



Town of South Kingstown Economic Development Commission

Special Meeting Meeting Minutes
Wednesday, August 13, 2025 at 6:00 PM
Neighborhood Guild, Lounge
325 Columbia Street, Wakefield, RI
www.southkingstownri.gov

Michael Gagas, Chair
Randy Apuzzo, Vice Chair
Andrew Holt, Secretary
Thomas Routliffe
Ken Tetzner
Susan Marcus
Josh Gilman
Ian Clark
Jack Cadman
Kirk Brown
~ Vacancy ~

A. Call to Order:

Mr. Gagas called the meeting to order at 6:01 PM.

B. Roll Call:

Members Present: Mr. Gagas, Mr. Apuzzo, Ms. Marcus; Mr. Routliffe; Mr. Holt; Mr. Brown; Mr. Clark and Mr. Tetzner
Mr. Gilman and Mr. Cadman were absent.

C. Approval of Minutes:

A motion to approve both sets of minutes (5/7/2025 and 7/8/2025) was made by Mr. Routliffe and seconded by Mr. Brown. The motion was approved unanimously.

1. Draft 5/7/2025 Minutes
2. Draft 7/8/2025 Minutes

D. Correspondence & Public Comment:

1. Letter to Town Council requesting approval of public surveys.

Mr. Gagas discussed the letter and noted that the Town Council had approved the request to conduct the surveys. Mr. Clark indicated that South County Health was open to circulating the survey to its employees. Staff relayed comments on the surveys from the Planning Director. Mr. Gagas noted that he was working with URI to participate in the survey.

E. Old Business:

1. S.K. Business Innovation Center Survey - Discussion of final revisions and plans for circulation. Possible action on issuing the survey per Council approval.

Discussion ensued about adjustments to the survey. Mr. Gagas noted that the Council had expanded the focus of the survey to the entire town rather than focusing on Wakefield. Staff noted that the Planning Director had recommended that questions about rents be adjusted to look at smaller rental amounts.

2. S.K. Workforce Survey - Discussion of final revisions and plans for circulation. Possible action on issuing the survey per Council approval.

Discussions ensued about fine-tuning the survey questions and methods for distribution.

3. Old Tower Hill Road Neighborhood Plan - Discussion of the draft Form-Based Code ordinance presented to the public on 7/30/2025 by Able-City East. Discussion and possible action on proposals for public outreach and/or advisory recommendations to the Planning Board and Town Council. [Link to Draft Code](#)

Members discussed the meetings with Able-City East on 7/8/2025 with the Planning Board and the open public comment meeting 7/30/2025 regarding the Form-Based Code and responses from residents and stakeholders. Members

discussed the perspectives of property owners that have expressed objections to the FBC; the tax benefits of the FBC; a meeting between Able-City East and several local property owners; and how the EDC can engage with stakeholders. Several members agreed to approach local property owners.

F. New Business:

1. RI - Main Street America - Discussion of state resolution to create a Main Street RI program through a collaboration between the RI Commerce Corp. and GrowSmart RI.

Ms. Marcus discussed the state's new Main Street America program being administered through GrowSmart RI. GrowSmart will be choosing 10 communities to act as pilot communities. A discussion followed about having Jillian Finkle of GrowSmart to come speak with the EDC and/or South County Chamber. Members discussed making arrangements for a presentation by Ms. Finkle.

2. Creating Opportunities for New Industries in S.K. - Discussion about how to attract businesses to town ingrowing industrial sectors such as tech and blue economy to grow local employment.

Mr. Apuzzo commented that for now the EDC should focus on the Form-Based Code; Mr. Apuzzo circulated copies of his concept paper on attracting new industries with workers that have employees able to afford housing costs in SK. Members discussed the relation between housing costs and transportation costs.

G. Staff Update & Planning Department Activities:

1. Discussion of Recent Open Meetings Act Issues

Staff noted that the Open Meetings Act materials had been recirculated to EDC members and that there had been a recent complaint against another town board.

2. Monthly Update on Business Development Projects - [Active Development Projects Link](#)

Staff reviewed the development applications listed in the agenda.

Safe Harbors / Silver Spring Marina

Village at South County Commons - Bldgs. 26 & 28

South County Hospital - Inst. Master Plan update and Devel. Plan Rev. for Kenyon Ave. parking lot.

H. Recurring Discussion Topics:

I. New Discussion Issues & Future Agenda Items:

J. Adjournment:

Mr. Apuzzo moved to adjourn at 8:00 PM. Mr. Routliffe seconded the motion and the meeting adjourned by unanimous consent.