

**NARRAGANSETT TOWN COUNCIL  
REGULAR MEETING  
AGENDA**

**July 21, 2014**

**7:30 p.m.**

**Posted 07-18-2014**

Narragansett Town Hall  
25 Fifth Avenue  
Narragansett, RI 02882  
(401) 789-1044

**NARRAGANSETT  
TOWN COUNCIL**

President

James M. Callaghan

President Pro Tem

Susan Cicilline-Buonanno

Members

Glenna M. Hagopian

Matthew M. Mannix

Douglas E. McLaughlin

Town Manager

Pamela Nolan

Town Clerk

Anne M. Irons, CMC

Town Solicitor

Mark A. McSally, Esq

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:**

May 5, 2014 Work Session Meeting

May 5, 2014 Executive Session Meeting

May 19, 2014 Executive Session Meeting

**ANNOUNCEMENTS/PRESENTATIONS:**

PROCLAMATION Honoring the Retirement of Richard "Dicky" White

SWEARING in CEREMONY of two (2) two promoted members of the Narragansett Fire Department

**OPEN FORUM:**

*Please conduct yourself in an orderly and respectful fashion. The comments of citizens accessing this portion of our meeting are neither adopted nor endorsed by this body, but heard as requested.*

**PUBLIC HEARING/DECISION – 8:00 P.M.:**

**CONSENT AGENDA:**

*All items listed on the Consent Agenda are considered to be routine or have been previously reviewed by the Town Council, and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the General Order of Business, and considered in its normal sequence on the Agenda.*

1. A MOTION to APPROVE the list of Real Estate Abatements in the amount of \$27,219.44 and the list of Motor Vehicle Abatements in the amount \$904.19.
2. A MOTION to APPROVE the request from the Narragansett Running Association for a new Half Marathon Road Race to be held on Sunday November 2, 2014 subject to approval of state and local regulations.
3. A MOTION to REFER a request from Craig Carrigan on behalf of Jim Deslandes for a waiver of the Sewer Policy for Plat Q Lot 62 (Blossom Way and Robinson Street proposed subdivision) to the Sewer Policy Committee for review.
4. A MOTION to APPROVE the waiver of interest for taxpayers in accordance with Ordinance 2010-936.
5. A MOTION to APPROVE a Class F-1 Alcoholic Beverage License for Local #5098 United Nurses & Allied Professionals for September 11, 2014 at the Towers, 35 Ocean Road, Narragansett, RI subject to state and local regulations.
6. A MOTION to APPROVE Miscellaneous License applications for a victualing licenses and holiday licenses for the concession stands at Scarborough State Beach at 870 Point Judith Road and 970 Ocean Road and Wheeler State Beach at 100 Sand Hill Cove Road Narragansett RI for DAC Caesar LLC, subject to local and state regulations.
7. A MOTION to APPROVE the annual contract for technical support for the Fire Department's computer software system with TriTech Software Systems (formerly Information Management Corporation/IMC), in the amount of \$2,600.00.
8. A MOTION to APPROVE the annual preventative maintenance contract for the Fire Department's Plymovent Source Capture Emergency Vehicle Exhaust Fuel Removal System with Air Cleaning Specialists of New England, LLC, in the amount of \$2,652.00.
9. A MOTION to APPROVE the purchase and installation of a Flagpole, Flags, and Lighting for Galilee from Narragansett Flag, LLC at their lowest quote of \$3,335.98.
10. A MOTION to APPROVE the purchase of one conveyor belt for the Beach Division's Barber Surf Rake from H. Barber & Sons, Inc., in the amount of \$3,658.83.
11. A MOTION to APPROVE, RATIFY and CONFIRM the purchase of citations and other ticket system accessories from Velosum, in the amount of \$5,467.10.

12. A [MOTION](#) to APPROVE, RATIFY and CONFIRM the emergency repairs to Fire Station-1/ Public Safety Building completed by Abcore Restoration Company, in the amount of \$8,264.56.

13. A [MOTION](#) to APPROVE an Alcoholic Beverage License for the Earle's Court Water Tower Restoration Committee for a Fundraiser at the Towers to be held on Tuesday August 19, 2014, subject to state and local regulations.

**OLD BUSINESS:**

14. A [MOTION](#) to AUTHORIZE the staff to apply to RIDOT for an Adopt-a-Spot designation for the Dillon Rotary.

15. A [MOTION](#) to ADOPT a Resolution imposing parking restrictions and regulations for the Scarborough Hills area in the Town of Narragansett in accordance with the Code of Ordinances.

16. A [MOTION](#) to DISCUSS OPTIONS and POSSIBLE ACTION for consideration of a Town Sign that would be located in a safe environment.

**NEW BUSINESS:**

17. A [MOTION](#) to APPOINT individuals to the two vacant alternate seats on the Zoning Board of Review for a one year term, which term expires July 1, 2015.

18. A [MOTION](#) to APPROVE the purchase of one new 2015 Ford Interceptor sedan police cruiser and two new 2015 Ford Interceptor Utility police vehicles from MHQ Municipal Vehicles, in the amount not to exceed \$96,500.00.

19. A [MOTION](#) to AWARD the bid for General Construction Services to the lowest bidder, Abcore Restoration Company, Inc., at their quoted bid prices for a one-year period.

20. A [MOTION](#) to ADOPT the a resolution amending the Official List of Designated Stop Intersections and the Official Stop Sign Map in accordance with Narragansett Code of Ordinances.

21. A [MOTION](#) to SCHEDULE WORK SESSIONS with the Planning Board and their consultant to review and comment on the draft Comprehensive Plan.

22. A [MOTION](#) to adopt a resolution establishing an Administrative Compensation Schedule for Fiscal Year 2014-15.

23. A [MOTION](#) to APPROVE the emergency repairs to the Fire Department's Engine 4 to be completed by Pascale Service Corporation, in the amount of \$6,064.64.

**REPORTS FROM TOWN MANAGER:**

**REPORTS FROM TOWN COUNCIL:**

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

*Note:* Documentation (if any) for items listed on this Agenda is available for public inspection, a minimum of 24 hours prior to the meeting, at any time during regular business hours at Town Clerk's Office, 25 Fifth Avenue, Narragansett, RI 02882. Interpreters for the hearing impaired can be made available at any meeting provided a request is received a minimum of three (3) business days prior to said meeting.

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**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC:** \_\_\_\_\_

**Amend No.** \_\_\_\_\_

**Date Prepared:** July 18, 2014  
**Council Meeting Date:** July 21, 2014

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**TO:** Pamela T. Nolan, Town Manager  
**FROM:** Anne M. Irons, CMC Town Clerk  
**SUBJECT:** Approval of Town Council Minutes

**RECOMMENDATION:**

That the Town Council approves the minutes from the following meeting

- May 5, 3024 Work Session Meeting
- May 5, 2014 Executive Session Meeting
- May 19, 2014 Executive Session Meeting

**SUMMARY:**

Attached are minutes as in accordance to state law. Executive Session Minutes are sealed.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**NARRAGANSETT TOWN COUNCIL/SCHOOL COMMITTEE  
WORK SESSION  
MINUTES MAY 5, 2014**

At a Budget Work Session of the Town Council of the Town of Narragansett for fiscal year 2014-15 held on Monday, May 5, 2014 at 6:30 p.m. at the Town Hall.

Present: James M. Callaghan, President  
Susan Cicilline-Buonanno, President Pro Tem  
Matthew M. Mannix, Member  
Douglas E. McLaughlin, Member  
Glenna M. Hagopian, Member  
Pamela T. Nolan, Town Manager  
Laura Kenyon, Finance Director  
Katherine Sipala, School Superintendent  
Tammy McNeiece, Chair School Committee  
Frank White, School Committee Member  
Diane Nobels, School Committee Member  
Guy DeWardener, School Committee Member

Absent: Keith Ranaldi, School Committee Member

James M. Callaghan, President opens the work session meeting and turns the meeting over to the Katherine Sipala, Laura Kenyon and Pamela Nolan.

Katherine Sipala, School Superintendent reminded the council the school department presented the budget to the council last week and asked if there were any questions and comments on that. She recapped that there was an increase of \$357,882 which was half the amount of the pension increase of 38% that the school department was told was the share they were responsible for. She further explained that the school budget was done they had cut 7.6 positions and then were told that they were responsible for the 38% increase in pension.

Laura Kenyon noted that the school share was calculated by cutting the 80% payment of the ARC which would be 38% for the town and 38% for the school.

It was noted that the town has approximately 90 employees in the pension.

It was noted that the full increase for the school was \$721,000 however the town would be helping in the funding of that figure.

Tammy McNeiece asked if the school committee was obligated to pay the full amount of \$721,000.

Pamela Nolan reminded the council that a Funding Improvement Plan that was signed and forwarded to the State of Rhode Island stated that the town would be 80% of the ARC so the amount needs to stay.

Tammy McNeiece commented that it was a very impressive approach for the town to agree to get to that 80%.

Matthew Mannix noted that there were other elements of the FIP and the council is trying to get them in negotiations and has been working hard on that.

Pamela Nolan noted there was no other choice but to be the 80% this year and next year it would be 100% of the ARC that will be paid. She noted if it was not paid it would be another hole to fill next year. She noted that Moody's has given an increase in the town's bond rating however there was a caveat that the town needs to pay the pension liabilities.

Tammy McNeiece noted that last year there was a minimal increase of \$63,000 in the school's budget and the two previous years the budget was level funded. She noted that the school committee was not anticipating this increase of \$721,000 that they are now responsible for. She also spoke on the importance of the capital projects for the school.

Glenna M. Hagopian noted that the town has a road bond out there and a potential of a police station. She noted that the pension obligation is a liability and is now on the balance sheet as an actual liability and it was never recognized there before and it was easily ignored. It was noted that when you look at your assets minus your liabilities your assets are not as much as you thought they were. Glenna M. Hagopian said presently the assets equal the Pension obligations and OPEB liabilities which would be 0 net assets strictly in an accounting aspect. She said you have to look at the health of the town and there is a good fund balance.

She noted that the council approved the Funding Improvement Plan whether good or bad, it's a commitment to the state. She said that is the reality and it what has been inherited. The town has a legal obligation to pay it.

Douglas E. McLaughlin commented that getting out of the critical status does not mean the town is in any better position when the town is in the critical status and he found that troubling. He said he has a major problem if it is not sustainability.

Glenna M. Hagopian commented that the more you pay sooner the more your payments go down sooner.

A discussion is held on the court case with the state pension plan.

Pamela Nolan noted that the negotiations are going on with the unions now and the results will not be seen until much later.

Katherine Sipala also noted that she is going through difficult negotiations right now and she is trying to follow the recommendations of the finance committee of having all the contracts expire at the same time. She said it is very difficult trying to get a one year contract at this time.

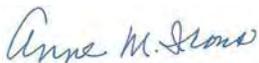
James M. Callaghan noted that it took a long time to get into this problem it will take a long time to get out of it. He noted it is a start to pay the amount of the 80% into the ARC.

At this time the school committee leaves the meeting and the council discusses the town budget.

Laura Kenyon, Finance Director said she needed guidance as to some cuts that were proposed and most were in capital. She said she was looking for consensus in the cuts for the fire, parks and recreation department, raising the collection rate to 98.5%, moving the carry-over of department of public works equipment replacement into the roads and she did raise the towers to \$50,000 and the Galilee Landing line item was increased for a flag by \$1,000. She also commented that she has \$20,000 for special appropriations and asked if that should remain the same. The council then discussed all the above items with the Finance Director. The council discusses the towers capital amount with the Public Works Director. The Finance Director noted that the rate would be around \$10.05 for the residential tax rate.

The meeting ends at 7:25 p.m.

ATTEST:



Anne M. Irons, CMC  
Council Clerk

MINUTES ACCEPTED AS  
PRESENTED/AMENDED

Anne M. Irons, CMC  
Council Clerk

**A PROCLAMATION HONORING RICHARD “DICKEY” WHITE**

WHEREAS, Richard “Dickey” White is retiring after 40 plus years with the Town of Narragansett Police Department; and,

WHEREAS, he has faithfully and conscientiously served the Town of Narragansett and its citizens.

WHEREAS, he has earned and justly deserves this public recognition for his many years of service to our community;

NOW THEREFORE, the Narragansett Town Council commends Richard “Dickey” White for the many years of service to our community and we urge our citizens to join with us as we extend our sincere appreciation for his work and wish him well in his retirement.

**SIGNED** this 21<sup>st</sup> day of July A.D. 2014.

**ATTEST:**

**TOWN OF NARRAGANSETT**

\_\_\_\_\_  
Anne M. Irons, CMC- Town Clerk

BY \_\_\_\_\_  
James M. Callaghan, President

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: \_\_\_\_\_

Amend No. \_\_\_\_\_

Date Prepared: June 25, 2014  
Council Meeting Date: July 21, 2014

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**TO:** Pamela Nolan, Town Manager

**FROM:** Scott Partington, Fire Chief

**SUBJECT:** Promotions

**RECOMMENDATION:**

To formally recognize (2) two recently promoted members of the Narragansett Fire Department

**SUMMARY:**

The Narragansett Fire Department would like to formally recognize the following promotions:

Firefighter Brian Lemme promoted to the rank of Lieutenant  
Firefighter Kevin McEnery promoted to the rank of Lieutenant

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**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_

LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_

Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 01 \_\_\_\_\_  
Amend No. \_\_\_\_\_**

**Date Prepared:** July 11, 2014  
**Council Meeting Date:** July 21, 2014

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**TO:** Pamela Nolan, Town Manager  
**FROM:** Laura Kenyon, Finance Director  
**SUBJECT:** Real Estate, Tangible and Motor Vehicle Abatements

**RECOMMENDATION:**

That the Town Council approves the list of Real Estate and Tangible abatements in the amount of \$27,219.44 and the list of Motor Vehicle abatements in the amount of \$904.19.

**SUMMARY:**

These Real Estate abatements concern:

- (1) Several court case settlements were resolved from tax years 2012 & 2013; an adjustment for both years has been made after Settlement Agreements were approved by Town Council on May 15, 2014.
- (2) A parcel of land was inadvertently taxed to an individual, the adjustment to this account has been made and the correct parcel will be sent an addendum tax bill for 2014.
- (3) A taxpayer had applied for an exemption for 2013; the correction for the 2014 tax billing was made and an adjustment to the account will be made.
- (4) The depreciation used for equipment on a tangible account was incorrect; the correct depreciation was applied, therefore generating an abatement of taxes.

The abatement process involves corrections of errors that are found as a matter of our daily tasks. They may be found by our office, or the property owner may have a property characteristic corrected upon an inspection. Many homes are not inspected during the reval process, and when an absent landlord finds an incorrect property characteristic, they schedule a complete inspection.

These Motor Vehicle abatements concern:

- (1) Sufficient evidence was provided to the Tax Assessor's office showing documentation and evidence of a deceased taxpayer; an adjustment for the date(s) was abated.
- (2) A Solider and Sailor's exemption was applied for, as well as a Veterans' that inadvertently was removed from a motor vehicle.
- (3) A motor vehicle was sent to Narragansett in error; it has been abated and sent to North Kingstown for taxation.

The abatement process involves corrections that are found as a matter of our daily tasks. Our office, the motor vehicle owner, or the Department of Motor Vehicles may require a change to the motor vehicle upon review

**ATTACHMENT:** Copy of spreadsheet for real estate, tangible and motor vehicle abatements.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 02  
Amend No. \_\_\_\_\_**

**Date Prepared: June 10, 2014  
Council Meeting Date: July 21, 2014**

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**TO:** Pamela Nolan, Town Manager  
**FROM:** Steve Wright, Parks and Recreation Director  
**SUBJECT:** Narragansett Running Association Half Marathon Road Race

**RECOMMENDATION:**

That the Town Council approves the request from the Narragansett Running Association for a new Half Marathon Road Race to be held on Sunday November 2, 2014 subject to approval of state and local regulations.

**SUMMARY:**

This new 13.1 mile road race is scheduled for Sunday November 2, 2014 at 11:00 am and will finish at approximately 1:00 pm. The race starts and finishes in the Gazebo area. There is an expectation of 300-500 participants for this race. Narragansett Police and Fire will be hired for traffic control and rescue response. A detailed safety plan attached has been developed for this road race. A Certificate of Liability Insurance naming the Town of Narragansett as additionally insured will be provided as a condition of approval.

**ATTACHMENTS:**

1. Application for Special Use
2. Safety Plan
3. Map

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
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 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
DEPARTMENT OF PARKS AND RECREATION  
170 Clarke Road, Narragansett, RI 02882  
www.narragansettri.gov**

APPLICATION FOR SPECIAL USE

**ROAD RACE/WALK-A-THON**

TODAY'S DATE 6/6/2014

**Ninety [90] DAYS IN ADVANCE IS REQUIRED FOR ALL APPROVALS.**

1. NAME OF APPLICANT Tammy McNeiece
2. ORGANIZATION Narragansett Running Association
3. ADDRESS 50 Lambert St. Narragansett, RI 02882
- E-MAIL Tmcneiece @ narragansett.ri.us
4. TELEPHONE (401) 829-5979
5. NATURE OF EVENT Half-marathon Road Race (13.1 miles)
6. DATE REQUESTED Sunday 11/2/2014
7. TIME: 11:00 AM
8. SITES, AREA, BUILDING REQUESTED Finish/start area Ocean Rd near Gazebo
9. COURSE LAYOUT (see attached)  
MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE runners
11. NUMBER OF PARTICIPANTS 300-500 SPECTATORS 50-100
12. WILL THERE BE ANY VOLUNTEERS? yes IF YES, HOW MANY 40-50
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
  - CAR (ESTIMATE NUMBER) 300+
  - BUS (ESTIMATE NUMBER OF PASSENGERS) no
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED We will hire police and EMT staff
15. WILL THERE BE ANY ADVERTISING USED? yes IF YES, WHAT TYPE sign at rotary + beach fliers website
16. WOULD YOU LIKE THIS EVENT ADVERTISED ON OUR WEB SITE? yes
17. ANY VENDORS PROVIDING SERVICES? no IF YES, NO GOODS FOR SALE  
UNLESS APPROVED IN WRITING AS PART OF THIS APPLICATION.
18. IS ADDITIONAL FIRST AID NEEDED? We will hire EMT staff

\* We have applied for liability insurance and will submit once we receive it

**CONDITIONS OF APPLICATION ACCEPTED**

RACE EVENT & DATE: Gansett Half-Marathon

Tommy McNeill DATE 6/6/2014

Conditions of Application Accepted [APPLICANT]

[Signature]  Accept  Denied DATE 6/9/14  
Parks Director

PEN EMAIL  Accept  Denied DATE 6/9/14  
Public Works Director

PEN EMAIL  Accept  Denied DATE 6/9/14  
Police Chief

PEN EMAIL  Accept  Denied DATE 6/9/14  
Fire Chief

\_\_\_\_\_  Accept  Denied DATE \_\_\_\_\_  
Town Manager

\_\_\_\_\_  Accept  Denied DATE \_\_\_\_\_  
Town Council

**Town of Narragansett**

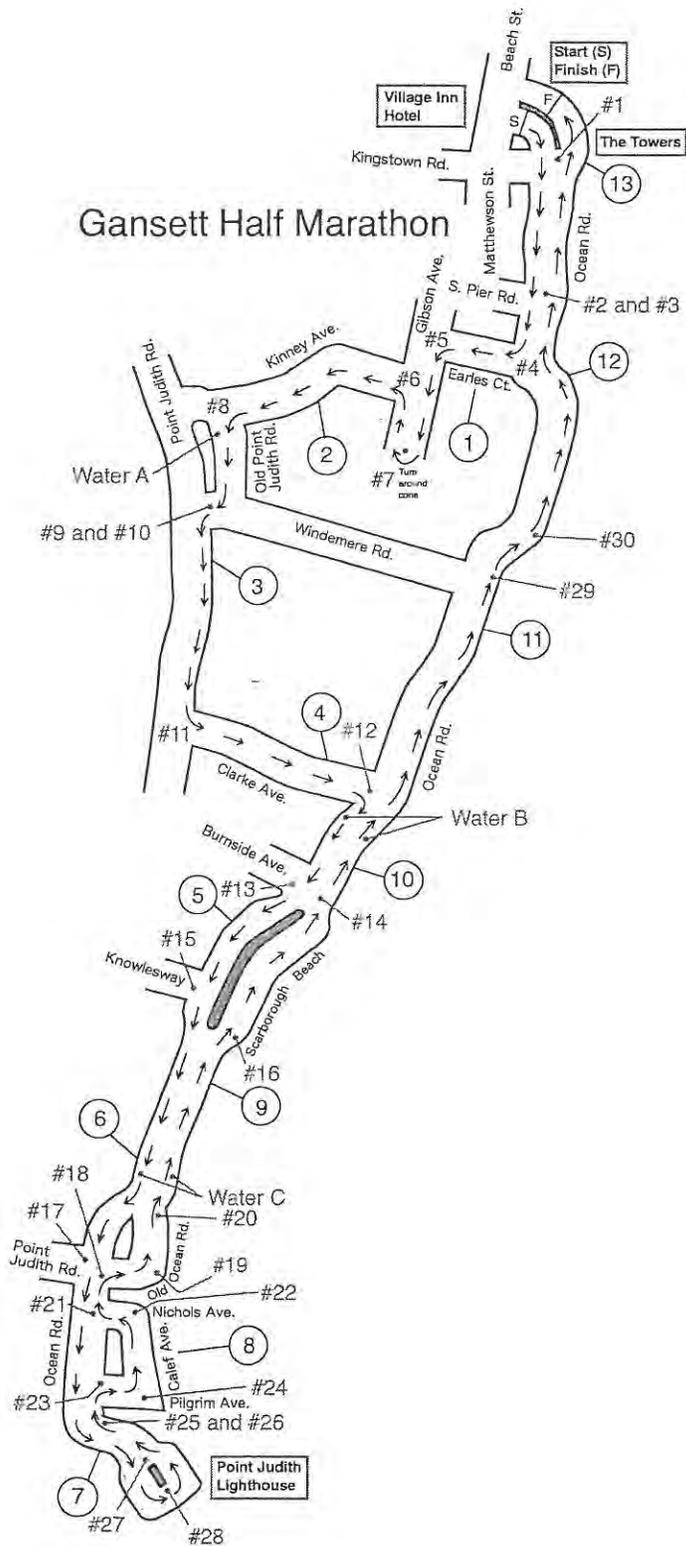
Department of Parks and Recreation  
170 Clarke Road, Narragansett, RI 02882  
[www.narragansettri.gov](http://www.narragansettri.gov)

