

**NARRAGANSETT TOWN COUNCIL
REGULAR MEETING
AGENDA**

January 20, 2015

7:30 p.m.

Posted 01-16-15

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

**NARRAGANSETT
TOWN COUNCIL**

President

Matthew M. Mannix

President Pro Tem

Susan Cicilline-Buonanno

Members

Raymond A. Ranaldi

Patrick W. Murray

Christopher Wilkens

Town Manager

Pamela T. Nolan

Town Clerk

Anne M. Irons, CMC

Town Solicitor

Mark A. McSally, Esq.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

December 15, 2014 Work Session Meeting

December 15, 2014 Regular Meeting

ANNOUNCEMENTS/PRESENTATIONS:

FORMAL SWEARING in and recognize the recently promoted members of the Narragansett Fire Department

Captain David Arnold to Fire Prevention Officer/Fire Marshal

Lieutenant Nelson Upright to the rank of Fire Captain

Firefighter Adam Cushman to the rank of Fire Lieutenant

Probationary Firefighter Kaolin Hart to Firefighter 1st Class

Updates of State Projects in Narragansett

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 ACCEPT a reimbursable FY2013 Emergency Management Performance grant of \$3,250.00 from the Rhode Island Emergency Management Agency and for the Town Manager to sign acceptance of said grant.
2. A MOTION to APPROVE a Class F Alcoholic Beverage License for the Narragansett Lions Club for a Spaghetti Supper Fundraiser on January 31, 2015 at the Community Center Narragansett, RI, subject to state and local regulations.
3. A MOTION to APPROVE a Class F-1 Alcoholic Beverage License for the Narragansett Chamber of Commerce Fundraiser on February 26, 2015 at the Towers, 35 Ocean Road, Narragansett, RI, subject to state and local regulations.
4. A MOTION to APPROVE the annual software support contract agreement for the RecPro Recreation Management System from RC Systems, Inc., in the amount of \$3,500.00.
5. A MOTION to APPROVE the list of Real Estate abatements in the amount of \$3,599.34; and the list of Real Estate addendums in the amount of \$7,887.29.
6. A MOTION to AWARD the bid for OEM Plow Parts for the Public Works Department to the most qualified bidder, Deana Truck Equipment Co, Inc., at the percentage discount off list prices of 25.1%, for a two-year period ending December 31, 2016.
7. A MOTION to APPROVE the repairs to the HVAC system at the Public Safety Building by JMB Mechanical, Inc., in the amount of \$4,848.00.

OLD BUSINESS:

NEW BUSINESS:

8. A MOTION to ACCEPT a reimbursable FY2014 State Homeland Security grant of \$26,950.00 awarded to Narragansett by the Rhode Island Emergency Management Agency and for the Town Manager to sign acceptance of said grant.
9. A MOTION to DISCUSS school bus and intersection monitoring cameras and whether the council wishes to pursue this matter.

10. A [MOTION](#) to SCHEDULE a work session with the Narragansett School Committee to discuss budget strategies and the school budget public hearing.
11. A [MOTION](#) to APPOINT a Town Council Liaison and an alternate to the school building committee.
12. A [MOTION](#) to SCHEDULE a work session to interview individuals to appoint to the school building committee.
13. A [MOTION](#) to APPROVE a contract amendment with Weston & Sampson, Inc. for additional professional environmental remediation services at the DPW Facility in the amount of \$15,000.00.
14. A [MOTION](#) to APPROVE the proposal for professional engineering services related to the Design Study Report and Work Plan - Phase II of the Road Improvement Project with BETA Group, Inc., in the total amount of \$336,800.00.
15. A [MOTION](#) to ALLOW for the replacement for a vacancy created by retirement in the Police Department, the replacement for a vacancy created by retirement in the Fire Department and the replacement for a clerk in building official's office.
16. A [MOTION](#) to DIRECT the Police Chief, Town Solicitor and Town Manager to design a proposal to defray the cost of Town of Narragansett enforcement by town departments associated with URI rental problems.
17. A [MOTION](#) to APPROVE a moratorium on bonded indebtedness for a period of ten years, unless monetary gain, public safety or major storm damage deems in necessary which will expire at 2359 hours on February, 1st 2025.
18. A [MOTION](#) to APPROVE a settlement GP Retail LLC v John Majeika.

REPORTS FROM TOWN MANAGER:

REPORTS FROM TOWN COUNCIL:

EXECUTIVE SESSION:

A MOTION to RETIRE to executive session after the January 20, 2015 council meeting to discuss the performance reviews for Anne M. Irons, Magistrate, John J. DeCubellis, Municipal Court Judge, Probate Court Judge James L. Sheridan, Mark A. McSally, Town Solicitor and Robert Donnelly, Assistant Town Solicitor as in accordance with RI General Laws 42-46-5 (a) (1) and appoint Susan Cicilline-Buonanno as Clerk Pro Tem.

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: January 2, 2015
Council Meeting Date: January 20, 2015

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.

- December 15, 2015 Work Session Meeting Minutes
- December 15, 2015 Regular Meeting Minutes

SUMMARY:

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

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
WORK SESSION MEETING
DECEMBER 15, 2014 MINUTES**

At a Work Session Meeting of the Town Council of the Town of Narragansett held on Monday, December 15, 2014 at 6:03 p.m.

Present: Matthew M. Mannix, President,

Susan Cicilline-Buonanno, President Pro Tem

Patrick W. Murray, Member arrived at 6:10 p.m.

Raymond Ranaldi, Member

Christopher Wilkens, Member

Pamela T. Nolan, Town Manager

School Committee: Ms. Tammy McNeiece, Chairperson; Dr. Diane Nobles, Vice Chairperson; Mr. Guy DeWardener; Mr. Frank White, Keith Ranaldi arrived at 6:15 p.m.

School Officials Attendance: Ms. Katherine E. Sipala, Superintendent; and Ms. Karen Hagan, Director of Finance and Administration.

Matthew M. Mannix, President called the joint meeting to order and asked Tammy McNeiece, School Committee Chair to take over the meeting.

Tammy McNeiece, School Committee Chair thanked the council for the opportunity to meet together and commented that there was a full agenda for tonight. She noted that Laura Kenyon, Finance Director and Karen Hagen Director of Finance and Administration would speak on the finance portion.

Laura Kenyon, Finance Director announced that the audit is not complete however she said the operating surplus for the town as of June 30, 2014 would be about \$2.3 Million Dollars which would bring the town up to \$8 Million Dollars which brings the town to a 15% undesignated fund balance. She noted the town has not made a determination of what will be done with the \$8 Million Dollars. She said she had a draft from the actuary on the pension plan. The ARC (annual retirement contribution) is going from 5.6 million to 4.8 million which is \$800,000 less. She commented that for next year she will need another additional amount of \$150,000 as the town did budget \$5 Million Dollars for the ARC however it is always a year behind. She noted that the Police Pension Plan 1666 is short and the ARC for that is \$208,000 and only \$126,000 was budgeted. She said the town is short \$81,000 for the current year and with the two plans she will need \$215,000 more and that totals \$365,000 from the tax base. The Finance Director noted that the 4% Cap will be that only \$1.9 million be raised for new tax revenue and \$365,000 will be for the ARCs payments for the pensions and the two new bonds will cost \$485,000 which is about \$900,000 of the \$1.9 million.

Laura Kenyon summarized the OPEB status and again stated the ARC went from \$5.6 to \$5.4 Million and is only funded at 3.1% and advised that money should go that way.

A discussion is held on the school's support staff pension plan and the increase could be minimal compared to last year's increase that went from 16% to 38%.

Ms. Katherine E. Sipala addresses the council on the spending of the fund balance. It will be for capital improvements and the yearly amount of \$700,000 towards the school's operating budget. She explained the agriculture program at the high school and the potential of tuition for students from any of the 8 districts in the area. The school department had applied for a career and tech certification with the Department of Education. She expects to hear about the approval within a few weeks. The green house project will be going out to bid in the winter which has been in discussion for a few years.

The Superintendent summarized the greenhouse/agriculture complex project. It was noted that the plans have not been finalized.

Ms. Katherine E. Sipala advised that the teaching and support staff contracts will both be in negotiations with the school department and school committee in the upcoming months.

Tammy McNeiece explained that after five long years a formal agreement has been agreed with the Jamestown school district and students from Jamestown will now have the choice to attend Narragansett High School as well as North Kingstown.

It was noted that an open house was held and a 1/3 of the students from the 8th grade class in Jamestown and their family attended as well as students from private schools attended the open house. The enrollment would be for the opening in school in September 2015.

Tammy McNeiece spoke on the process that the school department finalized as the figure for the tuition for the out of town students which is less than the students that live in town.

It was noted that the town bus would meet the students at the end of Boston Neck Road however if there was a need for the bus to go the island there would be a fee for that.

It was noted that \$280,000 in donations has been received for the proposed Community Athletic Complex at the high school.

Tammy McNeiece commented that the proposed building committee is an interesting partnership and will be different from the previous building committee for the previous \$21 Million Dollar school renovations. She commented that this project is funded with bond money, donations and school reserve funds. Tammy McNeiece proposed that the building committee be made up of a school committee representative or designee, town council representative or designee, superintendent or director of finance and administration, high school athletic director, director of school facilities and maintenance, school transportation and grounds director, and three town residents. She remarked that they had put a lot of thought into the makeup of the group. She also noted that there has been interest from residents already that they are interested in being on the buildings committee. She proposed that a call out go out to the committee and residents can send a letter of intent to the school department. She asked that the council appoint a council liaison at the January meeting and endorse the committee.

Town Manager Pamela Nolan commented that most of the proposed committee members were employees of the school department and there should be residents.

A lengthy discussion ensues on the makeup of the committee and the process of appointing a buildings committee for the building process of the athletic field with the council and school committee members and superintendent.

The school department had a concern about holding up the appointment of a committee as they want to award the architectural design bid soon in order to move the project forward.

A compromise was reached that a press release will be prepared by the school department requesting residents who would be interested in joining the buildings committee and school staff members will be at the meetings for their input and expertise however will not be appointed as committee members and 5 residents and 1 alternate and a council and school committee member and alternates will be part of the committee. The matter will be placed on the January 20th meeting for appointment.

Tammy McNeiece suggested that the council and school committee should meet again on the budget in late February or early March and one in April. She also asked that the public hearing on the school budget be at a meeting for that item alone and not at a regular town council meeting.

ADJOURNMENT:

The meeting ends at 7:04 p.m.

ATTEST:



Anne M. Irons, CMC
Council Clerk

MINUTES ACCEPTED AS
PRESENTED/AMENDED

Anne M. Irons, CMC
Council Clerk

**NARRAGANSETT TOWN COUNCIL
REGULAR TOWN COUNCIL MEETING
DECEMBER 15, 2014 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on
Monday, December 15, 2014 at 7:30 p.m., at the Narragansett Town Hall.

Present: Matthew M. Mannix, President,

Susan Cicilline-Buonanno, President Pro Tem

Patrick W. Murray, Member

Raymond A. Ranaldi, Member

Christopher Wilkens, Member

Pamela T. Nolan Town Manager

Mark A. McSally, Town Solicitor

Matthew M. Mannix, President calls the meeting to order and leads those in attendance in Pledging Allegiance to the Flag.

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is so voted to approve the regular minutes of the December 1, 2014 work session meeting and the December 1, 2014 regular meeting as presented.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

ANNOUNCEMENTS/PRESENTATIONS:

Jeffry Ceasrine gave updates on state projects in the Town of Narragansett: 1) Sprague bridge upgrades have been steel support girders, deck and concrete wing walls and support work was done underneath the bridge. Temporary restriping will be done for the winter months and construction will begin again in the spring. The project will be suspended for the winter months ; 2) Great Island Road Bridge will be a one lane traffic flow with alternating traffic for the unforeseeable future, site drainage work is being done and materials for the utility relocation have been ordered and work will be done during the winter.

OPEN FORUM:

Open Forum is now held and the following individuals address the Council, viz:

Stanley Wojciechowski speaks on an article in the newspaper about collateral damage that Harry Schofield wrote. He commented about being a landlord for 30 years and never having orange stickers on his property and the issues with students are only 10% and 90% of the landlords have the collateral damage due to the small amount. He suggested drones or GPS be used to pinpoint the noise from the specific property. He spoke on the small amount of issues and the town should assess those people only;

Albert Alba of Eagle's Nest Terrace spoke on a pier or bridge should be built in Narragansett and advertisements could be placed on the bridge which would pay for the construction; Bob Traeger commented that he was collateral damage due to the previous council on the situation of sewers in Jerusalem. He commented that he wished he could

spend the money to investigate on what went on with a conversation with a fellow lawyer; He said the council does not listen to people and they don't care;

Richard Van Germeersch addressed the council on a book that was centered in Narragansett about Governor Sprague and his wife. He said it was a spectacular read and shows that Narragansett is a great place to live. He commented that the town should be just as an important place to be as in Newport. He suggested trading Jerusalem with Middlebridge with South Kingstown. Mr. VanGermeersch hoped that the proposed Gansett Days will be successful.

A MOTION to SCHEDULE a PUBLIC HEARING – Whale Rock Restaurant Group LLC d/b/a Tortuga Restaurant 21 Pier Market Place, Narragansett, RI, Plat C, Lot 319.

Martin and Jennifer McElroy have submitted an application for a BV Liquor License at 21 Pier Market Place for Whale Rock Restaurant Group LLC d/b/a Tortuga Restaurant.

