

REGULAR MEETING of the Town Council of the Town of Burrillville to be held Wednesday, March 26, 2025 at 7:00 P.M. in the Wallace F. Lees Public Safety Complex, 1477 Victory Highway, Oakland, RI for and within the Town of Burrillville, RI.

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

**MEMBERS ABSENT:**

- 1. Pledge of Allegiance**
- 2. Public Comment**
- 3. General Good and Welfare of the Town of Burrillville**
- 4. 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.

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| 25-095 | Approve the minutes of the regular meeting of March 12, 2025; and dispense with the reading of said minutes.   |
| 25-096 | Receive and file the application for placement on to the Rhode Island Department of Health's Drinking Water State Revolving Fund Project Priority List for SFY2026.  |
| 25-097 | Receive and file the subaward agreement amendment from Rhode Island Department of Behavioral Health, Developmental Disabilities and Hospitals, Division of Behavioral Health.  |
| 25-098 | Receive and file the agreement with Horsley Witten Group for updates to the Hazard Mitigation Plan.  |
| 25-099 | Declare surplus items from the Finance Department.   |
| 25-100 | Accept the resignation of Sandra Carter from the Burrillville Housing Authority and refer the vacancy to the Screening Subcommittee.   |
| 25-101 | Refer to the Screening Subcommittee the application from Ashley Ciummo to the Recreation Commission.   |
| 25-102 | Accept the resignation of Jeffrey Barr from the Redevelopment Agency of Burrillville.  |
| 25-103 | Approve the Town Council President's recommendations, as follows: <ul style="list-style-type: none"><li>• Appoint first alternate Gerald Lapierre as a full member of the Redevelopment Agency of Burrillville to complete an unexpired five-year term ending March 31, 2028;</li><li>• Appoint second alternate Mary Leach as first alternate of the Redevelopment Agency of Burrillville to complete an unexpired two-year term ending March 31, 2027;</li></ul> |

- Appoint Jeremy Bailey as second alternate of the Redevelopment Agency of Burrillville to complete an unexpired two-year term ending March 31, 2026;
- Reappoint Edward F. Bonczek as a member of the Redevelopment Agency of Burrillville to serve a five-year term to expire March 31, 2030.

25-104 Approve the following as recommended by the Screening Subcommittee:

- Reappoint Charlotte Gabrielson as a member of the Personnel Board to serve a three-year term to expire March 31, 2028;
- Reappoint Erika Doherty as an alternate member of the Zoning Board of Review to serve a one-year term to expire March 31, 2026;
- Reappoint Tracey Keegan as an alternate member of the Zoning Board of Review to serve a one-year term to expire March 31, 2026;
- Reappoint John Patriarca as a member of the Zoning Board of Review to serve a five-year term to expire March 31, 2030;
- Appointment of James Ross as a member of the Conservation Commission to serve a three-year term to expire March 31, 2028.
- Appointment of Evan Bishop as a member of the Recreation Commission to serve an unexpired three-year term to expire October 31, 2026

25-105 Approve the Screening Subcommittee's recommendation to not reappoint Adam Schatz to the Conservation Commission; and declare his seat vacant.

**5. Special Business to be considered and acted on:**

25-106 Consider and act on adopting a proclamation offering congratulations.

**6. Petitions to be considered and acted on:**

25-107 Consider and act on a request from the Burrillville Lions Club, in partnership with the Burrillville Department of Public Works and Parks and Recreation, to declare April 19, 2025 as Burrillville Earth Day.

**7. Public Hearings:**

25-108 Application for a new retail class B(v) liquor license from OM Coating LLC d/b/a Cow's Tail Deli & Creamery for premises located at 16 High Street (Assessor's Map 191, Lot 114).

Note: Notice of public hearing was advertised in the legal section of The Woonsocket Call on March 19 & 26, 2025.

- 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 retail class B(v) liquor license to OM Coating LLC d/b/a Cow's Tail Deli & Creamery for premises located at 16 High Street (Assessor's Map 191, Lot 114).
- H. MOTION to adjourn the public hearing.

**8. New Business to be considered and acted on:**

- 25-109 Presentation from Jeffrey McCormick, DPW Director, of Capital Improvement Plan projects for FY2026, and other potential long range projects that may be considered.
- 25-110 Correspondence from Jeffrey McCormick, Director of Public Works & Engineering Services, regarding his request for approval of the list of consultants for professional on-call services (RFQ #25-004) which will be valid for three years, plus two years of possible extensions; and to approve the list of rates for future projects; or take any other action thereon.
- 25-111 Consider and act on a request from Jeffrey McCormick, DPW Director, to approve the purchase of a used tractor; or take any other action thereon.
- 25-112 Consider and act on the field access and maintenance agreement with the Burrillville School Department for the athletic complex at 425 East Avenue; or take any other action thereon.
- 25-113 Consider and act on a recommendation from Leslie McGovern, Finance Director, that the auditing firm of CBIZ CPAs be awarded the annual town audit with a letter of commitment for the next three years (FY2025-FY2027); or take any other action thereon.
- 25-114 Consider and act on a request from Councilor Stephen N. Rawson to review the attendance and reporting requirements for all boards and commissions; or take any other action thereon.
- 25-115 Consider and act on a request from Councilor Stephen N. Rawson to adopt a code of conduct for all boards and commissions; or take any other action thereon.

**Legislation**

- 25-116 Consider and act on a resolution from the Town of Charlestown in support of House Bill 2025 – H 5315, which would allow for temporary service of election officials after retirement; or take any other action thereon.
- 25-117 Consider and act on a proposal for dealing with individuals found to be squatting illegally on property that belongs to someone else; or take any other action thereon.
- 25-118 Consider and act on legislation pending before the Rhode Island General Assembly; or take any other action thereon.

**9. Town Clerk/Communication to be considered and acted on: None**

**10. Reports A – Y to be received:**

- A) Affordable Housing Board: No Report
- B) Animal Control Officer: Report of February 2025
- C) Board of Canvassers: Minutes of December 2, 2024
- D) Budget Board: Minutes of January 13, 15, 23, 30, 2025 & February 20, 2025
- E) Building Official: Report of February 2025
- 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) Tax Collector: No Report
- L) Treasurer: No Report
- M) Housing Authority: No Report
- N) Jesse M. Smith Library Board of Trustees: No Report
- O) Ordinance Subcommittee: No Report
- P) Personnel Board: Minutes of February 11 & 19, 2025
- Q) Planning Board: Minutes of February 3, 2025
- R) Planning Department: Report of February 2025
- S) Police Department: Report of February 2025
- T) Recreation Commission: Minutes of January 13, 2025
- U) Redevelopment Agency: Minutes of January 28, 2025
- V) School Committee: Minutes of February 11, 2025
- W) Screening Subcommittee: Minutes of February 18, 2025
- X) Sewer Commission: No Report
- Y) Zoning Board: Minutes of January 7, 2025

**11. Additional new business to be considered and acted on:**

25-119 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)(5) for discussion, consideration and action relative to property located at 0 Mowry Street (Burrillville Assessor's map 211, lot 020); or take any other action thereon.
  - §42-46-5(a)(5) for discussion, consideration and action relative to property located at 0 Sayles Avenue (Burrillville Assessor's map 175, lot 033); or take any other action thereon.
  - §42-46-5(a)(2) for discussion, consideration and possible action relative to a matter of opioid litigation; 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.

## **12. Adjournment**