

BURRILLVILLE REDEVELOPMENT AGENCY

REGULAR MEETING MINUTES

Meeting Place: Jesse M. Smith Library, Community Room
Meeting Date: October 23, 2018
Meeting Time: 7:00 PM

Members Present:

James Langlois, Chairman	Renay McLeish
Edward Bonczek	Mark Thompson
George J. Lough, III	

Members Absent:

Jeff Barr	Royal Laurent
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Staff/Consultants Present:

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

Others:

Call To Order Of Regular Meeting:

James Langlois called the Meeting to order at 7:02 PM. Langlois made a motion to excuse Laurel Laurent and Jeff Barr from the meeting. The motion was seconded by Mark Thompson and the motion was unanimously approved. Langlois announced that Renay McLeish and George Lough would be voting members for the meeting.

Approval of Minutes:

Approval of minutes for the September 25, 2018 Regular Meeting, and to dispense with the reading of the minutes.

Mark Thompson made a motion to approve the minutes of the September 25, 2018 regular meeting. Renay McLeish 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 Timothy F. Kane for legal services rendered from July 3, 2018 to October 1, 2018.

Edward Bonczek made a motion to approve payment of the invoice from Timothy F. Kane dated October 17, 2018 in the amount of \$3,742.50. Renay McLeish seconded the motion and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to invoice from East Coast Artisans, Inc. for 4 PVC BRA signs.

Mark Thompson made a motion to approve payment of the invoice from East Coast Artisans, Inc, dated October 1, 2018 in the amount of \$170.00. The motion was seconded by McLeish and the vote in favor of the motion was unanimous.

Discussion, consideration and action relative to invoice for Town credit card for the purchase of two Town historical maps to be received and filed.

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

Discussion, consideration and action relative to the invoice from National Grid for 74 Pascoag Main St. Fl.1 gas bill to be received and filed.

Langlois made a motion to receive and file. George Lough 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.

Langlois referenced the Summary of Balances report in the meeting package indicating Available Cash and Receivable Funds as of 9/30/18 in the amount of \$182,923.47. Langlois 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 relative to marketing plan for 85-95 Pascoag Main Street marketing.

Gibbs explained that they are still finalizing securing a vendor for the fabrication and installation of the marketing sign. Wood suggested that the property be placed on the Town's website. Ray Goff indicated that he would talk to the Town's IT person.

Discussion, consideration and action relative to Nasonville redevelopment planning.

Wood indicated he would like to put a schedule together for another public hearing. Wood indicated that he would like to have the schedule ready by the next meeting so that it can be advertised.

Langlois mentioned that he observed kids coming out of the Nason Mill building. Wood stated that he would have the Building Official look into the matter.

Discussion, consideration and action relative to planning and proposal(s) for the bank property (Map 175, Lot 048), town owned parking lot and abutting properties on Pascoag Main and South Main Streets.

Wood stated there was nothing new to provide on this agenda item. Wood explained a possible approach to have the Town lease the parking lot from the bank for 2-3 years, including maintenance of the lot including snowplowing.

Discussion, consideration and action relative to 252 Main St., Harrisville (Map 160, Lot 066).

Wood stated that he and Ray met with the realtor. Wood stated that the P&S has been proposed; however, the prospective buyer appears to be delaying executing. Wood stated that he reiterated with the broker that the BRA wants to see a business plan and a physical layout that shows the proposed improvements to outside the building.

New Business To Be Discussed And Acted On:

Discussion, consideration and action relative to improvement projects in downtown Pascoag.

Wood provided an overview of improvements including new walkway from the parking lot behind the post office to the bridge. Wood explained that the parking lot is typically 3/4 occupied. Wood stated that he will have DPW clear out the leaves that collect in the lot. Wood indicated that he had the public lot across from Chum's Hardware dedicated to those businesses occupying the new building. Wood referenced a conversation with Peter Bancroft about allowing continued parking by WellOne employees, until things change in Downtown Pascoag. Wood also referenced additional parking options because of Park Place upgrades resulting in an additional 7 parking spaces.

Discussion, consideration and action relative to utility infrastructure at 74-84 Pascoag Main St. (Map 175, Lot 043).

Tim Kane referenced the lease entered into with WellOne. Wood referenced the option to install a sub meter for the appropriate allocation of utility costs. Wood also referenced snow-clearing costs for walkways and sidewalks needed for access at a rate of \$80 per snow event.

Correspondence:

Discussion, consideration and action relative to the Town-Owned parking lot at Park Place and Pascoag Main St. (Map 175, Lot 50) to be received and filed.

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

Good & Welfare:

Edward Bonczek referenced the passing of Margret Spencer. Bonczek read her biography.

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 7:52 PM. Thompson seconded the motion and the vote in favor of the motion was unanimous.

Minutes approved by:

Michael C Wood
Michael C. Wood, Secretary

11/28/2018
Date:

Date filed with Town Clerk: NOV 28 2018 