

REGULAR MEETING of the Town Council of the Town of Burrillville to be held Wednesday, December 11, 2024 at 7:00 P.M. in the Burrillville Town Building, 105 Harrisville Main Street, Harrisville for and within the Town of Burrillville.

PRESENT: Dennis M. Anderson, Justin P. Batalon, Anne M. Brown, Donald A. Fox, David Houle, Kevin McDaniel and Stephen N. Rawson

I. Call to order by Town Clerk

That in accordance with Article III, Section 3.01 and Section 3.02 of the Town Charter, entitled Town Council, the Burrillville Town Council shall meet this day for the purpose of entering upon their respective duties and for the appointment and approval of such town offices as are by law made elective by the Town Council.

II. Pledge of Allegiance

III. Installation of newly elected Burrillville Town Councilors:

Oath of office shall be administered to newly elected town officials by Representative David J. Place.

IV. Organization of the Burrillville Town Council

A) Nominations for Council President:

That in accordance with Article III, Section 3.08 of the Town Charter, Councilor _____ be and hereby is appointed President of the Town Council.

B) Nominations for Vice President:

That in accordance with Article III, Section 3.08 of the Town Charter, Councilor _____ be and hereby is appointed Vice President of the Town Council.

The gavel will be passed to the Town Council President

C) Rules of Order

Pursuant to the Town Charter of the Town of Burrillville, Sec. 3.15, Procedures and Conduct of Meetings, the Town Council hereby adopts the Burrillville Town Council Rules of Order, as reflected in Sec. 2-26. – Conduct of town council meetings, of the Burrillville Ordinances.

D) Board of Administration:

That by virtue of her/his office as President of the Town Council of the Town of Burrillville _____ be and hereby is a member of the Board of Administration.

That in accordance with a Trustee Deed recorded by the late Austin T. Levy and recorded in Deed Book 43, Page 372 to 382 inclusive, of the Records of Deeds in the Town of Burrillville, _____ be and hereby is appointed Chairman of the Board of Administration.

That in accordance with a Trustee Deed recorded by the late Austin T. Levy and recorded in Deed Book 43, Page 372 to 382 inclusive, of the Records of Deeds in the Town of Burrillville, _____ be and hereby is appointed a member of the Board of Administration for a term to expire November 30, 2028.

V. Subcommittees:

Ordinance Subcommittee: That the appointment to the Town Council Ordinance Subcommittee of three members and one alternate member be now taken up.

(Current members: Stephen N. Rawson and David Houle)

Screening Subcommittee: That the appointment to the Town Council Screening Subcommittee of three members and one alternate member be now taken up.

(Current members: Justin P. Batalon and Dennis M. Anderson; alternate Stephen N. Rawson)

Administrative Audit: That the appointment of two Councilors to the Administrative Audit Committee be now taken up. *(Currently Dennis M. Anderson and Justin P. Batalon)*

VI. Liaison to Boards and Commissions:

B-PAC: That the appointment of a liaison between the Town Council and the Burrillville Prevention Action Coalition (B-PAC) be now taken up. *(Currently Dennis M. Anderson)*

Downtown Pascoag Neighborhood Association: That the appointment of a liaison between the Town Council and the Downtown Pascoag Neighborhood Association (DPNA) be now taken up.

Extended Care: That the appointment of a liaison between the Town Council and the Burrillville Extended Care Board of Directors be now taken up. *(Currently David Houle)*

Housing Authority: That the appointment of a liaison between the Town Council and the Burrillville Housing Authority be now taken up.

Planning Board: That the appointment of a liaison between the Town Council and the Planning Board be now taken up. *(Currently Dennis M. Anderson)*

Recreation Commission: That the appointment of a liaison between the Town Council and the Burrillville Recreation Commission be now taken up. *(Currently Justin P. Batalon)*

Redevelopment Agency: That the appointment of a liaison between the Town Council and the Redevelopment Agency of Burrillville be now taken up. *(Currently Dennis M. Anderson)*

School Committee: That the appointment of a liaison between the Town Council and the School Committee be now taken up.