Phone # (401) 782-0658

Fax # (401) 788-2553

Email form to [recreation@narragansettri.gov](mailto:recreation@narragansettri.gov)

# Gansett Half Marathon



- LIABILITY INSURANCE CERTIFICATES CO-NAMING THE TOWN OF NARRAGANSETT WILL BE REQUIRED IN THE AMOUNT OF \$1,000,000.
- VOLUNTEERS AND OR APPLICANTS REPRESENTATIVES WILL NOT BE ALLOWED TO DIRECT TRAFFIC WITHIN TOWN ROADS UNLESS SPECIFICALLY APPROVED BY THE NARRAGANSETT POLICE DEPARTMENT.
- ALL TRASH AND LITTER MUST BE PICKED UP BEFORE LEAVING THE AREA. TRASH RECEPTACLES ARE NOT PROVIDED.
- APPLICATIONS NOT SIGNED WILL BE RETURNED.
- NO ALCOHOLIC BEVERAGES ALLOWED.
- APPLICANT IS RESPONSIBLE FOR ALL DAMAGE WHICH MAY HAVE BEEN CAUSED BY THIS EVENT.
- APPLICANT IS RESPONSIBLE FOR ANY HOURLY COSTS FOR TOWN EMPLOYEES REQUIRED FOR THE RACE; POLICE DETAILS, FIRE, EMS, PUBLIC WORKS EMPLOYEES, PARK EMPLOYEES, ETC.
- ALL APPLICATIONS MUST BE SCHEDULED FOR REVIEW AND APPROVAL BY THE NARRAGANSETT TOWN COUNCIL. THE COUNCIL MEETS THE 1<sup>ST</sup> AND 3<sup>RD</sup> MONDAY OF EVERY MONTH.
- IF STATE ROADS ARE INCLUDED WITHIN THE RACE COURSE, THE RHODE ISLAND DEPARTMENT OF TRANSPORTATION APPROVAL IS REQUIRED.
- ATTACHEMENTS REQUIRED:
  1. RACE COURSE MAP
  2. INSURANCE CERTIFICATE NAMING THE TOWN OF NARRAGANSETT AS ADDITIONAL INSURED

## Gansett Half Marathon: Safety Plan

The first annual Gansett Half Marathon will start at 11:00am on Sunday, November 2, 2014. The Gansett Half is a course is a combined loop/out-and-back course (see accompanying map on page 2); It starts by running south on Ocean Road, followed by a right turn on Earles Court, and then a left turn on Gibson to the turn-around-point.

- The start area is “coned off” at about 9:00am, leaving a wide lane for runners to gather for the start and for warp-up strides before the start. The police car in the start area leads the race to Windemere, where the police car stops to help manage the light traffic. A second police car is stationed at the intersection of Ocean Rd. and Pt. Judith Rd.
- The Narragansett Rescue/Fire/Police station is less than 400 meters from the start/finish area, as indicated on the map.
- The course map indicates positions of on-course volunteers on the course map. Each volunteer will have an orange safety flag.

These precautions have been taken to ensure the safety of the participants, volunteers, pedestrians, and motorists.



## POLICE ASSISTANCE

### **POLICE ASSIGNMENT #1:** Lead Vehicle/Light at Windemere/Finish Area

START TIME: 10:30am

LOCATION: Start Area/Windermere/Finish Area

APPROX FINISH TIME: 1:30pm

There are three tasks associated with this assignment:

(1) Lead vehicle from the start of the race until the light at Windemere/Pt. Judith Rd.

(2) Monitor traffic at Windemere/Pt. Judith Rd. until last runner turns onto Pt. Judith Rd.

(3) Assist with traffic at finish area.

There will be a volunteer at Windemere/Pt. Judith to assist you.

### **POLICE ASSIGNMENT #2:** Traffic Control at Aunt Carries

START TIME: 11:15 am

POSITION: Pt. Judith Rd./Ocean Rd. at Aunt Carries

APPROX FINISH TIME: 1:00pm

Assist with traffic control at this intersection.

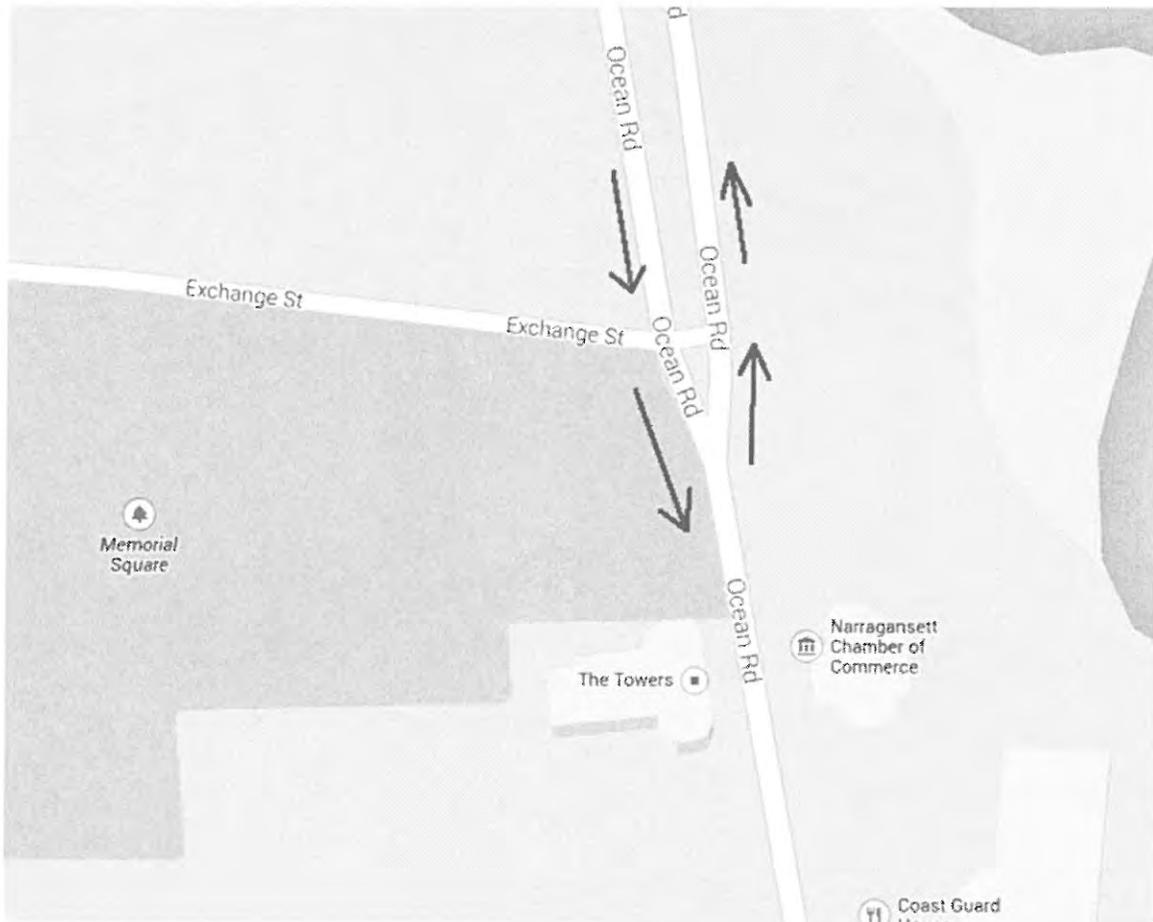
ASSIGNMENT #1

POSITION: Exchange St. and Ocean Rd., near start/finish area.

BE IN POSITION AT: 10:45am

The gun goes off at 11:00am. Runners go straight down Ocean Rd. You will stand at Exchange and Ocean Rd. and direct runners to go straight and watch for traffic on Exchange St.

The first runner should return by about 12:10pm, at which point you should begin directing runners into the finish area after they pass under the tower.

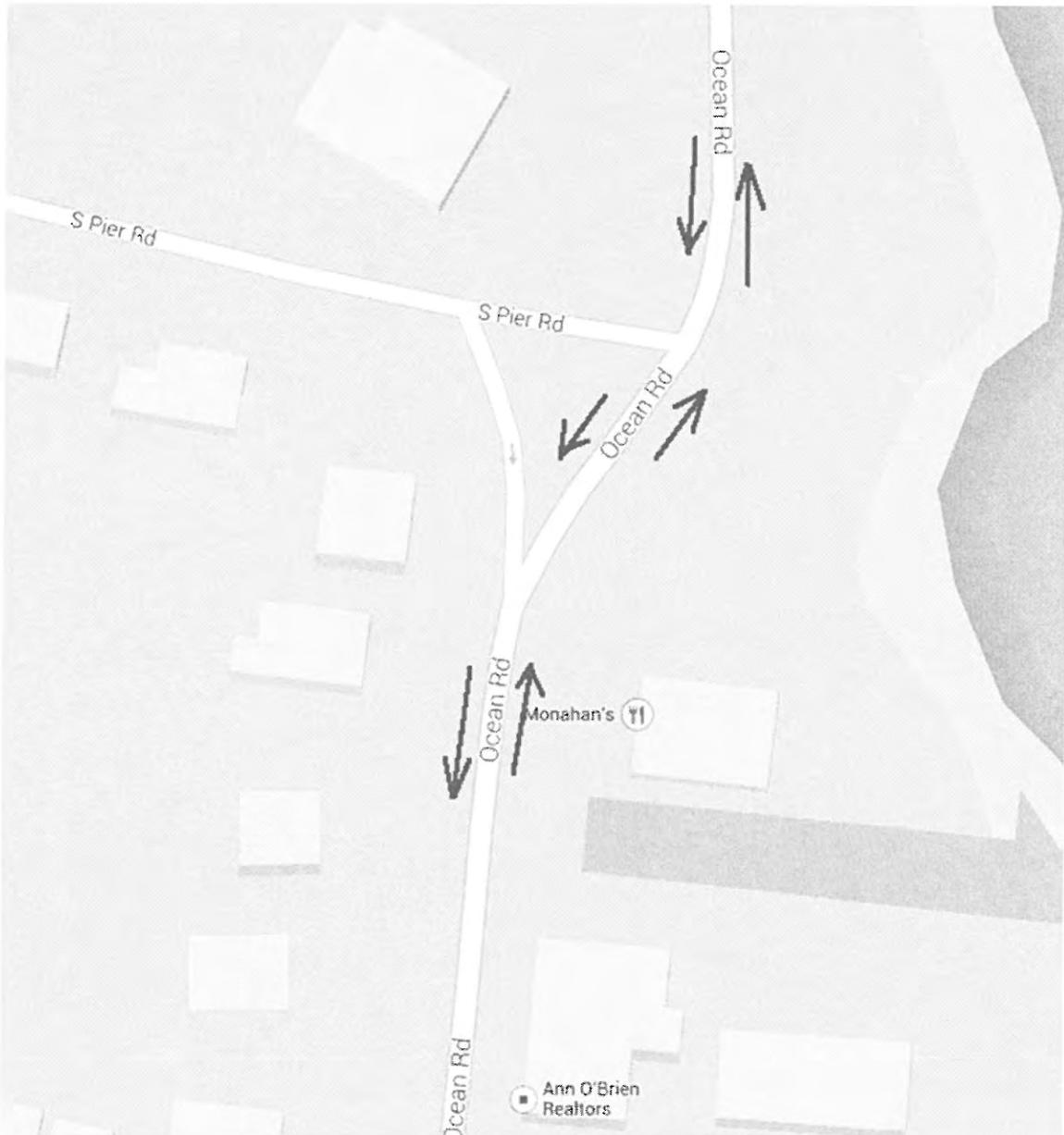


**ASSIGNMENT #2 and #3**

**POSITION: Wishing Well at South Pier and Ocean Rd.**

**BE IN POSITION AT: 10:45am**

The gun goes off at 11:00am. Runners go straight down Ocean Rd. You will stand at South Pier and Ocean Rd. and direct runners to go straight and keep an eye on traffic. Runners pass this position TWICE. Always direct runners to stay right—with the traffic.

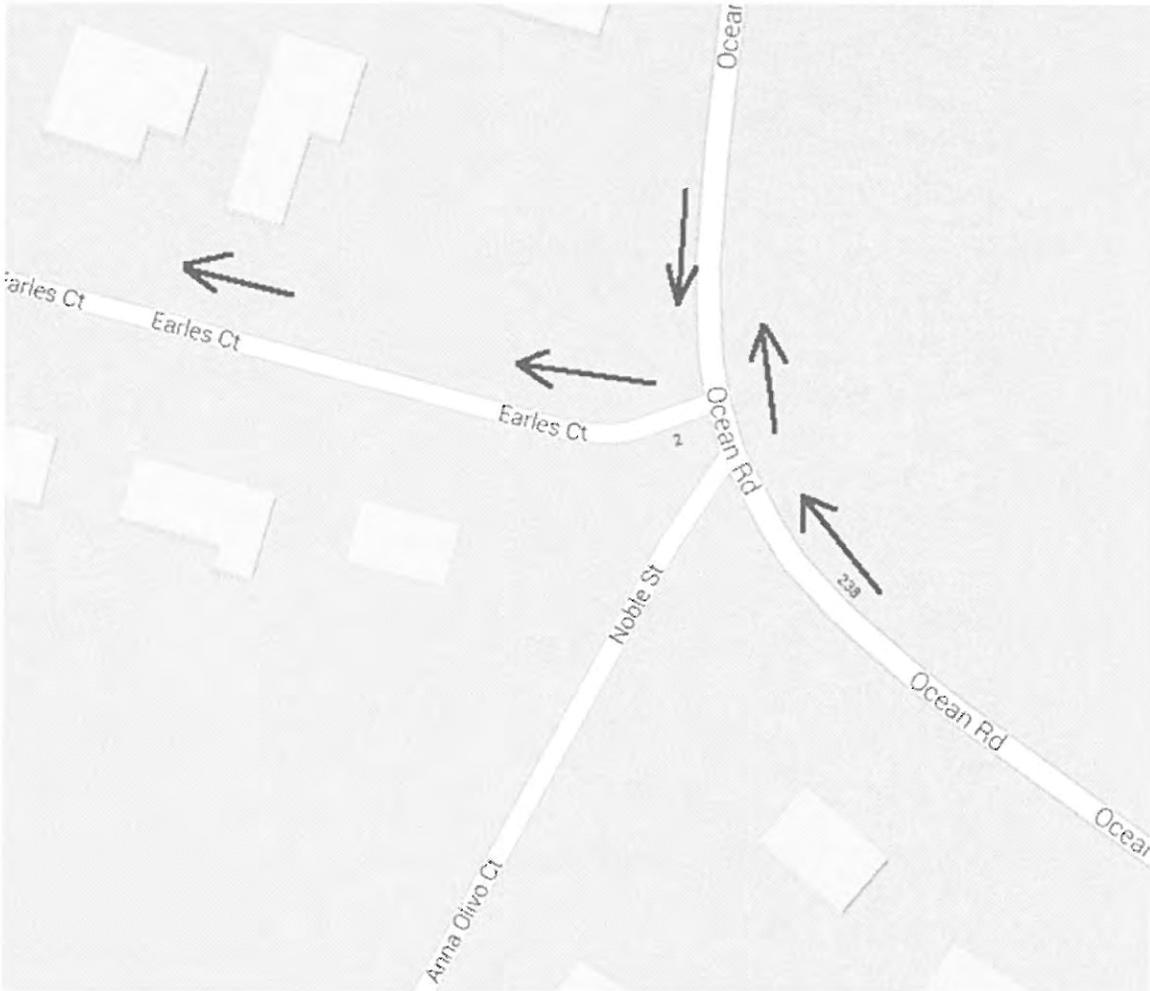


**ASSIGNMENT #4**

**POSITION: Ocean Rd. at Earle's Ct.**

**BE IN POSITION AT: 10:45am**

The gun goes off at 8:00am. Runners go straight down Ocean Rd. You will stand at Earle's Ct. and Ocean Rd. and direct runners to turn right onto Earles Ct. Runners pass Earles Ct. on the way back to the finish. Direct them to stay right as they pass Earles Ct.



ASSIGNMENT #5

POSITION: Earles Ct. and Gibson

BE IN POSITION AT: 10:45am

Direct runners to turn left at the end of Earles Ct.

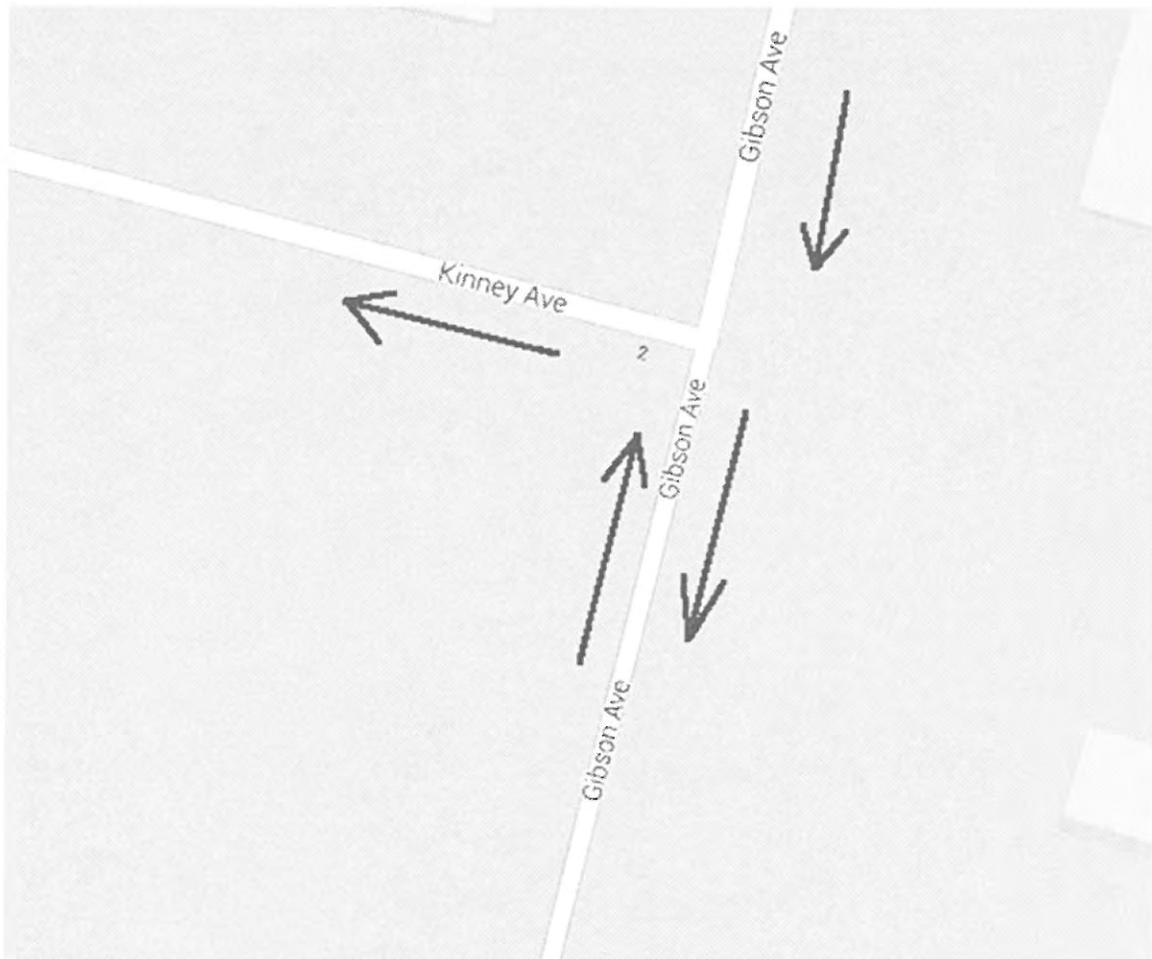


ASSIGNMENT #6

POSITION: Kinney/Gibson

BE IN POSITION AT: 10:45am

Stand at the intersection with Kinney and Gibson. Be sure that initially runners go out to the turn-around-cone. When they come back, make sure they go left onto Kinney.

