NARRAGANSETT TOWN COUNCIL
REGULAR MEETING
AGENDA
March 21, 2016
7:30 p.m.

Posted 03-17 -16

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

Acting Town Manager
Jeffry Ceasrine

Town Clerk
Anne M. Irons, CMC

Town Solicitor
Dawson T. Hodgson

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

- September 8, 2015 Work Session Meeting
- September 8, 2015 Regular Meeting

ANNOUNCEMENTS/PRESENTATIONS:

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.:

A MOTION to RESCHEDULE a PUBLIC HEARING on a Petition for Abandonment from John R. Sahagian for the eastern half of Harris Avenue on Assessor Plat P to add to Assessor's Plat P, Lot 96 to April 18, 2016.

A MOTION to SCHEDULE a PUBLIC HEARING for text revision of the definitions of Building Coverage and Site Coverage in the Zoning Ordinance.

A MOTION to SCHEDULE a PUBLIC HEARING on a transfer of an Alcoholic Beverage License from Mainland Narragansett RI Inc. d/b/a Narragansett Grill, 1200 Ocean Road, Plat L Lot 237 to Carol & Mario Catering Inc., Carol A. Santilli, President, 1200 Ocean Road, Plat L Lot 237.

A PUBLIC HEARING to amend Chapter 731 of the Code of Ordinances of the Town of Narragansett entitled Zoning, Section 2.2 Definitions Households.

A MOTION to RECEIVE and PLACE on FILE the recommendation from the Planning Board.

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

1. A MOTION to APPROVE a Class F-1 Alcoholic Beverage License for the Middlebridge School for a Parents Dinner Fundraiser for April 15, 2016 at the Towers, subject to state and local regulations.
2. A MOTION to APPROVE a Class F-1 Alcoholic Beverage License for Friends of the Narragansett Historic Towers, Inc. for April 29, 2016 at the Towers, for the annual fundraiser "Taste of the Towers" subject to state and local regulations.
3. A MOTION to APPROVE a Miscellaneous License application for a Victualling License for Dianne Mann d/b/a Nana's Ice Cream & Gelato and Candy at Salty Brine's Beach, 250 Sand Hill Cove Road, Narragansett, Rhode Island, subject to local and state regulations.
4. A MOTION to APPROVE a Miscellaneous License application for a Holiday License for Dianne Mann d/b/a Nana's Candy Bar at Narragansett Beach, 30A Pier Market Place, Narragansett, RI, subject to local and state regulations.
5. A MOTION to APPROVE a Miscellaneous License application for a Holiday License and Victualling License for Benjamin Wood d/b/a Salty's Burgers & Seafood, 254 Great Island Road, Narragansett, Rhode Island, subject to local and state regulations.
6. A MOTION to APPROVE and AUTHORIZE the Narragansett Parks and Recreation Department to partner with the Narrow River Preservation Association and the Narrow River Land Trust in offering five educational programs at the Middlebridge property, subject to approval of state and local regulations.
7. A MOTION to APPROVE the request from the Quest Montessori School for its annual Walk for Quest to be held on Saturday May 21, 2016, subject to approval of state and local regulations.
8. A MOTION to APPROVE the one-year contract extension for Fiber Optic System Maintenance and Improvement Services for all departments with Sertex, LLC at their quoted bid prices for a one-year period, ending February 28, 2017.

9. A MOTION to APPROVE, RATIFIY and CONFIRM the emergency repairs to Bus 16, performed by Anderson Motors, in the amount of $3,023.07.

10. A MOTION to APPROVE, RATIFY and CONFIRM the purchase of vital parts for DPW Truck 17 from New England Truck Equipment, in the amount of $4,447.08.

11. A MOTION to AWARD the bid for the Purchase and Installation of Flag Poles at the Charles Ted Wright Rotary to the lowest bidder, Abcore Restoration Company, Inc., in the amount of $6,490.00.

OLD BUSINESS:

12. A MOTION to DISCUSS the process and procedure of hiring the Town Manager for the Town of Narragansett.

NEW BUSINESS:

13. A MOTION to APPROVE a one (1) year agreement (with potential extensions) between the Town of Narragansett and South County Trolley, LLC, and to authorize the Town Manager to sign said agreement.

14. A MOTION to INSTRUCT the Town Staff to not collect the 2015 fee, delineated in an April 2013 contract, from Narragansett Little League for the use of town facilities for Little League activities.

15. A MOTION to APPROVE the request from the Narragansett Little League for the Annual Opening Day Parade to be held on Saturday April 30, 2016 at 11:00 am, subject to approval of state and local regulations.

16. A MOTION to ADOPT the Resolution establishing the proposed wages for seasonal, part-time, and temporary employees for Fiscal Year 2016-17.

17. A MOTION to APPROVE a contract proposal from Fuss & O'Neill, Inc., dated January 20, 2016 for final design engineering services for the Mettatuxet 3 Storm Water BMP Project, in the amount of $114,639.00.

18. A MOTION to RETAIN the DeSisto law firm to prosecute an appeal from the Summary Judgment Decision in Brian Routhier v. Town of Narragansett WC-2015-0167.

19. A MOTION to ADOPT a Resolution in support of Budget Article 15 of the Governor's FY 2017 State Budget.

20. A MOTION to ADOPT a Resolution requiring the conversion of the town's current 2-tier property tax rate (residential/commercial) to a single tax rate for all properties upon implementation of a Homestead Exemption.

REPORTS FROM TOWN MANAGER:

REPORTS FROM TOWN COUNCIL:

EXECUTIVE SESSION:

ADJOURNMENT:

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

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TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____
Amend No. _____

Date Prepared: March 17, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting 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 meetings.