Sewer Commission: That the appointment of a liaison between the Town Council and the Sewer Commission be now taken up. *(Currently Dennis M. Anderson)*

Zoning Board of Review: That the appointment of a liaison between the Town Council and the Zoning Board of Review be now taken up. *(Currently David Houle)*

VII. Appointments related to legal services:

MOTION that _____ shall be appointed Town Solicitor to serve at the pleasure of the Town Council in accordance with Article VII, Section 7.01 of the Town Charter. The term of appointment shall begin December 1, 2024; to be considered and acted on.
(Currently William C. Dimitri. Correspondence from William C. Dimitri)

MOTION that _____ shall be designated as Assistant Town Solicitor(s); and that the attorney selected by the School Committee shall be appointed Assistant Town Solicitor, at the request of Town Solicitor; in accordance with Article VII, Section 7.01 of the Town Charter; to be considered and acted on.
(Currently Amy E. Veri. Recommendation from William C. Dimitri for Amy E. Veri)

MOTION that _____ shall be designated Special Legal Counsel; to be considered and acted on.
(Currently Andrew R. Dimitri, Michael J. Riley, Robert Rossi, Glenn Andreoni and Jeffrey W. Kasle. Recommendation from William C. Dimitri for Andrew R. Dimitri, Michael J. Riley, Robert Rossi and Glenn Andreoni; and correspondence from Jeffrey W. Kasle)

MOTION that _____ shall be appointed Judge of Probate for the ensuing two years, term of office to be concurrent with that of the Town Council; in accordance with Article VI, Section 6.02 of the Town Charter; to be considered and acted on.
(Currently Timothy F. Kane. Correspondence from Timothy F. Kane)

MOTION that _____ shall be appointed Judge for the Municipal Court; to be considered and acted on. The term of appointment shall be for two years, terminating on December 31, 2026, in accordance with Chapter XI, Section 11-7(a) of the General Ordinances of the Town of Burrillville; to be considered and acted on.
(Currently Nicholas Gorham. Correspondence from Nicholas Gorham)

MOTION that _____ shall be appointed Associate Judge for the Municipal Court. The term of appointment shall be for two years, terminating on December 31, 2026, in accordance with Chapter XI, Section 11-7(a) of the General Ordinances of the Town of Burrillville; to be considered and acted on.
(Currently Brenda L. Ferry. Correspondence from Brenda L. Ferry)

VIII. Consent Agenda to be considered and acted on:

Note: All items on the consent agenda shall be acted on as one item and equivalent to taking the proposed action on each item individually.

- 24-334 Approve the minutes of the regular meetings of October 23 and November 13, 2024, and the special meeting of November 18, 2024; and dispense with the reading of said minutes.
- 24-335 Receive and file the change order to the consulting contract with TRC to include preparation for, and attendance of, hearings.
- 24-336 Receive and file the subaward agreement amendment between the Rhode Island Department of Behavioral Healthcare, Developmental Disabilities and Hospitals and the Town of Burrillville d/b/a Burrillville Prevention Action Coalition (Region 2).
- 24-337 Receive and file the Municipal Resilience Program 2024 Action Grant Application from the Burrillville Sewer Commission and attachments A-E for Oakland Pump Station Resilience Improvements.
- 24-338 Receive and file the notice from the Rhode Island Department of Environmental Management regarding the Dam Operating Permit for Pascoag Reservoir Upper Dam (State identification #016).
- 24-339 Receive and file the unclaimed scholarship policy as presented by Leslie McGovern, Finance Director.
- 24-340 Receive and file the report from Leslie McGovern, Finance Director, regarding the carryover of unused capital project funding from fiscal year 2024 to fiscal year 2025.
- 24-341 Accept the fiscal year ending June 30, 2026 budget calendar and schedule public hearings as listed therein.
- 24-342 Accept the resignation of Anne Brown from the Recreation Commission and refer the vacancy to the Screening Subcommittee.
- 24-343 Refer to the Screening Subcommittee the applications for reappointment from Tony Wood to the Personnel Board; and from Dawn Williams and Grant Joseph Fournier to the Juvenile Hearing Board.

IX. Special business to be considered and acted on:

- 24-344 Consider and act on an application from Mapleville Farm LLC d/b/a Mapleville Farm for an annual victualing license and annual entertainment license to apply at 544 Victory Highway (Burrillville Assessor's map 231, lot 048).

- 24-345 Consider and act on an application from Bravo Brewing Company LLC d/b/a Bravo Brewing Company to renew privilege to sell beverages on a deck or patio in accordance with Section 8-55 (b) of the Burrillville General Ordinances to apply at 75 Pascoag Main Street (Burrillville Assessor's map 175, lot 061).

X. Unfinished business to be considered and acted on: None

XI. Petitions to be considered and acted on: None

XII. Public Hearings:

- 24-346 Application for a new victualing license and a new holiday license from Adeeba Associates Inc. d/b/a Daily Stop to apply at 138 Pascoag Main Street (Burrillville Assessor's map 175, lot 027).

