

BURRILLVILLE REDEVELOPMENT AGENCY

REGULAR MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: August 27, 2019
Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman
Edward Bonczek
Jeff Barr
Renay McLeish

George J. Lough, III
Mark Thompson
Royal Laurent

Members Absent:

Staff/Consultants Present:

Michael Wood, Secretary
Ray Goff, Planning Director

Scott A. Gibbs, NEEDS, Inc.
Timothy Kane, Esq.

Others:

Dennis Anderson, Town Council
Liaison

Call To Order Of Regular Meeting:

James Langlois called the Meeting to order at 7:03 PM. Langlois noted all members and staff are present.

Approval of Minutes:

Approval of minutes for the July 23, 2019 Regular Meeting, and to dispense with the reading of the minutes.

Royal Laurent made a motion to approve the minutes from the July 23, 2019 Regular Meeting. Jeffrey Barr seconded the motion and the vote in favor of the motion was unanimous.

Citizen's Comment:

None

Invoices:

Discussion, consideration and action relative to the invoice from The Call for the River Walkway ad to be received and filed.

James Langlois made a motion to receive and file the invoice from The Call dated July 31, 2019. Mark Thompson seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to the invoice from Harrisville Fire District Water Department for the Farmers Market Pavilion to be received and filed.

James Langlois made a motion to receive and file the invoice from Harrisville Fire District Water Department dated July 25, 2019. Laurent seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to invoice from Industrial Foundation of Burrillville for the Promissory Note dated February 12, 2018, for Payment #6.

Thompson made a motion to approve payment of the invoice from Industrial Foundation of Burrillville stamped August 5, 2019 in the amount of \$3,452.55. Laurent 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. Laurent seconded the motion and the vote in favor of the motion was unanimous. Renay McLeish indicated that she and George Lough have scheduled a meeting with the Finance Director to gain a better understanding of the financials.

A. Agency wages and maintenance and repair – to be received and filed.

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

Old Business To Be Discussed And Acted On:

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

Gibbs referenced an inquiry from a financial services company, currently located in North Smithfield. Gibbs referenced the prospect's short timeframe and the need for the BRA to respond quickly. Gibbs explained that the company needs approximately 800 square feet for an office use. Gibbs indicated that the prospect could occupy the space on the left side, leaving the middle area for either another company, or possibly to accommodate Bravo's possible expansion. Gibbs indicated that he will be meeting with Aharonian Architects to discuss preparing a demising plan and fit-out plans.

Given the timeliness of the opportunity, Thompson made a motion to authorize expending up to \$2,000 for the architectural services. Barr seconded the motion and the vote in favor of the motion was unanimous. Barr also made a motion to authorize the President or Secretary to execute a Letter of Intent with the prospect subject to ratification by the BRA. Laurent seconded the motion and the vote in favor of the motion was unanimous.

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).

McLeish stated that there is no update since last meeting. McLeish indicated that the sub-committee has scheduled a meeting for early September.

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.

Langlois stated that there was nothing to report since last meeting's presentation. Mike Wood suggested a combined meeting between the two signage sub-committees, which he would attend. McLeish and Langlois indicated interest in scheduling the meeting.

Discussion, consideration and action relative to security and shielding at the Pavilion.

Langlois explained that the security system has already been approved. Langlois stated that installation of the shielding will occur after installation of the security system. Langlois stated that they are still waiting for the design details to be worked out. Wood indicated that they were able to get a lower price quote of around \$4,400, and the quoted system is compliant with the Town's security standards.

Discussion, consideration and action relative to the optional warranty for shielding at the Stillwater Pavilion to cover extended damages.

Langlois explained that the maker of the windscreen offers a 5-year warranty for damage to the screen at a price of \$342. Langlois stated that the warranty would also cover damage from people walking into the screen. Barr suggested that they get a copy of the limited warranty before they approve. Langlois made a motion to table this item. Laurent seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to review and approve/award bid for replacement of Riverwalk.