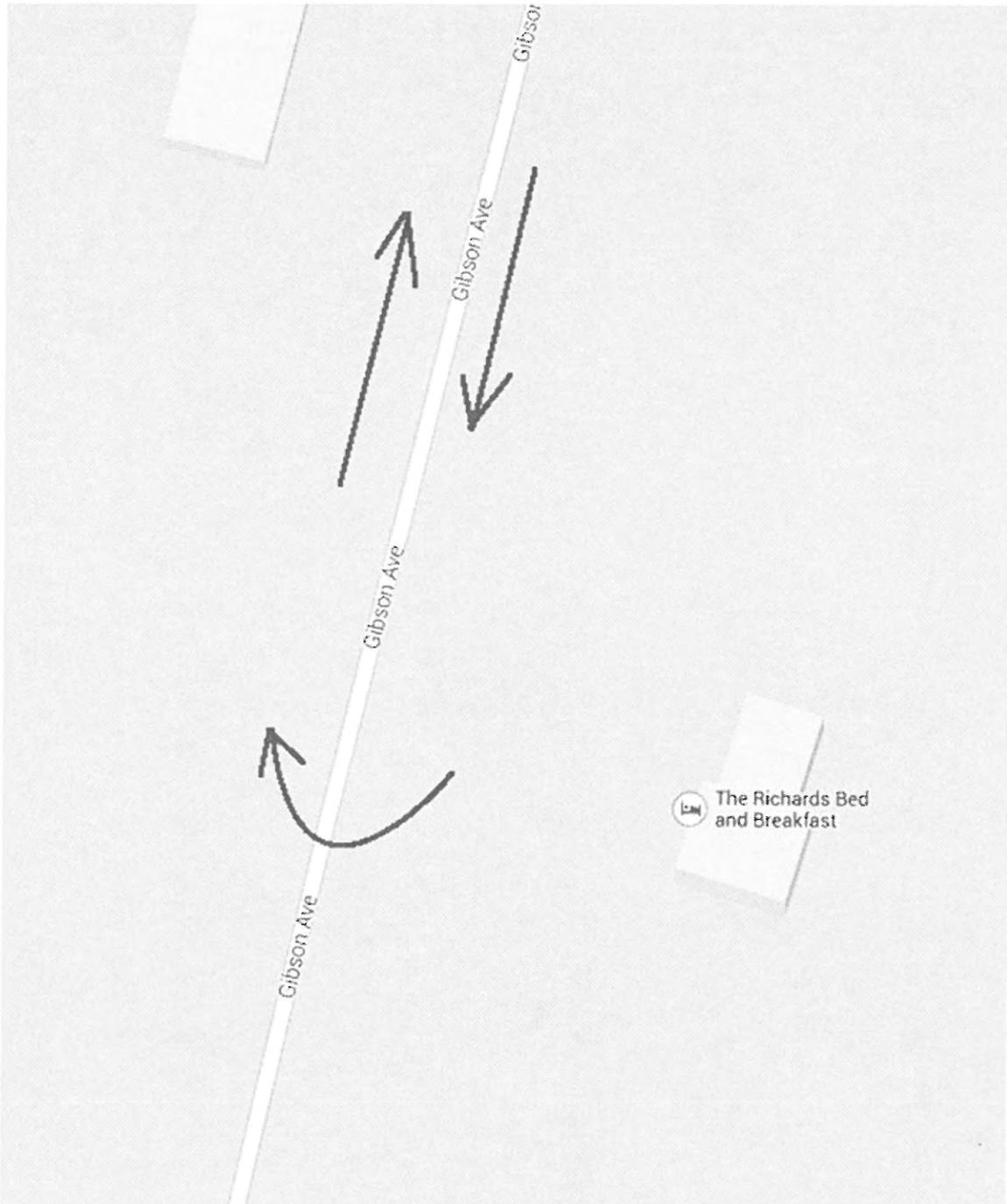


ASSIGNMENT #7

POSITION: Gibson at turn-around-cone

BE IN POSITION AT: 10:45am

Stand at the turn-around-cone on Gibson and direct runners to circle the cone clockwise.



ASSIGNMENT #8

POSITION: Kinney and Old Pt. Judith Rd.

BE IN POSITION AT: 11:00am

Stand at Kinney and Old Pt. Judith and direct runners to turn left onto Old Pt. Judith Rd.

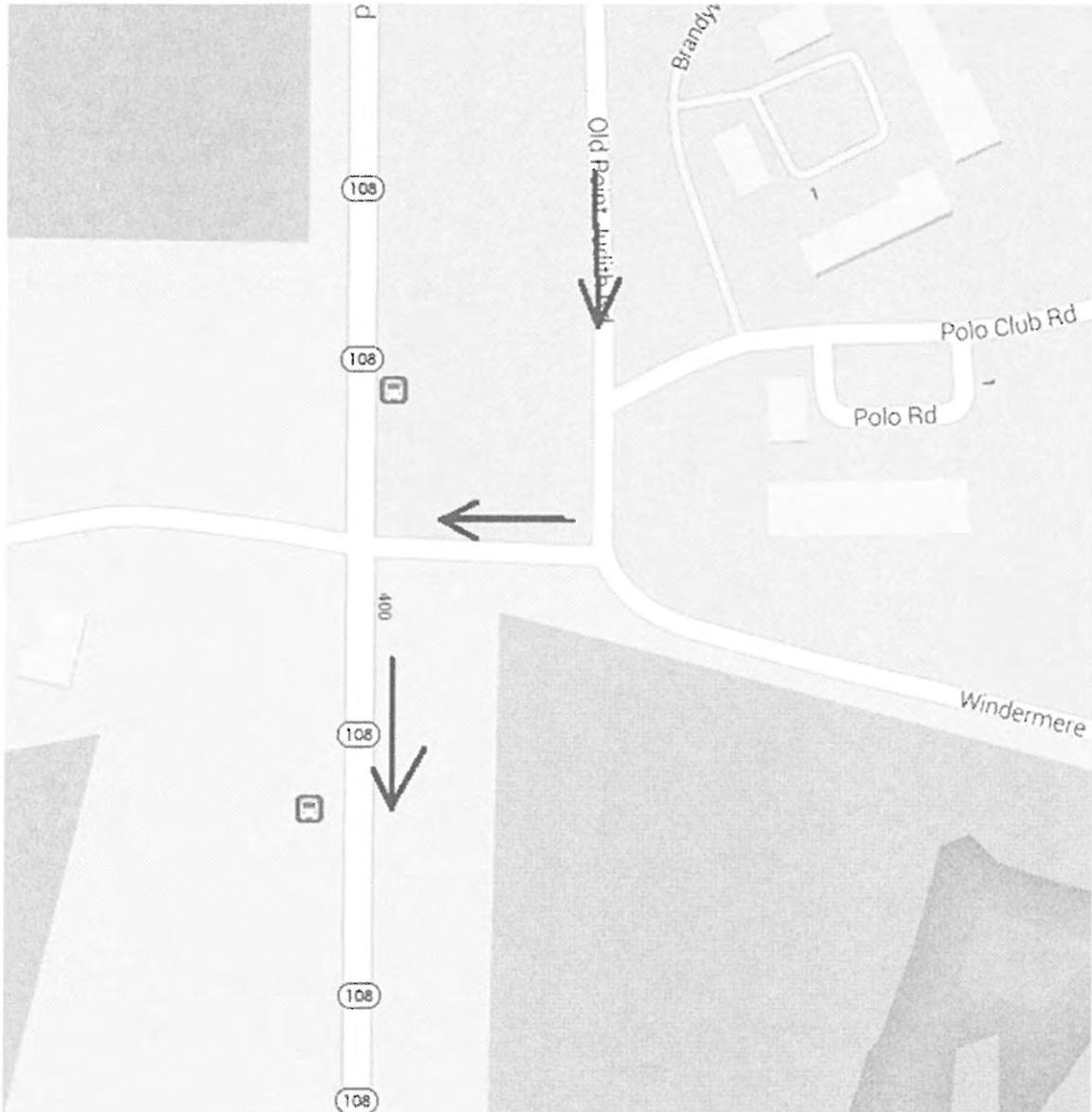


ASSIGNMENT #9 and #10

POSITION: Old Pt. Judith, Windemere, and Point Judith Rd.

BE IN POSITION AT: 11:00am

Stand at the intersection and direct runners onto Pt. Judith Rd.



ASSIGNMENT #11

POSITION: Pt. Judith Rd. and Clarke Ave.

BE IN POSITION AT: 11:00am

Direct runners to turn left onto Clarke Ave.

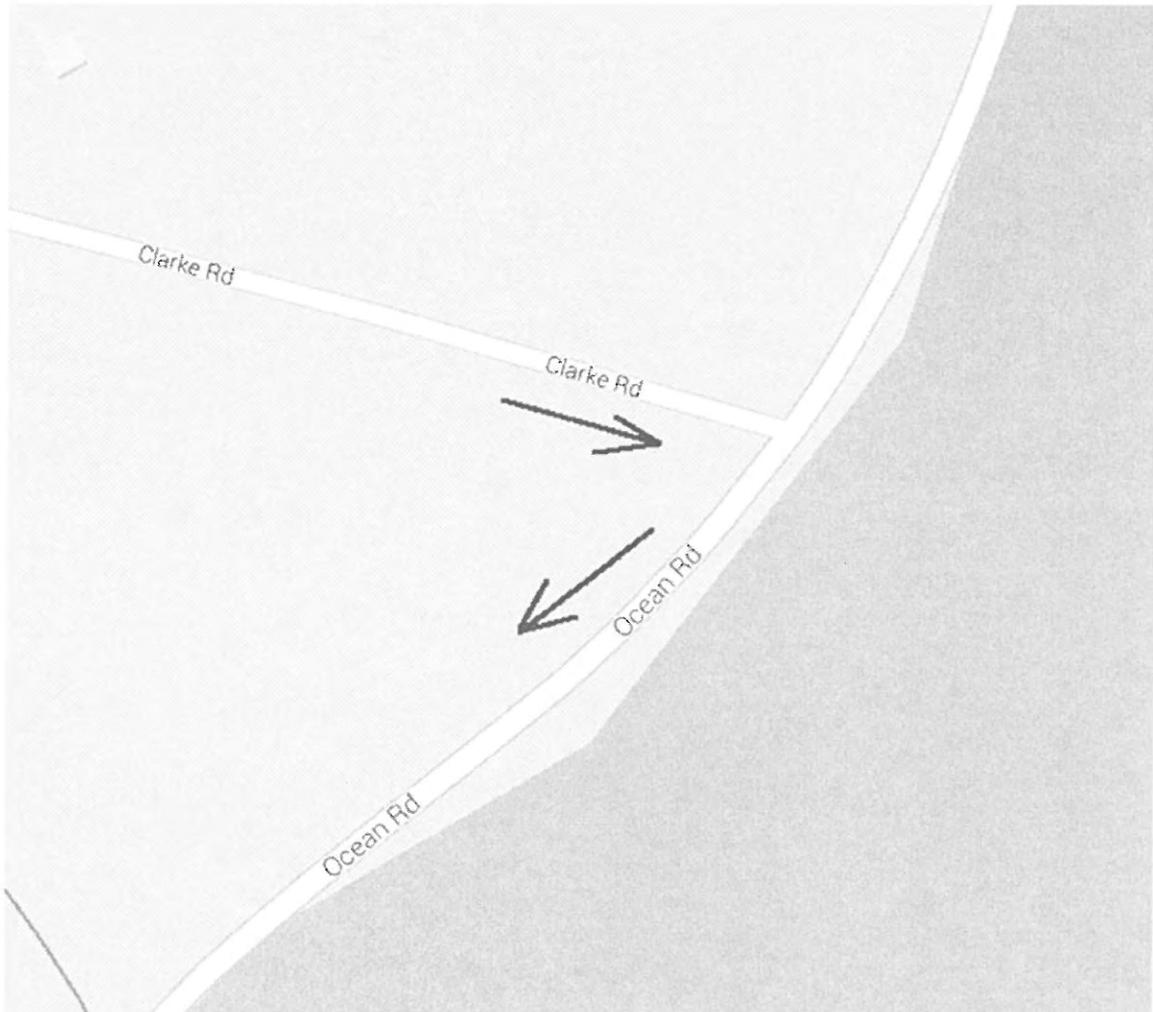


ASSIGNMENT #12

POSITION: Clarke Ave. and Ocean Rd.

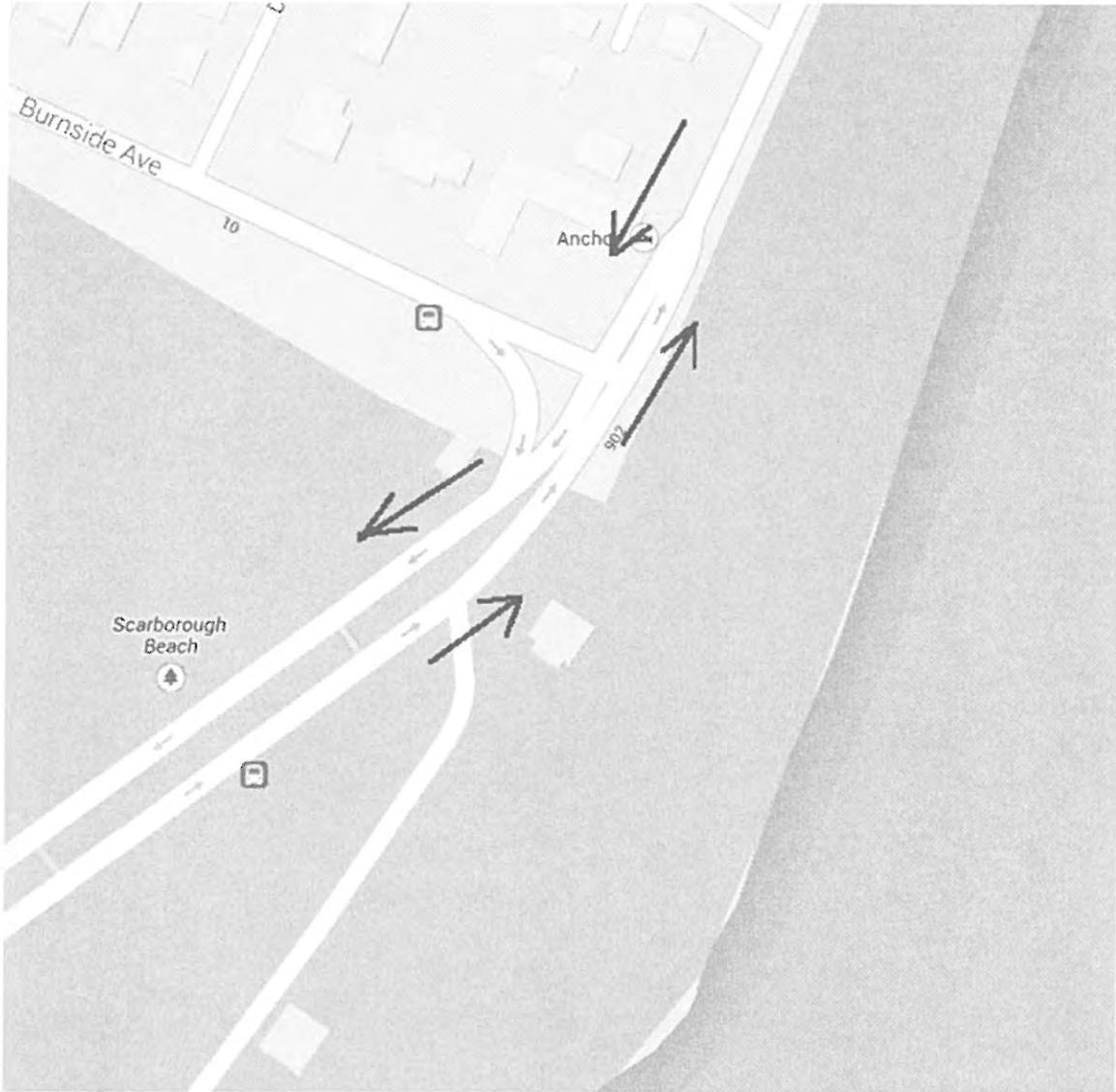
BE IN POSITION AT: 11:00am

Direct runners to turn right onto Ocean Rd.



ASSIGNMENT #13 and #14  
POSITION: Burnside and Ocean Rd.  
BE IN POSITION AT: 11:10am

Direct southbound runners continue past Burnside. Direct northbound runners to continue on Ocean Rd. Runners stay right in both directions.



ASSIGNMENT #15 and #16  
POSITION: Ocean Rd. and Knowlesway  
BE IN POSITION AT: 11:15am

Direct runners to pass Knowlesway and stay right on their way south toward the lighthouse. Direct northbound runners to stay right as the road becomes a divided highway.



ASSIGNMENT #17, #18, and #19, and #20

POSITION: Near Aunt Carrie's

BE IN POSITION AT: 11:20am

#17: Direct southbound runners to cross intersection and continue on toward the lighthouse. Tell runners to stay right.

#18: Direct runners returning from the lighthouse to turn right toward the Bon Vue Inn.

#19: Stand near the Bon Vue Inn and direct runners to bear left, as shown.

#20: Direct runners to bear right onto Ocean Rd. Tell runners to stay right.



ASSIGNMENT #21 and #22

POSITION: Nichols

BE IN POSITION AT: 11:20am

#21: Stand at the corner of Nichols and Ocean Rd. and direct runners on Nichols to turn right onto Ocean Rd.

#22: Stand at the corner of Calef and Nichols and direct runners to bear left onto Nichols.



ASSIGNMENT #23 and #24  
POSITION: Pilgrim  
BE IN POSITION AT: 11:20am

#22: Stand at corner of Ocean Rd. and Pilgrim. Direct runners returning from lighthouse to turn right onto Pilgrim.

#23: Stand at corner of Pilgrim and Calef and direct runners to turn left onto Calef.



ASSIGNMENT #25 and #26

POSITION: Ocean Rd., at curve toward lighthouse

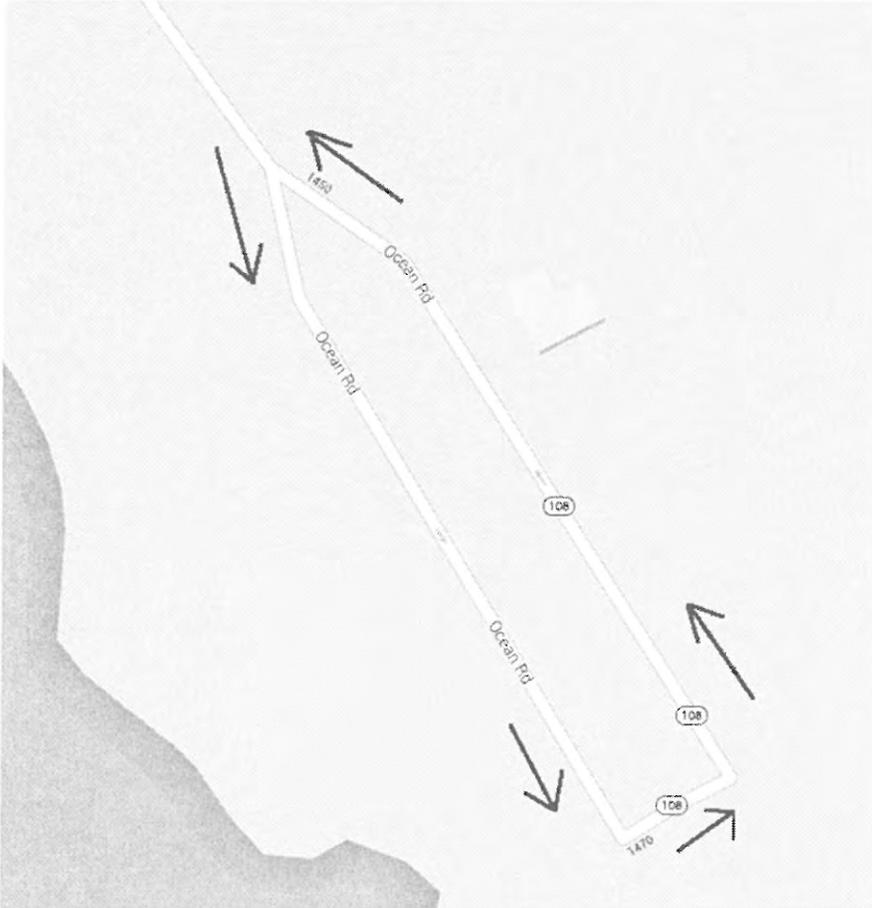
BE IN POSITION AT: 11:20am

Monitor runner traffic around this curve. Runners stay to their right going each way.