- September 8, 2015 Work Session Meeting
- September 8, 2015 Regular Meeting

SUMMARY:

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

NARRAGANSETT TOWN COUNCI
WORK SESSION MEETING
SEPTEMBER 8, 2015 MINUTES

At a Work Session Meeting of the Town Council of the Town of Narragansett held on Monday, September 8, 2015 at 6:35 p.m., at the Narragansett Town Hall.

Present: Matthew M. Mannix, President, Absent

Susan Cicilline-Buonanno, President Pro Tem

Patrick W. Murray, Member

Raymond A. Ranaldi, Member

Christopher Wilkens, Member

Pamela T. Nolan, Town Manager

Dawson T. Hodgson, Town Solicitor

Laura Kenyon, Finance Director

Also in attendance from the Finance Committee, Harris Chorney, Chair,
Mark D. Abrahams, Vice Chair, B. William Moylan, Jr., Richard VanGermeersch
Maria Spanos, Christopher LeFoley, Alternate
Susan Cicilline-Buonanno, President Pro Tem calls the work session meeting to order.

Harris Chorney, Chair of the Finance Committee addresses the council on their recommendation regarding a committee for retirees' benefits, and pension that was submitted to the town council a few months earlier due to the OPEB and Pension liabilities.

He said they believe that the committee should not only look at the investment side but also the liability side. He said as the Pension Board does exist already they believed it should be done by that board.

Mr. Chorney explained they came up with recommended roles and charge of the committee and it was discussed at a council meeting in June. It was decided at that time to have a work session to discuss the recommendation further.
Susan Cicilline-Buonanno commented that she believed it was already done through the Town Manager, Finance Director and the Human Resource Manager as one of their responsibilities and the experts that are also hired.

Mr. Chorney answered that the prior Town Managers and Finance Directors were doing the same think and there is a little bit of a pickle now of unfunded liabilities. He said they were not trying to duplicate anything or take anything away from somebody. He said they are looking at in total. He said what is the question is what is role that the Finance Committee is supposed to play. He said they have spent the last five years working on OPEB and Pension plans had some recommendations have been implemented but the question is what the role that the finance committee should play is. He said the reports should the can is only being kicked down the road on the OPEB and Pension Liabilities and what service is the taxpayers may or not being getting having to

fund these liabilities. He said what will be the impact on capital improvements and service be on the town.

He said they believe they can bring very valuable expertise and recommendations to the town council and management.

Richard Vangermeersch noted that a few years ago the committee did recommend hiring NYHART to recommend several different scenarios for negotiations and the liability did change from $70 Million to $60 Million present value. He said if you can stop OPEB from growing that is good. He said that the Town Manager and Finance Director are meeting with a company tomorrow that hopefully will give the town help.

Harris Chorney said the committee needs to know the council's view if the committee is needed.

Raymond Ranaldi explained that The Interlocal Trust has a program that is coming up that will answer a lot of questions on the liabilities.

Laura Kenyon, Finance Director that management has contacted The Trust for their expertise. She said it's been on the calendar for a long time and the town is going to address the OPEB issue on a management issue.

Pamela Nolan noted that there were many unions to negotiate with and currently the next contracts for negotiations will be with the police and fire.

Harris Chorney stated that the committee is not saying management is not doing their job or the members of the Pension Board but there are significant costs for the pension and OPEB with impact the town for the next twenty years. He said the Pension Board is focusing on the asset of the Pension investment and not the liabilities. He said they are recommending that the assets side and liability side should be looked at by one group and does the investor need a good sense of the liability side to make the investments.

Kirk Pickell, from Janney Montgomery Scott addressed the council saying it does make sense what the Finance Committee is saying. He said does understand where he is coming from and there should be a discussion point for it.

Harris Chorney said what the committee is saying that a group should review both sides of the assets and liabilities.

Richard VanGermeersch said that former Council President James Callaghan had said it took 20 years to get here and it will take 20 years to solve it. He said that timeframe does not work as the more people retire it will grow and grow and the problem should be looked at during the next two negotiations. There has to be a plan to drive the liabilities down. He suggested $300 a year COLA and not apply COLA to $80,000 pension.

Harris Chorney reviewed the recommended charges for the proposed committee.

Pamela Nolan, Town Manager commented that the management has been handling OPEB and even the bond rating has improved for the town due to it.

Laura Kenyon said she is attacking the liabilities has as actively as she can do it.

The charge of the finance committee was discussed and whether they also can do the work they are recommending to do as well as the new program that the Trust is proposing for the town.

Susan Cicilline-Buonanno said the town needs more time to review the recommendations and to meet with the representatives of the Trust.

The meeting adjourns at 7:22 p. m.

ATTEST:

Anne M. Irons, CMC
Council Clerk

MINUTES ACCEPTED/AMENDED
AS PRESENTED

Anne M. Irons, CMC
Council Clerk

NARRAGANSETT TOWN COUNCIL
REGULAR TOWN COUNCIL MEETING
SEPTEMBER 8, 2015 MINUTES

At a Regular Meeting of the Town Council of the Town of Narragansett held on Monday, September 8, 2015 at 7:36 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
Dawson T. Hodgson, Town Solicitor

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

ANNOUNCEMENTS/PRESENTATIONS:

Matthew Turcotte, representing the Chamber of Commerce announced that the First "Calamari Cook Off" will be held on Saturday September 12th from 11:00 a.m. to 6:00 p.m. at Veterans' Park. The cook off challenge will be at 1:00 p.m. where people can vote on the best calamari, most team spirited and the most original calamari and noted there was a $5.00 fee in order taste the calamari. He explained that would be entertainment and food trucks and beer and wine.

