



# Town of South Kingstown Economic Development Commission

## Meeting Minutes

Wednesday, September 3, 2025 at 6:00 PM

Neighborhood Guild, Lounge

325 Columbia Street, Wakefield, RI

[www.southkingstownri.gov](http://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  
Gerry Schaffert

### A. Call to Order:

### B. Roll Call:

### C. Approval of Minutes:

1. 8/13/2025 Draft Minutes (*To Be Provided*)

Approval of the 8/13/2025 minutes was deferred to October.

### D. Correspondence & Public Comment:

1. Letter to Gov. McKee re: RIPTA budget and service cuts.

M. Gagas discussed the RIPTA letter to Gov. McKee. Ms. Marcus commented that our local routes still sustained substantial cuts. Mr. Brown discussed value of transit to properties and Ms. Marcus discussed the importance of transit to Speaker's housing agenda. Mr. Apuzzo noted that even one day where a bus run isn't available forces a person to have a car.

### E. Old Business:

Prior to discussing business, board members exchanged introductions with new EDC member Gerry Schaffert.

1. EDC Surveys - Status report and discussion regarding the Innovation Center and Workforce surveys.

Members discussed the start of the workforce survey at South County Health. Mr. Clark reported that tech. issues with survey are still being ironed out for electronic distribution to employees. Members discussed various issues with the survey. Mr. Clark said that he expects 10-20% response rate.

Discussion followed that after SCH the survey will move on to URI to get some larger sample sizes before going out to general public.

Mr. Apuzzo discussed the business innovation survey; which will go out to the public simultaneously.

2. Old Tower Hill Road Neighborhood Plan - Discussion regarding the draft Form-Based Code ordinance. Possible action on public education and outreach or advisory recommendations to the Planning Board and Town Council. [Link to Draft Form-Based Code for OTHR](#)

Ms. Marcus discussed that a guest was interested in attending from Speedcraft VW (Mr. Dartt), who was interested in discussing economic side of proposal.

Mr. Gagas said he and Mr. Routliffe were not ready to discuss their work on the economic analysis in the January 2025 report. Ms. Marcus noted that discussion of economics goes hand in hand with educating owners about the value of the project.

Mr. Holt commented that we are not necessarily trying to convince current owners and Mr. Routliffe said that we need taxpayers in town to understand how they will benefit to support. A general discussion followed about how to message the benefits of the Form-Based Code.

Mr. Brown inquired if the town has geographic or zoning data on where taxes are coming from.

Mr. Gagas inquired if the town is still planning to produce annual report.

Mr. Apuzzo and Mr. Holt agreed to work on a draft letter to the Council and Planning Board in support of OTHR, and Mr. Routliffe and Mr. Gagas agreed to continue working on understanding the economic discussion from the January 2025 OTHR report.

3. *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 proposed to table this discussion to keep focus on the Old Tower Hill Road Form-Based Code.

Mr. Holt noted that new industries could make use of the FBC.

**F. New Business:**

Mr. Gagas discussed a potential meeting with URI to assess project management at town.

**G. Staff Update & Planning Department Activities:**

1. Monthly Update on Business Development Projects - [Link to Active Commercial Development Projects](#)

Staff discussed the status of the commercial development projects listed in the agenda.

Safe Harbors / Silver Spring Marina

Village at South County Commons - Bldgs 26 & 28

South County Health - 11 Kenyon Ave - IMP Update & Dev. Plan Review

Liberty Lane / South County Post & Beam - Change to Approved Plan for Expanded Pavement

82 Main St - Mixed Use Development

**H. Recurring Discussion Topics:**

**I. New Discussion Issues & Future Agenda Items:**

Ms. Marcus discussed setting a time and date for Jillian Finkle of GrowSmart RI to do a public presentation regarding the state's new Main Street program on either 9/15, 9/29, 10/20 in coordination with the South County Chamber. Ms. Marcus noted that the Contemporary Theater was willing to host the presentation but traditionally there is a fee. By consensus the EDC agreed to tentatively look at setting up a presentation on 9/29/25.

**J. Adjournment:**

Mr. Routliffe moved to adjourn at 7:52 PM. Mr. Schaffert seconded the motion and the meeting adjourned by unanimous consent.