ASSIGNMENT #27 and #28  
POSITION: Lighthouse  
BE IN POSITION AT: 11:20am

Direct runners to circle the grass islands as shown.



ASSIGNMENT #29 and 30

POSITION: Dangerous curve on Ocean Rd. near Windemere.

BE IN POSITION AT: 11:30am

Direct runners to stay to the right as they negotiate both the right- and left-hand turns.



## WATER/GATORADE STATION A

Set up by 10:45 am at location A on the map. You should position so that the runners pass shortly after their turn onto Old Pt. Judith Rd.

## WATER/GATORADE STATION B

Set up by 10:45 am at location B on the map. Your position is the south side of the intersection of Clarke and Ocean Rd. You must man both sides of Ocean Rd.

## WATER/GATORADE STATION C

Set up by 10:55 am at location C on the map. Your position is just south of mile 6. You must man both sides of Ocean Rd.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 03

Amend No. \_\_\_\_\_

Date Prepared: June 19, 2014  
Council Meeting Date: July 7, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Jeffry Ceasrine, P.E., Town Engineer  
**SUBJECT:** Sewer Policy Committee Referral, Plat Q, Lot 62

**RECOMMENDATION:**

That the Town Council refer a request from Craig Carrigan on behalf of Jim Deslandes for a waiver of the Sewer Policy for Plat Q Lot 62 (Blossom Way and Robinson Street proposed subdivision) to the Sewer Policy Committee for review.

**SUMMARY:**

The attached April 25, 2014 letter from Craig Carrigan requests an appeal of a staff level denial on sewer availability. The staff memorandum dated January 30, 2014 is attached as well.

The Sewer Policy Committee meets on an ad hoc basis to hear appeals from staff level decisions relating to the Town's Sewer Policy.

**ATTACHMENTS:**

1. January 30, 2014 staff denial memo
2. April 25, 2014 applicant appeal letter

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

# Carrigan Engineering, Inc.

CIVIL AND ENVIRONMENTAL ENGINEERING

24 Salt Pond Road

Building G Suite #13

Wakefield, RI 02879

---

(401) 789-6865 (Phone)

(401) 789-2053 (Fax)

25 April 2014

Town Council  
Town of Narragansett  
25 Fifth Avenue  
Narragansett, RI 02882

Re: Blossom Way Sewer Extension

To The Honorable Town Council:

On behalf of my client I am writing to request a waiver of the sewer policy related to the sewer in Blossom Way. Attached please find a copy of a memorandum from Jeff Ceasrine, P.E. regarding the required relief.

Should you have any questions please contact this office.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Carrigan', written over the word 'Sincerely,'.

Craig R. Carrigan, P.E.

**TOWN OF NARRAGANSETT  
INTER OFFICE MEMORANDUM**

**To:** Michael DeLuca, AICP  
Director of Community Development

**Date:** January 30, 2014

**From:** Jeffrey Ceasrine, P.E.  
Town Engineer

**Subject:** Deslandes Major Subdivision  
Plat Q, Lot 62

In regards to the proposed subdivision (Pat Q, Lot 62, into 62-1 and 62-2), I would offer the following comments:

1. Water – This area is serviced by United Water of RI. They should be consulted as to the availability of water to the two (2) proposed lots).
2. Storm Drainage – We will reserve comments until the actual site plan review process.
3. Access – While Dave Ousterhout may comment on this as well, it should be noted that the subdivision plan prepared by Carrigan Engineering, Inc. show access for proposed lot 62-1 as being from the dead end of Robinson Street. However, proposed Lot 62-1 is not contiguous with Robinson Street; per the subdivision plan, the former Seaview or Narragansett Pier railroad property (now split into several lots) lies between the end of Robinson Street and this proposed lot.

Access for proposed Lot 62-2 is shown from Blossom Way. Blossom Way is a private way; the applicant will need to document ownership or right-of-use in order to use Blossom Way as access to this new lot.

4. Sanitary Sewer – The Subdivision Plan as prepared by the RT Group, Inc. shows sewer service for proposed Lot 62-1 coming in from Robinson Street. While there is a dead-end sewer on Robinson Street, as with the access issue, the presence of the former railway lots between Robinson Street and proposed Lot 62-1 means that the proposed lot does not have frontage on Robinson Street and therefore does not have frontage on a public sewer. We will attempt to determine the actual termination point of this sewer on Robinson Street so that the distance to the proposed lot can be measured. This proposed lot is located within the area tributary to the Regional WWTF, and, by Sewer Policy, connections to the public sewer system are only allowed where actual frontage exists. A request for an extension would require Town Council action in the form of a waiver of the Sewer Policy.

In terms of proposed Lot 62-2, a sewer connection is shown from Blossom Way. Two (2) issues arise here; the sanitary sewer on Blossom Way is, according to our records, a small diameter private lateral that services the existing homes. We will attempt to verify the size and location, although it appears that it is too small (four (4) inch diameter) for us to televise. Under the Code of Ordinances, the minimum gravity sewer main size is eight (8) inches. We would not entertain a waiver of this minimum. Since it is a private lateral, again, there is no frontage for the proposed lot on a public sewer. Town Council action would be required in terms of a waiver of the Sewer Policy in order to access this line. Since we will not allow another connection to a four (4) inch lateral, the applicant, if successful before the Council on the Sewer Policy waiver issue, would then have to present a written agreement with the owner of Blossom Way that would allow for the line to be upgraded to an eight (8) inch diameter line.

Please let me know if further information is needed at this time.

cc: David Ousterhout, Director of Public Works  
Engineering Staff (via –mail)

705-M-002-14

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 04

Amend No. \_\_\_\_\_

Date Prepared: June 20, 2014  
Council Meeting Date: July 21, 2014

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**TO:** Honorable Town Council  
**FROM:** Pamela Nolan, Town Manager  
**SUBJECT:** Waiver of Interest on Late Tax Payments

**RECOMMENDATION:**

That the Town Council approve the waiver of interest for taxpayers in accordance with Ordinance 2010-936.

**SUMMARY:**

The Town Council adopted Ordinance No. 2010-936 on September 20, 2010, that allows the waiver of interest penalties for taxpayers in certain circumstances. Under the current ordinance, taxpayers who are residents of the town and can demonstrate that they have had five years of on time tax payments are eligible to request a one-time waiver. The waiver of interest cannot exceed \$500. The ordinance authorizes the Town Council to approve the waiver interest of taxpayers who request the waiver as far back as July 1, 2008.

The Town Council is being asked to abate the interest penalties for the following taxpayer:

|                 |                 |          |
|-----------------|-----------------|----------|
| Joan C. Arrigan | 116 Cliff Drive | \$208.75 |
|-----------------|-----------------|----------|

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 05  
Amend No. \_\_\_\_\_**

**Date Prepared: July 14, 2014  
Council Meeting Date: July 21, 2014**

---

**TO:** Pamela T. Nolan, Town Manager  
**FROM:** Anne M. Irons, CMC - Town Clerk  
**SUBJECT:** Class F-1 Liquor License Application –United Nurses & Allied Professionals, Local #5098

**RECOMMENDATION:**

That the Town Council approve a Class F-1 Alcoholic Beverage License for Local #5098 United Nurses & Allied Professionals for September 11, 2014 at the Towers, 35 Ocean Road, Narragansett, RI subject to state and local regulations.

**SUMMARY:**

Local #5098 United Nurses & Allied Professional will be hosting a Fundraiser at the Towers. As part of the event, they will be serving alcohol and food. Under state law a Class F-1 Liquor License is required for special events when alcohol is served to the public.

**ATTACHMENT:**

1. Application

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

CLASS F/CLASS F-1 LICENSE APPLICATION

PLEASE CHECK ONE:

CLASS F LICENSE \_\_\_\_\_

CLASS F-1 LICENSE \_\_\_\_\_

(PLEASE PRINT)

DATE OF APPLICATION: 7-3-14

NAME OF APPLICANT: United Nurses + Allied Professionals, local  
(AGENCY/NON-PROFIT ORGANIZATION) 5098

ADDRESS OF APPLICANT: 375 Branch Avenue  
Providence, RI 02904

LOCATION TO BE USED: Towers, Narragansett

KIND OF EVENT: party / fundraiser

DATE OF EVENT: 9-11-14

TELEPHONE # WHERE APPLICANT CAN BE REACHED: (w) 401-831-3647 x11

SIGNATURE:  Helene Macedo

(Please print name of person signing) Helene Macedo

FEE SCHEDULE: CLASS F \$15.00 (Beer & Wine Only)  
CLASS F-1 \$35.00 (Full Privilege) ✓

*pd 7-3-14  
cash \$35.00*

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 06**

**Amend No. \_\_\_\_\_**

**Date Prepared: July 14, 2014**

**Council Meeting Date: July 21, 2014**

---

**TO:** Pamela T. Nolan, Town Manager

**FROM:** Anne M. Irons, CMC - Town Clerk

**SUBJECT:** Miscellaneous Licenses- (Victualing and Holiday) DAC Caesar LLC, d/b/a Beachcomber Concessions 870 Ocean Road, and 100 Sand Hill Cove Road, Narragansett RI.

**RECOMMENDATION:**

That the Town Council approve Miscellaneous License applications for a victualing licenses and holiday licenses for the concession stands at Scarborough State Beach at 870 Point Judith Road and 970 Ocean Road and Wheeler State Beach at 100 Sand Hill Cove Road Narragansett RI for DAC Caesar LLC, subject to local and state regulations.

**SUMMARY:**

A victualing license is needed as in accordance with Article III, Section 14-46 "License Required" of the town's ordinance in order to be serve food and a holiday license is needed as in accordance with Article XII, Section 14-406 "Holiday businesses" of the town's ordinance in order to be open for business on a holiday.

**ATTACHMENT:**

1. Applications

---

**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_

LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_

Action Date: \_\_\_\_\_

TOWN CLERK'S OFFICE

Town Hall  
25 Fifth Avenue  
Narragansett, R.I. 02882

14 JUL 3 PM 2:33

Town of Narragansett  
MISCELLANEOUS LICENSE APPLICATION

Beachcomber concessions

Trade name

DAC CAESAR LLC

Owner's name

100 SAND HILL COVE ROAD

Company address (line 1)

1 CENTER PLACE

Mailing address (line 1)

NARRAGANSETT RI 02882

Company address (line 2)

PROVIDENCE RI 02903

Mailing address (line 2)

401 861 6200

Company telephone #

[REDACTED]  
Owner's telephone #

Enter: Plat Lot(s)#

TYPE(S) OF LICENSE:

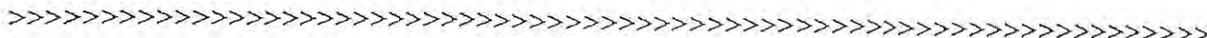
VICTUALING  
HOLIDAY

FEE:

\$ 50.00  
\$ 50.00  
\$ \_\_\_\_\_

Signature: [Signature]

Date: 7/3/14



ANSWER ONLY IF APPLICABLE:

Food Dispenser/Victualer

Type of Operation: BEACH CONCESSION / SURF SHOP

Food Source(s): SUPERIOR BAKERY  
ALL AMERICAN FOODS, PERKINS FOOD  
WARWICK ICE CREAM

Seating capacity: — # of dining rooms: \_\_\_\_\_

# of kitchens: 1 # of meals served daily: 200-400

*PA 7-3-14*

TOWN CLERK'S OFFICE

Town Hall  
25 Fifth Avenue

Narragansett, R.I. 02882

Town of Narragansett

14 JUL 3 PM 2:33

MISCELLANEOUS LICENSE APPLICATION

Beachcomber concessions

Trade name

DAC CAESAR LLC

Owner's name

970 OCEAN ROAD

Company address (line 1)

1 CENTER PLACE

Mailing address (line 1)

NARRAGANSETT RI 02882

Company address (line 2)

PROVIDENCE RI 02903

Mailing address (line 2)

401 861 6200

Company telephone #

[REDACTED]  
Owner's telephone #

Enter: Plat Lot(s)#

TYPE(S) OF LICENSE:

VICTUALING  
HOLIDAY

FEE:

\$ 50.00

\$ 50.00

\$ \_\_\_\_\_

Signature:

[Signature]

Date:

7/13/14

ANSWER ONLY IF APPLICABLE:

Food Dispenser/Victualer

Type of Operation:

BEACH CONCESSION / SURF SHOP

Food Source(s):

SUPERIOR BAKERY

ALL AMERICAN FOODS, PERKINS FOOD

WARWICK ICE CREAM

Seating capacity: —

# of dining rooms: \_\_\_\_\_

# of kitchens: 1

# of meals served daily: 200-400

*pd 7-3-14*



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 07

Amend No. \_\_\_\_\_

Date Prepared: June 25, 2014  
Council Meeting Date: July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Scott Partington, Fire Chief  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Annual Contract for IMC/TriTech Software Systems

**RECOMMENDATION:**

That the Town Council approves the annual contract for technical support for the Fire Department's computer software system with TriTech Software Systems (formerly Information Management Corporation/IMC), in the amount of \$2,600.00.

**SUMMARY:**

This contract renewal includes the licensing fee, software support and updates for the fire incident reporting software utilized by the Fire Department. The contract period is: July 1, 2014 – June 30, 2015. Tri-tech is the manufacturer of this fire reporting software.

In accordance with the Town of Narragansett Code of Ordinances, Section 70-326 and Rhode Island General Laws, Chapter 55, Section 45-55-8, I, the Purchasing Agent, have determined this to be a sole source item.

Funding is available in the Fire Department Operating Account, 01-521-0320, PC Software/Programs.

**ATTACHMENTS:**

1. Software Support Agreement and Quotation from Trittech, dated July 1, 2014.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_



**TriTech's Perform Solutions**  
 313 Boston Post Rd., West, Suite 140  
 Marlborough, MA 01752-4612

|         |          |
|---------|----------|
| Invoice | 54723    |
| Date    | 7/1/2014 |
| Page    | 1        |

Contact:  
 Michele Maynard 978-215-2281  
 michele.maynard@tritech.com

**Bill To:**

Narragansett Fire Department  
 40 Caswell Street  
 Narragansett RI 02882

**Ship To:**

Narragansett Fire Department  
 40 Caswell Street  
 Narragansett RI 02882

| Purchase Order No. |         | Customer ID | Salesperson ID          | Shipping Method   | Payment Terms  | Sales Order | Master No. |
|--------------------|---------|-------------|-------------------------|---|----------------|-------------|------------|
|                    |         | RI032       |                         |   | Due on Receipt |             | 29,506     |
| Ordered            | Shipped | B/O         | Item Number             | Description   | Discount       | Unit Price  | Ext. Price |
| 1                  | 1       | 0           | P-DM.IMC SOFTWARE SUPPO | Perform Software Support<br>Standard software support for the attached license listing. Period of coverage: 7/1/14-6/30/15. | \$0.00         | \$2,600.00  | \$2,600.00 |

|                |                   |
|----------------|-------------------|
| Subtotal       | \$2,600.00        |
| Misc           | \$0.00            |
| Tax            | \$0.00            |
| Freight        | \$0.00            |
| Trade Discount | \$0.00            |
| <b>Total</b>   | <b>\$2,600.00</b> |

By submitting payment for this invoice, the end user agrees to the Perform Software Support Agreement that can be downloaded from the TriTech Customer Service Center Portal by searching for "Perform Software Support Agreement".

Please mail payments to: TriTech Software Systems, PO Box 203223, Dallas, TX 75320-3223



Perform Support Listing

**Narragansett Fire Department**

**License**

Fire/EMS Dispatch add on to Police Dispatch

Fire Records

Pervasive-10 User

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 08

Amend No. \_\_\_\_\_

Date Prepared: June 25, 2014  
Council Meeting Date: July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Scott Partington, Fire Chief  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Preventative Maintenance Contract for Plymovent Exhaust Removal System

**RECOMMENDATION:**

That the Town Council approves the annual preventative maintenance contract for the Fire Department's Plymovent Source Capture Emergency Vehicle Exhaust Fuel Removal System with Air Cleaning Specialists of New England, LLC, in the amount of \$2,652.00.

**SUMMARY:**

This preventative maintenance contract renewal includes the costs of service to all the department's Plymovent systems on a bi-annual basis. In addition, the contract includes filter changes for all the systems every six months. The contract period is: July 1, 2014 – June 30, 2015.

This exhaust fuel removal system was originally competitively bid and awarded to Air Cleaning Specialists of New England, LLC on April 19, 2004. They are the sole manufacturer of the Plymovent system. In accordance with the Town of Narragansett Code of Ordinances, Section 70-326 and Rhode Island General Laws, Chapter 55, Section 45-55-8, I, the Purchasing Agent, have determined this to be a sole source item.

Funding is available in the Fire Department Operating Account, 01-521-0506, Equipment Maintenance & Repair.

**ATTACHMENTS:**

1. Preventative Maintenance Agreement from Air Cleaning Specialists, dated June 18, 2014.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_



1525 Hanover Street  
Hanover, MA 02339  
Phone 781-826-9755  
Fax 781-829-0240

800-445-4513

[www.aircleaningspecialistsne.com](http://www.aircleaningspecialistsne.com)

of New England LLC

June 18, 2014

Dear Chief:

Enclosed please find a copy of the Preventative Maintenance Agreement for the Plymovent Source Capture Emergency Vehicle Exhaust Fume Removal System for the new year.

After you have reviewed the contract please, sign it and either fax, mail or e-mail to [kmalone@aircleaningne.com](mailto:kmalone@aircleaningne.com) it to our office. Once we have received the signed renewal contract we will send out an invoice for payment.

If you have any questions please, do not hesitate to call me or Chris Roche at (800)445-4513.

Sincerely,

A handwritten signature in cursive script that reads "Karyn Malone". The signature is written in dark ink and is positioned above the typed name.

Karyn Malone  
Air Cleaning Specialists  
[kmalone@aircleaningne.com](mailto:kmalone@aircleaningne.com)

Encl.



1525 Hanover Street  
 Hanover, MA 02339  
 Phone 781-826-9755  
 Fax 781-829-0240

www.aircleaningspecialistsne.com

of New England LLC

**Preventive Maintenance and Service of Source Capture Vehicle Exhaust Removal System**

| Customer:                    | Fire Department Locations:          | Vehicles |
|------------------------------|-------------------------------------|----------|
| Narragansett Fire Department | 40 Caswell Street                   | 3        |
|                              | 1170 Boston Neck Road-Station #3    | 2        |
|                              | Station # 2 - 900 Judith Point Road | 2        |
|                              |                                     |          |
|                              |                                     |          |
|                              |                                     |          |
|                              |                                     |          |
|                              |                                     |          |
|                              |                                     |          |

|               |                       |
|---------------|-----------------------|
| Install Date: | Warranty Expire Date: |
|               |                       |

|                      |                       |
|----------------------|-----------------------|
| Contract Start Date: | Contract Expire Date: |
| July 1, 2014         | June 30, 2015         |

Per station cost of service is \$144.00 initial vehicle, \$123.00 per additional vehicle attached to the Source Capture Vehicle Exhaust Removal System.

|                           |                       |                         |
|---------------------------|-----------------------|-------------------------|
| Total Number of Vehicles: | Frequency of Service: | Annual Cost of Service: |
| Seven (7) Vehicles        | Every six (6) Months  | \$1,848.00              |

Additional emergency service calls for mechanical failure of the system will be at no additional charge.

|                                  |                       |                          |
|----------------------------------|-----------------------|--------------------------|
| Total Number of Vehicles:        | Frequency of Service: | Annual Cost of Service:  |
| One (1) Filter-pack-Unifilter 20 | Every six (6) months  | \$804.00 (\$134.00 each) |

**YEARLY TOTAL: \$2,652.00**

**Labor for replacement of motors not included**

All prices are for service contract only and do not include parts out of warranty. For service contracts every twelve months there will be an hourly service charge. For service contract every six months there will be no hourly service charge.

As a Service Contract Customer all non warranty parts are discounted 6%.

Maintenance program applies to the items specified below.