Matthew Mannix noted that a special town council meeting will be held later in the week to approve a peddlers' license that was overlooked for the Cook Off.

Steve Wright, Parks and Recreation Director spoke on the 1st Annual Gansett Days that will be held on September 18th, 19th and 20th. He summarized all the events and activities that will be going on for the weekend throughout the town. He said most everything was free or a very low cost and they were all family oriented.

UPDATES of State & Town Projects in Narragansett

The State of RI's vendor will be working on the Woodruff Avenue Bridge over Route 1 which will be a long term project.

Pamela Nolan, Town Manager also addressed the town hall project updates on the stairwells will be corrected and the parking lot will be repaved in conjunction with the road project. She also noted that the Town Engineer is working on pricing of air conditioning. Ms. Nolan also noted the town hall needs a new roof which is on the capital improvement plan.

Ms. Nolan announced that it was URI student move in day yesterday. She noted that there extra police officers were on duty and again they will be on duty next weekend. She noted there were many noise complaints and two orange stickers were issued and 6 students were arrested. She noted the 2100 Group asked the Landlords to educate the tenants. She said the town has been very diligent.

APPROVAL OF MINUTES

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the regular minutes of the April 20, 2015 Regular Meeting as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the regular minutes of the April 21, 2015 as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the regular minutes of the April 22, 2015 as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the regular minutes of the April 23, 2015 as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the April 27, 2015 Work Session Meeting as presented.

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

OPEN FORUM:

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

Karen Shabshelowitz spoke of the difficulties of riding her bike on several of the roads in the center of town such as curbing instead of the handicapped accessibility and some sections of the roads there wasn't an designated area for a bike to ride on the road and asked for a painted line to be painted for bicycles and use the funds that were allocated for the bike path to pave the dirt road that goes into the little league field;

Richard Van Germeersch spoke on the proposed Library bond issue and didn't want the same thing happen as it did with the school athletic field and the control function start at the request and not later in the project. He spoke of a paid fundraiser and it should be the town that votes for that and not the library board; Jose Santos of Hope Lane spoke of the disruption in his neighborhood from the URI students and his displeasure of the discretion that is given to the parking situations and the existing laws should be enforced;

Stanley Wojciechowski addresses the good bond rating that the town received and he hoped because of that the town starts spending money and applying for loans and bond money. He said the Library should not ask for a bond until there is a handle on the pension liabilities;

Patricia Mannix addressed the council on the road race that was approved at a previous meeting and was concerned that the it was not a charity road race and she was flabbergasted of the vote that was taken to allow the road race;

Annemarie Silveira questioned if the council has scheduled a work session on the report from the Ad hoc Committee.

CHANGE ORDER OF AGENDA:

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to move Item #21 to the front of New Business.

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

CONSENT AGENDA

The consent agenda is voted on with one motion.

1. **A MOTION to APPROVE a petition from the Verizon Communications and the Narragansett Electric Company to place three (3) new joint poles (P. 17, 18 & 19) on the easterly side of Dean Knauss Drive.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

2. **A MOTION to APPROVE the request from the Narragansett Pier Middle School for its Mariner March" 5K Fundraiser to be held on Tuesday June 7, 2016 from 3:00 pm to 5:00 pm subject to approval of state and local regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

3. **A MOTION to APPROVE the list of Motor Vehicle abatements in the amount of $19.91 and the list of Real Estate abatements in the amount of $594.42.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

4. **A MOTION to APPROVE contract extensions for Solid Waste Removal/Dumpster Services for the Wastewater Division with Narragansett Rubbish Removal for the ordinary refuse (at $105.00 per month) and Patriot Disposal Company for the grit removal (at $450.00 per month), for Fiscal Year (FY) 2015/2016.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

5. **A MOTION to APPROVE the repairs to three (3) sanitary sewer manholes (frames and covers) on Bridgetown Road by George Sherman Sand & Gravel Co., Inc., in the amount of $5,600.00.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

6. **A MOTION to APPROVE the installation of a new drainage structure on Inez Street at the intersection of Pleasant Avenue by George Sherman Sand and Gravel Co., Inc., in the amount of $6,060.00.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

7. **A MOTION to APPROVE the design (preparation of plans and specifications) for electrical upgrades to the main panel at the Scarborough WWTF by James J. Geremia & Associates, Inc., in the amount of $6,140.00.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

8. **A MOTION to APPROVE, RATIFY and CONFIRM the repairs to Police Car #21, completed by Crotty Body Works, LLC, in the amount of $3,388.05**.

APPROVED, RATIFIED and CONFIRMED (Cicilline-Buonanno-Ranaldi 5/0)

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

9. **A MOTION to APPROVE, RATIFY, and CONFIRM the costs associated with the emergency water linerepair on Point Judith Road completed by George Sherman Sand & Gravel Co., Inc., in the amount of $6,814.00.**

APPROVED, RATIFIED and CONFIRMED (Cicilline-Buonanno-Ranaldi 5/0)

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

10. **A MOTION to APPROVE a Miscellaneous License application for a Laundry License, Holiday License and Victualling License to Domenic Ciunci d/b/a 3 D's Convenience Store & Laundromat at 88 Point Judith Road, Narragansett, Rhode Island, subject to local and state regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

11. **A MOTION to APPROVE a Miscellaneous License application for a Holiday License to Laura Winward d/b/a Create Color Art Studio at 5 Pier Market Place, Narragansett, Rhode Island, subject to local and state regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

12. **A MOTION to APPROVE a Miscellaneous License application for a Victualling License to Maria Dolos d/b/a NERO at 12 Sand Hill Cove Road, Narragansett, Rhode Island, subject to local and state regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

13. **A MOTION to APPROVE an application for a One-Day Peddler's License for September 12, 2015, to Leveland Brown d/b/a Sweet Daddy Chicken a/k/a C & B Catering of West Warwick, Rhode Island, subject to local and state regulations.**

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

PUBLIC HEARINGS:

A MOTION to SCHEDULE a PUBLIC HEARING to consider various applications from Town departments and/or local non-profit organizations for the 2015 Community Development Block Grant Program.

