

REGULAR MEETING of the Town Council of the Town of Burrillville to be held Wednesday, August 13, 2025 at 7:00 P.M. in the Burrillville Town Building, 105 Harrisville Main Street, Harrisville for and within the Town of Burrillville.

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.

- 25-257 Approve the minutes of the regular meeting of July 9, 2025; and dispense with the reading of said minutes.
- 25-258 Declare surplus one office desk (asset tag #001261) from the Tax Collectors' office as recommended by Leslie McGovern, Finance Director.
- 25-259 Approve the petition from Rhode Island Energy and Narragansett Electric to locate and maintain poles, wire and fixtures along and across Victory Highway, replacing P286 and installing P286-1.
- 25-260 Receive and file the notice from the Town of Thompson, CT, Inland Wetlands Commission of an application to demolish an existing house, build a new house on the same footprint, and repair the septic system on the property at 76 Border Trail, Thompson, CT.
- 25-261 Receive and file the engagement agreement with CBIZ CPAs P.C. for auditing services.
- 25-262 Receive and file the Planning Board Findings of Facts, surveyor's metes and bounds description and minor subdivision plan for property at 0 Broncos Highway (Burrillville Assessor's map 213, lot 010).

5. Special Business to be considered and acted on:

- 25-263 Consider and act on an application from Jayden Fuller d/b/a Trinity Solar, LLC for a Hawkers & Peddlers license for door-to-door sales to apply throughout the Town of Burrillville.
- 25-264 Consider and act on an application for a special event entertainment license from DPNA for their Oh Bummer, It's the End of Summer Block Party event on August 16, 2025 along the Bridgeway; or take any other action thereon.

25-265 Consider and act on an application for a quarterly entertainment license from Immersive Events d/b/a Haunted Gallows, for premises located at 505 East Ironstone Road (Assessor’s map 011, lot 002), for the period September 1 to November 30, 2025.

6. Petitions to be considered and acted on: None

7. Unfinished Business to be considered and acted on: None

8. Public Hearings:

25-266 Application for a new victualing license from New Leaf Coffee Bar LLC d/b/a New Leaf Coffee Bar to apply at 77 Pascoag Main Street (Burrillville Assessor’s map 175, lot 061).

- 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 to New Leaf Coffee Bar LLC d/b/a New Leaf Coffee Bar to apply at 77 Pascoag Main Street (Burrillville Assessor’s map 175, lot 061).
- H. MOTION to adjourn the public hearing.

25-267 Proposed amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, to add a portion of Laurel Hill Avenue to *§26-32 No parking schedule of streets*.

Note: Notice of the public hearing was advertised in the Woonsocket Call on July 30, 2025.

- A. Comments/Input/Recommendations from the Ordinance Subcommittee
- B. Comments/Input/Recommendation by Administration – Solicitor, Town Manager

Note: Persons who wish to address the Council shall state their names and addresses

- C. Proponents
- D. Opponents

- E. Closure of the public hearing
- F. Town Council Deliberation
- G. Consider and act on adopting amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, to add a portion of Laurel Hill Avenue to *§26-32 No parking schedule of streets.*
- H. Motion to adjourn the public hearing

25-268 Proposed amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, to add *§2-77 Code of conduct for boards and commissions.*

Note: Notice of the public hearing was advertised in the Woonsocket Call on July 30, 2025.

- A. Comments/Input/Recommendations from the Ordinance Subcommittee
- B. Comments/Input/Recommendation by Administration – Solicitor, Town Manager

Note: Persons who wish to address the Council shall state their names and addresses

- C. Proponents
- D. Opponents
- E. Closure of the public hearing
- F. Town Council Deliberation
- G. Consider and act on adopting amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, to add *§2-77 Code of conduct for boards and commissions.*
- H. Motion to adjourn the public hearing

25-269 Proposed amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, *§2-112 Capital project program.*

Note: Notice of the public hearing was advertised in the Woonsocket Call on July 30, 2025.

- A. Comments/Input/Recommendations from the Ordinance Subcommittee
- B. Comments/Input/Recommendation by Administration – Solicitor, Town Manager

Note: Persons who wish to address the Council shall state their names and addresses

- C. Proponents

- D. Opponents
- E. Closure of the public hearing
- F. Town Council Deliberation
- G. Consider and act on adopting amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, *§2-112 Capital project program*.
- H. Motion to adjourn the public hearing

25-270 Proposed amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, by repealing *§2-113 Special revenue reserve fund* in its entirety.

Note: Notice of the public hearing was advertised in the Woonsocket Call on July 30, 2025.

- A. Comments/Input/Recommendations from the Ordinance Subcommittee
- B. Comments/Input/Recommendation by Administration – Solicitor, Town Manager

Note: Persons who wish to address the Council shall state their names and addresses

- C. Proponents
- D. Opponents
- E. Closure of the public hearing
- F. Town Council Deliberation
- G. Consider and act on adopting amendments to the Revised General Ordinances of the Town of Burrillville, RI, 2004, as amended, by repealing *§2-113 Special revenue reserve fund* in its entirety.
- H. Motion to adjourn the public hearing

9. New Business to be considered and acted on:

25-271 Consider and act on a request for funding for the Educational Facility Planning Study from Dr. Michael Sollitto, Superintendent, Burrillville School Department; or take any other action thereon.

25-272 Consider and act on projects authorized in the Necessity of School Construction bond (\$6,400,000, agenda item #24-053), and to authorize a bond not to exceed an amount to be determined to fund those projects; or take any other action thereon.

- 25-273 Consider and act on rescinding the portion of the vote taken on April 10, 2024 (agenda item #24-120) to appropriate and transfer the \$567,420 from the School Capital Project Fund (Fund 1390) back to the Unassigned Fund Balance (Unreserved Undesignated General Fund Balance) (Fund 0100) when bond proceeds are received; or take any other action thereon.
- 25-274 Consider and act on an agreement with Stillwater Construction for the JMS Library Partition Repair Project; or take any other action thereon.
- 25-275 Consider and act on authorizing an agreement between the State of Rhode Island and the Town of Burrillville for their Municipal Road and Bridge Program; or take any other action thereon.
- 25-276 Consider and act on a request from the Recreation Commission to remove a member, declare his seat vacant, and refer the vacancy to the Screening Subcommittee; or take any other action thereon.
- 25-277 Consider and act on a proposed handbook and code of conduct for boards and commissions; or take any other action thereon.
- 25-278 Consider and act on request from Council President Donald A. Fox to discuss and possibly take action on the proposed elimination of RIPTA Rt. 9x bus; or take any other action thereon.
- 25-279 Consider and act on a request from Council President Donald A. Fox to discuss testimony given on the Town’s legislation to rename the Burrillville Land Conservancy; or take any other action thereon.

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

11. Reports A – Y to be received:

- A) Affordable Housing Board: No meeting
- B) Animal Control Officer: Reports of June & July 2025
- C) Board of Canvassers: No meeting
- D) Budget Board: No meeting
- E) Building Official: Report of June 2025
- F) Burrillville Extended Care: Report of August 2025
- G) Burrillville Extended Care Board of Directors: Minutes of March 4, 2025
- H) Burrillville Prevention Action Coalition: Minutes of June 11, 2025
- I) Burrillville 250 Commission: No Report
- J) Conservation Commission: No Report
- K) Housing Authority: No Report
- L) Jesse M. Smith Library Board of Trustees: Minutes of April 10, 2025
- M) Ordinance Subcommittee: Minutes of June 18, 2025
- N) Personnel Board: Minutes of June 10, 2025
- O) Planning Board: Minutes of June 2 & July 7, 2025
- P) Planning Department: Report of June 2025
- Q) Police Department: Reports of June & July 2025
- R) Recreation Commission: Minutes of June 9, 2025
- S) Redevelopment Agency: Minutes of May 27 & June 24, 2025

- T) School Committee: Minutes of June 10 & June 17, 2025
- U) Screening Subcommittee: No meeting
- V) Sewer Commission: Minutes of June 10, 2025
- W) Tax Collector: Reports of May & June 2025
- X) Treasurer: Reports of May & June 2025
- Y) Zoning Board: No meeting

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

25-280 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 possible action relative to a State right-of-way adjacent to 0 Broncos Highway (Burrillville Assessor’s map 114, lot 062); or take any other action thereon.
 - §42-46-5(a)(2) for discussion, consideration and action relative to litigation regarding an appeal of the Planning Board Gledhill Field development plan review decision (C.A. No. PC-2025-02170); or take any other action thereon.
 - §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.
- 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.

13. 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).