1525 Hanover Street  
 Hanover, MA 02339  
 Phone 781-826-9755  
 Fax 781-829-0240

www.aircleaningspecialistsne.com

**of New England LLC  
 Preventive Maintenance and Service of Source Capture Vehicle Exhaust Removal System**

**Hose Inspection**

- Hose clearance from ground
- Hose alignment
- Hose Condition

**Nozzle Inspection**

- Attachment on tailpipe
- Air line attachment to MFD Valve
- Nozzle condition

**Safety Disconnect Inspection**

- Rubber seal
- Aluminum fittings
- Debris screen

**Track & Hardware Inspection**

- Supports & hardware
- Track cleaning
- End stops
- Trolley condition & adjustments
- Balancer tension & adjustments

**Compressed Air Supply Inspection**

- Regulator condition & adjustment
- Air line and fittings
- Uncoupling Valve
- Manual fill valve
- Dryer

**Air Compressor Inspection**

- Drain tank
- Check oil
- Belt
- Regulator
- Check Pressure

**Blower Inspection**

- Lubricate motor
- Disconnect switch at fan

**Ductwork System Inspection**

- Joints and supports
- Stack and discharge cap

**Control Panel Inspection**

- Timer
- Sensor condition & adjustments
- Control relays
- Fuses

Date Submitted: \_\_\_\_\_

Submitted By: CM Roche  
 Air Cleaning Specialists

Date Accepted: \_\_\_\_\_

Accepted By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 09

Amend No. \_\_\_\_\_

Date Prepared: July 1, 2014

Council Meeting Date: July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of Flagpole, Flags, and Lighting for Galilee

**RECOMMENDATION:**

That the Town Council approves the purchase and installation of a "Flagpole, Flags, and Lighting for Galilee" from Narragansett Flag, LLC at their lowest quote of \$3,335.98.

**SUMMARY:**

This Request for Quotation (RFQ) was for the purchase and installation of a new 33' flagpole and yardarm; the purchase of three flags (USA, RI, and Galilee); and the installation of lighting to illuminate these flags.

RFQs were solicited and posted on the Town of Narragansett and State Purchasing Division websites first in May with no responses. The Purchasing Agent re-solicited this RFQ in June. Five vendors were solicited and two responded the second time around. The attached spreadsheet lists the results from the solicitation.

Funding is available in the Galilee Fund, Account 43-883-0508, Grounds Maintenance.

**ATTACHMENTS:**

1. June 27, 2014 solicitation spreadsheet for RFQ.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

Town of Narragansett, RI  
 Flagpole, Flags, & Lighting for Galilee (Redo of Q14019) - Q14022  
 Galilee Advisory Committee  
 Reply deadline: June 27, 2014

For: Provide/install new flag pole, flags, and lighting for Galilee

| Item                                     | Vendor 1<br>Narragansett<br>Flag, LLC | Vendor 2<br>United Fence<br>Company |
|--|---------------------------------------|-------------------------------------|
| 1. 33' flagpole with halyard             | \$1,599.99                            | \$4,500.00                          |
| 2. 8' Yardarm                            | \$699.00                              | \$1,000.00                          |
| 3. Solar powered illuminating light      | \$279.00                              | \$200.00                            |
| 4. Flagpole installation                 | \$350.00                              | \$5,850.00                          |
| 5. 5'x8' US flag                         | \$80.00                               | \$100.00                            |
| 6. 3'x5' RI flag                         | \$27.99                               | \$50.00                             |
| 7. 3'x5' Custom flag (Galilee)-allowance | \$300.00                              | \$300.00                            |
| <b>Total - Items 1 -7</b>                | <b>\$3,335.98</b>                     | <b>\$12,000.00</b>                  |

SG, 6/30/14

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 10

Amend No. \_\_\_\_\_

Date Prepared: June 24, 2014  
Council Meeting Date: July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Steve Wright, Parks and Recreation Director  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of a Conveyor Belt for 2007 Barber Surf Rake

**RECOMMENDATION:**

That the Town Council approves the purchase of one conveyor belt for the Beach Division's Barber Surf Rake from H. Barber & Sons, Inc, in the amount of \$3,658.83.

**SUMMARY:**

The Parks and Recreation Department, Beach Division is requesting the approval to purchase a conveyor belt for the 2007 Barber Surf rake. After seven seasons, with approximately 100 days per season, the conveyor belt is showing signs of significant wear and tear and will need to be replaced before the end of the season. This beach surf rake equipment is designed to sift the sand and remove seaweed, litter, debris, stones, cigarette butts etc. while grooming and filling in holes from the previous beach day. The safety and success of the beach starts each day by preparing the beach surface with this Barber surf rake. This surf rake has been used for approximately 700 beach days over the past seven years with the original conveyor belt. H. Barber & Sons, Inc. is the manufacturer of this equipment.

In accordance with the Town of Narragansett Code of Ordinances, Section 70-326 and Rhode Island General Laws, Chapter 55, Section 45-55-8, I, the Purchasing Agent, have determined this to be a sole source item.

DPW mechanics will install the conveyor belt once it is procured.

Funding is available in the Beach Enterprise Fund, Account 34-840-0506, Equipment Maintenance & Repair.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

Purchase of a Conveyor Belt for 2007 Barber Surf Rake  
Council Meeting Date: July 21, 2014  
Page 2

**ATTACHMENTS:**

1. Estimate from H. Barber & Sons, Inc., dated June 16, 2014
2. Photo of the 2007 Barber Surf Rake.

# BARBER

Estimate

Customer : NARRAG  
Cust PO : ESTIMATE  
Bill Name: TOWN OF NARRAGANSETT  
Address 1: ATTN: A/P - STEPH SILVESTRI  
Address 2: 25 FIFTH AVENUE  
Address 3: NARRAGANSETT, RI  
Zip Code : 02882  
Telephone: 401-782-0645

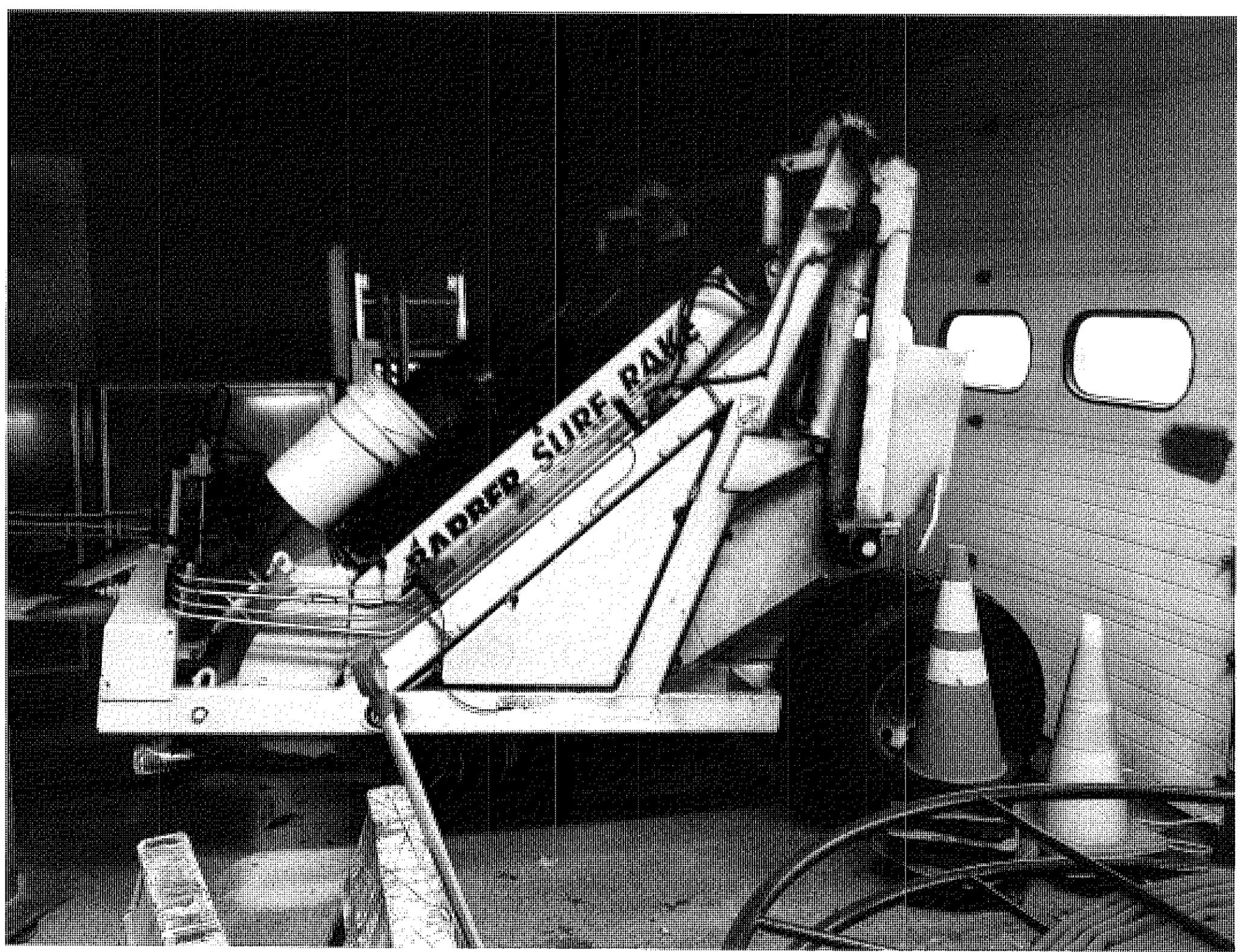
Estimate : 067192  
Ship Num : 2  
Ship Name: TOWN OF NARRAGANSETT  
Address 1: ATTN: TOM  
Address 2: 51 MUMFORD ROAD  
Address 3: NARRAGANSETT, RI  
Zip Code : 02882  
Telephone: 401-789-1044

06.16.14

Page 1

| Item Number                 | :Ordered | :Unit Price | :Extension | :Net Extension |
|-----------------------------|----------|-------------|------------|----------------|
| 504AH<br>PERF CONVEYOR BELT | 1.00     | 3658.83     | 3658.83    | 3658.83        |

|             |   |         |
|-------------|---|---------|
| Subtotal    | : | 3658.83 |
| Discount    | : | 0.00    |
| Sales Tax   | : | 0.00    |
| Freight     | : | 25.00   |
| Order Total | : | 3683.83 |



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 11**

**Amend No. \_\_\_\_\_**

**Date Prepared:** June 24, 2014  
**Council Meeting Date:** July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Dean Hoxsie, Chief of Police  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of Citations and Ticket System Accessories from Velosum

**RECOMMENDATION:**

That the Town Council approves, ratifies and confirms the purchase of citations and other ticket system accessories from Velosum, in the amount of \$5,467.10.

**SUMMARY:**

The Police Department utilizes a Web-based digital citation system for the town's ticketing. The Department ordered replacement 2-part digital citations, digital pens, digital pen ink refills, and digital chargers for this system.

When initially purchasing the Electronic Citation Management System (approved by Town Council on May 2, 2011), it was been determined that Velosum is a sole source company for this software and products. In accordance with the Town of Narragansett Code of Ordinances, Section 70-326 and Rhode Island General Laws, Chapter 55, Section 45-55-8, I, the Purchasing Agent, have determined this to be a sole source item.

This system is meant to increase the Police Department's productivity as well as reduce or eliminate the data entry of parking tickets by clerks. This initiative also allows for on-line payment and the potential to increase the collection of revenue for the town.

Funding is available in the Police Administration Operating Account, 01-511-0406., Operating Supplies for FY 2013/2014.

**ATTACHMENTS:**

1. Invoice from Velosum, dated May 23, 2014.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_



1134 W 500 N  
Centerville UT 84014

JUN 19 REC'D

Req# 65748

**Invoice**

|           |           |
|-----------|-----------|
| Date      | Invoice # |
| 5/23/2014 | 202068    |

|   |
|---|
| <b>Bill To</b>  |
| Narragansett Municipal Court<br>25 Fifth Avenue<br>Narragansett, RI 02882 |

|   |
|---|
| <b>Ship To</b>  |
| Narragansett Police Dept<br>25 Fifth Avenue<br>Narragansett, RI 02882 |

| P.O. Number | Terms          | Rep | Ship      | Account # | Via | F.O.B. |
|-------------|----------------|-----|-----------|-----------|-----|--------|
|             | Due on receipt |     | 5/23/2014 |           |     |        |

| Quantity                | Description                             | Amount     |
|-------------------------|---|------------|
| 3,000                   | 2-Part Digital Citations #170450-173449 | 4,650.00   |
| 2                       | DP-201 Digital Pens                     | 730.00     |
| 2                       | Additional pen caps                     | 0.00       |
| 2                       | Digital Pen Ink Refills - 3 pack        | 0.00       |
| 2                       | Digital Pen USB Charger                 | 0.00       |
| 5                       | Digital Pen Ink Refill - 5 pack         | 50.10      |
| 1                       | Freight                                 | 37.00T     |
| <b>Subtotal</b>         |   | \$5,467.10 |
| <b>Sales Tax (0.0%)</b> |   | \$0.00     |
| <b>Total</b>            |   | \$5,467.10 |

|                |
|----------------|
| <b>Phone #</b> |
| 801-810-2904   |

|                 |
|-----------------|
| <b>Web Site</b> |
| www.velosum.com |

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 12**

**Amend No. \_\_\_\_\_**

**Date Prepared:** June 18, 2014  
**Council Meeting Date:** July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Scott M. Partington, Fire Chief  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Emergency Repairs to Station 1

**RECOMMENDATION:**

That the Town Council approve, ratify and confirm the emergency repairs to Fire Station-1/ Public Safety Building completed by Abcore Restoration Company, in the amount of \$8,264.56.

**SUMMARY:**

The center outside pillar between two (2) of the apparatus bays was accidentally struck as Engine-1 was exiting the building, causing both cosmetic and structural damage. Damage was sustained to the building; in addition to the apparatus bay door's tracking system and Engine-1's compartment door.

The Fire Department acquired emergency approval from the Town Manager; a purchase order was issued and Abcore Restoration Company, Inc. (ABCORE) was contacted to perform the emergency repairs to the building which were completed and meet current building code provisions. ABCORE has the Building Renovation, Restoration, and Reconstruction Services Contract (as approved by Town Council on March 17, 2014). Under the terms of this contract, the Town Council must approve all projects that exceed \$4,000.00.

The total cost of these repairs was \$8,264.56 (see attached). A claim was filed with our insurance policy carrier, the RI Interlocal Risk Management Trust, who will be reimbursing the Town for costs, minus the \$2,500.00 deductible.

Funding for the deductible amount is available in the Fire Department Operating Account, 01-522-0507, Building Maintenance/Repair.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**ATTACHMENTS:**

1. Estimate from Abcore Restoration Company, dated May 29, 2014.

Abcore Restoration Company, Inc.

# Estimate

2 Secluded Drive  
 Narragansett, RI 02882  
 401-421-5656 Phone  
 401-782-2578 Fax

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 5/29/2014 | 1          |

|   |
|---|
| Name / Address  |
| Town of Narragansett<br>40 Caswell Street<br>Narragansett, RI 02882 |

|                       |
|-----------------------|
| Project               |
| Accidental Wall Da... |

| Description   | Qty | Total            |
|---|-----|------------------|
| Narragansett Fire Station #1<br>Accidental Wall Damage Repair   |     |                  |
| Block Wall: Jack and shore up gable headers to facilitate shifting of block wall to original position<br>Two workers x 6 hrs each = 12 hrs x 57.32<br>Materials   |     | 687.84<br>150.00 |
| Masonry: Diamond blade grind and re-mortar separated block joints (24 lin. ft.)<br>Mason & Tender<br>Two workers x 8 hrs each = 16 hrs x 57.32<br>Materials   |     | 917.12<br>120.00 |
| Metal Work: Angle iron at base of block wall to re-establish wall to footing connection.<br>Jack & king footing connection and jack and king header connection<br>Two workers x 5 hrs each = 10 hrs x 57.32<br>Materials    |     | 573.20<br>230.00 |
| Demolition: Remove existing 2 x 12 plates (4).<br>Trim, sheathing and shingles complete wall facade<br>Two workers x 4 hrs. each = 8 hrs. x 57.32   |     | 458.56           |
| Framing: Fabricate and install 2 x 12 jacks and headers both sides of wall.<br>Secure to block wall with wedge anchor bolts. Drill and set in epoxy 30" on center<br>Two workers x 6 hrs each = 12 hrs x 57.32<br>Materials |     | 687.84<br>325.00 |
| Sheathing: re-sheath using CDX plywood<br>Two workers x 2 hrs. = 4 hrs. x 57.32<br>Materials  |     | 229.28<br>74.00  |
| Trim work:<br>Two workers x 2 hrs. = 4 hrs x 57.32<br>Materials   |     | 229.28<br>360.00 |
| <b>Total</b>  |     |                  |

Abcore Restoration Company, Inc.

# Estimate

2 Secluded Drive  
 Narragansett, RI 02882  
 401-421-5656 Phone  
 401-782-2578 Fax

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 5/29/2014 | 1          |

|   |
|---|
| Name / Address  |
| Town of Narragansett<br>40 Caswell Street<br>Narragansett, RI 02882 |

|                       |
|-----------------------|
| Project               |
| Accidental Wall Da... |

| Description   | Qty | Total              |
|---|-----|--------------------|
| Siding: Red cedar square and rebut premium<br>Two workers x 6 hrs. = 12 hrs. x 57.32<br>Materials   |     | 687.84<br>425.00   |
| Painting: Repaint all wood shingles on all sides before installation.<br>Top coat after installation<br>Two workers x 5 hrs. = 10 hrs. x 57.32<br>Materials |     | 573.20<br>160.00   |
| Overhead Door Company: Quote<br>New tracks, rollers, cables, coil cord<br>Material, Freight & labor<br>Contractors 20%                                      |     | 1,147.00<br>229.40 |
| <b>Total</b>  |     | <b>\$8,264.56</b>  |

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 13**

**Amend No. \_\_\_\_\_**

**Date Prepared:** July 16, 2014  
**Council Meeting Date:** July 21, 2014

---

**TO:** Pamela T. Nolan, Town Manager  
**FROM:** Anne M. Irons, CMC - Town Clerk  
**SUBJECT:** Class F-1 Liquor License Application Earle's Court Water Tower  
Committee at the Towers – August 19, 2014

**RECOMMENDATION:**

That the Town Council approve a Class F-1 Alcoholic Beverage License for the Earle's Court Water Tower Committee for a Fundraiser at the Towers to be held on Tuesday, August 19, 2014, subject to state and local regulations.

**SUMMARY:**

On July 7, 2014 the town council approved a Class F-1 Liquor License for The Earle's Court Tower committee's fund raiser at the Towers on Sunday July 27, 2014.

The event has not been moved to Tuesday, August 19, 2014 at the Towers. As part of the event, they will be serving alcoholic beverages and food. Under state law a Class F-1 Liquor License is required for special events when alcohol is served to the public.

**ATTACHMENT:**

1. Application

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

14 JUL 2 PM 4:23

CLASS F/CLASS F-1 LICENSE APPLICATION

PLEASE CHECK ONE:

CLASS F LICENSE \_\_\_\_\_

CLASS F-1 LICENSE ✓

(PLEASE PRINT)

DATE OF APPLICATION: 7/2/14

NAME OF APPLICANT: ECW, TR EARLES COURT WATER TOWER RESTORATION  
(AGENCY/NON-PROFIT ORGANIZATION)

ADDRESS OF APPLICANT: 10 GARDEN COURT DRIVE  
NARRAGANSETT, RI 02882

LOCATION TO BE USED: THE TOWERS

KIND OF EVENT: FUND RAISER

DATE OF EVENT: 7/27/14 changed to 8-19-14 am X

TELEPHONE # WHERE APPLICANT CAN BE REACHED: [REDACTED]

SIGNATURE: Jonnie Briggs

(Please print name of person signing) LOUIE L. BRIGGS

|               |           |                            |
|---------------|-----------|----------------------------|
| FEE SCHEDULE: | CLASS F   | \$15.00 (Beer & Wine Only) |
|               | CLASS F-1 | \$35.00 (Full Privilege)   |

\* 16-14 Rec'd phone call from Sallie Lattimer  
the event has been moved to August 19, 2014  
@ the Towers and done

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 14**

**Amend No. \_\_\_\_\_**

**Date Prepared: July 8, 2014**

**Council Meeting Date: July 21, 2014**

---

**TO:** Pamela T. Nolan, Town Manager  
**FROM:** Jeffry Ceasrine, P.E., Town Engineer  
**SUBJECT:** Dillon Rotary

**RECOMMENDATION:**

That the Town Council authorize the staff to apply to RIDOT for an Adopt-a-Spot designation for the Dillon Rotary.

**SUMMARY:**

Following the discussion at the July 7, 2014 Town Council meeting, the staff has prepared the attached proposed maintenance responsibilities list for inclusion within an Adopt-a-Spot application to the State Department of Transportation (RIDOT) for the Dillon Rotary. If issued by the State, the designation is good for two (2) years, and then may be renewed at the acceptance of both parties.

**ATTACHMENTS:**

1. Proposed Maintenance Schedule for Dillon Rotary

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

## **Town of Narragansett - Proposed Adopt-A –Spot**

### **Dillon Rotary (Narragansett)**

#### **Proposed Two (2) Year Maintenance Schedule**

**July 21, 2014**

The Town of Narragansett wishes to enter into an Adopt-A Spot Agreement with the State Department of Transportation for the area known as the Dillon Rotary. The area includes the three (3) grass\landscaped irregular-shaped islands and the center round island that includes the large masonry\metal “Narragansett” sign, an extensive bed of ornamental annuals and perennials, and three (3) flag poles. The Town, in conjunction with Mr. Charles “Ted” Wright, a private citizen, has actually been maintaining this property for many years, but would now like to formalize the agreement.

