

## **BURRILLVILLE REDEVELOPMENT AGENCY**

### **REGULAR MEETING MINUTES**

Meeting Place: Jesse M. Smith Library, Community Room  
Meeting Date: February 27, 2018  
Meeting Time: 7:13 PM

#### **Members Present:**

James Langlois, Chairman	Renay McLeish
Edward Bonczek	Royal Laurent
Jeffrey Barr, Vice Chairman	

#### **Members Absent:**

David Fontaine	Mark Thompson
----------------	---------------

#### **Staff/Consultants Present:**

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

#### **Others:**

Dennis Anderson

#### **Call To Order Of Regular Meeting:**

James Langlois called the Meeting to order at 7:13 PM. Langlois made a motion to excuse David Fontaine from the meeting. Jeffrey Barr seconded the motion and the vote in favor was unanimous. Langlois announced that Renay McLeish is now a voting member.

#### **Approval of Minutes:**

Approval of minutes for the January 23, 2018 Regular Meeting, and to dispense with the reading of the minutes

Renay McLeish made a motion to approve the minutes of the January 23, 2018 Regular Meeting. Jeffrey Barr seconded the motion and the vote in favor of the motion was unanimous.

#### **Invoices:**

Discussion, consideration and action relative to the invoice from Clocktower Associates – Maloney Properties dated January 25, 2018 for additional rent owed for FY 2017.

Royal Laurent made a motion to approve payment of the invoice from Maloney Properties dated January 25, 2017 in the amount of \$537.00 for additional rent. Jeffrey Barr seconded the motion and the vote in favor of the motion was unanimous.

**Citizens Comment:**

Dennis Anderson referenced a good report from Peter Bancroft regarding the tour of the WellOne clinic. James Langlois indicated the tour was very informative.

**Consultants Staff Report:**

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

Langlois made a motion to receive and file the Account Summary Trial Balance report dated February 22, 2018. Barr 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 relative to the fit-out project for 74/84 Pascoag Main Street for WellOne.

Michael Wood referenced his walkthrough of the building mentioning the sheetrock over the windows. Langlois indicated when outside to the rear of the building, you can see the deck to the Thai restaurant. Langlois stated that things are shaping up in the area. Edward Bonczek stated he observed deteriorating condition of the wood walkway. Michael Wood indicated that he would have someone look at the walkway. Wood referenced a discussion with Peter Bancroft regarding Landmark and the rental space.

Discussion, consideration and action relative to the Promissory Note between the BRA and Industrial Foundation of Burrillville for the fit-out of 74/84 Pascoag Main Street.

Langlois stated that the executed Promissory Note is in the meeting package and the IFB has provided a check for its share of the costs.

Discussion, consideration and action relative to the Pascoag Sub-Committee Report on Signage.

Renay McLeish indicated that the Sub-Committee held a couple meetings. McLeish stated that the Sub-Committee's focus is on two signs; Welcome to the Village of Pascoag and a sign identifying several potential village locations. McLeish stated that they have contacted two sign companies for pricing. The Sub-Committee decided they needed a more definitive spec sheet. Laurent referenced the overhead which provides the specs for the signs and installation, locations, and visual representation of the signs. Langlois indicated that the life expectancy in the specs should be reduced from 35-50 years to 10-15 years. Langlois also referenced the kind of finish treatment so that graffiti can be removed. Laurent indicated that he spoke with some sign companies and verified that the finish specs could be cleanable for graffiti.

Langlois asked if the “Town of Burrillville” could be inserted below Pascoag. Barr also asked about an incorporation date. Langlois stated that there seems to be a lack of confirmation of the date, given that Pascoag was never incorporated. Wood stated that if they can find a date, he has no problem in including on the sign. Wood suggested that the Committee do the final markup and then go out to bid or quote.

Discussion, consideration and action relative to the Lease Agreement between the BRA and Pascoag Utility District and renderings for a conceptual park as prepared by Joe Casali Engineering, Inc.

Langlois explained that the lease agreement has been signed and executed. Wood outlined a method to proceed beginning with cleaning up the site. Wood stated that a conceptual idea would be to install a path, flower beds, trees and a siting area. Wood also indicated that he has talked with Jeff McCormick on getting water to the site. Wood explained that they have some time given its winter, and they should proceed slowly with the design.

Discussion, consideration and action relative to Nasonville redevelopment planning.

Wood referenced the prior BRA meeting and the discussion regarding options for a walkway across the river and its feasibility. Wood also indicated exploration of possible preliminary planning and investigation of roadways and property right of ways and/or acquisitions, possibly working in collaboration with RIDOT. Wood indicated that they are requesting a meeting with RIDOT to see if they would be supportive of this initiative.

**New Business To Be Discussed And Acted On:**

Discussion, consideration and action relative to marketing plan for 85-95 Pascoag Main Street.

Ray Goff referenced a meeting with Scott Gibbs and a resulting request for information from the building architect and/or developer. There was a discussion regarding potential property uses including pop-up stores. Langlois added to the discussion regarding pop-up stores and their use in other communities and urban areas. Goff indicated that they should have additional marketing thoughts for the next BRA meeting.

**Correspondence:**

None

**Good & Welfare:**

Langlois indicated Mr. Pesce recently passed away. Langlois stated he was not sure where that leaves his Pascoag properties.

**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:**

On a motion by Langlois, seconded by Barr, the meeting was adjourned at 8:20 PM.

Minutes approved by:

\_\_\_\_\_  
Michael C. Wood, Secretary

\_\_\_\_\_  
Date:

Date filed with Town Clerk: \_\_\_\_\_