On September 15, 2015, the Planning Board will consider eight (8) requests for funding of CDBG projects totaling of $74,053. This year, the Town of Narragansett is limited by the State to a request of not more than $150,000 in total. Under State law a public hearing is required before the Town Council following Planning Board review, to take testimony from town staff and/or individual non-profit organizations requesting funds as a sub-recipient of the Town in order to fully understand each proposal.

Following the hearing the Town Council must deliberate to consider which, if any, applications they wish to advance to the State Office of Housing and Community Development. The Council will determine the amount of funding to request from the State and to which programs and projects they would direct them. The final decision must be made via resolution in order that the staff may promptly assemble and submit the Town's request by the October 9, 2015 deadline.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to SCHEDULE the PUBLIC HEARING to consider various applications from Town departments and/or local non-profit organizations for the 2015 Community Development Block Grant Program to October 5, 2015 at 8:00 p.m.

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

A PUBLIC HEARING on a Petition from Douglas R. DeSimone, on behalf of Douglas Enterprises, LTD, Deborah DeSimone, Sally R. DeSimone and Hebert F. DeSimone, Jr. requesting to abandon Westview Drive, Cross Hill Drive from Sunset Blvd to Norman Drive and easterly 390 feet of Norman Drive which abuts Assessor's Plat R-1, Lots 156-161.

A request from the DeSimone Family has been submitted to abandon Westview Drive, Cross Hill Drive from Sunset Blvd. to Norman Drive and westerly 390 feet of Norman Drive.

In accordance with RIGL §24-6-1 the town council is authorized to abandon a highway or driftway in the town after public notice is given to abutters as well as an advertisement for three successive weeks for a public hearing. A public hearing is held to consider the request for abandonment and if the town council declares the roadway abandoned and additional public notice is given as well as an advertisement declaring the abandonment for three successive weeks.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to OPEN the PUBLIC HEARING.

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

Douglas DeSimone, Attorney addresses the town council on the request for abandonment. He explained that all the family members are the abutters and it was mostly for the culmination of an application to approve a sewer line extension. He explained that four lots would be connected and with the road abandonment it will be one lot. He further explained that they were all contiguous nonconforming lots of record and this will form one lot for zoning purposes. Mr. DeSimone noted that he had approval from the Planning Board and CRMR. He said the roads will be abandoned and will no longer exist which are paper streets since the 1960's and not improved roads.

Mr. DeSimone remarked that in 1986 the tax assessor made new maps and the assessor failed to include the platted streets so it's really a housekeeping item and he was trying to clean it up. He explained the lots are in an R-80 zone and when they are merged they will be lots that are larger and the Zoning Ordinance does have an anomaly as they will be penalized as the setbacks are larger lot for the larger lots and the Zoning Board may not grant the relief.

Dawson T. Hodgson clarified that it was a procedurally in order for the council to act upon.

Mr. DeSimone noted that they will still be non-conforming lots but considerably less as one will grow in size by a multiple of six and the other is growing in size by a multiple of three

Proponents and opponents are called and there was no response from the audience.
Michael DeLuca, Director of Community Development informed the council that the Planning Board did recommend approval of the abandonment however they did not take any position on the matter of applying the R-10 Zoning dimensional requirements to the property. He further explained that they left the applicant, the Town Solicitor and himself to work out if there was a need for an administrative subdivision and they will work together on that. However, both he and the Planning Board do agree that you cannot change imbed a zoning change request with the abandonment application. Mr. DeLuca said but if the town council grants the application of R-10 setbacks as opposed to R-80 would be beyond the abandonment procedural allowances.
A discussion was held regarding the request in the Petition from Douglas DeSimone to change the R-80 to R-10 on the properties and how that would be a Zoning Board decision or a zone change before the town council.
Mr. DeSimone answered that it wasn't a request for a zone change but was asking that the council consider that request of the R-80 to R-10.
A discussion was held on procedures for a zone change and Mr. DeSimone withdrew his request for the R-10 setbacks instead of the R-80 setbacks and asked to address the road

abandonment request only and that he said may come back at a later time for a zone change.

Dawson Hodgson, Town Solicitor advised the council when rendering the decision in the affirmative would recognize that the DeSimone's are bringing the lots into greater conformity with the zoning scheme and would offset any intent to create their hardship.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to CLOSE the public hearing.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE abandonment of Westview Drive, Cross Hill Drive from Sunset Blvd to Norman Drive and easterly 390 feet of Norman Drive which abuts Assessor's Plat R-1, Lots 156-161.

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

A MOTION to RECEIVE and PLACE on FILE the recommendation from the Planning Board.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to RECEIVE and PLACE on FILE the recommendation from the Planning Board.

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

PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS

NEW BUSINESS:

A motion was made earlier to address #21 first under New Business.