During the recent renewal process two establishments did not renew its liquor licenses for 2014-15, Konstantinos Inc. "Basil's", 22 Kingstown Road and Soho Restaurante LLC "Soho", 21 Pier Market Place.

Mr. and Mrs. McElroy are requesting the town council consider issuing Whale Rock Restaurant Group LLC d/b/a Tortuga Restaurant a Class BV license in place of one these alcohols beverage licenses and schedule a public hearing in order to begin the process of opening the proposed new restaurant. The suggested date for the public hearing is January 5, 2015.

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously so voted to SCHEDULE the public hearing to January 5, 2015 at 8:00 p.m.

Mark A. McSally, Town Solicitor explained that the applicant is seeking a Class B Alcoholic Beverage license. He noted that the previous council renewed liquor licenses in November effective December 1 and two applicants did not submit renewal paperwork and one was located at this facility and one was Basil's Restaurant and by law those licenses cease to exist for those entities because they were not renewed. He explained that state law permits the town to set the limit of how many licenses for each class they will have and that a limit is set to the equal number of current establishments that are licensed. He further explained later in the agenda the council has the opportunity to expand the number of licenses annually. He again said that two licenses were not renewed in December so there are two Class BV licenses that no one owns or they are not associated with any businesses and that is what these individuals are applying for now. Mr. McSally said that initially a transfer application was submitted however there is nothing to transfer as of December 1st that license for that business because it was not renewed ceased to exist which was SoHo Restaurant. The license is not assigned to anyone right now which is a Class B license which the council can reduce the numbers and eliminate the availability of those licenses or schedule a public hearing to grant it to this applicant. He said what was before the council tonight was a request to schedule a public hearing for an open license in town to consider to grant to this applicant.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

CONSENT AGENDA

The consent agenda is voted on with one motion.

- 1. A MOTION to APPROVE the list of Real Estate abatements in the amount of \$99.40 and the list of Motor Vehicle abatements in the amount of \$192.68.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 2. A MOTION to APPROVE the waiver of interest for taxpayers in accordance with Ordinance 2010-936.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 3. A MOTION to APPROVE Miscellaneous License application for a victualing license for Ann Deffley d/b/a Traveling Gourmet at 1004 Boston Neck Road, Narragansett, RI, subject to local and state regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 4. A MOTION to APPROVE the request from the Narragansett Lions Club for its annual Pier Plunge scheduled for January 1, 2015 from 10:00 am to 2:00 pm at the Town Beach, subject to approval of state and local regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 5. A MOTION to APPROVE the request from the Narragansett Running Association for their annual Super 5K Road Race to be held on Sunday February 1, 2015 subject to approval of state and local regulations.**

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 6. A MOTION to APPROVE the request from the Monsignor Clarke School for its annual Beat the Chill, Climb the Hill 5K Road Race to be held on Saturday March 7, 2015 subject to approval of state and local regulations.**

APROVED (Cicilline-Buonanno- Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 7. A MONTION to APPROVE the request from the Narrow River Preservation Association for their annual NRPA Road Race to be held on May 9, 2015 from 8:30 a.m. to 1:00 pm, subject to approval of state and local regulations.**

APPROVED (Cicilline-Buonanno Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 8. A MOTION to APPROVE the request from St. Thomas More Parish for their 8th Annual Parish Festival at Veteran's Memorial Park on Saturday June 20, 2015 from mid -afternoon to 9:00 pm. Subject to state and local regulations.**

APPROVED (Cicilline-Buonanno Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

- 9. A MOTION APPROVE the request from Gray Matter Marketing and the Narragansett Historical Society to conduct the third annual Ocean Road 10K road race to be held on Sunday October 4, 2015 from 8:00 am to 11:00 am subject to approval of state and local regulations.**

APPROVED (Cicilline-Buonanno Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

10. A MOTION to APPROVE the purchase of one computer data terminal system and supporting Windows 7, Internal Scanner and accessories for a Ford Interceptor sedan police cruiser from PatrolPC, in the amount of \$5,962.00.

APPROVED (Cicilline-Buonanno Ranaldi 5/0)

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

OLD BUSINESS:

11. A MOTION to RESCHEDULE performance reviews for the individuals serving in those positions directly appointed by the Town Council to December 22, 2014 and December 29, 2014 at 6:00 p.m.

Susan Cicilline-Buonanno had request that the council conduct performance reviews for the individuals serving in the following positions:

- Judge of Municipal Court
- Judge of Probate Court
- Magistrate/Clerk Municipal Court
- Town Solicitor/Assistant Solicitors (3)

These officials are appointed by the Town Council every two years, but the appointments are typically approved without much discussion during the first meeting held after a new council is elected each November. The council should conduct performance reviews of these officials because it will allow council members to provide feedback to these officials regarding the community's views about how they are doing their jobs. These performance reviews should take place every two years at this time to ensure that the officials serving in these positions are accountable to the voters of Narragansett.

The suggested dates are as follows:

- December 22, 2014 - Judge DeCubellis & Judge Sheridan
- December 29, 2014 - Anne Irons & Mark McSally & Robert Donnelly

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously so voted to schedule performance evaluations on December 22, 2014 for Judge DeCubellis & Judge Sheridan and December 29, 2014 for Anne Irons & Mark McSally & Robert Donnelly, Town Solicitors.

Mark A. McSally, Town Solicitor commented that he may be able to make the 22nd of December and if not the 29th of December could be an alternate date.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

NEW BUSINESS:

12. A MOTION to INTRODUCE, READ, PASS, and ACCEPT as a First Reading An Ordinance in Amendment of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled Solid Waste.

After almost another year of implementation of the Town's recycling program, staff has identified certain housekeeping amendments to the existing ordinance language. The major points were to insure consistency of language with respect to definitions, and to further reinforce the hauler's fiscal responsibility in the event that a "contaminated load of recyclable material" (i.e. trash mixed with recyclables) is rejected at the Rhode Island Resource Recovery Corporation (RIRRC) landfill or the Rose Hill Regional Transfer Station. Since the haulers are using the Town's authority to tip materials at these sites, and since we cannot realistically control the haulers actions or what they actually pick up from their customers, we cannot and should not assume financial liability for loads that are rejected at either site.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to INTRODUCE, READ, PASS, and ACCEPT as a First Reading An Ordinance in Amendment of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled Solid Waste.

Jeffrey Ceasrine explained it was mostly housekeeping that has been amended in the ordinance. He noted that there was no penalty clause if the hauler had a contaminated load at the landfill and this amendment would now include if the hauler had brought a contaminated load to the landfill the hauler would be fined and not the town.

Raymond Ranaldi asked that the town look into the application for events being held in town to also recycle and not just be responsible for trash.

The council members discussed recycle bins at a reduced cost or free for the residents and also the type of bins such as the type that South Kingstown gives their residents. Also the council discussed the amount of fines that the haulers are responsible for if fined by the town and the salary of the recycling coordinator.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

TOWN OF NARRAGANSETT

CHAPTER

AN ORDINANCE IN AMENDMENT OF CHAPTER 62 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND ENTITLED, "SOLID WASTE".

The Town Council of the Town of Narragansett hereby ordains as follows:

SECTION 1. Section 62-4 of Article I of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“The collection of solid waste and recyclable materials within the town is hereby prohibited between the hours of 10:00 p.m. and 6:00 a.m. on any day of the week.”

SECTION 2. Section 62-51 of Article II of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“(c) The license year shall be January 1 through December 31 of the same calendar year. Fees for licenses issued to new commercial haulers and obtained during the license period will be pro-rated proportionately. Pro-ration will begin no later than thirty (30) days from initial application and fee due date.”

SECTION 3. Section 62-52 of Article II of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“(a) All licensed commercial haulers shall be liable and financially responsible for all tipping fees and charges associated with loads delivered to RIRRC.”

SECTION 4. Section 62-54 of Article II of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“Sec. 62-54 Operation of vehicles transporting solid waste and/or recyclables.

(a) No person shall operate any vehicle upon a public highway of this town in which solid waste and/or recyclables are carried unless such materials are covered or properly secured to prevent the contents of the vehicle from falling off and littering the highway. Failure to properly cover or otherwise properly secure a vehicle load shall constitute a violation of this chapter.”

SECTION 5. Section 62-80 of Article II of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“(a) Residents may elect to subscribe with a commercial hauler licensed by the Town of Narragansett to collect solid waste and recyclable materials. Licensed commercial haulers providing residential subscription service collection shall provide regularly scheduled recycling services for each and every residential customer. All residents that subscribe to residential subscription service collection must recycle all designated residential recyclable materials. Said materials shall be placed at the curbside or other locations approved by the resident’s commercial hauler in designated containers.”

SECTION 6. Section 62-84 of Article II of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“No person or entity that is not licensed for collection of residential recyclable materials may accept or collect residential recyclable materials.”

SECTION 7. Section 62-85 of Article II of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“(c) As a condition of any license issued to a commercial hauler under this Chapter, said hauler shall agree without reservation to the following minimum terms and conditions:

(2) All licensed commercial haulers shall collect recyclables from each and every residential customer verified on their customer list and shall ensure that:

(a) the quantity of recyclables collected from customers meets or exceeds minimum town recycling rates as established by the Rhode Island Resource Recovery Corporation or Rhode Island general law, and

(b) the recyclables collected from customers are free from contamination and comply with all state and federal laws and collection facility site rules, regulations and policies.”

SECTION 8. Section 62-89 of Article II of Chapter 62 of the Code of Ordinances of the Town of Narragansett, Rhode Island entitled “Solid Waste” is hereby amended as follows:

“The director may issue hauler licenses to private parties or charitable organizations to collect residential recyclable materials that do not qualify to be placed in residential recycling bins per RIRRC, on the condition that a report is provided to the director by such party or organization detailing the amount of each material collected and filed, in compliance with RIRRC and/or RIDEM reporting requirements. Issuance of such license is conditional provided that the director determines that such collection does not defeat the purpose or cost effectiveness of the town's recycling program, nor conflict with the town's local implementation program.”

SECTION 9. This Ordinance shall take effect upon its passage and all other ordinances or parts of ordinances inconsistent herewith are hereby repealed.

First Reading read and passed in Town Council Meeting legally assembled the 15th day of December, A.D. 2014.

Second Reading read and passed in Town Council Meeting legally assembled the day of January, A.D. 2015.

ATTEST:

Anne M. Irons, CMC, Town Clerk

13. A MOTION to AWARD the bid for Wastewater Laboratory Analysis to the lowest bidder, Premier Laboratory, Inc., at their quoted contract prices for a one-year period.

In accordance with our RIPDES wastewater treatment systems license, and the RIDOH laboratory certification requirements, the Wastewater Division is required to test the treatment facility discharge on a regular basis for a number of different parameters. This work must be performed by an independent laboratory that is licensed and certified by the State Department of Health and Department of Environmental Management. The bid proposal package included a lump sum item for regular permit testing, unit prices for the required individual testing parameters, and other wastewater related tests and evaluations (i.e. pretreatment testing). This contract is for a one-year period: January 1, 2015 – December 31, 2015. Request for bids was advertised in the Narragansett Times, solicited, and posted on the Town of Narragansett and State Purchasing Division websites. Five vendors were solicited and two responded. The Engineering Department has reviewed the bids and recommends an award accordingly to Premier Laboratory at their quote prices and rates for each item. The staff is familiar and comfortable with their quality of work and level of service, having used them in the past. Funding is available in the Wastewater Fund Operating Account, 32-750-0201, Professional Services.

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously so voted to AWARD the bid for Wastewater Laboratory Analysis to the lowest bidder, Premier Laboratory, Inc., at their quoted contract prices for a one-year period.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

**14. A MOTION to AWARD the bid for Architectural\Engineering
Services for Kinney Bungalow HVAC Project to Architectura,
Inc., in the amount of \$22,000.00.**

At the September 2, 2014 Town Council meeting (CC # 13), the Town Council authorized the staff to solicit proposals for architectural\engineering services for the Kinney Bungalow HVAC Project. Kinney Bungalow has become a popular facility for private events, including weddings, private parties, and corporate events. The main function area (second floor) does not have heat or air conditioning, and the use of the building is subsequently restricted. The Land Trust, at their July 2014 meeting, voted 8-0, to request that the Town Council direct the staff to prepare a Request for Proposals to undertake the following engineering tasks:

1. Code review and Preliminary Design Report for HVAC options, including a discussion of the historical challenges that said design and construction will present.
2. Preliminary Design of selected option.
3. Development of probable estimate of construction for selected option.
4. Development of projected annual operating costs for selected option.

This work will focus on the engineering aspects of this project; any discussion of the estimated payback (based on increased building use) will be done separately, as it will involve a marketing component. The Engineering Department will manage this project.

Patrick W. Murray moved, Susan Cicilline-Buonanno seconded to award the bid for Architectural\Engineering Services for Kinney Bungalow HVAC Project to Architectura, Inc., in the amount of \$22,000.00.

Jill Lawler, Chair of the Land Conservancy Trust addresses the council on the project. She said the question is should the town do this or not. She said she believed that at least install heat to the building to lengthen the time period that Kinney Bungalow could be rented out for events. She said that the question has been discussed for over 4 years and it was time to find out the cost and to either go forward and not.

Jeffrey Ceasrine town engineer addresses the council on the architectural and engineering services to find out the cost of installing air conditioning and/or heat for the Kinney Bungalow and present design objects to do that and the cost to install and the cost to operate the system annually.