The Town proposes the following maintenance activities. The intent is to accomplish same through the use of Town employees; however, there may be occasions where it is necessary for us to retain outside assistance for certain tasks.

- The Town will mow the grass as necessary (typically once a week during the “growing” season), prune the existing trees of dead branches, and maintain the ornamental beds as they exist. There are no plans at this time to enlarge or enhance the plantings; plantings that die will be removed and replaced as funds allow.
- The Town will maintain the masonry sign structure and metal “Narragansett” sign in a condition equal to what exists at the time of this application. There are no plans at this time to alter the sign or sign structure in any way.
- The Town will maintain the three (3) existing flag poles and flags, and will comply with Federal and State regulations in terms of flags that are flown, hierarchy, positioning, etc. We will replace the flag poles and/or flags as needed, depending on their condition.
- The Town will continue to pay for and maintain the existing electric and water services for the site. Water is used to irrigate the ornamental beds, and electricity is used to light the sign and illuminate the flags.
- We understand that this maintenance schedule will be in effect for two (2) years.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 15

Amend No. \_\_\_\_\_

Date Prepared: July 14, 2014

Council Meeting Date: July 21, 2014

---

**TO:** Honorable Town Council

**FROM:** Susan Cicilline-Buonanno, President Pro Tem

**SUBJECT:** Resolution on Proposed Parking Restrictions for Scarborough Hills

**RECOMMENDATION:**

That the Town Council Adopt the attached resolution to enable parking restrictions for the Scarborough Hills area, subject to Town Solicitor review and approval.

**BACKGROUND:**

In July 2011 the price to park at the state beaches doubled in price which caused parking issues in the Scarborough Hills area. The council at that time adopted a Resolution authorizing parking on certain streets by parking permits only for the residents in the Scarborough Hills Area. The permitted parking stopped on Knowlesway at the intersection with Deangelis Drive and Sewell east to the intersection with Ocean Road.

Many residents have noticed that beach attendees are now parking on Knowlesway from Sewell Road to Point Judith Road where there is no parking restrictions.

I believe it is now necessary to extend the permitted parking to Point Judith Road.

Assuming Council approves the resolution, the Public Works Department will need to begin implementation with street signs. Resident permits will also need to be made available when the signs begin to be posted.

During discussion of the first reading at the July 7<sup>th</sup> council meeting the permitted parking was amended and voted by the council and extended to the side streets off Knowlesway.

**ATTACHMENTS:**

1. Resolution
2. Map

---

**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_

LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_

Action Date: \_\_\_\_\_

**A RESOLUTION AMENDING THE OFFICIAL LIST OF PARKING RESTRICTIONS AND REGULATIONS IN THE TOWN OF NARRAGANSETT, IN ACCORDANCE WITH THE NARRAGANSETT CODE OF ORDINANCES**

**WHEREAS,** Article II, Section 74-35(b) of the Code of Ordinances of the Town of Narragansett provides a procedure to amend the parking restrictions and regulations on specific streets in the Town of Narragansett, and

**WHEREAS,** the Town Manager has recommended, in accordance with Section 74-35(b), that the parking restrictions and regulations on the below listed streets located in Scarborough Hills be amended,

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Narragansett that the parking restrictions and regulations on specific streets as required by Section 74-35 are hereby amended as follows,

**Knowlesway: Parking by permit only May 15<sup>th</sup> through September 15<sup>th</sup> between 9 am and 4 pm on both sides from the intersection with Sewell Road to Point Judith Road (RT 108)**

**Coffey Avenue, Eire Road, Ponagansett Parkway, Aspen Drive, Deangelis Street, and Ashbrook Road : No parking on the westerly side for the entire length. Parking by permit only May 15<sup>th</sup> through September 15<sup>th</sup> between 9am and 4pm on the easterly side for the entire length.**

**Frances Avenue : No parking on the easterly side for the entire length. Parking by permit only May 15<sup>th</sup> through September 15<sup>th</sup> between 9am and 4pm on the westerly side for the entire length.**

A Resolution Amending the Official List of Parking  
Restrictions and Regulations in the Town of Narragansett, in Accordance with the  
Narragansett Code of Ordinances  
July 21, 2014  
Page Two

**Judith Avenue : No parking northerly and westerly side for the entire  
length. Parking by permit only May 15<sup>th</sup> through September 15<sup>th</sup>  
between 9am and 4pm on the southerly and easterly side for the entire  
length**

**ADOPTED** this        July, A.D. 2014.

**TOWN OF NARRAGANSETT**

\_\_\_\_\_  
James M. Callaghan, Council President

**ATTEST:**

\_\_\_\_\_  
Anne M. Irons, CMC  
Town Clerk

POINT JUDITH ROAD

GREEN BRIER ROAD

ANGELL ROAD

ROAD

COFFEY AVENUE

COFFEY AVENUE

KNOWLESWAY

JUDITH AVENUE

FRANCES AVENUE

FRANCES AVENUE

ASHBROOK ROAD



ASPEN DRIVE

PONAGANSETT PARKWAY

EIRE ROAD

SEWELL ROAD

DEANGELIS STREET

SEWELL ROAD

GASPEE ROAD

GREEN BRIER ROAD

ELIZABETH ROAD

ST JAMES ROAD

ANGELL ROAD

LONGVIEW DRIVE

KNOWLESWAY

LONGVIEW DRIVE

LONGVIEW DRIVE

VERNSTROM ROAD

HILLS PARKWAY

HILLS PARKWAY

BROOK ROAD

GASPEE ROAD

GREEN BRIER ROAD

ELIZABETH ROAD

ST JAMES ROAD

ANGELL ROAD

OCEAN ROAD

DRAWING TITLE:

SCARBOROUGH HILLS PROPOSED PARKING RESTRICTIONS

SCALE: N.T.S.

DATE: 7-12-11

NO PARKING  
PERMIT PARKING ONLY

TOWN OF NARRAGANSETT  
ENGINEERING DEPARTMENT

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 16

Amend No. \_\_\_\_\_

Date Prepared: July 17, 2014  
Council Meeting Date: July 21, 2014

---

**TO:** Honorable Town Council  
**FROM:** James M. Callaghan, President  
**SUBJECT:** Consideration of a Town Sign

**RECOMMENDATION:**

That the Town Council discusses options and possible action for a safe Town Sign/Area for announcements of events and road races

**SUMMARY:**

At the July 7, 2014 council meeting a discussion was held on signage at the Dillon Rotary and the difficulty to drive and look at the signs. The council was reminded that on May 6, 2013 the council approved signage for Sprague Park for a community bulletin.

Attached is the staff report from that meeting and the sketch for the proposed community sign that was approved.

**ATTACHMENTS:**

1. May 6, 2014 Staff Report with attachments
2. Sign Ordinance

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC:** \_\_\_\_\_  
**Amend No.** \_\_\_\_\_

**Date Prepared:** April 16, 2013  
**Council Meeting Date:** May 6, 2013

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Steve Wright, Parks and Recreation Director  
**SUBJECT:** "Community Bulletin Board"

**RECOMMENDATION:**

That the Town Council approve the request from the Narragansett Lions Club to donate a "Community Bulletin Board" in Sprague Park along Kingstown Road subject to approval of state and local regulations.

**SUMMARY:**

The Narragansett Lions Club is seeking support and approval to construct and donate a "Community Bulletin Board" at Sprague Park along Kingstown Road. The Narragansett Lions Club has partnered with Abcore Restoration to construct the information board as per attached drawing. The Lions Club will obtain all permits, donate all building materials, labor and upon completion transfer ownership to the Town of Narragansett, Parks and Recreation Department.

**ATTACHMENTS:**

1. Request Letter
2. Conceptual Drawing
3. Site Picture

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

**ORD. #** \_\_\_\_\_ **RES. #** \_\_\_\_\_  
**LCON#** \_\_\_\_\_ **LIC. #** \_\_\_\_\_  
**Action Date:** \_\_\_\_\_



April 10, 2013

THE HONORABLE JAMES CALLAGHAN  
President, Town Council  
Town of Narragansett I  
25 Fifth Avenue  
Narragansett, RI 02882

Dear Mr. President:

I would like to take this opportunity to seek your support, and the support of the entire Town Council for approval to construct a "Community Bulletin Board" on the property at Sprague Park, Kingstown Road, Narragansett, RI. This community project would serve as yet another activity in support of our service and support to the Narragansett community. The Narragansett Lions Club has addressed many community needs over the years. For example, the Lions Club has donated money for school athletic needs such as uniforms, conducted holiday food drives, and supported those financially strapped or in need of assistance. We have spoken with Steven Wright, Director of Parks & Recreation and Anthony L. Santilli, Jr., Building Official who agree that a community "bulletin board" would serve as a reference point in generating a sense of community in the area for all, while also providing community information and announcements.

The Narragansett Lions Club has partnered with Abcore Building Restoration of Narragansett, which will provide the manpower to build the information board with canopy supported by columns, poles or braces extended from the ground. Further, the Lions Club will donate all building materials, and labor costs. Once Town approval is received, we expect to begin site preparation and construction shortly thereafter. Ownership of this Information Board would transfer to the Town of Narragansett, Parks & Recreation, and the people of Narragansett. We believe this project can aid in bestowing a common focal point where all members of the community can congregate at the community center, as well as, improve community relations with a sense of fellowship.

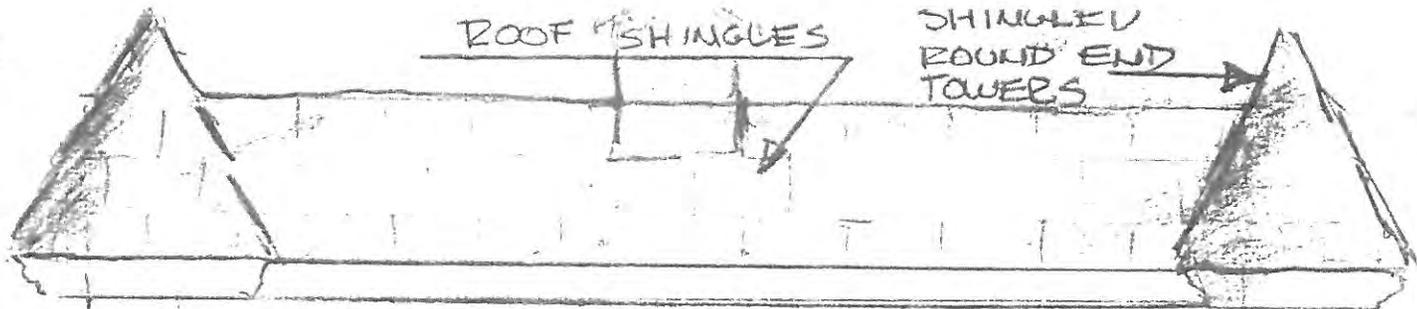
In all, the Narragansett Lions Club desires to extend its efforts in serving the local community while carrying out essential humanitarian service projects. We would appreciate your support, and thank you in advance for any consideration you may provide our request. In the spirit of community, volunteerism, and service, we remain fraternally yours,

PATRICK W. ZILLY  
President, Narragansett Lions Club

A handwritten signature in blue ink, appearing to read "Patrick Zilly", is written over the typed name and title.

cc: THE HONORABLE SUSAN CICILLINE-BUONANNO, President Pro Tem  
THE HONORABLE GLENNA HAGOPIAN, Council Member  
THE HONORABLE DOUGLAS MCLAUGHLIN  
THE HONORABLE MATTHEW MANNIX





ROOF SHINGLES

SHINGLED ROUND END TOWERS

BLUE TO MATCH TRIM OF TOWERS

PLEXIGLAS DOORS AND BULLETIN BOARD

HIST. DISTRICT

3 SIGNS RELOCATED FROM STREET SIDE WALK

BUS ROUTE

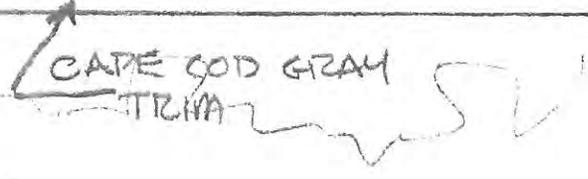
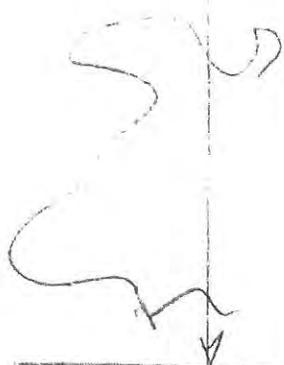
BLUE LAMP MAP

*Chapel wing*

7'-6"

6x6 POSTS

CAPE COD GRAY TRIM



SCALE: 1" = 1'

*pa/b*

(b) An applicant seeking approval of a reduction in the number of parking spaces as provided for in subsection (a) hereof shall be required to comply with the following requirements:

- (1) Any application submitted to the planning board must contain a report or reports from a qualified design professional (i.e., traffic engineer or traffic consultant) which sets forth competent evidence to support the application for reduction in the number of required parking spaces.
- (2) At the request of the planning board, the applicant shall be required to provide to the town, in advance, sufficient funds for the town to hire its own consultant to review the parking conditions in the area, subject to the application, and to also review the reports submitted by the applicant.

(c) All applications for a reduction in the number of parking spaces under subsection (a) hereof shall require approval of the planning board. In granting any such approval, the planning board may impose reasonable conditions on the approval.

(Ch. 783, § 1, 7-19-1999)

**Cross reference**—Traffic and vehicles, ch. 74.

#### 7.17. Special use permit.

The zoning board of review may hear and grant a special use permit, reducing or otherwise modifying the requirements of section 7.9 of this ordinance. In addition to all other applicable standards for the granting of special use permits set forth in this ordinance, when reviewing a special use permit application for relief from the requirements of section 7.9, the zoning board of review shall require that the applicant demonstrate the following:

- A. That, based upon the projected use and level of activity for a given development proposal, strict application of the parking and/or loading requirements would be excessive.
- B. That the safe and proper operation of the business or any businesses within the proposed development will in no way be compromised by the reduction or modification of the requirements of section 7.9.

(Ch. 783, § 1, 7-19-1999)

#### 7.18. Signs.

(a) *Purpose.* The purpose of these regulations is to encourage the effective use of signs as a means of communication in the town, provide for the scenic, historic, cultural and natural character of Narragansett, maintain and enhance a healthy business environment in commercial and industrial zones, improve pedestrian and traffic safety, minimize the adverse effect of visual clutter on property values, and to enable fair and consistent enforcement of these sign restrictions.

(b) *Definitions.* See section 2 of this ordinance.



(c) *Off-premises signs.* Unless otherwise specified elsewhere in this ordinance, all signs shall pertain to the principal use, service rendered, or product sold on the premises on which the sign is located and shall not include advertisement, identification, publicity or notice of goods, services, establishments, enterprises, activities, persons, organizations and facilities which are not located on the premises or which are incidental to the primary use of the premises.

(d) *Permits required.* Except as specified in this ordinance, it shall be unlawful to erect, replace or relocate any sign within the Town of Narragansett without first obtaining a sign permit as required by the provisions of this ordinance.

(e) *Signs allowed in all districts without permits.* The following signs are allowed without permits issued by the building inspection division, and shall not be counted when calculating the quantity of signs permitted and the total allowable sign area; however, such signs shall conform with all other applicable regulations:

- (1) *Building plaque.* Historical plaques identifying the building, year of construction, not to include any commercial advertising. Such signs shall not exceed two square feet in sign area and shall be nonilluminated and not internally illuminated.
- (2) *Residential identification sign.* Name and address of owner and/or any permitted activity on the lot in question. Said sign is not to exceed two square feet and may be illuminated by light of no more than 150 watts per side, but may not be internally illuminated.
- (3) *Cautionary signs.* No trespassing sign or other such signs regulating the use of the property or advising of dangerous conditions on the lot on which it is located, provided such signs do in commercial and industrial zones where such signs may not exceed five square feet in area. Such signs may be lighted but shall not be internally illuminated.
- (4) *Temporary signs.* Temporary signs which advertise the sale, rental, lease or improvement of the property on which it is located provided such signs do not exceed six square feet in any residential zone, 20 square feet in commercial zones, and 30 square feet in industrial zones. Signs advertising pending improvements shall not be in place more than 60 days prior to commencement of such improvements. Temporary signs shall be removed within ten days after completion of the activity advertised. Such signs shall not be lighted nor internally illuminated. Election signs shall be considered temporary signs and shall comply with the above requirements.
- (5) *Institutional bulletin boards.* Bulletin boards for public charitable or religious institutions when located on the property thereof provided the area of such sign does not exceed 25 square feet and bears no commercial advertising. Such signs shall not be internally illuminated.
- (6) *Incidental signs.* Signs identifying on-premises traffic, parking or other functional activity, such as lavatory facilities, telephone, signs denoting other sections of a building, signs denoting entrances, offices, etc., bearing no commercial advertising.

There shall be no more than one sign for each activity, and each sign shall not exceed two square feet in area if wall-mounted and four square feet if freestanding. Such signs may be lighted but shall not [be] internally illuminated. (No commercial messages.)

- (7) *Governmental signs.* Signs erected by the Town of Narragansett and/or traffic control devices erected by the State of Rhode Island or by the United States of America, provided such signs bear no commercial advertising.
- (8) *Flags.* The flag, pennant or insignia of any government. No portion of flag or pole [pole] shall project closer than eight feet above a right-of-way or sidewalk.
- (9) *Banners.* Signs of light weight fabric or similar material that is mounted to a pole or building at one or more edges (excluding governmental flags) provided said banner shall not exceed 15 square feet and shall not project to a point closer than eight feet above a designated walkway or street. No more than one banner is allowed per business.
- (10) *Special event signs.* Temporary signs no larger than 16 square feet which advertise auctions and special events or charities on the premises, provided such signs shall not be in place for more than ten days. Such signs shall not be lighted or internally illuminated. The town council, upon recommendation of the planning board, may erect off-premises signs in public spaces advertising special events.
- (11) *Institutional signs.* Signs identifying churches, and places of worship, charitable and nonprofit educational organizations when located on the property thereof. Such signs may be illuminated but not internally illuminated.  
Signs identifying nonprofit educational institutions, when located on the property thereof. Such signs may be lighted but not be internally illuminated.
- (12) *Incidental business signs.* Signs indicating hours of operation, credit cards, business affiliations, and the like, provided the total area of all such signs for a single business does not exceed two square feet per entrance.
- (13) *Holiday decoration.* A display of temporary signs, banners and/or lighting celebrating a recognized secular or religious holiday.

An owner of a residential or business property in Narragansett may display holiday decorations using lights and/or signs. To be considered as holiday decorations, said lighting and signage may be in use only for a 30-day period before the holiday and must be removed or discontinued within ten days after the holiday.

(f) *Signs prohibited in all districts.* The following signs shall not be permitted in any district or zone.

- (1) Signs which incorporate in any manner any flashing or moving illumination.
- (2) Signs which have any visible moving parts, including signs which achieve movement by action of wind currents, excluding barber poles.

- (3) Any sign or sign structure which constitutes a hazard to public safety or health, including signs which by reason of size, location, content, coloring or manner of illumination obstruct the vision of a driver, or obstruct or detract from the visibility or effectiveness of any traffic sign or control device on public streets and roads; or which obstruct free ingress or egress from escape, door, window or other required exitway; or which make use of words such as stop, look, one way, danger, yield, or any similar words, phrases, symbols, lights, or characters, in such a manner as to interfere with, mislead or confuse traffic.
- (4) Any obsolete sign, which no longer advertises a bonafide business conducted or product sold on the premises. Such signs shall be removed within 30 days of the date on which they became obsolete.
- (5) Signs on public property or public rights-of-way, other than signs erected by the Town of Narragansett, the State of Rhode Island or the United States of America. No sign located on public property or in a public right-of-way shall bear any commercial advertising or the name of any commercial business unless otherwise specified in this ordinance. (See section 4)
- (6) Signs painted on, attached to or supported by a tree, stone, cliff or other object that is part of a natural landscape.
- (7) String lights and strip lighting other than allowed under section M. (Except for the historic towers district.)
- (8) Off-site directional signs are not permitted unless otherwise specified in this ordinance. (See governmental signs and sign plazas)
- (9) Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; signs converted to A- or T-frames; sandwich board signs, balloons used as signs; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless said vehicle is used in the normal day-to-day operations of the business.
- (10) Billboards.
- (11) Roof signs.

(g) *Sign plaza.* The town council of the Town of Narragansett may, upon recommendation by the planning board, establish sign plazas as defined in this ordinance and may establish fees for the erection of signs in such plazas. With approval of the planning board and town council, such plazas may be owned and operated by private civic organizations such as the chamber of commerce, or an association of businesses within an industrial park.