21. A MOTION to PLACE the Wounded Warrior Flag in Veterans Park as a tribute to our nation's military veterans.

On June 17, 2013 the town council approved the placement of the Wounded Warrior Flag at the Narragansett Rotary. I suggest that the flag be moved to Veterans Park to be flown in the area where we already honor our military. At the Rotary, the American flag will stand between two flags, the Rhode Island flag on one side and the Town of Narragansett flag on the other, representing the country, the state and our town. The Wounded Warrior Project was founded in 2002 and operated as a subsidiary of the United Spinal Association. In 2005 WWP was granted $2.7 Million to develop into a stand-alone charity. The Wounded Warrior Project is a congressionally chartered Veterans Service Organization and as of June 1, 2015 serves 71,866 registered alumni. The organization's purpose is to raise awareness and enlists the public's aid for the needs of severely injured service members; to help severely injured service members aid and assist each other; and provide direct programs and services to meet their needs.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to PLACE the Wounded Warrior Flag in Veterans Park as a tribute to our nation's military veterans.

Raymond A. Ranaldi explained that the Wounded Warrior presently was located at the Ted Wright Rotary and the town will be purchasing three new flag poles for that area and there would no longer be a place to fly that flag as the United States Flag, the Rhode Island State and the town flag will be the only three flags at rotary. There will no longer be any heritage flags flow at the rotary. The Wounded Warrior flag will now be flown at Veterans Park. Matthew Mannix commented the vote was premature as the vote on purchasing the new flag poles was not done yet.

Karen Shabshelowitz spoke.

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

14. A MOTION to SCHEDULE a WORK SESSION to discuss privatization and or consolidation Options for Water and Wastewater Divisions.

Council member Patrick Murray believed that it is important to review all options in saving tax dollars for the taxpayers of Narragansett and proposed that a work session be scheduled to discuss privatizing and/or consolidating the water and waste water departments.

Patrick Murray moved, Raymond A. Ranaldi seconded to SCHEDULE a WORK SESSION to discuss privatization and or consolidation Options for Water and Wastewater Divisions.

Patrick Murray moved to amend the motion to discuss the matter only and not schedule a work session.

Dawson Hodgson, Town Solicitor advised that if Mr. Murray wants to discuss a content that relates to scheduling the work session it would be allowed and he could remove his amendment.

Mr. Murray removed his motion to amend.

Susan Cicilline-Buonanno said she could not support a work shop and was not in favor of holding it. Mr. Ranaldi also agreed not to hold a work session. He said that privatization of the water and wastewater divisions would no longer allow the town control over the rates. He said there is more quality testing with the town than United Water and more testing and scrutiny on the overhead. He said the town is doing a great job and the cost of water is less than United Water and a study should be done first on a consolidation or what the possibilities are and then maybe a work session. He said he would like to direct the town manager to look into the matter.

Christopher Wilkens made a point of order that the matter was being discussed and not scheduling the work session.

The Solicitor advised that Mr. Murray could withdraw his motion and the matter would pass.

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

15. **A MOTION to DISCUSS the tax exemption for commercial tangible property.** Councilmembers Murray and Ranaldi propose a new exemption of up to $35,000 in valuation for all Commercial Tangible Property (ie. furniture, equipment and fixtures).

This proposal should be forwarded to our state legislatures to enact an amendment for the Town of Narragansett and a Resolution will be placed on the next agenda for adoption.

Patrick Murray moved, Raymond A. Ranaldi seconded and it is so voted to DISCUSS the tax exemption for commercial tangible property.

Council member Patrick Murray explains the proposed tax would eliminate 75% of the $35,000 for the business which was a nuisance tax and would eliminate about ¾ of the bills that go out to the businesses and free up the staff to do other work.

Raymond Ranaldi noted that there are 371 nuisance tax bills that go out.

Christopher Wilkens asked if he could vote on the matter as he gets a tax bill for the tools he uses in his construction businesses. The Solicitor advised that he was allowed.

The Solicitor also spoke on bringing the matter forth to the Legislators to vote on and the process.

The matter will be placed on the next agenda.

Stanley Wojciechowski speaks.

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

16. A MOTION to DISCUSS the tax exemptions for the elderly.

Councilmembers Murray and Ranaldi propose to amend the elderly tax exemption ordinance to increase the dollar amount credit from $125.00 to $150.00 with an increase of age of eligibility and increase the income base tax credit to 80% of median income. Persons currently receiving the exemption would retain the exemption. This would be an amendment to the current town ordinance with two readings of the proposed amendment. The first reading would be read at the September 21, 2015 town council meeting.

Patrick Murray moved, Raymond A. Ranaldi seconded and it is so voted
to DISCUSS the tax exemptions for the elderly.

Councilmember Patrick Murray notes that the ordinance on the exemption had not been changed since 2002. He also noted that it would raise the income from $35,000 to $60,000. Mr. Murray said it was 8/10 of 1%.

Councilor Raymond Ranaldi noted that other communities in Rhode Island had kept up with the elderly exemption compared to Narragansett.

Matthew Mannix spoke on the Homestead Exemption and believed this proposal was premature

Christopher Wilkens stated that it was only a tool and it was to bring the town more into conformity.

The Town Solicitor believed there was a need for Narragansett to take a formal look at these exemptions as it hasn't been looked at for a long time. He said the staff wants to make sure the town is in conformance with the law.

Residents Stanley Wojciechowski, Raymond Kagels and John Miller speak.

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

17. A MOTION to DISCUSS the tax exemption for veterans.

Councilmembers Murray and Ranaldi propose to amend the veterans' exemption from a $55.00 tax credit to a tax exemption equating $200.00. This would be an amendment to the current town ordinance with two readings of the proposed amendment.

The first reading would be read at the September 21, 2015 town council meeting.