A lengthy discussion ensues on the payback of the project and it is decided to continue the matter to the February 2, 2015 in order for the council members to research the project further.

Christopher Wilkens moved, Raymond Ranaldi seconded and it is so voted to continue the motion to AWARD the bid for Architectural\Engineering Services for Kinney Bungalow HVAC Project to Architectura, Inc., in the amount of \$22,000.00 the first meeting in February.

Susan Cicilline-Buonanno nay, Raymond A. Ranaldi aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

15. A MOTION to APPROVE the purchase of Winter Road Sand from PJ Keating Company and/or Drybridge Sand and Stone Co. at the unit prices quoted in the State of Rhode Island Master Price Agreement (MPA #123) for the 2014/2015 winter season.

Road Sand is utilized by the Public Works Department Highway Division during winter storm events for treating roads. During a typical winter season the department uses approximately 1,000 tons of road sand. Sand will be purchased under this unit price agreement as needed to replenish inventory as it is used. The Town will be purchasing this material pursuant to the State of Rhode Island MPA # 123, which is effective 10/1/14 – 6/30/15. Bids were solicited and awarded by the State of Rhode Island, Office of Purchasing. The Town will primarily purchase the sand from PJ Keating Company (\$15.50/ton) and use Drybridge Sand and Stone Co. as a backup supplier (\$16.49/ton). Funding is available in the Highway Division Operating Account, 01-730-0512, Snow Removal.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded APPROVE the purchase of Winter Road Sand from PJ Keating Company and/or Drybridge Sand and Stone Co. at the unit prices quoted in the State of Rhode Island Master Price Agreement (MPA #123) for the 2014/2015 winter season.

Susan Cicilline-Buonanno aye, Christopher Wilkens aye, Raymond A. Ranaldi aye, Patrick W. Murray aye, Matthew M. Mannix aye

16. A MOTION to APPROVE a policy that effective immediately, full time employees will not be hired employed or interviewed without express consent of the Narragansett Town Council.

Patrick W. Murray placed this matter on hiring full time employees on the agenda.

Current hiring policy does allow replacement of full time employees without the knowledge or consent of the current sitting Town Council. Due to current financial short falls in the upcoming 2015-2016 Town budget this is an attempt to further evaluate current hiring practices to aid in budget relief.

Patrick W. Murray moved, Raymond A. Ranaldi seconded to APPROVE a policy that effective immediately, full time employees will not be hired employed or interviewed without express consent of the Narragansett Town Council.

Patrick Murray said during this difficult economic time it's needed and that is why he placed the matter on the agenda. Raymond Ranaldi addresses the council on the matter.

He remarked that he wants to understand all the issues before the council and reads sections from the town charter that the council is responsible for.

Susan Cicilline-Buonanno said she cannot support the motion at all and it is town manager's job and the finance director to guide the council.

Christopher Wilkens said he doesn't look at it for a freeze of hiring he looks at it as a filter and he does respect the town manager's recommendation.

Pamela Nolan commented that the town is governed by contracts and the police and fire have to keep an active list for any vacancies and have to fill a vacancy in so many days and does not believe that those two departments should be involved in the process.

She noted that the departments do have to prove to her that an employee is needed and she has even held some back and then found that it was necessary to fill because of the service to the people. She did note that she has worked under this restriction before and does not faze her however there will be grievances filed by the unions. Matthew Mannix said he received a strong message from the people to hold the budget. He said there are only 160 employees in the town. He said conceptually Patrick Murray is shooting for that if someone does leave the town the town manger should come to the council to inform them that she is or isn't going to hire someone to replace the employee. He said the wording of the motion does not work and Patrick Murray and the Town Manager should meet to discuss the motion.

Christopher Wilkens moved, Patrick W. Murray seconded and it is so voted to continue the motion to APPROVE a policy that effective immediately, full time employees will not be hired employed or interviewed without express consent of the Narragansett Town Council.

Resident Stanley Wojciechowski comments.

Susan Cicilline-Buonanno nay, Raymond A. Ranaldi aye, Patrick W. Murray aye,
Christopher Wilkens aye, Matthew M. Mannix aye

17. A MOTION to DIRECT the Town Clerk to advertise the fact that the Town Council is considering increasing the number of authorized liquor licenses.

As in accordance with the Town's Liquor License Rules & Regulations, I am seeking direction from the Town Council on whether to advertise to consider increasing the number of alcoholic beverage licenses in town.

Article IX – NUMBER OF ALCOHOLIC BEVERAGE LICENSES

B. Annually, in the month of February, the Town Council may, in its discretion, vote to increase the number of authorized licenses in any class so as to give interested persons the opportunity to apply for an alcoholic beverage license. If the Town Council decides to consider increasing the number of authorized licenses, it shall in the month of December direct the Town Clerk to advertise in the first week of January the fact that the Town Council is considering increasing the number of authorized licenses. The notice shall require all interested parties to submit an application and all of the material required under Section I hereof not later than February 10. The town clerk was requesting the council to direct as to whether the town council is interested in advertising to consider increasing the number of liquor licenses in town.

Susan Cicilline-Buonanno moved, Raymond W. Ranaldi to DIRECT the Town Clerk to advertise the fact that the Town Council is considering increasing the number of authorized liquor licenses.

The Town Clerk explained it's in the rules that every year the council directs the clerk to advertise to consider any new applications for a liquor license and then the normal procedure would happen if anyone applies.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

18. A MOTION to APPROVE the Town Council meeting schedule for 2015.

The Town Council holds its regular meetings on the first and third Mondays of each month at 7:30 p.m. However, due to Monday holidays the council will meet on 3 Tuesdays in 2015, January 20, 2015, February 17, 2014 and September 8, 2014.

There is also the option of moving the council meetings to the 4th Monday in February (February 23, 2015) and the 4th Monday in April (April 27, 2015) due to school vacations being observed the third week in February and April if there is a need to accommodate for any planned vacations for council members. Staff is requesting the Town Council to approve the attached schedule of the proposed Town Council meetings for 2015.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPROVE the Town Council meeting schedule for 2015.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

**19. A MOTION to SCHEDULE WORK SESSIONS with the Planning Board
and their consultant to continue review and comment on the draft
Comprehensive Plan.**

The Planning Board with their consultant, the Horsley Witten Group, (HWG) has been working on the preparation of a new Town Comprehensive Plan for the past two years. To date, HWG has 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. Copy of the documents was provided to the previous Town council in August after which two workshops were held. A third was deferred until after the election. Staff gave the new members of the Council a copy of the “**Roadmap**” document last week. On behalf of the Planning Board, the Community Development Department is now requesting the Town Council set aside an evening to hear and comment on the draft Plan and its related “**Action Plan**”. This session would be

focused on the progress to-date and would highlight the Plan's five (5) major Guiding Principles. Staff suggests the workshop be held Monday January 12, 2015.

If necessary there could be a second workshop to address the "**Action Plan**".

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to a SCHEDULE WORK SESSION with the Planning Board and their consultant to continue review and comment on the draft Comprehensive Plan to January 26, 2015 at 6:00 p.m.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

20. A MOTION to APPOINT/REAPPOINT two individuals to the Finance Committee for a four year term which will expire on December 1, 2018 and REAPPOINT one individual as an alternate for a two year term which will expire on December 1, 2016.

The Finance Committee has three seats available for reappointment. The following indicates the original board appointment dates and expiration dates of the current members. The Board members have requested to be reappointed. There is also one application on file from John Stone.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
Harris R. Chorney	12/06/2010	12/01/2014
Maria Spanos	12/17/2012	12/01/2014
Christopher P. Lefoley (Alt.)	12/17/2012	12/01/2014

Raymond A. Ranaldi moved, Patrick W. Murray seconded and it is unanimously so voted to REAPPOINT Harris Chorney and Maria Spanos to the Finance Committee for a four year term which will expire on December 1, 2018 and REAPPOINT Christopher P. Lefoley as an alternate for a two year term which will expire on December 1, 2016.

Susan Cicilline-Buonanno aye, Raymond A. Ranaldi aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

21. A MOTION to APPOINT/REAPPOINT four individuals to the Towers Committee for a two year term which term will expire on June 1, 2016.

The Towers Committee has four seats available for reappointment. All members have requested to be reappointed. There is also one vacant position as Friends of The Towers Representative for which the term will expire on 6/1/2016. The following indicates the original board appointment date and expiration date for the current member.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
David E. Ousterhout	8/6/2012	8/1/2014
Charles Ted Wright	8/6/2012	8/1/2014
Anne-Marie Silveira	8/6/2012	8/1/2014
Margaret B. Rogers	4/17/2014	8/1/2014
Vacant (Friends of the Towers)	6/18/2014	6/1/2016
Vacant (Resident at Large)	8/1/2012	8/1/2014

Christopher Wilkens moved, Susan Cicilline-Buonanno seconded and it is unanimously REAPPOINT David Ousterhout, Charles Ted Wright, Anne-Marie Silveira, and Margaret Rogers to the Towers Committee for a two year term which term will expire on June 1, 2016.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Patrick W. Murray aye, Christopher Wilkens aye, Matthew M. Mannix aye

ADJOURNMENT:

The meeting adjourns at 9:02 p. m.

ATTEST:



Anne M. Irons, CMC
Council Clerk

MINUTES ACCEPTED AS
PRESENTED/AMENDED

Anne M. Irons, CMC
Council Clerk

A digital format is made a part of the record for a complete account of the council meeting. <https://www.youtube.com/channel/UCaXrjLKjolyaFtqVXBLwEfg>

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: December 19, 2014
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager

FROM: Scott Partington, Fire Chief

SUBJECT: Fire Department Promotions

RECOMMENDATION:

To formally swear in and recognize the recently promoted members of the Narragansett Fire Department

SUMMARY:

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

Captain David Arnold to Fire Prevention Officer/Fire Marshal

Lieutenant Nelson Upright to the rank of Fire Captain

Firefighter Adam Cushman to the rank of Fire Lieutenant

Probationary Firefighter Kaolin Hart to Firefighter 1st Class

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: December 19, 2014
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager
FROM: Scott M. Partington, Fire Chief
PREPARED BY: Susan W. Gallagher, Purchasing Agent
SUBJECT: FY2013 EMPG Grant

RECOMMENDATION:

That the Town Council accepts a reimbursable FY2013 Emergency Management Performance grant of \$3,250.00 from the Rhode Island Emergency Management Agency and for the Town Manager to sign acceptance of said grant. This grant will assist with an ongoing project for the revision and enhancement of the Town's Emergency Operations Plan (EOP) and compliance with the current formatting standards.

SUMMARY:

The Narragansett Emergency Management has applied for a grant to cover the revision/update to the Town of Narragansett's Emergency Operations Plan (EOP) in the amount of \$3,250.00. Grant funding is available from the Rhode Island Emergency Management Agency (RIEMA), and the Department of Homeland Security.

ATTACHMENTS:

1. Grant award No. 23-04-FY2013 EMPG.

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: _____



RIEMA RHODE ISLAND
EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
Jamia R. McDonald **Executive Director**

October 7, 2014

Director Scott Partington
Narragansett Emergency Management Agency
40 Caswell Street
Narragansett, Rhode Island 02882

Subject: Grant Award – FY2013 Emergency Management Performance Grant: 23-04-FY2013 EMPG

Dear Director Partington:

This letter serves as notification that your agency has been awarded a FY2013 Emergency Management Performance Grant in the amount of \$3,250. Below is a list of items that have been awarded by the Rhode Island Emergency Management Agency:

- Contract for COOP (\$3,250)

As stated in the attached award document, the **period of performance is October 1, 2014 to June 30, 2015**. Please submit all reimbursements prior to the end of the period of performance to ensure process of payment. Any expenditures made after the end date will automatically be deemed ineligible.

In order to finalize your acceptance of this award, please review the terms and conditions as outlined in Form 101 - Special Grant Conditions and Reporting Requirement Guidelines.

These must be signed to ensure compliance with federal and state regulations and returned to this agency no later than October 31, 2014. A copy of each of these forms will be returned to you with our signature verification for your records. These funds cannot be dispersed until the forms are completed and signed copies are sent back to you.

These forms and additional grant management guidance can be found in the Rhode Island Emergency Management Agency's Sub-Recipient Grant Handbook located on our website www.riema.ri.gov.

If you have any questions regarding this grant award, please do not hesitate to contact our Grant Manager, Pamela Leary, at (401) 462-7016 or via email at pamela.leary@ema.ri.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Jamia R. McDonald".

Jamia R. McDonald
Executive Director

cc: Grant File- FY2013 Emergency Management Performance Grant: 23-04-FY2013 EMPG

Rhode Island Emergency Management Agency
STATEMENT OF SUBGRANT AWARD

10/1/2014

U.S. Department of Homeland Security - Office for Domestic Preparedness

FY2013 Emergency Management Performance Grant

Federal EMPG Grant Number

Project and Budget Period: 10/1/2014 to 6/30/2015 **EMW-2013-EP-00040-S01**

Program Award Date: 10/1/2014 **CFDA # 97.042**

APPLICATION No.:	23-04-FY2013 EMPG		
Narragansett EMA		Reimbursements will be made via:	wire
Narragansett			
Point Of Contact:	Director Scott Partington		

Project A **COOP**

Solution	Category	Item Description	Cost per Unit	Quantity	Total Cost
Operational Coordination	planning	Contract for COOP			\$ 3,250.00

Total for Project A **\$ 3,250.00**

Total for Application **\$ -**

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 02

Amend No. _____

Date Prepared: January 8, 2105
Council Meeting Date: January 20, 2015

TO: Pamela T. Nolan, Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Class F Liquor License Application – Narragansett Lions Club
Fund Fundraiser at the Community Center

RECOMMENDATION:

That the Town Council approve a Class F Alcoholic Beverage License for the Narragansett Lions Club for a Spaghetti Supper Fundraiser on January 31, 2015 at the Community Center Narragansett, RI, subject to state and local regulations.

