevelopment District	4 - 6 months
Modifications to Town Land Use Regulations	4 - 6 months

Technical Services

Additional technical services may be required to carry out the Plan. These additional services would be scoped by EDFRI and discussed with the Town Manager and BRA. These additional technical services are as follows:

- Tax Increment Financing District – The Plan recommends designating the Nasonville Village as a tax increment financing district (TIF). EDFRI will outline the benefits and requirements for establishing a Nasonville TIF under the Project Facilitation and Management services. If the BRA and Town Manager elect to pursue the TIF option, EDFRI will prepare a request for proposals for technical services relating to establishing a TIF per existing Rhode Island statutes. EDFRI will coordinate the review of received proposals and will coordinate the provision of technical services and adoption by the Town.
- C-PACE – EDFRI will outline the benefits and requirements of the C-PACE under the Project Facilitation and Management services. If the BRA and Town Manager agree to pursue the C-PACE program, EDFRI will provide support services in facilitating and coordinating necessary Town actions regarding the program.
- Grantsmanship – Additional grant and tax credit opportunities may emerge that can support private and/or public investments in Nasonville. EDFRI can provide grant writing services in requesting outside funding.
- Pedestrian Circulation and Recreation – The Plan references the importance of recreation resources and public access to same. The BRA/Town may elect to procure recreation and pedestrian circulation planning services. EDFRI can coordinate the procurement and oversight of these outside services as well as Town adoption of recommendations.

- Broncos Highway and Route 7 Intersection – The Plan references the strategy of landscape and signage improvements at this intersection. EDFRI can assist in the preparation of a request for landscape and signage design services and can assist in the coordination of service delivery.

Fee Structure

Project Facilitation and Management Services – EDFRI will provide all services under a retainer with the BRA. Specifically, EDFRI's proposed fee for these services is \$1,000 per month. This fee includes attendance of BRA meetings as requested, as well as attending any other public meetings as required in completing delineated services.

Technical Services – Any additional services requested under this category would be pursuant to a sub-proposal to a BRA/EDFRI agreement and officially adopted by the BRA. The BRA is under no obligation to use EDFRI in providing or coordinating these additional, Technical Services.

Term of Agreement

The BRA and/or EDFRI can terminate the agreement between the BRA and EDFRI at any time and without cause upon a 90-day written notice.

Form of Agreement

The above services can be codified in a standard agreement provided by the BRA or Town. If the BRA prefers, EDFRI can provide a consultancy agreement for review.

SAG/mmg

Reference: SAG23-026