Patrick Murray moved, Raymond A. Ranaldi seconded and it is so voted to DISCUSS the tax exemptions.

Council member Patrick Murray explains the veterans have not been touched since 1982. He noted the Veterans receive $55.00 a year exemption and it would be increased to $200.00. Raymond Ranaldi said it was done years ago but was never kept up and it would then be kept up with the value of the dollar.

Residents Stanley Wojciechowski, Meg Rogers and Raymond Kagels speak.

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

18. A MOTION to SCHEDULE a WORKSHOP with the Town Manager and Department Heads Regarding preparation and posting Narragansett Town Council agendas.

Currently, the Town Council agendas are typically posted on the Friday before the Monday night meeting. This practice is in compliance with the Open Meetings Act's requirement that such agendas be posted at least 48 hours prior to the meeting. However, the State Senate recently passed a bill that would require Town Council meetings to be posted at least 48 "business" or "work-day" hours prior to the meeting. This proposed requirement would prohibit weekend and holiday hours from being included in the 48-hour notice requirement. As a result, the Town Council agendas would have to be posted on Thursdays or earlier to comply with the legislative requirement. This bill was not passed by the State House of Representatives so it is not yet law. However, several townspeople have brought up over the years – namely that they would like to see Town Council agendas posted sooner. To achieve that goal, the council will need to meet with the Town Manager and Department Heads to alter the timeframe within which the Town Council agenda is prepared. The current process typically results in Friday posting because of the steps required to prepare the agenda. This work session would essentially be a procedural work session to make sure Town Hall management is on the same page regarding the posting requirements and to accommodate the public's desire to review the agendas sooner.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded to SCHEDULE a WORKSHOP with the Town Manager and Department Heads Regarding preparation and posting Narragansett Town Council agendas.

Matthew M. Mannix explains that there had been a proposal to post agendas earlier however it did not pass last year the General Assembly but may come forward again in the new year. He also remarked that he also received comments from the public that the agenda should be posted earlier.

Raymond A. Ranaldi thanked Mr. Mannix for the idea however he did not see the need to hold a work session on agenda items.

Pamela Nolan commented that she already had a schedule prepared for the staff to follow.

A discussion was held regarding the time for the council to submit an agenda item.

Matthew Mannix commented that he wished to hold a work session and gave the date of September 21st at 7:00 p.m.

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

19. A MOTION to ADOPT An Ordinance in Amendment of Chapter 58, Article II (Town Employees) of the Code of Ordinances of the Town of Narragansett entitled "Retirement and Pensions"

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to ADOPT An Ordinance in Amendment of Chapter 58, Article II (Town Employees) of the Code of Ordinances of the Town of Narragansett entitled "Retirement and Pensions".

Chapter 58 "Retirement and Pensions" of the Code of Ordinances describes the rules and procedures regarding retirement and pensions including death benefits.

This Act addresses the application of the death benefit provision of the Narragansett pension ordinance to the circumstances of an active employee who dies while discharging vacation time, after his or her retirement application is approved and the employee has completed their work for the town.

The Act allows a deceased employee in such specific circumstances up to 30 days of accrued vacation time to be applied to the employee's death benefit calculation.

The first reading was read at the August 17, 2015 council meeting.

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

TOWN OF NARRAGANSETT
CHAPTER 1013
AN ORDINANCE IN AMENDMENT OF CHAPTER 58, ARTICLE II OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND, ENTITLED "RETIREMENT AND PENSIONS"

It is hereby ordained by the Town Council of the Town of Narragansett as follows:
SECTION 1. Chapter 58, Article II, Section 58-30 "Death Benefits" is hereby amended to read as follows:
(1) *Nonoccupational causes*
b. For a member who dies after completing ten years of credited service, or whose retirement application has been approved by the Pension Board and has received approval to discharge vacation time through his or her date of retirement (not to exceed 30 days) a refund of the member's contributions with interest and a monthly benefit equal to 50 percent of the accrued benefit determined as of the date of the member's death, which shall be payable to one of the following:

1. The surviving spouse.

2. If there is no spouse or the spouse remarried and minor children under 18 years of age survive the member, to such children in equal proportions.

3. If no eligible spouse or children exist at the date of death of the member, to the father or mother dependent on the member for support.

SECTION 2. This ordinance shall take effect upon its passage, and all others ordinances or parts of ordinances inconsistent herewith are hereby repealed.
First reading read and passed in the Town Council meeting legally assembled the 17th day of August, 2015.

Second reading read and passed in the Town Council meeting legally assembled the 8th day of September, 2015.

S/Anne M. Irons, CMC
Town Clerk

20. A MOTION to APPROVE the request from the Parks and Recreation Department to install three new commercial flagpoles proposed for the Wright Rotary.

The Parks and Recreation Department is seeking approval to place for competitive bid three flagpoles for the Wright Rotary to replace the three existing flagpoles. The center flagpole will be 25' in height and the two others will be 20' in height. The aluminum flagpoles will be internal halyard, ground set cone tapered and can withstand a flagged wind speed of 120 MPH.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the request from the Parks and Recreation Department to install three new commercial flagpoles proposed for the Wright Rotary.

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

22. A MOTION to APPROVE and AUTHORIZE CRMC and USFWS to utilize the parking lot of the kayak rental business at 94 Middlebridge Road and a portion of the parking lot of 95 Middlebridge Road for a full scale salt marsh resiliency project from Sedge Island along the eastern shore of Narrow River this fall, winter and spring, subject to approval of state and local regulations.