SUMMARY:

The Narragansett Lions Club will be hosting a fundraiser at the Community Center on January 31, 2015. As part of the event, they will be serving alcohol and food. Under state law a Class F 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: _____

'15 JAN 6 PM 1:25

CLASS F/CLASS F-1 LICENSE APPLICATION

PLEASE CHECK ONE:

CLASS F LICENSE X

CLASS F-1 LICENSE _____

(PLEASE PRINT)

DATE OF APPLICATION: 1/6/2015

NAME OF APPLICANT: Narragansett Lions Club
(AGENCY/NON-PROFIT ORGANIZATION)

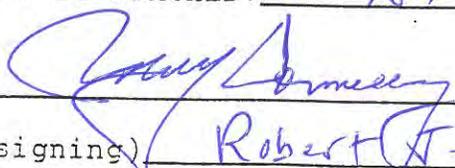
ADDRESS OF APPLICANT: P.O. Box 186
Narragansett, RI 02882

LOCATION TO BE USED: Community Center

KIND OF EVENT: Spaghetti Supper Fundraiser

DATE OF EVENT: January 31, 2015

TELEPHONE # WHERE APPLICANT CAN BE REACHED: 789-7800

SIGNATURE: 
(Please print name of person signing) Robert W. Donnelly

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

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 03

Amend No. _____

Date Prepared: January 8, 2105
Council Meeting Date: January 20, 2015

TO: Pamela T. Nolan, Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Class F-1 Liquor License Application – Narragansett Chamber of
Commerce Fund Fundraiser at the Towers

RECOMMENDATION:

That the Town Council approve a Class F-1 Alcoholic Beverage License for the Narragansett Chamber of Commerce Fundraiser on February 26, 2015 at the Towers, 35 Ocean Road, Narragansett, RI, subject to state and local regulations.

SUMMARY:

The Narragansett Chamber of Commerce will be hosting a fundraiser at the Towers on February 26, 2015. 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 X _____

(PLEASE PRINT)

DATE OF APPLICATION: 1/9/15

NAME OF APPLICANT: Narragansett Chamber of Commerce
(AGENCY/NON-PROFIT ORGANIZATION)

ADDRESS OF APPLICANT: PO Box 742
Narragansett, RI 02882

LOCATION TO BE USED: The Towers

KIND OF EVENT: Great Taste of Narragansett Cocktail Party

DATE OF EVENT: 2/26/15

TELEPHONE # WHERE APPLICANT CAN BE REACHED: 401-783-7121

SIGNATURE: Christine M. Quigley

(Please print name of person signing) CHRISTINE M. QUIGLEY

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

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 04

Amend No. _____

Date Prepared: December 23, 2014
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager
FROM: Steve Wright, Parks and Recreation Director
PREPARED BY: Susan W. Gallagher, Purchasing Manager
SUBJECT: Annual Software Support Contract for the RecPro Recreation Management System

RECOMMENDATION:

That the Town Council approves the annual software support contract agreement for the RecPro Recreation Management System from RC Systems, Inc., in the amount of \$3,500.00.

SUMMARY:

This annual service agreement covers the support and upgrades for the Rec Pro Software, used by Parks and Recreation. The Rec Pro system was purchased and installed in January 2013 through a competitive-bidding process.

RC Systems, Inc. owns the license agreement for the Rec Pro 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.

The time period of this agreement is February 1, 2015 – January 31, 2016.

Funding is available in the PC Software/Programs Account, "0320" in the Parks and Recreation and Beach Enterprise Fund operating budgets.

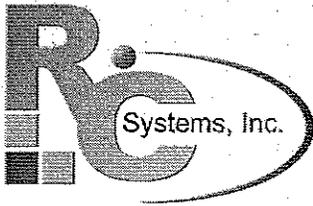
ATTACHMENTS:

1. Invoice from RC Systems, dated 12/15/2014.

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: _____



35807 Moravian Drive
 Clinton Twp., MI 48035
 Ph: (586) 469-4200
 Fx: (586) 469-4867
 www.rcsystemsinc.com

Providing Business Solutions Since 1985!

INVOICE# 16265

Invoice Date: 12/15/2014
Due Date: 1/14/2015
PO#: VERBAL-D. DURDA
Terms: NET 30 DAYS
Page: Page 1 of 1

Bill To: TOWN OF NARRAGANSETT PARKS & RECREATION
 ATTN: ACCOUNTS PAYABLE
 170 CLARKE ROAD
 NARRAGANSETT, RI 02882

Date Worked	Description	Quantity	Unit Price	Extension
	Annual software support contract renewal for the ReCPro Recreation Management system. This contract provides support and upgrades for the period from 02/01/15 through 01/31/16. Your current contract expires on 01/31/15.	1.00 EA	\$3,500.00	\$3,500.00
	THANK YOU FOR YOUR BUSINESS		Invoice Total:	\$3,500.00

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

**CC: _____ 05
Amend No. _____**

Date Prepared: January 9, 2015
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager

FROM: Laura Kenyon, Finance Director

SUBJECT: Real Estate Abatements & Addendums

RECOMMENDATION:

That the Town Council approves the list of Real Estate abatements in the amount of \$3,599.34; and the list of Real Estate addendums in the amount of \$7,887.29.

SUMMARY:

These Real Estate abatements concern:

- (1) An application for an Appeal of Property Tax was filed with the Tax Assessor; upon review, the Tax Assessor made a reduction to the value; therefore generating an abatement of tax for the 2014 billing period.

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 Real Estate addendums concern:

- (1) Certificate of occupancies were issued on these properties; upon review by the Tax Assessor, per RIGL 44-5-13.25; adjustments were made to the total assessed value(s) and proration bills were issued to property owners and added to the 2014 Real Estate Addendum roll.

ATTACHMENT: Copy of spreadsheet for real estate abatements and real estate addendums

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: _____

TAX YEAR	OLD VALUE	NEW VALUE	DIFFERENCE	RATIO	PRORATE VALUE	RATE	ADD	ACCT #	MAP/LOT	NAME	REASON
2014	\$ 184,500	\$ 292,800	\$ 108,300	0.351	\$ 37,979	10.04	\$ 381.31	R-00-1029-83	N-A 41-7	GREENE, PAMELA	ADDENDUM BILL
2014	\$ 129,400	\$ 802,000	\$ 672,600	0.186	\$ 125,306	10.04	\$ 1,258.07	R-00-1030-20	D-88-7-2	EANNARINO, RICHARD & PATRICIA	ADDENDUM BILL
2014	\$ 130,100	\$ 791,500	\$ 661,400	0.214	\$ 141,340	10.04	\$ 1,419.05	R-00-1030-22	D-88-7-4	CASWELL COTTAGES LLC	ADDENDUM BILL
2014	\$ 130,500	\$ 791,700	\$ 661,200	0.214	\$ 141,298	10.04	\$ 1,418.63	R-00-1030-21	D-88-7-3	LONGO, ELIZABETH	ADDENDUM BILL
2014	\$ 218,100	\$ 290,800	\$ 72,700	0.167	\$ 12,150	10.04	\$ 121.99	R-00-1029-88	N-A-41-12	NARRAGANSETT HIGHLANDS	ADDENDUM BILL
2014	\$ 230,700	\$ 394,800	\$ 164,100	0.285	\$ 46,757	10.04	\$ 469.44	R-19-2780-00	M167-103	CONATY, CARA	ADDENDUM BILL
2014	\$ 574,400	\$ 604,500	\$ 30,100	0.312	\$ 9,401	10.04	\$ 94.39	R-23-0325-00	I-J-59	GOYETTE, PAUL & SANDRA	ADDENDUM BILL
2014	\$ 363,100	\$ 408,200	\$ 45,100	0.307	\$ 13,839	10.04	\$ 138.94	R-19-0365-15	S-1-31	SANTOS, JOSE & MARILIA	ADDENDUM BILL
2014	\$ 367,200	\$ 414,200	\$ 47,000	0.573	\$ 26,912	15.06	\$ 405.29	R-23-2372-52	P-325-1	LIBERTY PARTNERSHIP LLC	ADDENDUM BILL
2014	\$ 1,066,800	\$ 1,230,900	\$ 164,100	0.310	\$ 50,804	10.04	\$ 510.07	R-04-2726-00	N-M-20	DORBAY INC	ADDENDUM BILL
2014	\$ 290,500	\$ 342,900	\$ 52,400	0.274	\$ 14,356	10.04	\$ 144.13	R-03-4688-00	N-K-2-30	CRESSMAN, DONALD & MARY JANE	ADDENDUM BILL
2014	\$ 145,400	\$ 290,800	\$ 145,400	0.290	\$ 42,226	10.04	\$ 423.95	R-00-1029-92	N-A-41-16	NARRAGANSETT HIGHLANDS	ADDENDUM BILL
2014	\$ 145,400	\$ 290,800	\$ 145,400	0.290	\$ 42,226	10.04	\$ 423.95	R-00-1029-91	N-A-41-15	NARRAGANSETT HIGHLANDS	ADDENDUM BILL
2014	\$ 316,900	\$ 339,300	\$ 22,400	0.416	\$ 9,328	10.04	\$ 93.65	R-16-2454-20	N-F-639	FLYNN, CAROLINE	ADDENDUM BILL
2014	\$ 242,700	\$ 407,400	\$ 164,700	0.353	\$ 58,209	10.04	\$ 584.41	R-18-2279-00	D-133-A	RUDMAN, DEBORAH	ADDENDUM BILL
							\$ -				
							\$ -				
					TOTAL ADDS:		\$ 7,887.29				

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 06
Amend No. _____

Date Prepared: December 29, 2014
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager
FROM: Michael DiCicco, Interim Director of Public Works
PREPARED BY: Susan W. Gallagher, Purchasing Manager
SUBJECT: Award of bid - OEM Plow Parts

RECOMMENDATION:

That the Town Council awards the bid for "OEM Plow Parts" for the Public Works Department to the most qualified bidder, Deana Truck Equipment Co, Inc., at the percentage discount off list prices of 25.1%, for a two-year period ending December 31, 2016.

SUMMARY:

This bid consists of a percentage discount off list prices for Fisher/Minute-Mount OEM plow parts, to be ordered as needed by the Public Works Department in order to keep the fleet of plow trucks operational during winter storm events. This discount is applied for a two-year period: January 1, 2015- December 31, 2016. DeJana Truck Equipment offered the highest discount of 25.1% and is an authorized Fisher dealer.

The request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Six vendors were solicited and three responded. The attached spreadsheets list the results from the solicitation.

Funding is available in the Public Works Fleet Maintenance Division Operating Account, 01-735-0504, Fleet Vehicle Maintenance and Repair.

ATTACHMENTS:

1. December 18, 2014 solicitation spreadsheet for bid opening.

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: 07

Amend No. _____

Date Prepared: January 12, 2015
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager
FROM: Dean Hoxsie, Police Chief
PREPARED BY: Susan W. Gallagher, Purchasing Manager
SUBJECT: Public Safety Building – HVAC Repairs

RECOMMENDATION:

That the Town Council approves the repairs to the HVAC system at the Public Safety Building by JMB Mechanical, Inc., in the amount of \$4,848.00.

SUMMARY:

On October 20, 2014, the Town Council awarded a contract for “General Heating, Ventilation, and Air Conditioning Services” to JMB Mechanical, Inc. Similar to our other service contracts, this process allows us to complete minor repairs and system upgrades, with hourly rates and multipliers for equipment and materials that are held for a one (1) year period. JMB Mechanical, Inc. offered the lowest rates on the requested services and was awarded the contract accordingly.

The recent cold snap revealed several operational issues with the HVAC system at the Public Safety Building. In particular, several zone dampers in the attic had failed, and a portion of the control system needs to be replaced in order for the system to operate efficiently during outside temperature extremes.

The attached estimate of \$4,848.00 from JMB Mechanical, Inc. is for the necessary work. The Engineering Department has reviewed the estimate along with the hourly rates and multipliers, and is satisfied that this represents a fair value for the intended work. Under the recently adopted policy, projects with a value of over \$4,000.00 under this format require Town Council approval.

Funding is available in the Police Department Operating Account, 01-511-0507, Building Maintenance and Repairs.

ATTACHMENTS:

1. Estimate from JMB Mechanical, Inc., dated January 9, 2015.

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: _____

JMB Mechanical Inc.