The planning board may establish regulations regarding the content, size, shape, color, material, texture and the like of signs to be erected in the plaza, and shall have the right to approve or disapprove the layout and design of the plaza itself.

(h) *Safety and maintenance.* Every sign and all parts thereof, including framework, supports, background, anchors, and wiring systems shall be constructed and maintained in compliance with the applicable building, electrical, and fire prevention codes of the Town of Narragansett. All signs and all parts thereof shall be kept in a good state of repair and maintenance.

(i) *Zoning district regulations.*

- (1) *Residential signs:* All signs in residential zones other than those exempted in section 7.18(e)(4) (above) shall require a building permit, and are limited in size and type as below:
  - a. The owner of an occupied residential lot, may, in addition to or in conjunction with a residential identification sign, erect a sign identifying a customary home occupation or other legally permitted use on the lot in question.  
The sign may be wall mounted or free standing and shall not exceed three square feet in area.
  - b. Permanent signs at major entrances to residential development which identify the development will be permitted, provided that such signs shall bear no commercial advertising and shall not exceed 15 square feet of area. Note section 7.6(c), "sight distance on corner lots."
  - c. Internally illuminated and/or electric signs shall not be permitted in residential districts however signs may be externally illuminated by illumination not to exceed 150 watts per face.
- (2) *Commercial signs.* All commercial signs for which a permit is required that are located in a B-A, B-B and B-C zone shall conform to the following regulations:
  - a. In a B-A, B-B and B-C zone there may [may] be one wall-mounted sign on each entrance wall, one on each wall facing a street, and one on each wall facing a municipal or public parking area or parking area designed for use by persons utilizing or patronizing the establishment on which such sign is located. The area of such sign shall not exceed two square feet for each lineal foot of the building frontage on which the sign is located and shall not exceed 80 percent of the width of the storefront or wall of that portion of the premises occupied by the business erecting the sign and upon which it is attached. No sign shall exceed 40 square feet of area without the granting of a special use permit. Said signage may be internally or externally illuminated.
  - b. In a B-A, B-B, and B-C zones these may also be a freestanding sign for each building, 40 square feet of area and may be dual-faced. Said sign shall be no more than 15 feet in height and shall be set back at least ten feet of the right-of-way. Said signage may be internally or externally illuminated. Note section 7.6(c), "sight distance on corner lots."

- c. In B-A, B-B and B-C zones upon the granting of a special use permit, projecting sign, or suspended sign may be allowed, provided such sign shall not exceed 40 square feet of area. Said signs may be internally or externally illuminated.
- (3) *Industrial signs.* Industrial signs shall conform to the following regulations:
    - a. In I-A and I-B zones there may be one wall-mounted sign on each entrance wall, one on each wall facing a street, and one on each wall facing a municipal or public parking area or parking area designated for use by persons utilizing or patronizing the establishment on which such sign is located. The area of each such sign shall not exceed two square feet for each lineal foot of the building frontage on which the sign is located and shall not exceed 80 percent of the width of the building or wall of that portion of the premises occupied by the business erecting the sign and upon which it is attached. No sign shall exceed 40 square feet without prior approval of the zoning board of review as a special use permit. In addition, there may be one freestanding sign for each building. Such signs shall be no more than 15 feet in height and shall be set back at least ten feet from the right-of-way. Such signs may be dual-faced, with a maximum area of 40 square feet per side. A single-faced sign parallel to the road may have a maximum area of 40 square feet. Signs permitted in these zones may be illuminated or electric.
  - (4) *Industrial sign plaza.* The owner or group of owners may, with the approval of the planning board erect an off-site sign indicating the location and identity of business located within an industrial park at the nearest intersection of a major collector road or arterial highway with the road on which the park's road system fronts. The sign must comply with the dimensional requirements for signs in industrial zones and section 7.6(c), and contain no commercial messages other than the name or logo and location of or direction to the industrial properties. The planning board may require such site improvements and amenities it sees fit to protect the visual quality of the intersection.
  - (5) *Signs for nonconforming uses in residential zones.* Signs for legally maintained nonconforming uses in residential zones shall not exceed 20 square feet in area. They may be lighted but not internally illuminated, and may be free-standing or building mounted.
  - (6) *Nonconforming signs.* With the exception of signs allowed by action of the zoning board of review, which shall be considered as conforming subject to any conditions placed by the zoning board of review at the time of the approval, any sign which does not conform to these regulations but was legally installed prior to, and in existence at the time of the adoption of this ordinance shall be considered a legal nonconforming sign. Such signs may be continued until the occurrence of one of the following events at which time the sign may not be reerected except in conformity with the provisions of this ordinance.
    - a. The nature of the business conducted on the premises changes or the name of the business changes, in such a manner to occasion a change in scope, size or legend of the existing sign.

- b. The sign is damaged or deteriorated to the extent of more than 50 percent of its replacement value except that a sign may be restored that has been destroyed by accident. In such a case the sign owner must act to rebuild the sign within six months of the date of destruction.

- (7) *Urban renewal district.* The sign restrictions and regulations incorporated in the redevelopment plan for the urban renewal district as defined in chapter CLXXV of the town ordinances, as amended, shall supersede the provisions of subsection 7.18(i), zoning "district regulations" set forth herein.

(j) *Enforcement.* The administration of this section is hereby vested with the zoning enforcement agency of the Town of Narragansett, which shall be responsible for:

- (1) Determining conformance of all proposed signs in accordance with the rules and regulations established by this ordinance;
- (2) Issuance of licenses for all signs determined to be in accordance with this ordinance.

(k) *Permits required.* A permit shall be required for all signs not specifically exempted by this section. Application for a permit shall be made on forms as required by the building inspection division, and shall be accompanied by a scale drawing indicating the following:

- (1) The size of the proposed sign, general configuration of lettering and/or symbols, and such descriptive material as may be necessary to fully explain the intent of the application;
- (2) The location of the proposed sign in relation to the building and all property lines;
- (3) Dimensions of the structure on which the proposed sign is to be located.

(l) *Fees.* All applications for a sign permit shall be accompanied by an application fee in accordance with the following schedule:

- (1) Twenty-five dollars for any sign not exceeding 20 square feet in area, with an additional charge of \$0.50 per square foot for the areas of such sign in excess of 20 square feet.

(m) *False advertising.* It shall be unlawful for any person to intentionally erect, locate, relocate and maintain any sign which falsely identifies the premises or occupant of any premises or building, or which falsely advertises for sale on any premises or in any building any product no longer available therein, and an intentional violation of this section shall subject the violator to the penalty provisions of this ordinance after due notice as required herein.

**7.19. Drive up windows or drive up ATM machines for banks or financial institutions.**

Drive up windows or drive up ATM machines for banks or financial institutions in a BA or BB Zone may be allowed by special use permit, provided the proposed development complies with the following development standards, in addition to all other applicable requirements of this ordinance.

1. *Site.* The minimum lot area shall be 20,000 square feet with the minimum street frontage of not less than 100 feet.
2. *Front, side and rear yards.* The front, side and rear yard setbacks for structures must be at least the minimum applicable dimensions specified in the Table of Dimensional Regulations in section 6.4 of this ordinance, unless the lot abuts a residential zone with more restrictive minimum yard requirements. In that case, the dimension of the yard which abuts the residential zone must be equal to the dimensions required in the residential zone.
3. *Driveways.* Driveway curbcuts shall be at least 24 feet wide. In the instance of one way segments not servicing parking spaces, driveway curbcuts may be 12 feet wide. No driveway shall be less than 50 feet from any side lot line, which also fronts on a street, 20 feet from any side lot line, or 40 feet from another driveway serving the lot.
4. *Screening and Landscaping.* The development must comply with the requirements for landscaping and buffer areas prescribed in section 7 of this ordinance. An applicant may be required to provide buffering for any adjacent residentially zoned or developed lots.
5. *Illumination.* Lighting fixtures used to illuminate drive up windows shall be no higher than 14 feet above the ground. At the close of business, all lighting shall be limited to that necessary for security.
6. *Striping and curbing.* Drive up lanes shall be delineated from traffic lanes and parking areas with striping, curbing, landscaping and/or the use of alternative paving material. Where pedestrians will intersect with a drive up lane, crosswalks shall be provided, making use of striping and/or alternative paving material.
7. *Traffic circulation.* Adequate directional warning signs shall be provided to assure smooth traffic circulation and pedestrian safety, including marking entrances, exits and one way lanes of drive up areas. There shall be a provision for an extra travel lane allowing vehicles to traverse the perimeter of the site without being impeded by vehicles in the drive up lane. This provision may be waived by the fire marshall and the town engineer if accessibility without the escape lane is reasonable.
8. *Stacking spaces.* The drive up window and drive up ATM shall provide total stacking spaces for a minimum of ten automobiles. The total number of stacking spaces may be reduced by the planning board if there is either only one drive up window or one ATM machine proposed. Each stacking space will be a minimum of ten feet by 18 feet. The

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 17  
Amend No. \_\_\_\_\_**

**Date Prepared: July 14, 2014  
Council Meeting Date: July 21, 2014**

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**TO:** Pamela T. Nolan, Town Manager  
**FROM:** Anne M. Irons, CMC -Town Clerk  
**SUBJECT:** Zoning and Platting Board/Minimum Housing Board of Review

**RECOMMENDATION:**

That the Town Council appoint two individuals to the Zoning and Platting Board/Minimum Housing Board of Review to fill the terms left vacant by the resignation of Gene Kelly and Sylvan N. Vaicaitis which will expire 7/1/15.

**SUMMARY:**

The Zoning and Platting Board/Minimum Housing Board of Review has two seats open and available for appointment due to alternate board member resigning. There are four applications on file one from Colin T. Hynes, John Kennedy, Joseph V. Paglia, Daniel Pirhala, Jr.

The following indicates the current board appointment and expiration dates.

| <u>Name</u>        | <u>Appointed</u> | <u>Expiration Date</u> |
|--------------------|------------------|------------------------|
| Vacant (Alternate) | 5/19/14          | 7/1/2014               |
| Vacant (Alternate) | 5/19/14          | 7/1/2014               |

Attached are the Town Council Rules for Commission, Committee and Board Appointments. According to the Council rules, no person shall be appointed to serve concurrently on more than one commission, committee or board created by the Town Council, with the exception of ad hoc commissions, committees or boards, or dual appointments required by charter, ordinance or resolution.

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**TOWN CLERK USE ONLY:**

**Consent Agenda**  
**Carry Over to Date:** \_\_\_\_\_  
**Approved** **Action Date:**  
**Unfinished Business (Date heard previous: \_\_\_\_\_)**  
**New Business**  
**Public Hearing – No Action Taken**

REV. 02/2010

**ORD. # \_\_\_\_\_  
LCON# \_\_\_\_\_**

Zoning and Platting Board/Minimum Housing Board of Review  
July 21, 2014  
Page 2

Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.

**ATTACHMENTS:**

1. Council Rules for Commission, Committee and Board Appointments



**TOWN OF NARRAGANSETT**  
Town Hall • 25 Fifth Avenue • Narragansett, RI 02882  
Tel. (401)789-1044 Fax (401)783-9637

**Town Clerk's Office**  
[www.narragansettri.gov](http://www.narragansettri.gov)

## TOWN OF NARRAGANSETT

### RULES FOR COMMISSION, COMMITTEE AND BOARD APPOINTMENTS

#### I. SELECTION PROCESS OF MEMBERS

1. As authorized by the Town Council, the Town Clerk shall advertise once a year in a local newspaper, the commissions, committees, and boards that will have upcoming appointments. When a vacancy occurs it will be placed on the Town's website.
2. Upon receipt of an application, the Town Clerk shall date stamp it and retain the original.
3. The application shall remain on file for a period of two (2) years from the date received. The Town Clerk will contact applicant after the two year period to seek availability and interest. The Town Clerk will forward all applications on file for an open board when a vacancy becomes available on that particular committee, commission or board to the Town Council and to the Town Manager.
4. All new vacancies on the Planning or Zoning Boards will require that the Town Council interview those candidates.
5. The Town Council motion to appoint a candidate to a particular committee, commission or board, shall have the names of each applicant candidate listed on the summary.
6. A written staff recommendation may be submitted to the council through the Town Manager.

7. All applications received shall be available for public review to the extent under law, in the office of the Town Clerk.
8. The mission for each board, commission or committee shall be available in the office of the Town Clerk and on the town's website.

## II. REQUIREMENT FOR MEMBERSHIP

1. Applications for the various commissions, committees and boards shall be available in the Town Clerk's Office or on the Town's website.
2. Applications shall be completed and submitted to the Town Clerk no later than the advertised filing date also unless otherwise approved by the unanimous consent of the council only applications received before the scheduled appointment date shall be considered for appointment.
3. The Town Clerk shall notify individuals whose terms are about to expire by letter, to determine if that individual wishes to be considered for reappointment. Members are reappointed at the discretion of the Town Council.
4. Individuals wishing to be considered for reappointment shall notify the Town Clerk prior to the expiration of the date in the letter sent to them.
5. The chairperson of each commission, committee or board shall submit an *Annual Report* including an attendance record, to the Town Clerk, for those individuals wishing to be considered for reappointment.
6. No person shall be appointed to serve concurrently on more than one commission, committee, or board created by the Town Council, with the exception of AdHoc commissions, committees or boards, or dual appointments required by Charter, Ordinance or Resolution. Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.
7. Any appointee who is absent without cause for three (3) consecutive meetings may be subject to removal by the Town Council.
8. When any member of a commission, committee or board is absent for (3) consecutive meetings, the Chairperson shall notify the Town Clerk, who shall in turn notify the Town Council for direction. Should the Chairperson recognize any other attendance deficiencies, the Town Clerk shall be notified, who shall in turn notify the Town Council for direction.

9. The applicant shall comply with all State Laws and Regulations, as well as Ethics Commission requirements for appointees.

### III. APPOINTMENT REVIEW PROCESS

1. The Town Council shall review each application and may invite specific candidates to an interview with the Council prior to a regularly scheduled meeting or work session. Candidates interviewed by the Town Council will be sent a letter of appreciation by the Town Clerk.
2. When making a nomination, the Council member making the recommendation will verbally outline reasons for the nomination.

Adopted February 1, 2010

Amended 11-15-10

Amended 11-18-13

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 18**

**Amend No. \_\_\_\_\_**

**Date Prepared:** June 24, 2014  
**Council Meeting Date:** July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Dean Hoxsie, Police Chief  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of Vehicles for the Police Department

**RECOMMENDATION:**

That the Town Council approves the purchase of one new 2015 Ford Interceptor sedan police cruiser and two new 2015 Ford Interceptor Utility police vehicles from MHQ Municipal Vehicles, in the amount not to exceed \$96,500.00.

**SUMMARY:**

These new 2015 Ford vehicles will replace three older vehicles with the highest mileage (Car 5 with 114,781 miles, Car 14 with 111,812 miles and Car 17 with 98,540 miles) currently used by the police department. The utility cruisers will be assigned to the sergeants on shift and will be helpful to the department during the increased weather events that we have experienced.

The Town will be purchasing these vehicles under the Greater Boston Police Council (GBPC) contract that is administered and competitively bid by the Metropolitan Area Planning Council Cooperative (MAPCC). This competitive bid and award was executed by the MAPCC under the Massachusetts General Laws. The Town joined the GBPC to take advantage of these competitive bids with large-volume buying power. The price is \$30,619 for the sedan and \$32,516 each for the utility vehicles.

Funding is available in the Police Administration Capital Projects Account, 20-511-7522, Vehicle Replacement.

**ATTACHMENTS:**

1. Quotation from MHQ Municipal Vehicles, dated June 18, 2014.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_



June 18, 2014

Lt. Kyle Rekas  
Narragansett Police

401-261-7301  
krekas@narragansettri.gov

Dear Lieutenant,

MHQ offers the following quote under the Greater Boston Police Council contract:

|  |                  |
|--|------------------|
| 2015 Ford Interceptor sedan V6 front wheel drive Black             | \$ 22,291        |
| All wheel drive platform   | 1,150            |
| Pre-drilled headlight housings for hideaways                       | 113              |
| Dark car feature   | 19               |
| Pillar mounted quartz spot light                                   | 197              |
| Center hub caps standard   | 0                |
| Rear interior door handles disabled                                | 33               |
| Rear door window switches disabled                                 | 24               |
| Reverse sensing  | 277              |
| Power driver seat, CD player, nite-dome & full spare               | Included         |
| 5 year/100k mile powertrain warranty \$0 deductible                | Included         |
| Transfer 2 way police radio  | 150              |
| Transfer light bar   | 110              |
| Relens light bar   | 225              |
| Upgrade to LED take down & alley lights                            | 295              |
| Transfer siren   | 80               |
| Fleet key @ MHQ  | 155              |
| Window vent shades   | 75               |
| Additional paint (roof & 4 doors white)                            | 625              |
| Push bar   | 255              |
| Blue 400 series LED push bar lights                                | 465              |
| Blue LED mirror lights   | 415              |
| Red & blue LED Sidekicks in front fenders                          | 395              |
| 100w siren speaker on push bar                                     | 175              |
| Full length center console   | 345              |
| Flip style armrest   | 105              |
| Dual cup holder  | 40               |
| Triple auxiliary outlet  | 55               |
| Single cell prisoner transport system                              | 1,615            |
| Blue LED IONS on rear deck   | 365              |
| (4) LED hideaways: clear in front corners, red/clear split in rear | 475              |
| 800 mhz hockey puck style antenna with cable                       | 95               |
| <b>TOTAL ESTIMATE PER UNIT:</b>                                    | <b>\$ 30,619</b> |



June 18, 2014

Lt. Kyle Rekas  
Narragansett Police

401-261-7301  
[krekas@narragansetttri.gov](mailto:krekas@narragansetttri.gov)

Dear Lieutenant,

MHQ offers the following quote under the Greater Boston Police Council contract:

|  |            |
|--|------------|
| 2015 Ford Interceptor utility V6 front wheel drive Black           | \$ 24,170  |
| All wheel drive platform required                                  | 1,150      |
| Pre-drilled headlight housings for LED hideaways                   | 118        |
| Dark car feature   | 19         |
| Pillar mounted quartz spot light                                   | 202        |
| Center hub caps standard   | 0          |
| Rear interior door handles disabled                                | 33         |
| Rear door window switches disabled                                 | 24         |
| Power driver seat, single disc CD player & nite-dome front         | Included   |
| 5 year/100k mile powertrain warranty \$0 deductible                | Included   |
| Transfer 2 way police radio  | 150        |
| Transfer siren   | 75         |
| Transfer light bar   | 110        |
| Relens light bar   | 225        |
| Upgrade LED takedown & alley                                       | 295        |
| Rear cargo side window LED ION blue/red split                      | 365        |
| Rear gate bottom LED ION blue                                      | 365        |
| Rear gate upper window LED ION blue                                | 365        |
| Fleet key @ MHQ  | 155        |
| Window vent shades   | 75         |
| Additional paint (roof & 4 doors white)                            | 675        |
| Push bar   | 255        |
| Blue 400 series LED push bar lights                                | 465        |
| Blue LED mirror lights   | 415        |
| 100w siren speaker on push bar                                     | 175        |
| Full length center console   | 345        |
| Flip style armrest   | 105        |
| Dual cup holder  | 40         |
| Triple auxiliary outlet  | 55         |
| Single cell prisoner transport system                              | 1,615      |
| (4) hideaways: clear in front, red/clear split in rear directional | <u>475</u> |



|                           |   |                 |
|---------------------------|---|-----------------|
| Sub total per unit        | : | \$ 32,516       |
| (2) units @ \$32,516 each |   | <u>\$65,032</u> |

Sincerely,

Steve Spokowski  
Fleet Account Manager  
Interceptor & Car Sales

direct phone 508-573-2628 [sspokowski@mhq.com](mailto:sspokowski@mhq.com)

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 19**

**Amend No. \_\_\_\_\_**

**Date Prepared:** June 27, 2014  
**Council Meeting Date:** July 21, 2014

---

**TO:** Pamela T. Nolan, Town Manager  
**FROM:** Jeffry Ceasrine, P.E., Town Engineer  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Award of bid - General Construction Services

**RECOMMENDATION:**

That the Town Council awards the bid for "General Construction Services" to the lowest bidder, Abcore Restoration Company, Inc., at their quoted bid prices for a one-year period.

**SUMMARY:**

In 2010, recognizing that we have significantly variable building types and styles, we crafted two (2) separate sets of bidding documents for general building repairs and improvements: "General Construction Services" for typical routine and emergency building trades work, and "Building Renovation, Restoration, and Reconstruction Services" for specialty projects and buildings of historical or other noteworthy significance (like the Towers). The bids encompass carpentry, painting, flooring, and roofing trades, and request fixed hourly labor rates (State prevailing wage minimums) for each trade on a regular and emergency response basis. Response times, equipment mark-ups, and material mark-ups were also requested as part of each bid. Two (2) contracts were subsequently awarded. The contract for typical routine and emergency building trades work has expired, and has now been re-bid.