CRMC and USFWS are working on a joint project of salt marsh resiliency and will be performing a full scale salt marsh resiliency project from November 1, 2015 through May 15, 2016. The Parks and Recreation Department is requesting approval for CRMC and USFW to use the parking lots for equipment storage and to be able to take deliveries of sand to conduct the project at Narrow River throughout the off season at this facility. Equipment will be dropped on 95 Middlebridge Road for storage starting on October 15th and work will begin on the 94 Middlebridge parking lot side on November 1, 2015. All work will be completed by May 15th with site restored to the original condition or better. Liability Insurance naming the Town of Narragansett as "Additionally Insured" will be provided prior to the project.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPROVE and AUTHORIZE CRMC and USFWS to utilize the parking lot of the kayak rental business at 94 Middlebridge Road and a portion of the parking lot of 95 Middlebridge Road for a full scale salt marsh resiliency project from Sedge Island along the eastern shore of Narrow River this fall, winter and spring, subject to approval of state and local regulations.

Steve Wright, Parks and Recreation Director addressed the council on the request.

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

23. A MOTION to APPROVE the request from the Narragansett Little League to install two new batting cages at the northern extreme edge of the parking lot at the Sprague Park Little League as per all Town codes and regulations.

The Narragansett Little League has requested to install at their own expense two new 40' x 15' batting cages along the northern extreme edge of the parking lot at the Sprague Park Little League Field. The Narragansett Little League has identified various sources to fund this project which will be completely paid for by private funds. The batting cages will be installed in a safe manner for children of the league to use within this parking area. The cages will be protected by bollards with filled concrete to provide protection from vehicles. In addition the roof will be of heavy gauge fencing to protect surrounding vehicles and pedestrians from balls. The Town Building Inspector, Town Engineer and Police Chief have all reviewed the site and approve of the layout.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded to APPROVE the request from the Narragansett Little League to install two new batting cages at the northern extreme edge of the parking lot at the Sprague Park Little League as per all Town codes and regulations.

Jeffry Abrams addressed the council on the request and the location of the proposed batting cages. He noted that 5 parking space would be eliminated for the cages.

It was noted it was vetted by the staff and the Town Manager.

A discussion ensues on the installation of the batting cages and the condition of Sprague Park. The matter was continued to the September 21st in order for council members to review the site.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to CONTINUE the MOTION to APPROVE the request from the Narragansett Little League to install two new batting cages at the northern extreme edge of the parking lot at the Sprague Park Little League as per all Town codes and regulations to the September 21, 2015 town council meeting.

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

24. A MOTION to INTRODUCE, READ, PASS and ACCEPT as a First Reading, "An ordinance in amendment of Chapter 731 of the Code of Ordinances , Section 3.2 Official Zoning Map of the Zoning Ordinances of the Town of Narragansett relating to Assessor's Plat N-A, Lot 36, from R-80 Residential to limited BB – General Business" .

Quest Montessori School is requesting a zoning map amendment for Parcel N-A, Lot 36 which abuts the school property, Plat N-A, Lots 41 B/C, which is currently zoned 'limited BB" which allows a kindergarten and elementary school. The applicants

received approval of a zoning change for the adjacent properties in January 2011 for re-designation of Plat N-A, Lots 41-B & 41-C from R-80 Residential to BB – General Business for the purpose of construction of the private school. At that time the applicant agreed to, and the Town Council placed, limitations of the range of potential alternative development to which the site could be put in the event the school failed or moved to another location.

Instead of the 88 permitted uses noted in the Zoning Ordinance the approved list was reduced to only 36 uses. Table 1 (attached) replicates that list. The Planning Board reviewed this request at their July 21 meeting and recommended approval with two conditions. (Memo attached) The Town Council held a public hearing on this matter on August 17, 2015 at which the request was approved with conditions suggested by the Planning Board.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to INTRODUCE, READ, PASS and ACCEPT as a First Reading, "An ordinance in amendment of Chapter 731 of the Code of Ordinances, Section 3.2 Official Zoning Map of the Zoning Ordinances of the Town of Narragansett relating to Assessor's Plat N-A, Lot 36, from R-80 Residential to limited BB – General Business".

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

25. A MOTION to APPROVE the renewal of the Infinite Visions (Budget Sense) software maintenance agreement with Tyler Technologies Inc. in the amount of $17,846.66 for Fiscal Year 2015/2016.

This agreement renewal covers maintenance, updates, license fee, and support for the Towns' Infinite Visions software. The renewal period is: July 1, 2015 – June 30, 2016. Since Tyler Technologies Inc. is the only company that can provide this service, 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 Manager, have determined this to be a sole source item.

The total cost of the annual agreement is $35,693.33. This cost is a 50/50 split with the School Department, with the Town portion being $17,846.66.

Funding is available in the Information Resources Operating Account, # 0001350 50311, Licenses/Dues.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPROVE the renewal of the Infinite Visions (Budget Sense) software maintenance agreement with Tyler Technologies Inc. in the amount of $17,846.66 for Fiscal Year 2015/2016.

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

26. A MOTION to AWARD the Request for Proposals (RFP) for "Architectural\Engineering Services for Town Hall" to Robinson Green Baretta (RGB), in the amount of $20,000.00.

This item for a RFP is for architectural and engineering services Town Hall building improvements. The specific scope of work items that this RFP focused on were:

- Element 1. Building Envelope/Water Infiltration/Walkway Access.
- Element 2. Ventilation/Air Conditioning.
- Element 3. Fire Suppression System

Robinson Green Baretta (RGB) Architects was one of two (2) responses received. RGB had the lowest lump sum price and has completed other satisfactory work for the Town. In addition, RGB has offered a competitive package for all the Element tasks requested. A request for proposal was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Seven vendors were solicited and two responded. Funding is available in the Department of Public Work Capital Projects Account, #00200710 57520, Town Hall Renovations.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to AWARD the Request for Proposals (RFP) for "Architectural\Engineering Services for Town Hall" to Robinson Green Baretta (RGB), in the amount of $20,000.00.