Wood referenced the bid tabulation in the meeting package of proposals received for replacing the Riverwalk Decking. Wood indicated the lowest bid received was from Stillwater Construction, Inc. Wood suggested that the BRA approve the bid from Stillwater Construction, Inc., and include with the approval an additional \$2,000 as a

contingency. Dennis Anderson referenced the issue of repairs to the substructure and whether these costs would be covered by the award. Specifically, Anderson referenced the bid from Stillwater Construction which states that minor repair to the substructure is covered by their proposal.

Wood explained that the proposal process was managed by Jeff McCormick and that he is comfortable with the scope and cost of Stillwater Construction's bid proposal. After some additional conversation on this issue, Langlois made a motion to authorize awarding the bid to Stillwater Construction, Inc. at the price of \$11,650, and to include an additional \$2,000 to cover any additional costs incurred in performing the work. The motion was seconded by Barr and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to update on the air conditioning / duct work project for 75-81 Pascoag Main Street (Map 175, Lot 061).

Gibbs provided an update regarding discussions with Glendale Oil relating to the installation of condenser units and duct work for the commercial space. Gibbs indicated that the cost was expected in the area of \$20,000. Given the timeliness of this issue, Thompson made a motion to approve expending up to \$20,000 for the installation of condenser units and duct work to service both the Bravo space and the remaining commercial space. Barr seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to Nasonville redevelopment planning.

Gibbs provided a presentation regarding the various bridge and intersection design concepts. Gibbs explained that the designs reflect whether RIDOT determines that the bridge must be replaced. Gibbs explained that Crossman Engineering needs to convey to RIDOT the Town's design preference. After some discussion, there was a consensus that the rotary design was preferable over the intersection,

Discussion, consideration and action relative to new ownership, 252 Harrisville Main Street (Stillwater) (Map 160, Lot 066).

Langlois announced that the closing has occurred. Langlois provided an overview of proposed early improvements to the building. Ray Goff referenced interest from a theater group, who is in the early stage of searching for a location. New owners are soliciting ideas for space use and has had conversations with the BRA.

New Business To Be Discussed And Acted On:

Discussion, consideration and action relative to license for 92 Pascoag Main St. (Map 175, Lot 042).

Langlois referenced the Town Clerk notice in the meeting package regarding the application for a Victualing License by Philanthropy Tea & Coffee Co. LLC d/b/a Pamfilios. Langlois made a motion to receive and file. Laurent seconded the motion and the vote in favor of the motion was unanimous.

Thomson made a motion to reopen consideration of Agenda Item #11. Laurent seconded the motion and the motion was unanimously approved. Thompson stated that for a premium of \$354, it should be expected that the coverage would be limited. Thompson indicated that if the warranty covers only weather-related damage, that alone should be enough. No action was taken on this item.

Correspondence:

Discussion, consideration and action relative to Certificate of Liability Insurance for 75-81 Pascoag Main St. and 74-84 Pascoag Main St. to be received and filed.

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

Discussion, consideration and action relative to the application for new victualing license for Philanthropy Tea & Coffee LLC d/b/a Pamfilios, located at 92 Pascoag Main Street, Pascoag RI (Map 175, Lot 042).

Barr made a motion to indicate support of the requested license. Thompson seconded the motion and the vote in favor of the motion was unanimous.

Good & Welfare:

Barr suggested that a stop sign be installed in front of the Bargain Buyer.

Laurent expressed concern about the condos at the former school on Sayles Road. Goff covered various issues with the project. Laurent raised concerns about the way the property looks. Langlois explained that the property is not in the Redevelopment District.

Thompson referenced the bike path and that vandalism is getting out of control. Langlois stated that the issue will have to be addressed by the Town Council including appropriating monies for bike patrols. Langlois suggested a letter be sent to the Town Council.

Langlois announced that the Cows Tail Dairy is open and appears to be doing well. Langlois referenced a traffic ingress/egress issue, specifically referencing a "Do Not Enter" sign that needs to be replaced. Goff indicated that he would make a phone call.

McLeish referenced the recent passing of Clint Remington. Various Agency members expressed condolences about his passing.

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 8:39. Laurent seconded the motion and the vote in favor of the motion was unanimous.

Minutes approved by:

Michael C. Wood
Michael C. Wood, Secretary

9/24/2019
Date:

Date filed with Town Clerk: SEP 25 2019
