



Town of South Kingstown Economic Development Commission

Meeting Minutes
Wednesday, January 7, 2026 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
Ian Clark
Jack Cadman
Kirk Brown
Gerry Schaffert
-- Vacancy --

A. Call to Order:

The meeting was called to order at: 06:04 PM

B. Roll Call:

Members Present: Michael Gagas, Kirk Brown, Jack Cadman, Susan Marcus, Tom Routliffe, Ken Tetzner, Gerry Schaffert

Members Absent: Randy Apuzzo, Andrew Holt, Ian Clark

Staff: Brian Wagner, Deputy Planning Director

C. Approval of Minutes:

1. 12/3/2025 Draft Minutes (See Attachments.)

A Motion to approve the 12/3/2025 meeting minutes was made by Susan Marcus. The motion was seconded by Tom Routliffe. Upon a vote by all members present, the motion was approved unanimously.

D. Correspondence & Public Comment:

None.

E. Old Business:

1. Old Tower Hill Road - Discussion and possible action on Form-Based Code proposal and possible supporting communications.

Mr. Gagas agreed to prepare a draft recommendation letter to the Council for discussion and possible approval at the February meeting.

Mr. Gagas discussed the 2 social media videos that he has been working on - one for residents & one for business/property owners in the OTHR area - members provided input and Mr. Gagas asked that any additional comments be sent to staff for final revisions before the videos are published.

Mr. Wagner noted that staff was working on setting up a meeting with Council for the consultant - Able City East - to present the OTHR project. Discussion followed about the timing and process for adopting an ordinance.

2. EDC Surveys - Discussion and possible action regarding data collection from the Innovation Center and Workforce surveys.

Members briefly discussed the surveys, but the members directly involved were not in attendance.

F. New Business:

1. Adoption of EDC Annual Meeting Schedule (See Attachments.)

A Motion to Approve the 2026 EDC Meeting Schedule was made by Susan Marcus. The motion was seconded by Kirk Brown. Upon a vote by all members present, the motion was approved unanimously.

G. Staff Update & Planning Department Activities:

Mr. Wagner had no commercial updates.

Ms. Marcus inquired about the Lofts at Fairgrounds project. Staff confirmed the Planning Board meeting on 1/27/2026. Members discussed the project.

Mr. Wagner reviewed several other large residential projects.

Members discussed progress on the new Matunuck Oyster Bar building on Old Tower Hill Road and winter operations in Matunuck, as well as construction of the new People's Credit Union.

H. Recurring Discussion Topics:

1. Report from EDC Representative to RI Main Street Cohort

Mr. Brown discussed his role and involvement as a cohort member. There have not been any cohort meetings yet. A virtual intro. meeting is scheduled for tomorrow, 1/8/2026. A group discussion followed.

A Motion that Mr. Brown relay a message to the RI Main Street group at its' 1/8/20206 virtual meeting thanking the cohort members for their participation and that the Town Council thought that they were well qualified for the role. was made by Michael Gagas. The motion was seconded by Jack Cadman. Upon a vote by all members present, the motion was approved unanimously.

I. New Discussion Issues & Future Agenda Items:

Mr. Routliffe discussed how the EDC or the town might identify and attract a community benefactor such as the Royce family in Westerly. A discussion followed.

J. Adjournment:

A Motion to Adjourn was made by Susan Marcus. The motion was seconded by Ken Tetzner. Upon a vote by all members present, the motion was approved unanimously.