- A. Comments from Applicant
- B. Comments/Input/Recommendation by Administration
- C. Proponents
- D. Opponents
- E. MOTION to close the public hearing
- F. Town Council deliberation
- G. Consider and act on a motion to grant a new victualing license and a new holiday license to Adeeba Associates Inc. d/b/a Daily Stop to apply at 138 Pascoag Main Street (Burrillville Assessor's map 175, lot 027).
- H. MOTION to adjourn the public hearing.

XIII. New Business to be considered and acted on:

- 24-347 Consider and act on request from Dr. Michael Sollitto, Burrillville School Superintendent, to present a potential solar panel project at the Burrillville Middle School; or take any other action thereon.
- 24-348 Correspondence from Silvia St. Pierre, Chairperson, Burrillville School Committee regarding the School Committee's request for a joint meeting of the School Committee and the Town Council during the month of January 2025 to present the initial FY2026 School Budget.

- 24-349 Consider and act on recommendation from the Planning Board regarding amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, Chapter 30 entitled Zoning in response to recent changes in State laws; or take any other action thereon.
- 24-350 Consider and act to approve the sale of property to Woonsocket Neighborhood Development Corporation d/b/a NeighborWorks Blackstone River Valley, Map 248, Lot 007, and the related Purchase and Sales Agreement, or take any other action thereon.
- 24-351 Consider and act on a recommendation from Leslie McGovern, Finance Director, regarding the establishment of, and appropriation to, the Burrillville Sports Complex Fund; or take any other action thereon.
- 24-352 Consider and act on adopting a resolution authorizing fiscal year end appropriations and transfers; or take any other action thereon.
- 24-353 Correspondence from Michael C. Wood, Town Manager, regarding his appointment of Col. Stephen Lynch to serve as Acting Town Manager at those times when he is out of the area or unable to serve, effective until December 31, 2026.
- 24-354 Consider and act on correspondence from resident Mary Ryan to discuss business licensing requirements, online land evidence records, public comment and Town Council agendas; or take any other action thereon.

XIV. Town Clerk Communications to be considered and acted on: None

XV. Reports A – Z to be received:

- A) Affordable Housing Board: No Report
- B) Animal Control Officer: Report of October 2024
- C) Board of Canvassers: Minutes of October 15 & 29, 2024
- D) Budget Board: No Report
- E) Building Official: Report of November 2024
- F) Burrillville Extended Care: No Report
- G) Burrillville Extended Care Board of Directors: No Report
- H) Burrillville Prevention Action Coalition: No Report
- I) Burrillville 250 Commission: No Report
- J) Conservation Commission: No Report
- K) Finance Department: Tax Collector Reports of September & October 2024
- L) Housing Authority: No Report
- M) Jesse M. Smith Library Board of Trustees: No Report
- N) Ordinance Subcommittee: No Report
- O) Pascoag Reservoir / Echo Lake Dam Management District: No Report
- P) Personnel Board: Minutes of October 8, 2024
- Q) Planning Board: No Report

- R) Planning Department: Report of November 2024
- S) Police Department: No Report
- T) Recreation Commission: Minutes of October 15, 2024
- U) Redevelopment Agency: Minutes of October 22, 2024
- V) School Committee: Minutes of October 8, 2024
- W) Screening Subcommittee: No Report
- X) Senior Housing Exploratory Committee: No Report
- Y) Sewer Commission: Minutes of October 8, 2024
- Z) Zoning Board: No Report

XVI. Additional new business to be considered and acted on:

24-355 Request for executive session:

- A. Request for executive session from Michael C. Wood, Town Manager, pursuant to Rhode Island Open Meetings Law:
 - §42-46-5(a)(2) for discussion, consideration and action relative to litigation (Roberta Lacey v. Town of Burrillville et al, C.A. No.: PC-2024-04858 and PC-2024-05161) and countersuits filed by the Town of Burrillville; or take any other action thereon.
 - §42-46-5(a)(2) for discussion, consideration and action relative to potential litigation regarding enforcement of unlicensed business at 1677 Round Top Road (Burrillville Assessor's map 021, lot 018); or take any other action thereon.
- B. Return to open session.
- C. Consider and act on sealing the minutes of executive session, making note of any votes taken.
- D. Consider and act on disclosing any votes taken in executive session, as appropriate.

XVII. Adjournment

All supporting documents (except for executive session items) are on file in the Town Clerk's Office, and are available to the public upon request. The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).