1008 Plainfield Street
Johnston, RI 02919

(401) 944-7500 Phone
(401) 943-0525 Fax

Estimate

Date	Estimate #
1/9/2015	1540

Name / Address
TOWN OF NARRAGANSETT 25 FIFTH AVENUE NARRAGANSETT, RI 02882-3612

Item	Description	Qty	U/M	Cost	Total
	POLICE STATION 2ND FLOOR				
	REMOVE EXISTING 4 ZONE DAMPER SYSTEM. INSTALL NEW DUCT MOUNTED DAMPER (SUPPLY DUCT). INSTALL NEW PRESSURE RELIEF DAMPER. INSTALL NEW THERMOSTAT IN EACH ZONE. INSTALL NEW 4 ZONE PANEL. USE EXISTING WIRING FROM OLD PANEL TO OLD DAMPERS (WIRE ONLY). SETUP UNIT TO OPERATE ON 2 STAGE OF HEAT AS WELL AS COOLING. CHECK ALL DUCTWORK FOR CONNECTIONS AND FITNESS.				
PARTS	ZONING SYSTEM & MATERIALS (\$1,300.00 COST + 20% MARKUP)	1	ea	1,560.00	1,560.00
TECHNICIAN	24 HOURS LABOR	24	ea	68.50	1,644.00
HELPER	24 HOURS LABOR	24	ea	68.50	1,644.00
			Total		\$4,848.00

Customer Signature _____

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 08

Amend No. _____

Date Prepared: December 19, 2014
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager
FROM: Scott M. Partington, Fire Chief
PREPARED BY: Susan W. Gallagher, Purchasing Agent
SUBJECT: FY2014 Homeland Security Grant

RECOMMENDATION:

That the Town Council accepts a reimbursable FY2014 State Homeland Security grant of \$26,950.00 awarded to Narragansett by the Rhode Island Emergency Management Agency and for the Town Manager to sign acceptance of said grant. This grant will fund the creation of the newly designed Emergency Operations Center (EOC) and the purchase of personal protective equipment for Police/Fire.

SUMMARY:

Narragansett Emergency Management applied for and was awarded a zero cost match federal grant to fund upgrades/improvements of a newly designed Emergency Operations Center (EOC) for the Town of Narragansett in the amount of \$24,850.00. Personal Protective Equipment (PPE) will also be funded in the amount of \$2,100.00 for the purchase of emergency water rescue life vests for both Police and Fire personnel. Grant funding is available from the Rhode Island Emergency Management Agency (RIEMA), and the Department of Homeland Security.

ATTACHMENTS:

1. Grant award No. 23-04-2014 SHSP.

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: _____



RIEMA RHODE ISLAND
EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
Jamia R. McDonald **Executive Director**

October 1, 2014

Chief Scott Partington
Narragansett Emergency Management Agency
40 Caswell Street
Narragansett, Rhode Island 02882

Subject: Grant Award - FY2014 State Homeland Security Grant: 23-04-2014 SHSP

Dear Chief Partington:

This letter serves as notification that your agency has been awarded a FY2014 State Homeland Security Grant in the amount of \$26,950. Unfortunately, due to a limited amount of funds and a large request for funding, we are unable to fully fund all your requested project(s) at this time. Below is a list of items that have been awarded by the Rhode Island Emergency Management Agency:

- Creation of Emergency Operations Center (EOC) (\$24,850)
- Personal Protective Equipment (\$2,100)

As stated in the attached award document, the period of performance is **October 1, 2014 to December 31, 2015**. Please submit all reimbursements prior to the end of the period of performance to ensure process of payment. Any expenditure made after the end date will automatically be deemed ineligible.

In order to finalize your acceptance of this award, please review the terms and conditions as outlined in Form 101 - Special Grant Conditions and Reporting Requirement Guidelines. These must be signed to ensure compliance with federal and state regulations and returned to this agency. A signed original of these forms will be returned to you with our signature verification for your records. These funds cannot be dispersed until the forms are completed and signed copies are sent back to you.

These forms and additional grant management guidance can be found in the Rhode Island Emergency Management Agency's Sub-Recipient Grant Handbook located on our website www.riema.ri.gov.

If you have any questions regarding this grant award, please do not hesitate to contact our Grant Manager, Pamela Leary, at (401) 462-7016 or via email at pamela.leary@ema.ri.gov.

Sincerely,



Jamia R. McDonald
Executive Director

cc: Grant File- FY2014 State Homeland Security Grant: 23-04-FY2014 SHSP

Rhode Island Emergency Management Agency
STATEMENT OF SUBGRANT AWARD

October 20, 2014

U.S. Department of Homeland Security - Office for Domestic Preparedness

FY2014 State Homeland Security Grant

Project and Budget Period: 10/1/2014 to 12/31/2015

Program Award Date: 10/1/2014

Federal SHSP Grant Number:

EMW-2014-SS-APP-00008-S01

CFDA # 97.067

Grant Award No.	23-04-2014-SHSP	Federal share percentage:	100%
Narragansett EMA		Sub-recipient share percentage:	0%
Narragansett, Town of			
Point of Contact:	Scott Partington, Chief	Reimbursements will be made via:	Electronic transfer

- Project A Creation of Emergency Operations Center (EOC)
- Project B Personal Protective Equipment
- Project C

Solution	Category	Item Description	Cost per Unit	Quantity	Total Cost
Project A	Creation of Emergency Operations Center (EOC)				
Equipment	Operational Coordination	EOC Equipment	\$ 24,850.00	1	24,850.00

Total for Project A \$ 24,850.00

Project B	Personal Protective Equipment				
Equipment	Physical Protective Measures	Water PPE	\$ 210.00	10	2,100.00

Total for Project B \$ 2,100.00

Project C

Total for Project C \$ -

Total Grant Award \$ 26,950.00
 Federal share \$ 26,950.00
 Sub-recipient share \$ -



RIEMA RHODE ISLAND EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
Jamia R. McDonald **Executive Director**

Rhode Island Emergency Management Agency Special Grant Conditions and Reporting Requirement Guidelines (Form 101)

Recipient/sub-recipient agrees to comply with the most recent version of the Administrative Requirements, Cost Principles and Audit Requirements, as set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

1. *Administrative Requirements*

- a. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- b. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations (OMB-A110)

2. *Cost Principles*

- a. 2 CFR Part 225, Cost Principles for State and Local and Indian tribal Governments (OMB Circular A-87)
- b. 2 CFR Part 220, Cost, Principles for Education Institutions (OMB Circular A-21)
- c. 2 CFR Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122)
- d. Financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.

3. *Audit Requirements*

- a. Recipient/sub-recipient agrees to comply with the organizational audit requirements of Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments and Non-Profit Organizations as further described in the current edition of the OJP Financial Guide, 3.19.
- b. Recipient/sub-recipient agrees to comply with all applicable Rhode Island State Purchases Laws pursuant to Rhode Island General Law Title 37 Chapter 2 et seq.; purchasing rules and regulations, as well as local regulations.
- c. Recipient/sub-recipient agrees to use federal funds granted under this award to supplement but not supplant state or local funds for homeland security preparedness.



RIEMA

RHODE ISLAND
EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
Jamia R. McDonald **Executive Director**

- d. Recipient/sub-recipient understands and agrees that use of any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without express prior written approval of the Office of Domestic Preparedness (ODP) is strictly prohibited.
- e. Recipient/sub-recipient is prohibited from transferring funds between programs.

4. **Reporting Requirements and Financial Guides**

Sub-recipient agrees to meet reasonable fiscal and administrative requirements to account for its federal grant funds in accordance with OMB Circular A-102 and as the Office of the Governor or Rhode Island Emergency Management Agency (RIEMA) may require including but not limited to submitting: quarterly financial reports, quarterly progress reports and final financial reports. **Quarterly reports must be signed by an Authorized Agent and submitted to RIEMA within fifteen (15) days after the close of each calendar quarter as follows:**

<u>Quarter Dates</u>	<u>Quarterly Report Due Date</u>
October 1 to December 31	January 15
January 1 to March 31	April 15
April 1 to June 30	July 15
July 1 to September 30	October 15

Failure to comply with this provision may result in the withholding of sub-grant funds until the delinquent report is received.

Sub-recipient further agrees to establish fiscal control and fund accounting procedures which meet minimum requirements of these guidelines to ensure proper disbursement of, and accounting for, grant funds. Such accounting procedures must provide for an accurate and timely recording of receipt of funds by source, of expenditures made from such funds, and of unexpended balances. Sub-recipients that are not a state or quasi-governmental entity are required to maintain a separate account number for each grant.

RIEMA recognizes that the costs associated with equipment procurements that were submitted as part of the grant applications may only have been estimates. Therefore should a cost savings be realized, during an equipment acquisition process, sub-recipient may return excess funds to RIEMA or petition RIEMA to change the quantity of a particular item, or request that it be allowed to purchase an additional item.



RIEMA RHODE ISLAND EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
Jamia R. McDonald **Executive Director**

5. Payment Methodology

RIEMA shall only remit funds to sub-recipients upon receipt of a Grant Reimbursement Request Form, signed by an Authorized Agent, and supporting documentation.

- 1) Equipment or services provided, including vendor invoices, purchase orders, signed packing slips to certify receipt of goods and proof of payment such as cancelled checks.
- 2) Exercises or training, copies of training announcement including date, time, instructors and or speakers, location, topic(s), spreadsheet with attendee's name, rates of pay and number of hours signed by an Authorized Agent and proof of payment such as attendee sign in lists with signatures or payroll records.

6. Grant Closeout Date

The Grant Reimbursement Request Form may be submitted at any time during the grant period of performance. Any unused balance existing at the grant end dates shall be de-obligated back to RIEMA unless sub-recipient receives an extension from RIEMA.

7. Project Monitoring/Evaluation

Sub-recipient agrees to fully cooperate with periodic programmatic, fiscal monitoring, records review and site visits conducted by RIEMA. Sub-recipient agrees to follow any other special conditions as outlined in the funding opportunity announcement. Sub-recipient agrees to submit all forms and necessary supporting documentation in a timely and accurate manner. In addition to participating in RIEMA sponsored surveys as well as all other required reports related to any RIEMA-administered grant program. RIEMA reserves the right to deny payment to any approved programs, for failure to comply with this provision.

8. Maintenance of Records

All grant documents including but not limited to invoices, purchase orders, packing slips, equipment make, model and serial numbers, must be maintained for a minimum of three (3) years after RIEMA closeout date.

9. Property acquired with grant funds

RIEMA requires that property acquired with grant funds be tagged and tracked, with a detailed description of the property, serial or identification number, source of property, name of owner, acquisition date, cost, location, condition and disposition data as stated in the Sub-recipient Grant Management Handbook, Appendix A. Title to property acquired in whole or in part with grant funds shall vest in the sub-recipient, subject to divestment at the option of RIEMA. Sub-recipients shall exercise due caution in the use, maintenance, protection and preservation of such property.



RIEMA RHODE ISLAND EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
Jamia R. McDonald **Executive Director**

10. *Civil Rights Requirements*

All recipients, sub-recipients regardless of the type of entity or the amount awarded, are subject to the prohibitions against discrimination in any program or activity and may be required by the Office of Civil Rights (OCR) of the U.S. Department of Justice, through selected compliance reviews, to submit data to ensure their services are delivered in an equitable manner to all segments of the service population and their employment practices comply with equal employment opportunity requirements. 28 CFR 42.202(n).

11. *Americans with Disabilities Act*

All federal grant recipients must comply with the American with Disabilities Act (ADA).

12. *Discrimination Prohibited*

No person shall on the grounds of race, color, or religion, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under or denied employment in connection with any programs or activity funded in whole or in part with funds made available under the Omnibus Crime Control and Safe Streets Act of 1968, as amended. Recipients/sub-recipients of funds under the Act are also subject to the provisions of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1974, as amended; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681; the Age Discrimination Act of 1975, 42 U.S.C. §6102; and DOJ Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E and G.

13. *Reporting of Adverse Finding of Discrimination*

It is the responsibility of all grantees, sub-recipients and contractors under grants, to report to the Office of Justice Programs, Office for Civil Rights and the Rhode Island Division of Legal Services within the Department of Administration, any finding of discrimination after a due process hearing, on the basis of race, color, religion, national origin or sex by a federal or state court or administrative agency pursuant to 28 C.F.R. Part 42.204(a)(b)(c).

14. *Equal Opportunity Program Requirements*

It is the responsibility of all sub-recipients to ensure that their employment practices comply with Equal Opportunity Requirements, 28 CFR 42.207, 42.301 et seq., Rhode Island General Laws Title 28 Chapter 5 through 6; and Gubernatorial Executive Orders governing the promotion of a diverse workforce, equal opportunity, and the prevention of sexual harassment, including, where applicable, the requirement of sub-recipients to formulate and implement an Equal Opportunity Employment Plan.



RIEMA RHODE ISLAND
EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
Jamia R. McDonald **Executive Director**

15. *Application of Sub-grant Conditions to Contractors*

Whenever a sub-recipient may choose to implement a project by further sub-granting to an independent contractor, all or any part of the amount of this award, the sub-recipient shall include the provisions of this handbook in a sub-grant award or contract which shall be reduced to writing and submitted to RIEMA for prior approval. Implementing a co-sub-recipient or independent contractor, by the sub-recipient, may be responsible for the day-to-day operations of the project, including hiring, terminations and budget revisions, however, only when the contracts between the sub-recipients and the implementing sub-recipients or independent contractors so specify. A signed copy of all such contracts must be forwarded to RIEMA.

16. *Ethical Standards/Prohibited Political Activity*

It is the responsibility of all sub-recipients to comply with applicable provisions of Rhode Island General Law 36-14, Code of Ethics and the provisions of the Hatch Act, which limits the political activity of public employees.

17. *Congressional Budget and Impoundment Control Act of 1974, as amended*

Grant awards are conditional, and subject to congressional or executive action including budget deferral recession.

18. *Lobbying, Debarment, Suspension, Drug-Free Workplace*

Sub-recipient shall complete the appropriate provisions of the attached OJP Form 4061/6.

19. *Interest Earned on Federal Funds*

Political subdivisions, (including cities, towns, counties and special districts created by State law) shall account for interest earned on Federal funds. Local units of government may keep interest earned on Federal grant funds up to \$100 per federal fiscal year. This maximum limit is not per award; it is inclusive of all interest earned as a result of all Federal grant program funds received per year. Interest earned in excess of \$100, excluding Local Law Enforcement Block Grants (LLEBG) and Juvenile Accountability Incentive Block Grants (JAIBG) must be remitted to the United States Department of Health and Human Services, Division of Payment Management Services, P.O. Box 6021, Rockville, MD 20852.

Non-profit organizations shall account for interest earned on Federal funds. Non-profit organizations may keep interest earned on Federal grant funds up to \$250 per federal fiscal year. This maximum limit is not per award; it is inclusive of all interest earned as a result of all Federal grant program funds received per year. Interest earned in excess of



RIEMA RHODE ISLAND
EMERGENCY MANAGEMENT AGENCY

Lincoln D. Chafee **Governor**
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\$250, must be remitted to the United States Department of Health and Human Services, Division of Payment Management Services, P.O. Box 6021, Rockville, MD 20852

Interest earned on LLEBG Block and JAIBG Block grants must be accounted for and reported as program income, and used in accordance with the provisions of Part III, Chapter 4 (Program Income). Any unexpended program income should be remitted to the Office of Justice Programs, Office of the Comptroller, Attn: Funds Control Branch 810 7th Street, NW 5th Floor, Washington, DC 20531.

20. NIMS Compliance

Sub-recipients of EMPG Grant Awards are required to meet certain National Incident Management System (NIMS) compliance requirements. All emergency preparedness response, and/or operation of resources and/or activities awarded through this grant are compelled to complete training programs consistent with the NIMS National Standard Curriculum Development Guide. Training includes: IS 100, IS 200, IS 700, IS 800; and the FEMA Professional Development Series of: IS 139, IS 230.a, IS 235.a, IS 240.a, IS 241.a; IS 242.a, and IS 244a. Sub-recipient's must also complete the NIMS Data Collection Tool by November 30th each year.

I have read, initialed and understand the six (6) pages of Special Grant Conditions and Reporting Requirement Guidelines and hereby agree to comply with them.

Signature of Authorized Agent	Date	Agency
Name (Printed)	Grant Award Number	
Signature of RIEMA Official	Date	
Jamia R. McDonald, Executive Director		

PLEASE SIGN AND RETURN WITHIN THIRTY (30) DAYS

Authorized Official Initial

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 09

Amend No. _____

Date Prepared: 8 January 2015
Council Meeting Date: 20 January 2015

TO: Pamela Nolan, Town Manager

FROM: Dean Hoxsie, Police Chief

SUBJECT: Traffic monitoring cameras

RECOMMENDATION:

That a discussion begin with the town council about the possibility of school bus and intersection monitoring cameras and whether the council wishes to pursue this matter.

SUMMARY:

During the school year in Narragansett, we have had frequent complaints about motorists not stopping for the school bus that provides service to the Point Judith Road school children. Point Judith Road has historically been the most frequent location of people traveling through the red stop lights on school buses. This is in part because of the configuration of the roadway which contains four travel lanes and is not physically divided by a barrier between the north and south bound lanes.

The police department makes efforts to shadow the bus with both marked and unmarked patrols but those are not always available over the duration of the buses travels. We have found a company, Sensys America that provides automated bus monitoring cameras as well as intersection monitoring cameras. There is no cost to the town and the company bases its revenue on a percentage of fines issued by the police department. In order for Sensys to install the single bus monitoring camera they would require that there cameras also be installed at certain intersection selected by the town.

An explanation can be provided about the service and a demonstration provided by Sensys if the town council so chooses.

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
Police Department • 40 Caswell Street • Narragansett, RI
02882 • Chief Dean Hoxsie
Tel. (401) 789-1091 TDD (401) 782-0661 Fax (401) 783-6201

POLICE DEPARTMENT
Fax No. (401) 783-6201

December 22, 2014

Pamela Nolan
Town Manager
Town of Narragansett,

Pam,

Over the past two months we have been receiving complaints for school bus violations taking place on Point Judith Road in the area of Schooner Cove. In response to the complaints of violations we have had both marked and unmarked patrols watching the bus stop locations as well as shadowing the bus during its stops on the route. While this is effective while in progress, we cannot always have an officer available for this detail.

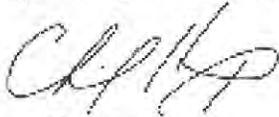
While at the RI Police Chiefs Tech. Expo we had a presentation from Sensys. America. They provide traffic signal and school bus monitoring systems that take video and photo footage of violation. They presently have the two cameras' that were just installed on Route 1 in Charlestown at the intersection with both East and West Beach roads. The equipment is installed at no cost to the community and is allowable under RI General Law. The company keeps a portion of the fine proceeds and that is how their company creates revenue.

On December 10, 2014 Rick Ledford from Sensys met with Supt. Sipala and you and I. He provided a presentation for the superintendent so that she could see how the equipment worked and the violations were determined. Supt. Sipala agreed with the use of the product on the Rt. 108 bus and stated that she would speak with the school committee about it being installed and determine their level of interest.

So here is how this would work. In order for Sensys to install the camera system on that one bus, they would require that they be allowed to set up additional traffic monitoring cameras at traffic light monitored intersections. There are four (4) intersections on Rt. 108 that we feel could benefit from enforcement which is not always available by patrol officers. In order for this process to begin we would need council approval.

Sensys America will come to a council meeting or workshop and provide a brief 20 minute presentation so that they are better informed about the technology and how it is used. This would also include that the police department ultimately approves the issuance of a violation and a citation being issued. If the council would like to have this presentation please let me know and I will arrange on a date that is convenient for them.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'D. Hoxsie', written in a cursive style.

Dean Hoxsie
Chief of Police

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

**CC: 10
Amend No. _____**

Date Prepared: January 7, 2015
Council Meeting Date: January 20, 2015

TO: Honorable Town Council

FROM: Pamela T. Nolan Town Manager

SUBJECT: Work Session with School Committee on the FY 2015-16 Budget

RECOMMENDATION:

That the Town Council schedule a work session with the Narragansett School Committee to discuss budget strategies and the school budget public hearing.

SUMMARY:

This will allow both governing bodies and management to engage in a dialogue regarding projected revenues, anticipated budget needs, and other important budget issues in developing the proposed school and town budgets for the Town of Narragansett for FY 2015-16.

The suggested dates for the work session are April 20, 2015 (School Vacation Week), April 27, 2015 or May 4, 2015 at 6:30 p.m.

The suggested date for the public hearing is April 13, 2015.

ATTACHMENT:

TOWN CLERK USE ONLY:

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

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**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

**CC: 11
Amend No. _____**

Date Prepared: January 7, 2015
Council Meeting Date: January 20, 2015

TO: Honorable Town Council
FROM: Susan Cicilline-Buonanno, President Pro Tem
SUBJECT: Council Liaison for Building Committee for the Proposed Athletic Field Complex at Narragansett High School

RECOMMENDATION:

That the Town Council APPOINT a council liaison and council alternate liaison to the new building committee.

SUMMARY:

Two council members are to sit on the Building Committee for the Athletic Field Complex. One council member would be an alternate member.

ATTACHMENT:

TOWN CLERK USE ONLY:

Consent Agenda
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 Public Hearing – No Action Taken

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**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

**CC: 12
Amend No. _____**

Date Prepared: January 7, 2015
Council Meeting Date: January 20, 2015

TO: Honorable Town Council
FROM: Susan Cicilline-Buonanno, President Pro Tem
SUBJECT: Work Session to conduct interviews for Building Committee for the Proposed Athletic Field Complex at Narragansett High School

RECOMMENDATION:

That the Town Council schedule a work session to conduct interviews for the new building committee.

SUMMARY:

This committee will work with the Architect, Gale Associates, and the School Department staff to oversee the project of the Athletic Field Complex to be constructed at the Narragansett High School Campus.

The school department advertised in the newspaper seeking individuals for the building committee. The building committee will consist of five (5) town residents as well as one (1) Town Council member (and 1 Alternate) and one (1) School Committee member (and 1 Alternate).

It has been suggested that interviews be scheduled the week of January 26, 2015 and appointments could then be made at the February 2, 2015 council meeting.

ATTACHMENT:

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**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 13

Amend No. _____

Date Prepared: December 23, 2014
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager

FROM: Jeffry Ceasrine, P.E., Town Engineer
Michael DiCicco, Interim Director of Public Works

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: DPW Facility – Environmental Remediation (oil discharge)

RECOMMENDATION:

That the Town Council approves a contract amendment with Weston & Sampson, Inc. for additional professional environmental remediation services at the DPW Facility in the amount of \$15,000.00.

SUMMARY:

The Town has documented a release of hydraulic oil from a failed in-ground vehicle lift at the Westmoreland Street DPW Facility. The State Department of Environmental Management (RIDEM) has issued both a Notice of Intent to Enforce (NOITE) and a Letter of Responsibility (LOR) that detail required remediation activities at the site. These activities include groundwater and soil testing (by a certified laboratory), additional soil/water monitoring, removal of the failed lift system and all contaminated soil, detailed reporting, etc.

Weston & Sampson, Inc. was originally retained by the Town to conduct the preliminary groundwater and soil testing, prepare the necessary response plans to RIDEM, and oversee the removal of the contaminated soil and the placement of new gravel and concrete slab. That work has been completed, and we are now required to conduct quarterly groundwater testing, monitoring, laboratory analysis, and detailed reporting. This requirement will remain in place until all groundwater tests are negative for pollutants for at least three (3) consecutive quarters. When we removed some contaminated soil in 2011, it was impractical to remove all such soil without compromising the structural integrity of the building. As such, trace amounts of contaminants remain in the soil, and have historically been present in the quarterly sampling. Long-term, there are two (2) possible paths to take. First, through natural attenuation, the contaminants should ultimately decrease in concentration to levels below the reporting/action levels. This will likely take years.

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A second path would be to investigate and develop a groundwater treatment system- these are typically very expensive, and may not make sense for the apparent small volume of contaminants that we are dealing with. While we are looking into this option further; under either scenario, we are responsible for the quarterly testing and monitoring as noted in the attached proposal until we have three (3) consecutive “clear” quarters.

This contract amendment is for the 2015 calendar year quarterly sampling, testing, and reporting of groundwater wells as ordered by RIDEM’s “Remedial Approval Letter of January 26, 2011. This price for annual monitoring is the same price as was held for 2013 and 2014.

Funding is available in the Public Works Capital Projects Account, 20-710-7000, Westmoreland Maint. Facility.

ATTACHMENTS:

1. Proposal from Weston & Sampson, Inc., dated December 22, 2014.

**Town of Narragansett – Department of Public Works Facility
Weston & Sampson Project No. 2100218**

December 22, 2014

Mr. Jeffry Ceasrine, P.E.
Town Engineer
Town of Narragansett
260 Westmoreland Street
Narragansett, RI 02882

**Re: Proposal for Additional Consulting Services - 2015
Town of Narragansett Department of Public Works Facility**

Dear Mr. Ceasrine:

Weston & Sampson is pleased to submit this proposal to the Town of Narragansett (the Town) for consulting services associated with the Town's public works facility at 260 Westmoreland Street (the Site).

As you are aware, Weston & Sampson has completed remedial activities on behalf of the Town for a release of petroleum hydrocarbons and chlorinated volatile organic compounds (VOCs) identified at the Town of Narragansett Department of Public Works (DPW) facility at 260 Westmoreland Street in Narragansett, Rhode Island (Site). The Rhode Island Department of Environmental Management (RIDEM) issued a revised Remedial Approval Letter on January 26, 2011, which requires three consecutive quarters of groundwater monitoring exhibiting concentrations below the GA Groundwater Objectives prior to issuance of a No Further Action letter, and a Closure Report detailing the Remedial Action and the results of any applicable compliance sampling submitted to the RIDEM's Office of Waste Management (OWM).

The 2010-2014 quarterly groundwater sampling results indicate that trichloroethylene (TCE) continues to exceed the RIDEM Method 1 GA Groundwater Objective of 5 micrograms per liter (ug/L) in one monitoring well (WS-3R) located inside the DPW garage. No other VOCs were detected above the RIDEM Method 1 GA Groundwater Objectives. Based on this information, Weston & Sampson has developed a scope of work and budget to continue quarterly groundwater monitoring, a groundwater elevation survey, and remedial action report as detailed below:

Task 1.0 Groundwater Monitoring and Elevation Survey

- Groundwater samples will be collected from monitoring wells WS-1, WS-3R, WS-4R, WS-6 and WS-7 using EPA low-flow groundwater sampling techniques. The samples will be submitted for analysis of VOCs via EPA Method 8260. Quarterly groundwater monitoring will be completed in January 2015, April 2015, July 2015, and October 2015.
- A groundwater elevation survey will be performed at the Site and a groundwater flow contour map will be prepared utilizing the information obtained from the survey.

Task 2.0 Remedial Action Report

Weston & Sampson will prepare a Remedial Action Report for the Site which will include the findings of the remedial activities and additional groundwater sampling. The report will contain a narrative describing the means, methods and findings of the remedial activities. The report will include Site plans showing the location of the remedial excavations, all sample locations, and tables summarizing the analytical results. The report will also include a summary of our findings and detailed recommendations.

ASSUMPTIONS

- 1.) Additional RIDEM reporting will not be required.
- 2.) Additional groundwater monitoring beyond the scope of this proposal will not be required.
- 3.) No groundwater remediation will be required.

COST

Weston & Sampson is prepared to initiate the above scope of work immediately upon receipt of your written Notice To Proceed. Our cost estimate to complete this Scope of Work will be billed as follows:

The tasks below will be billed on a Time and Materials basis. The costs are estimated as follows:

- Task 1.0: Quarterly Groundwater Sampling and Flow Survey \$10,300
- Task 2.0: Remedial Action Report \$4,700

If you have any questions or concerns, please do not hesitate to contact us. Please sign the Notice to Proceed below and email to the undersigned at currierj@wseinc.com if this proposal is acceptable to you.

Very truly yours,
WESTON & SAMPSON INC.



James S. Currier, LSP, LEED GA
Project Manager



Frank Ricciardi, P.E., LSP
Vice President



Prasanta K. Bhunia, Ph.D., LSP
Vice President

NOTICE TO PROCEED

Name _____

Title _____

Organization _____

Signature _____

Date _____

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 14

Amend No. _____

Date Prepared: January 6, 2015
Council Meeting Date: January 20, 2015

TO: Pamela Nolan, Town Manager

FROM: Michael P. DiCicco, Interim Director of Public Works
Jeffrey Ceasrine, PE, Town Engineer

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: Proposal for Additional Professional Engineering Services Related to Implementation of the Road Improvement Project – Phase 2

RECOMMENDATION:

That the Town Council approves the proposal for professional engineering services related to the Design Study Report and Work Plan - Phase II of the Road Improvement Project with BETA Group, Inc., in the total amount of \$336,800.00.

SUMMARY:

Paving and/or reconstruction of the 19 roads in Phase IB (estimated cost \$1.4million) began this past fall, and will resume this spring. The construction of the Phase IB improvements is expected to be completed by late spring/early summer. In order to begin improvements of the 33 roads designated for Phase II (estimated cost \$3.18 million) in the summer/fall of 2015, the town has solicited a proposal from BETA Group, Inc., to provide a design study report to determine the level of effort which will be required to design and obtain permits for the Phase II road improvements. The attached November 2014 proposal letter from BETA Group summarizes the professional engineering services required and their fee.

BETA Group, Inc. has been the town's primary consultant for this project beginning with their selection after a bidding process (request for proposals) for development of a comprehensive Pavement Management Plan that was issued by the town. This plan identified the need for extensive road improvements over multiple years which will be funded by the \$17million bond approved by town voters in 2012. On March 18, 2013 the Town Council approved BETA's proposal for engineering services related to Phase IA and Task 1B-1 of Phase IB in the amount of \$67,500. On August 19, 2013 the Town Council approved BETA's proposal for engineering services related to Phase IA and Task 1B-2 in the amount of \$221,000. Finally, on January 6, 2014 the Town Council

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approved BETA's proposal related to Task 2A of Phase II in the amount of \$18,200.00.

Funding is available in the Streets Improvement Fund Account, 22-731-0201,
Professional Services.

ATTACHMENTS:

1. BETA Design Amendment dated November 21, 2014.



November 21, 2014

Mr. Jeffry Ceasrine, P.E.
Town Engineer
Town of Narragansett
260 Westmoreland Street
Narragansett, RI 02882

RE: Road Improvement Program
Phase 2 Design Amendment

Dear Mr. Ceasrine:

BETA Group, Inc. (BETA) is pleased to submit the following amendment to provide additional professional engineering services to advance the Town's Road Improvement Program (RIP). Phase 1B of the RIP has been designed, permitted and is currently under construction. We understand the Town seeks to initiate the engineering design and permitting work for the Phase 2 RIP roads.

BETA has prepared and submitted the **Road Improvement Program – Phase 2 Design Study Report & Work Plan** dated October 2014 (hereinafter referred to as the "Plan") for the Phase 2 Roadways. The Plan identifies the work tasks that will be required to design, permit and reconstruct the Phase 2 roadways. It also identifies estimated costs associated with the design and permitting of these roads and has been used as the basis for this scope and fee amendment.

Please note that the Plan includes quoted costs for work (specifically wetland biologist services, soil evaluation services and surveying services) that will not be performed directly by BETA. These services will be procured separately by the Town through contracts with the individual vendors providing these services. This amendment is therefore limited to the Design and Permitting component of the Plan.

Phase 2 Roads – Design & Permitting

BETA shall prepare roadway and storm water management designs (as applicable) for the thirty-three (33) Phase 2 roadways. The designs shall be compiled to form two separate Plan Sets that will support the permitting application and construction phase.

Mr. Jeffry Ceasrine, P.E.
November 21, 2014

The Plan Sets shall include the following:

- Cover Sheet
- Typical Notes and Sections
- Plan & Profile Sheets
- Stormwater Management Designs (Drainage Collection & Conveyance and Stormwater Management BMP's)
- Modified Cross-Sections (if required for non-standard cross-section roadways)
- Construction Details (if required for non-standard items)

BETA shall also prepare, submit and coordinate a single environmental permitting application package (including analyses and supporting documentation) for all Phase 2 roadways where work will be performed in locations under the regulatory jurisdiction of the Coastal Resource Management Council (CRMC).

SCHEDULE

It is estimated that the design and permitting will take approximately five (5) to six (6) months to complete. This schedule is dependent on BETA obtaining the required wetland, soils and survey information in a timely manner that will facilitate a continuous design effort. It is anticipated that construction of the Phase 2 roads will commence after the completion of the remaining Phase 1B roads in the summer of 2015.

FEE

Below is the fee proposal for BETA to complete work as described above:

<i>Phase 2 Roads – Roadway Design</i>	<i>\$178,000</i>
<i>Phase 2 Roads – Stormwater Design & Permitting</i>	<i>\$158,800</i>
<i>Total Proposed Fee:</i>	<i>\$336,800</i>

Additional information on how this fee was estimated may be found in the Work Plan Summary (see attached).

We look forward to continuing to provide the Town of Narragansett with the engineering design services necessary to advance this important project. Should you have any questions and/or require any additional information, please do not hesitate to call us.

Very truly yours,
BETA Group, Inc.



William P. McGrath, P.E.
Associate



TABLE 2 – WORK PLAN SUMMARY

Name	LENGTH	Required Design Tasks (Y/N)										
		Wet and Flagging	Quoted Cost	Soil Evaluations	Quoted Cost	Survey	Quoted Cost	Roadway Design/Est. Cost	Stormwater Design & Permitting	Est. Cost	Pavement Cores/Sieve Analyses	Quoted Cost
ALAN AVENUE	289	N	N/A	1	\$290.00	Y	\$967.00	\$3,500	Y	\$5,300	N	N/A
ANAWAN AVENUE	437	N	N/A	1	\$290.00	Y	\$1,459.00	\$3,500	Y	\$5,300	N	N/A
BURBANK AVENUE	484	N	N/A	1	\$290.00	Y	\$1,618.00	\$3,500	Y	\$5,300	N	N/A
CAVALIER ROAD	332	N	N/A	1	\$290.00	Y	\$1,110.00	\$3,500	Y	\$5,300	N	N/A
CHANNING ROAD	200	Y	\$210.00	1	\$290.00	Y	\$668.00	\$3,500	Y	\$5,300	N	N/A
CHECKERBERRY TRAIL	1245	Y	\$210.00	N	N/A	Y	\$1,902.00	\$7,000	N	N/A	Y	\$700
CHOCTAW TRAIL	215	Y	\$210.00	1	\$290.00	Y	\$717.00	\$3,500	Y	\$5,300	N	N/A
CIRCUIT DRIVE	2578	Y	\$420.00	3	\$870.00	Y	\$8,617.00	\$10,400	Y	\$15,800	Y	\$1,300
CONGRESS ROAD	896	Y	\$210.00	N	N/A	Y	\$941.25	\$3,500	Y	\$5,300	Y	\$500
CORNELL ROAD	702	N	N/A	N	N/A	Y	\$776.25	\$3,500	N	N/A	Y	\$400
CROSSHILL DRIVE	501	Y	\$420.00	2	\$580.00	Y	\$867.50	\$3,500	Y	\$5,300	Y	\$300
DIANE ROAD	531	Y	\$210.00	2	\$580.00	Y	\$1,776.00	\$3,500	Y	\$5,300	Y	\$300
GREENWICH ROAD	439	N	N/A	1	\$290.00	Y	\$1,468.00	\$3,500	Y	\$5,300	N	N/A
HAVEN STREET	642	N	N/A	N	N/A	Y	\$658.75	\$3,500	N	N/A	Y	\$400
INKBERRY TRAIL	2723	N	N/A	N	N/A	Y	\$4,160.00	\$10,400	N	N/A	Y	\$1,400
JUNIPER TRAIL	1406	Y	\$210.00	N	N/A	Y	\$2,148.00	\$7,000	N	N/A	Y	\$700
KAREN ANN DRIVE	481	N	N/A	N	N/A	Y	\$1,097.50	\$3,500	N	N/A	Y	\$300
KING PHILLIP ROAD	1872	Y	\$315.00	3	\$870.00	Y	\$6,256.00	\$7,000	Y	\$10,600	N	N/A
LEATHERLEAF ROAD	716	N	\$210.00	2	\$580.00	Y	\$1,100.00	\$3,500	Y	\$5,300	Y	\$400
MERRIWEATHER AVENUE	380	N	N/A	1	\$290.00	Y	\$1,270.00	\$3,500	Y	\$5,300	N	N/A
ONONDEGA ROAD	1762	Y	\$315.00	4	\$1,160.00	Y	\$5,889.00	\$7,000	Y	\$10,600	N	N/A
PRESIDENT DRIVE	728	N	N/A	N	N/A	Y	\$843.75	\$3,500	N	N/A	Y	\$400
RIN ROAD	1011	Y	\$210.00	2	\$580.00	Y	\$1,445.00	\$7,000	Y	\$10,600	Y	\$600
SOUTH TRAIL	645	N	N/A	N	N/A	Y	N/A	\$3,500	Y	\$5,300	N	N/A
SPICE BUSH TRAIL	2717	N	N/A	N	N/A	Y	\$4,150.00	\$10,400	N	N/A	Y	\$1,400
SPRING STREET	442	Y	\$210.00	1	\$290.00	Y	\$1,476.00	\$3,500	Y	\$5,300	Y	\$300
SUMAC TRAIL	1281	N	N/A	N	N/A	Y	\$1,950.00	\$7,000	N	N/A	Y	\$700
SUNSET BOULEVARD	2676	Y	\$420.00	4	\$1,160.00	Y	\$2,662.50	\$10,400	Y	\$15,800	Y	\$1,400
SUNSET SHORE DRIVE	732	N	\$315.00	1	\$290.00	Y	\$1,092.50	\$3,500	N	N/A	Y	\$400
TEMPLE LANE	389	N	N/A	N	N/A	Y	\$466.25	\$3,500	N	N/A	Y	\$200
WAYLAND TRAIL	2711	N	N/A	N	N/A	Y	\$4,140.00	\$10,400	N	N/A	Y	\$1,400
WEBSTER AVENUE	1267	N	N/A	2	\$580.00	Y	\$4,235.00	\$7,000	Y	\$10,600	N	N/A
WHAT CHEER ROAD	1825	Y	\$315.00	2	\$580.00	Y	\$6,099.00	\$7,000	Y	\$10,600	N	N/A
ROUNDED SUBTOTALS (NEAREST \$100)			\$4,400		\$10,400		\$73,400	\$178,000		\$158,800		\$13,500
TOTAL PHASE 2:							\$438,500					

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 15

Amend No. _____

Date Prepared: January 13, 2015
Council Meeting Date: January 20, 2015

TO: Honorable Town Council
FROM: Pamela Nolan, Town Manager
SUBJECT: New Hires Request

RECOMMENDATION:

That the Town Council approves the replacement of 1 police officer and 1 firefighter due to retirements and 1 rental registration clerk, if not filled by an internal union transfer, due to resignation.

SUMMARY:

The replacement of 1 police officer due to retirement of a Sergeant that has served for 20 years will allow the police force to remain at 40 officers as every officer and position is critical in for staffing for URI student issues, summer congestion and tourism pressures as well as maintaining the level of service for all of the various programs and community requested tasks. The police department has an active recruitment list and a candidate that they would like to secure to begin the background check and pre-academy process. They also anticipate the possibility of two more vacancies and need to act swiftly through the hiring process to ensure seats in the Police Academy that starts in July.

The replacement of 1 firefighter due to retirement of a Captain that has served for 25 years will allow the fire department to remain at 32 fire fighters in addition to the Fire Chief, Secretary and Fire Marshal. Contractually there is a minimum staffing requirement of 8 firefighters per shift plus a Fire Prevention Officer/Fire Marshal and Department Secretary. Any vacancy created by death, resignation or retirement in the firefighter ranks must be filled within 60 working days (Article III, Section 1). There is also the expectation that 1 more member will retire prior to July 1, 2015 and an additional 10 others are currently eligible for retirement.

The replacement of the rental registration clerk is due to resignation and has been posted for internal union transfer. If no Council 94 union member chooses to transfer into the position, the hiring process would need to begin. This position is funded through the rental registration program. There are approximately 2700 rentals in the

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Town of Narragansett at \$85.00 per unit providing revenue of approximately \$229,500 annually. The proceeds from this program fund a police officer, a rental registration clerk and two part-time community housing officers. The filling of this position would be solely from the rental registration fees and no additional costs to taxpayers.

ATTACHMENTS:

1. Hiring Process Policy
2. Police Chief's request to fill position
3. Fire Chief's request to fill position
4. Building Official's request to fill position

TOWN OF NARRAGANSETT
INTER OFFICE MEMORANDUM

TO: Pamela T. Nolan, Town Manager
FROM: F. Dean Hoxsie, Chief of Police
DATE: January 6, 2015
SUBJECT: Request to Fill Vacancy

I am requesting to fill a vacancy created by retirement. This will allow the force level to stay at 40 officers.

Sergeant Eric Ryan has provided me with notice that he will be retiring effective March 11, 2015. This will create a vacancy and reduce our work force. At this time we have an active recruitment list and a candidate that we would like to secure and begin the background and pre-academy process. I am requesting that we be allowed to proceed with the replacement of this position as soon as possible.

Sgt. Ryan has served 20 years and the replacement will be under the new contract language for pension and health care upon retirement.

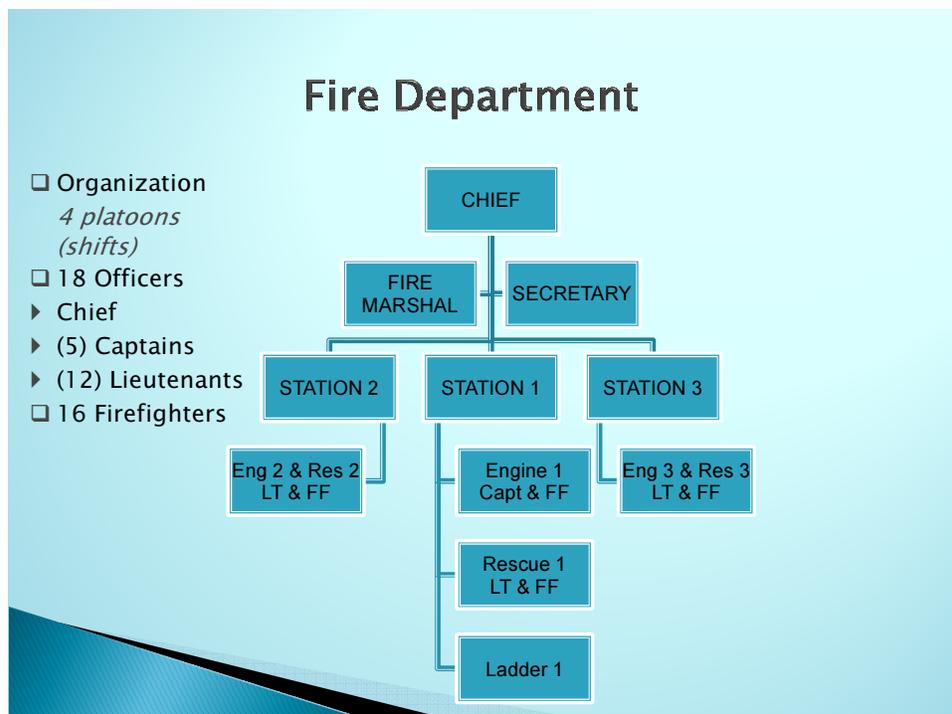
Obviously every officer that we have available to us is critical in our daily activities. Each and every position is important in that it allows for staffing for the URI student issues, summer congestion and tourism pressures as well as maintaining our level of service for all of the various programs and community requested tasks. This position will be another young officer that will work during the night time hours and bolster our workforce.

We are also anticipating the possibility of two more vacancies, and we need to act swiftly through the hiring process to ensure that we are able to secure seats at the academy that starts in July.

INTEROFFICE MEMORANDUM

TO: PAMELA NOLAN, TOWN MANAGER
FROM: FIRE CHIEF SCOTT PARTINGTON
SUBJECT: STAFFING REPORT
DATE: JANUARY 12, 2015
CC:

The following represents the current staffing situation and organizational structure of the Fire Department.



Staffing:

There are four shifts of (8) firefighters staffing three fire stations in the town.

- 2 FFs: 1-Lieutenant / 1- Firefighter at Station Two
- 2 FFs: 1-Lieutenant / 1- Firefighter at Station Three
- 4 FFs: 1- Captain / 1- Lieutenant / 2- Firefighters at Station One/Headquarters
- In addition to:
 - Chief
 - Fire Marshal
 - Secretary

(35) – Total members

Contractually there exists a minimum staffing requirement of (8) firefighters per shift, plus a Fire Prevention Officer/Fire Marshal and Department Secretary. A vacancy created by death, resignation, or retirement in the firefighter ranks must be filled within (60) working days. [Article III, section-1].

To Date:

- I have received a notice of the intent to retire from Capt. James Given; the Fire Marshal. Effective January 5th 2015 Captain Given began using his accumulated vacation and personal leave, which will become exhausted on February 17th 2015 at which time he will commence terminal leave (sick leave)
- There is expectation that another member will retire prior to July 1st 2015
- An additional (10) others are currently eligible

Current Needs:

- Following the retirement of the Fire Marshal; immediate promotion of Fire Captain David Arnold to the rank of Fire Prevention Officer/Fire Marshal. This is a very important and technical position within the department. The service to which this office provides the community warrants the immediate promotion in order to maintain the continuity of the Fire Prevention Division.
- Subsequent promotions within the ranks:
 - Lt. Nelson Upright to Fire Captain
 - Firefighter Adam Cushman to Lieutenant
- A vacancy within the Firefighter ranks is now created and needs to be filled within (60) working days in accordance with the Collective Bargaining Agreement between Local 1589 and the Town of Narragansett

Future Needs:

- Hire and train at minimum (1) probationary Firefighter as soon as possible to meet the minimum staffing and CBA requirements
- Continue preparing a new Firefighter eligibility hiring list; current list is due to expire January 31st 2015.

- Consult with the Town Manager and Finance Director in an effort to plan and prepare for the possibility of additional retirements in the near future.

TOWN OF NARRAGANSETT
INTER OFFICE MEMORANDUM
Department of Building Inspections

=====

To: Pamela Nolan, Town Manager Date: January 13, 2015

From: Anthony L. Santilli, Jr. Re: Rental Registration Clerk
Building Official

=====

Please be advised that Jean VanCoyghen-Potter, the Rental Registration Clerk, is vacating her position as of January 23, 2015. The Rental Registration Clerk position is funded by the Rental Registration Program. There are approximately 2700 rentals in the Town of Narragansett at 85.00 per unit providing revenue of approximately \$229,500.00 annually. The proceeds from the Rental Registration Program fund a police officer, a rental registration clerk and two part-time community housing inspectors. The filling of this position will be no cost to the taxpayers.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

**CC: 16
Amend No. _____**

Date Prepared: January 15, 2015
Council Meeting Date: January 20, 2015

TO: Honorable Town Council
FROM: Susan Cicilline-Buonanno, President Pro Tem
SUBJECT: Proposal to Defray Cost of enforcement associated with URI Rental problems

RECOMMENDATION:

That the Town Council direct the Police Chief, Town Solicitor and Town Manger to design a proposal to defray the cost of Town of Narragansett enforcement by town departments associated with URI rental problems.

SUMMARY:

Communities across the United States receive payments from Colleges and Universities for services used regularly by the University or College. The URI impacts many Town of Narragansett Departments such as Police, Fire, Building Inspection and DPW. Many tax dollars are spent on Police Enforcement and the follow-up by other Town Departments, of irresponsible behavior such as drinking, littering, noise and parking. Many Narragansett citizens and Committees have asked that the Town Council negotiate with the University of Rhode Island for financial reimbursement. The Town Council may consider instructing Town staff, such as the Town Manager, the Finance Director, the Police Chief and the Town Solicitor to research and investigate the cost of services provided because of irresponsible behavior of University students living in Narragansett. Negotiated PILOT payments may be considered. There are many forms of payment used throughout the US, including the building of a fire station, contributions to Police vehicles, funding an employee to work directly with the University and the Town government, etc. Staff should prepare an analysis of the impact of services to URI Students and present this study to the Town Council.

ATTACHMENT:

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**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____ 17

Amend No. _____

Date Prepared: December 27, 2014
Council Meeting Date: January 20, 2015

TO: Honorable Town Council
FROM: Patrick W. Murray, Council Member
SUBJECT: 10 Year Moratorium on all Municipal Bonds.

RECOMMENDATION:

Effective as of February 2nd, 2015, No Bonded indebtedness may be incurred pledging the credit of the Town of Narragansett for a period of ten (10) years unless monetary gain, public safety or major storm damage deems it necessary by elected Town Council to do so. This moratorium will expire at 2359 hours on February, 1st 2025.

SUMMARY:

Due to the Town of Narragansett's current financial condition and inability to meet yearly employee obligations it is imperative that the Town of Narragansett begin to cut all erroneous spending as an element of fiscal policy.

ATTACHMENT: N/A

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: 18 _____
Amend No. _____**

Date Prepared: January 14, 2015
Council Meeting Date: January 20, 2015

TO: Honorable Town Council Members
FROM: Mark A. McSally, Town Solicitor
SUBJECT: Settlement of GP Pier Retail, LLC v. John Majeika-Town of Narragansett

RECOMMENDATION:

That the Town Council approve a settlement agreement to resolve litigation between GP Pier Retail, LLC and the Town of Narragansett.

SUMMARY:

GP Pier Retail LLC filed tax appeals with the tax assessor from 2009 through 2013 for retail property in the urban renewal district.

Allan Booth, Acting Tax Assessor has been negotiating a settlement agreement with GP Pier Retail LLC and a resolution has been agreed upon for which would reduce the assessed value for each of the years that were appealed. The amount that has been agreed upon is \$91,259.40 and one third of the amount due shall be paid in the form of a refund and the balance shall be refunded in the form of a credit over the next two years.

ATTACHMENT:

1. Letter dated 12-22-14 Town Solicitor
2. Letter dated 01-13-15 Town Solicitor

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: _____

JAMES H. REILLY
TERRENCE G. SIMPSON
DONALD J. MARONEY
ROBERT J. DONNELLY
PETER F. MATHIEU
GEORGE P. MICROULIS

MARK A. McSALLY
OF COUNSEL

EDMUND J. KELLY
(1926-1993)
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TEL (401) 272-1312
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KELLY, KELLEHER, REILLY & SIMPSON

Attorneys at Law

January 13, 2015

15 JAN 15 AM 11:49

The Honorable Town Council
for the Town of Narragansett
25 Fifth Avenue
Narragansett, RI 02882

Re: GP Pier Retail, LLC v John Majeika

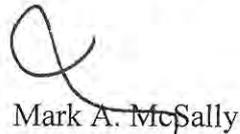
Dear Members of the Town Council:

In accordance with our discussions in Executive Session, this matter, subject to your approval, has been settled. The terms of the settlement are as set forth in my letter to you dated December 22, 2014.

In terms of the refund or credit, it has been agreed that one third of the amount due shall be paid in the form of a refund, and the balance shall be refunded in the form of a credit over the next two years.

If you have any questions or require any further information, please feel free to contact me.

Very truly yours,



Mark A. McSally

MAM:jm

cc: Mrs. Pamela Nolan

JAMES H. REILLY
TERRENCE G. SIMPSON
DONALD J. MARONEY
ROBERT J. DONNELLY
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KELLY, KELLEHER, REILLY & SIMPSON

Attorneys at Law

December 22, 2014

'14DEC22 11:17

The Honorable Town Council
for the Town of Narragansett
25 Fifth Avenue
Narragansett, RI 02882

Re: GP Pier Retail, LLC v John Majeika

Dear Members of the Town Council:

Please be advised that Allan Booth has been negotiating with Gilbane Properties regarding tax appeals they have filed for the years 2009 through 2013 for the retail property located in the Urban Renewal District.

As you can see from the attached e-mail and spreadsheet, Mr. Booth and Gilbane have agreed upon a resolution which will reduce the assessed value for each of the years at issue and will likewise reduce the taxes that would be due. Based upon the numbers presented, there would be a refund or credit in the amount of \$91,259.40.

Since the Town Council has to approve the settlement of litigation, I will be bringing this up in Executive Session at the next Town Council meeting. In the meantime, if any of you have any questions, please feel free to contact either myself or Allan Booth.

Very truly yours,


Mark A. McSally

MAM:jm
Enclosure

cc: Mrs. Pamela Nolan
Mr. Allan Booth

Joan Mathews

From: Mark McSally
Sent: Sunday, December 07, 2014 12:00 PM
To: Joan Mathews
Subject: Fwd: GP Pier Properties
Attachments: GPproposal12022014.xlsx; ATT00001.htm

Joan :Please copy of file this e-mail and the attachment

thanks

Begin forwarded message:

From: Allan Booth <abooth@narragansetttri.gov>
Subject: GP Pier Properties
Date: December 5, 2014 at 11:49:49 AM EST
To: Mark McSally <mmcsally@kkr.com>

Mark, attached is an excel sheet that shows the numbers we've tentatively agreed to (I'm good, they're good).

They have asked that we give them an answer in the next two weeks in order for them to avoid the expense of filing in Court for this year.

Let me know.

Allan