The request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Thirteen vendors were solicited and three responded. Abcore Restoration Company, Inc. submitted the low hourly rates for each requested labor classification. However, under two (2) labor classifications, Abcore's proposal was slightly less than the current State minimum hourly wage rate for the specified trade. The bidding documents call for the bid prices to reflect at least the State minimum hourly wage; we adjusted the bid rates accordingly. The attached spreadsheet lists the results from the solicitation, with the adjusted rates identified.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
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 New Business  
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ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

Each bid was reviewed and evaluated based on general experience, job history, familiarity with the trades, and bid prices. Based on that review, we recommend an award to Abcore Restoration Company, Inc. at their quoted and adjusted hourly wage rates and their quoted mark-ups for parts, materials, and equipment.

This general construction contract is non-exclusive so the Town may choose to bid out similar work separately as appropriate and desired. Further, any project initiated under this contract with a value exceeding \$4,000.00 requires prior Town Council authorization.

Funding is available in the respective departmental operating account for building maintenance and repair or in the appropriate capital projects account.

**ATTACHMENTS:**

1. June 27, 2014 solicitation spreadsheet for bid opening (adjusted as noted above).

Town of Narragansett, RI  
 General Construction Services, B14039  
 All Departments  
 Bid Opening - Friday, June 27, 2014 - 11:00 am

|   | Vendor 1                        | Vendor 2                | Vendor 3                         |
|---|---------------------------------|-------------------------|----------------------------------|
|   | Legacy General Contracting Inc. | Tower Construction Corp | Abcore Restoration Company, Inc. |
|   | Price                           | Price                   | Price                            |
| <b>1. Regular Service - 10 day response</b>     |                                 |                         |                                  |
| a. Carpentry - per hour                         | \$70.00                         | \$87.00                 | \$57.32                          |
| b. Painting - per hour                          | \$58.00                         | \$74.00                 | \$49.57*                         |
| c. Flooring - per hour                          | \$68.00                         | \$87.00                 | \$58.93*                         |
| d. Roofing - per hour                           | \$70.00                         | \$87.00                 | \$53.57*                         |
| <b>2. Emergency Serv/Reg hours</b>              |                                 |                         |                                  |
| a. Carpentry - per hour                         | \$95.00                         | \$87.00                 | \$57.32                          |
| b. Painting - per hour                          | \$80.00                         | \$74.00                 | \$48.37                          |
| c. Flooring - per hour                          | \$95.00                         | \$87.00                 | \$58.55                          |
| d. Roofing - per hour                           | \$95.00                         | \$87.00                 | \$51.75                          |
| Response Time                                   | 8 hours                         | 2 hours                 | 1 hour                           |
| <b>3. Emergency Serv/Nights/Wknd/Hol</b>        |                                 |                         |                                  |
| a. Carpentry - per hour                         | \$150.00                        | \$97.00                 | \$57.32                          |
| b. Painting - per hour                          | \$150.00                        | \$84.00                 | \$48.37                          |
| c. Flooring - per hour                          | \$150.00                        | \$97.00                 | \$58.55                          |
| d. Roofing - per hour                           | \$150.00                        | \$97.00                 | \$51.75                          |
| Response Time                                   | 4 hours                         | 2 hours                 | 1 hour                           |
| <b>4. Mark-up for parts &amp; materials (%)</b> | No answer                       | 10%                     | 0%                               |
| <b>5. Mark-up for equipment (%)</b>             | No answer                       | 10%                     | 0%                               |
| * Adjusted to meet RI prevailing wages          |                                 |                         |                                  |
| Sg B14039                                       |                                 |                         |                                  |

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 20

Amend No. \_\_\_\_\_

Date Prepared: July 11, 2014

Council Meeting Date: July 21, 2014

---

**TO:** Honorable Town Council

**FROM:** Town Manager Pamela T. Nolan

**SUBJECT:** Designation of the intersection of Arrow and Bow Run and the intersection of Arrow and Indian as a 2-way stop

**RECOMMENDATION:**

That the Town Council adopts the attached resolution amending the Official List of Designated Stop Intersections and the Official Stop Sign Map in accordance with Narragansett Code of Ordinances.

**SUMMARY:**

Adoption of this resolution will create a 2-way stop intersection for vehicles at the intersection of Arrow and Bow Run and Arrow and Indian Trail. Currently, there are no stop signs at these intersections. This request comes from the neighborhood as a traffic calming measure as previous stop signs have been utilized for the same reason within the neighborhood with success.

Assuming the council approves the resolution, the Public Works Department will need to locate and erect the stop signs.

**ATTACHMENTS:**

1. Proposed Resolution for adoption
2. Map showing intersection
3. Correspondence requesting stop sign

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**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_

LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_

Action Date: \_\_\_\_\_

**A RESOLUTION AMENDING THE OFFICIAL LIST OF DESIGNATED  
STOP INTERSECTIONS AND THE OFFICIAL STOP SIGN MAP IN  
ACCORDANCE WITH THE NARRAGANSETT CODE OF ORDINANCES**

**WHEREAS**, Article II, Section 74-37(c), provides a procedure to establish amendments to the designated Stop Intersections and amendments to the official Stop Sign Map of the Town of Narragansett, and

**WHEREAS**, the Town Manager has recommended, in accordance with Section 74-37(c), that a certain Stop Intersection be established in the Town of Narragansett,

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Narragansett that the list of designated Stop Intersections and the official Stop Sign Map of the Town of Narragansett, which are maintained by the Town Clerk, are hereby amended to provide for the creation of a Stop Intersection at the following location:

**The intersections of Arrow and Bow Run and t Indian Trail and Bow Run.**

**ADOPTED** this            day of July 2014.

---

James M. Callaghan  
President

**ATTEST:**

---

Anne M. Irons, CMC  
Town Clerk



**Arrow Drive/ Bow Run Intersection  
& Arrow Drive/ Indian Trail Intersection  
of the Forest Lake Neighborhood**

Existing Stop Sign



Proposed Stop Sign



Scale: 1"=100'  
Date: July 14, 2014  
Drawn By: JMA

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 21

Amend No. \_\_\_\_\_

Date Prepared: July 14, 2014

Council Meeting Date: July 21, 2014

---

**TO:** Pam Nolan, Town Manager

**FROM:** Michael DeLuca, Community Development Director

**SUBJECT:** Comprehensive Plan – Schedule Work Sessions with Planning Board

**RECOMMENDATION:**

A motion to schedule work sessions with the Planning Board and their consultant to review and comment on the draft Comprehensive Plan.

**SUMMARY:**

The Planning Board with their consultant, the Horsley Witten Group, has been working on the preparation of a new Town Comprehensive Plan for the past two years. To date, Horsley Witten Staff have directed the solicitation of public input to the Plan through public workshops and several topic-focused sessions with the Planning Board. From this they produced a “**Baseline Report**” of background information and formative issues on which the Plan is to be based.

In recent months, they have drafted new text for the nine (9) functional chapters of the plan which is called the “**Roadmap**” as it will set the direction for policy decisions in the future. In July, the HWG staff presented their first full draft to the Planning Board. The second draft of the “Roadmap” is now ready for Town Council review and input. Copy of these two documents will be forwarded under separate cover before the end of July.

On behalf of the Planning Board, the Community Development Department is requesting the Town Council set aside three (3) evenings to hear and comment on the draft Plan. Each session would be scheduled for approximately two hours. Staff suggests the following dates: Tuesday August 12<sup>th</sup>, Monday August 25<sup>th</sup>, and Monday September 8<sup>th</sup> (if necessary).

Following the work Sessions and Council input, the Planning Board would collaborate with the consultant to make appropriate revisions and bring the Plan forward for formal public hearing. The Council could expect to have its hearing in early October.

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**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_

LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_

Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC:** \_\_\_\_\_

**Amend No.** \_\_\_\_\_

**Date Prepared:** July 18 2014

**Council Meeting Date:** July 21, 2014

---

**TO:** Honorable Town Council

**FROM:** Pamela T. Nolan, Town Manager

**SUBJECT:** Administrative Compensation Schedule for Fiscal Year 2013-14

**RECOMMENDATION:**

That the Town Council adopt a resolution establishing an Administrative Compensation Schedule for Fiscal Year 2014-15.

**SUMMARY:**

The attached salary ranges are for those full-time Town of Narragansett employees who are not covered by a collective bargaining agreement. The proposed changes are highlighted in red.

**ATTACHMENTS:**

1. Resolution

---

**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

**ORD. #** \_\_\_\_\_ **RES. #**

**LCON#** \_\_\_\_\_ **LIC. #**

**Action Date:**

TOWN OF NARRAGANSETT  
Rhode Island  
RESOLUTION NO.

**A RESOLUTION ESTABLISHING AN ADMINISTRATIVE  
COMPENSATION SCHEDULE FOR FISCAL YEAR 2014-2015**

**BE IT RESOLVED**, that the following salary ranges are hereby approved for the period starting Jul 1, 2014 and ending June 30, 2015.

| <u>Position</u>              | <u>Current Range</u> | <u>Proposed Range</u>           |
|------------------------------|----------------------|---------------------------------|
| Assistant Town Engineer      | \$58,500 - \$64,770  | \$58,500 - <del>\$65,317</del>  |
| Building Inspector           | \$54,800 - \$76,814  | \$54,800 - <del>\$77,583</del>  |
| Community Development Dir    | \$66,152 - \$76,814  | \$66,152 - <del>\$77,583</del>  |
| Deputy Police Chief          | \$70,533 - \$91,800  | \$70,533 - <del>\$92,718</del>  |
| Executive Assistant-Town Mgr | \$37,024 - \$51,157  | \$37,024 - \$51,157             |
| Exec. Asst, Police           | \$43,000 - \$51,480  | \$43,000 - \$51,480             |
| Finance Director             | \$67,296 - \$94,382  | \$67,296 - <del>\$97,223</del>  |
| Fire Chief                   | \$68,102 - \$90,795  | \$68,102 - <del>\$93,538</del>  |
| Human Resources Mgr          | \$49,800 - \$57,500  | \$49,800 - \$58,650             |
| Parks & Rec Director         | \$59,755 - \$72,030  | \$59,755 - <del>\$74,192</del>  |
| Police Chief                 | \$68,479 - \$97,242  | \$68,479 - <del>\$100,158</del> |
| Public Works Director        | \$58,633 - \$71,937  | \$68,479 - <del>\$72,657</del>  |
| Senior Citizens Coord.       | \$34,625 - \$47,380  | \$34,625 - \$48,341             |
| Town Clerk                   | \$59,609 - \$74,906  | \$59,609 - \$74,906             |
| Town Engineer                | \$67,925 - \$96,548  | \$67,925 - <del>\$99,451</del>  |
| Town Manager                 | \$95,000 - \$120,000 | \$95,000 - \$122,400.           |

**This is ~~effective~~ first full pay period in July 2014.**

**ADOPTED** this 21<sup>st</sup> day of July 2014

---

James M. Callaghan, President

**ATTEST:**

---

Anne M. Irons, CMC  
Town Clerk

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC:** \_\_\_\_\_

**Amend No.** \_\_\_\_\_

**Date Prepared:** July 18, 2014

**Council Meeting Date:** July 21, 2014

---

**TO:** Pamela Nolan, Town Manager  
**FROM:** Chief Scott Partington, Fire Department  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Emergency Repairs to Engine 4

**RECOMMENDATION:**

That the Town Council approves the emergency repairs to the Fire Department's Engine 4 to be completed by Pascale Service Corporation, in the amount of \$6,064.64.

**SUMMARY:**

The department's Engine 4, a 1989 Hahn pumper truck has been sold (via GovDeals online auction) to Lake Mishnock Volunteer Fire & Rescue, pending delivery and acceptance of our new pumper. The new pumper has an expected delivery date of August 8, 2014 (at the earliest). In the meantime, this Hahn pumper truck is our only reserve truck if any of the other three Engine trucks go down and is in need of extensive repairs. Pascale Service Corporation is the only local dealer that can complete the necessary repairs in the amount of \$6064.64. The truck will be towed to the company in Pawtucket at a cost of \$500.00 (by Northrup's).

Funding is available in the Fleet Maintenance Operating Account, 01-735-0504, Vehicle Maintenance and Repair. Lake Mishnock has agreed to pay for half of the repair cost (\$3032.32).

**ATTACHMENTS:**

1. Proposal from Pascale Service Corporation, dated July 16, 2014.

---

**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

**ORD. #** \_\_\_\_\_ **RES. #** \_\_\_\_\_

**LCON#** \_\_\_\_\_ **LIC. #** \_\_\_\_\_

**Action Date:** \_\_\_\_\_



Parts & Service Professionals Since 1945

# REPAIR ORDER

|              |        |
|--------------|--------|
| INVOICE DATE |        |
| 16-Jul-14    |        |
| INVOICE NO.  | PAGE   |
| *QUOTE*      | 2      |
| CUSTOMER NO. | BRANCH |
| 77990        |        |

## Pascale Service Corporation

51 Delta Drive Pawtucket, RI 02860  
 401-722-2030 or 800-234-5873  
 www.pascaleservice.com

SOLD TO: TOWN OF NARRAGANSETT  
 FLEET MAINTENANCE  
 25 FIFTH AVENUE  
 NARRAGANSETT RI 02882

SHIP TO: TOWN OF NARRAGANSETT  
 FLEET MAINTENANCE  
 260 WESTMORELAND STREET  
 NARRAGANSETT RI 02882

|               |                |
|---------------|----------------|
| CUSTOMER P.O. | REFERENCE NO.  |
| 058143        | (401) 782-0688 |
|               | JP 012/000     |

|            |                        | PRICE/PER    | EXTENSION |
|------------|------------------------|--------------|-----------|
| 1 MI MISCO | MISC. PARTS            | \$225.00 BIL | 125.00EA* |
|            |                        |              | 125.00    |
|            | MISC SUBTOTAL          |              | 1114.65   |
|            | PARTS SUBTOTAL         |              | 935.95    |
|            | LABOR SUBTOTAL         |              | 3927.00   |
|            | MISC. SUPPLIES         |              | 78.54     |
|            | HAZARDOUS DISPOSAL     |              | 8.50      |
|            | ** OPR SUBTOTAL        |              | 6064.64   |
|            | *TOTAL PARTS:          |              | 935.95    |
|            | *TOTAL LABOR:          |              | 3927.00   |
|            | *TOTAL OTHER:          |              | 1114.65   |
|            | *TOTAL MISC. SUPPLIES: |              | 78.54     |
|            | *TOTAL CLEAN-UP FEE:   |              | 8.50      |

PURCHASER AGREES TO PAY ALL COSTS OF COLLECTIONS INCLUDING REASONABLE ATTORNEY FEES. INTEREST CHARGE OF 1% (18% PER YEAR) CHARGED ON ALL PAST DUE ACCOUNTS. ANY WARRANTIES ON THE PRODUCT SOLD HEREBY ARE THOSE MADE BY THE MANUFACTURE. THE SELLER, HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND NEITHER AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF SAID PRODUCT. AN EXPRESS MECHANIC'S LIEN IS HEREBY ACKNOWLEDGED ON THE ABOVE TRUCK OR COMPONENT TO SECURE THE AMOUNT OF REPAIRS THERETO.

|          |                   |           |            |
|----------|-------------------|-----------|------------|
| SUBTOTAL | TAX STATUS/STATE  | SALES TAX | PLEASE PAY |
| 35.00    | 6029.64 EXEMPT RI | 0.00      | 6064.64    |

I hereby authorize the repair work hereinafter set forth to be done along with the necessary materials and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, or any other cause beyond your control or for any delays caused by unavailability of parts or delay in parts shipments by the supplier or transporter. I hereby authorize and grant your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto.

X  
 CUSTOMER SIGNATURE

TERMS  
 \*QUOTE ONLY\*



Parts & Service Professionals Since 1945

### Pascale Service Corporation

51 Delta Drive Pawtucket, RI 02860  
401-722-2030 or 800-234-5873  
www.pascaleservice.com

## REPAIR ORDER

|              |        |
|--------------|--------|
| INVOICE DATE |        |
| 16-Jul-14    |        |
| INVOICE NO.  | PAGE   |
| *QUOTE*      | 1      |
| CUSTOMER NO. | BRANCH |
| 77990        |        |

SOLD TO: TOWN OF NARRAGANSETT  
FLEET MAINTENANCE  
25 FIFTH AVENUE  
NARRAGANSETT RI 02882

SHIP TO: TOWN OF NARRAGANSETT  
FLEET MAINTENANCE  
260 WESTMORELAND STREET  
NARRAGANSETT RI 02882

|               |                |           |           |
|---------------|----------------|-----------|-----------|
| CUSTOMER P.O. | REFERENCE NO.  | PRICE/PER | EXTENSION |
| 058143        | (401) 782-0688 | JP        | 012/000   |

R/O STATUS: Q QUOTE PRINT JOB TOTALS: Y  
EXPIRES: 10/13/2014  
UNIT: ENG4 YEAR: MAKE/MODEL: HAHN  
SERIAL: MILEAGE:  
OPR#01 00 000 73 REMOVE AND REPLACE CYLINDER HEAD.

REMOVE AND INSTALL THE CYLINDER HEAD ASSEMBLIES.  
REMOVE AND INSTALL NECESSARY WIRING AND PIPING IN ORDER TO GET ACCESS.  
THE INJECTOR TUBES ARE LEAKING AS PER THE CUSTOMER'S TESTS.  
CHECK THE CYLINDER HEADS FOR REUSE. DIASSEMBLE THE HEADS REMOVE AND REPLACE THE INJECTOR SLEEVES IN THE CYLINDER HEAD. PRESSURE TEST THE HEAD AND CHECK OPERATION.  
REASSEMBLE THE ENGINE.  
SET THE VAVLES AND INJECTOR ADJUSTMENTS.

\*\*\*\*\*NOTE\*\*\*\*\*

PARTS AND LABOR NEEDED OTHER THAN WHAT IS LISTED ON THIS ESTIMATE WILL BE AT AN ADDITIONAL COST.

|    |             |                        |              |          |         |
|----|-------------|------------------------|--------------|----------|---------|
| 42 | CPC 590063  | 15W40 SYN BLEND CJ4 TO | \$6.93       | 3.58EA   | 150.36  |
| 8  | WAR SUS65   | GREEN ANTIFREEZE FULL  | \$25.17      | 13.42EA  | 107.36  |
| 2  | MI SUPER XL | DEGREASER              | \$6.48       | 6.48EA   | 12.96   |
| 1  | BA B95      | HEAVY DUTY LUBE SPIN-  | \$52.80      | 21.12EA  | 21.12   |
| 6  | MI SP1      | SHELL SET              | \$23.67 BIL  | 13.41EA  | 80.46   |
| 4  | MI SP2      | SHELL SET MAIN         | \$38.94 BIL  | 22.07EA  | 88.28   |
| 4  | MI SP3      | THRUST WASHER          | \$14.07 BIL  | 7.97EA   | 31.88   |
| 2  | MI SP4      | GASKET SET             | \$105.87 BIL | 59.99EA  | 119.98  |
| 2  | MI SP5      | ROCKER GASKET          | \$35.34 BIL  | 20.03EA  | 40.06   |
| 1  | MI SP6      | OIL PAN GASKET         | \$29.70 BIL  | 18.63EA* | 18.63   |
| 6  | MI SP7      | INJ TUBE               | \$41.13 BIL  | 23.31EA  | 139.86  |
|    |             | FREIGHT                |              |          | 35.00   |
|    |             | SUBLET LABOR           |              |          | 1079.65 |
|    |             | REPLACE INJ. TUBES     |              |          |         |
|    |             | RESURFACE HEAD.        |              |          |         |
|    |             | NO VALVE WORK.         |              |          |         |

PURCHASER AGREES TO PAY ALL COSTS OF COLLECTIONS INCLUDING REASONABLE ATTORNEY FEES, INTEREST CHARGE OF 1% (18% PER YEAR) CHARGED ON ALL PAST DUE ACCOUNTS. ANY WARRANTIES ON THE PRODUCT SOLD HEREBY ARE THOSE MADE BY THE MANUFACTURE. THE SELLER, HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND NEITHER AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF SAID PRODUCT. AN EXPRESS MECHANIC'S LIEN IS HEREBY ACKNOWLEDGED ON THE ABOVE TRUCK OR COMPONENT TO SECURE THE AMOUNT OF REPAIRS THERETO.

|          |                  |           |             |
|----------|------------------|-----------|-------------|
| SUBTOTAL | TAX STATUS/STATE | SALES TAX | PLEASE PAY  |
|          |                  |           | *CONTINUED* |

X \_\_\_\_\_  
CUSTOMER SIGNATURE

I hereby authorize the repair work hereinafter set forth to be done along with the necessary materials and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, or any other cause beyond your control or for any delays caused by unavailability of parts or delay in parts shipments by the supplier or transporter. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto.