



EAST PROVIDENCE WATERFRONT DISTRICT COMMISSION

Waterfront Commission Meeting Minutes Thursday, September 17, 2020 – 6:30 PM

A remote/virtual meeting was held in accordance with Governor Gina Raimondo’s EXECUTIVE ORDER 20-46, JUNE 12, 2020, FOURTY-SECOND SUPPLEMENTAL EMERGENCY DECLARATION - PUBLIC MEETINGS AND PUBLIC RECORDS REQUESTS, EXTENDED BY EXECUTIVE ORDER 20-75, SEPTEMBER 9, 2020, SEVENTIETH SUPPLEMENTAL EMERGENCY DELCARATION – EXTENSION OF EXECUTIVE ORDERS.

Commissioners present via video and audio:

William Fazioli, Chair	David O’Connell
Jennifer Griffith	Rick Lawson
Domenic Pontarelli	Luis Torrado
Peter Willey	Tim Conley, Vice Chair
Steven Hardcastle, Treasurer	Mike Walker, CommerceRI
James Moran, EP Planning Dept	

Absent:

David Sluter
Paul Moura, Secretary

Staff present via video and audio:

Chris Martin, Executive Director
Amy Goins, UTR Legal Counsel

Mr. Fazioli conducted a roll call to confirm quorum of voting members.

Roll Call: William Fazioli, Chair Domenic Pontarelli
Jennifer Griffith Rick Lawson
Peter Willey David O’Connell
Steven Hardcastle Luis Torrado
Tim Conley

- 1. CHAIRMAN’S OPENING REMARKS** The Chair called the meeting to order at 6:30 PM and gave an overview of remote meeting protocol. The Chair then conducted a roll call for all the Commission members present.

The Chair gave an update on the Sutton Place item from last meeting on 8/20/20 informed him that the funding from Rhode Island Housing has been approved, which was a condition of approval for the in-lieu funding. That’s good news for the project moving forward as a deed restricted affordable housing development. The Chair also mentioned that the FY20 Q4 financial report that will be presented tonight is favorable and is still subject to the audit, which is happening now. The Chair indicated he would like to bring to the board a proposal that some of the surplus carrying the Waterfront Commission into FY21 be allocated to expanded PR and marketing efforts for the Waterfront Commission. The Chair introduced the Planning Dept/ Waterfront Commission intern, Dominic Leonardo and mentioned that he will be helping with communication and marketing efforts.

2. OLD BUSINESS

A. VOTE: The motion by Mr. Pontarelli to approve the minutes of August 20, 2020 was seconded by Ms. Griffith and passed by a unanimous voice vote.

3. NEW BUSINESS

A. VOTE: FY20 4th Quarter Report

The Chair went through the 4th Quarter report for FY20 and highlighted that the financials, while still subject to audit, are in a favorable position going into the new fiscal year. Revenues were \$12k below budget and expenses were \$51k below budget, which resulted in a \$40k surplus, which brought cash reserves up through June 30th.

Mr. Martin highlighted a few items in the FY20 budget. Legal fees were \$21k less than budgeted because there were 2 quarters where there were no legal fees incurred and the Commission changed legal counsel early in 2020. Advertising came in below budget due to fewer website expenses and legal ad postings. He expects there to be more website expenses in FY21. Payroll expenses came in under budget because of the delay in the hiring of the Waterfront Planner.

The Commission asked for clarification on what the source of the rental income is. Mr. Martin explained that Eaton Aeronautical pays monthly rent for their space in the Pawtucket Ave subdistrict.

The Commission pointed out that the surplus from FY20 was in part due to the \$50k legislative grant the Commission received and that we cannot count on that same income in FY21, which we have accounted for in the FY21 budget.

On a motion from Mr. Lawson seconded by Mr. Hardcastle, the Waterfront Commission voted 9-0 to approve the motion:

William Fazioli – Aye	Peter Willey – Aye	Rick Lawson - Aye
Tim Conley – Aye	Steven Hardcastle - Aye	David O’Connell - Aye
Jennifer Griffith – Aye	Domenic Pontarelli - Aye	Luis Torrado—Aye

B. PUBLIC COMMENT: Proposed Amendment to 885-RICR-00-00-3 East Providence Waterfront Commission Application and Processing Fees

The Commission held a period for public comment as required by the RI Secretary of State for the proposed amendment to 885-RICR-00-00-3. The amendment was posted on August 26th and the 30 day comment period ends on September 25th. According to Mr. Martin, the Commission would have been required to hold a public hearing on the amendment if there were 25 or more requests for a hearing to be held. Mr. Martin confirmed that there have been no requests for a public hearing. Because of this and how the rule was posted on the Secretary of State’s website, the Commission was still required to open the meeting to public comment, but not hold a public hearing.

There were no members of the public in attendance at the meeting to give public comment. Mr. Martin indicated that members of the public can still submit comment directly to him via email or on the Secretary of State's website until September 25th.

At the next Waterfront Commission meeting, Mr. Martin will report on any public comment received and at that point the amendment will be considered a final rule according to the APA, per Amy Goins.

4. STAFF REPORT. Mr. Martin gave a staff report. He updated the board on 1st Street Bike Lane progress and the community meeting that was held on August 16th. He anticipates the pilot bike facility to be installed and implemented by the end of September. The Chair asked Mr. Leonardo to give updates on two of the projects he is working on: Total Open Space Inventory in East Providence and East Providence School Enrollment Trends. These reports will be sent to the Commission. The next meeting will be held on October 15th.

5. VOTE: ADJOURNMENT

A motion was made by Mr. Pontarelli, seconded by Mr. O'Connell to adjourn. On voice vote the Waterfront Commission voted unanimously to adjourn at 7:00 PM.

Respectfully submitted,

CHRIS MARTIN, EXECUTIVE DIRECTOR