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

27. A MOTION to ADOPT a Resolution Supporting the Quonset Air Museum to remain at its current location in North Kingstown.

With this resolution, the Town Council would express its support for the Quonset Air Museum remaining in its current location. This museum represents a historical and educational facility that is closely intertwined with the state's Air Show. It is part of the cultural fabric of the State of Rhode Island and should be preserved.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to ADOPT a Resolution Supporting the Quonset Air Museum to remain at its current location in North Kingstown.

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

A RESOLUTION IN SUPPORT OF THE QUONSET AIR MUSEUM
RESOLUTION 2015-14

Whereas, the Quonset Air Museum has been a catalyst in keeping the legacy and history of military aviation for our state and nation alive; and
Whereas, the Museum functions as a research, education and exhibit facility to educate the public from all over the world in the contributions of Rhode Islanders to the growth and development of aviation and space exploration; and
Whereas, the Museum has been instrumental in bringing added tourism and complementing our extremely successful Rhode Island National Guard Open House and Air Show;

NOW, THEREFORE, BE IT RESOLVED, the Narragansett Town Council fully supports the endeavors of the Quonset Air Museum to remain at its current location and work on a plan to remediate its building maintenance issues; and be it

FURTHER RESOLVED, the Narragansett Town Council would not endorse any plans for the Rhode Island Airport Corporation to evict, remove, or place the Quonset Air

Museum and its artifacts in jeopardy of destruction, deterioration, repossession, or private purchase for personal gain; and be it

FURTHER RESOLVED, the Narragansett Town Council respectfully requests that the Rhode Island Airport Corporation work with the Quonset Air Museum and the Town Council of North Kingstown on a plan to keep the museum in its rightful place and retract its eviction notice for September 2015, since the museum even now has six years remaining on its lease with the Corporation;

FURTHER RESOLVED, that this Resolution be forwarded to Governor Raimondo, Senate President, Speaker of the House, Narragansett Legislative Delegation, Quonset Development Corporation Board of Directors and Rhode Island Airport Corporation.

Adopted this 8th day of September, 2015.

TOWN OF NARRAGANSETT
S/Matthew M. Mannix, Council President

ATTEST:
S/Anne M. Irons, CMC-Town Clerk

28. A MOTION to SCHEDULE a WORK SESSION to interview candidates for a Zoning Board Appointment.

Zoning Board Member Robert Mulligan has resigned as a member of the Zoning Board of Review. As in accordance with the Town of Narragansett Rules for Commission, Committee and Board Appointments I. Selection Process of Members #4 all new vacancies on the Planning and Zoning Board will require that the Town Council interview those candidates. As an announcement has been made that the council has received a resignation from the Zoning Board of Review I also wanted to give candidates the opportunity to file an application even though we did interview two candidates in August.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to SCHEDULE a WORK SESSION to interview candidates for a Zoning Board Appointment to September 21, 2015 tentatively 6:00 p.m. or 6:30 p.m.

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

ADJOURNMENT:

The meeting adjourns at 9:54 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

Statement of Conflict of Interest
pursuant to R.I. Gen. Laws § 36-14-6

I Christopher Wilkens, holding the position of Narragansett Town Councilman, hereby under oath depose and say:
(job title or appointed/elected position and name of board/commission/agency/department)

1. A matter involving A motion to schedule interviews for Z.B. appointments is presently before the Narragansett Town Council.
(name of board/commission/agency/department)

2. I have the following interest in the matter noted in paragraph 1 above:
I had business before the Zoning Board this year

3. [Please select one of the following]:

(✓) A. In compliance with R.I. Gen. Laws § 36-14-6(1), I hereby recuse from participating in the discussion of or taking official action relating to said matter. (This does not prohibit participation as a member of the public in an open meeting, pursuant to Commission Regulation 7003.)

( ) B. In compliance with R.I. Gen. Laws § 36-14-6(1), I hereby state that despite the interest described above, I believe I am able to participate fairly, objectively and in the public interest regarding said matter for the following reasons:

Signed under the penalties of perjury this 8 day of September, 2015

Signature

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____
Amend No. _____

Date Prepared: February 4, 2015
Council Meeting Date: March 11, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Michael J. DeLuca, Community Development Director

SUBJECT: A Public Hearing for Abandonment of Harris Avenue

RECOMMENDATION:

That the Town Council CONTINUES a PUBLIC HEARING on a Petition for Abandonment from John R. Sahagian for the eastern half of Harris Avenue on Assessor Plat P to add to Assessor's Plat P, Lot 96 to March 21, 2016.

SUMMARY:

John Sahagian of South Pier Road has submitted a request to abandon the eastern portion of Harris Avenue to add to his property for improvement for the access to his property from South Pier Road for public safety reasons.

In accordance with RIGL §24-6-1 the town council is authorized to abandon a highway or driftway in the town after public notice is given to abutters as well as an advertisement for three successive weeks for a public hearing. A public hearing is held to consider the request for abandonment and if the town council declares the roadway abandoned and additional public notice is given as well as an advertisement declaring the abandonment for three successive weeks.

The Planning Board reviewed this request at their October 20, 2015 meeting and took testimony from Mr. Sahagian. They noted staff reluctance to support the abandonment due to environmental concerns and the possibility to use this area for vehicular access to Town land south of the Sahagian property in the future. During discussion, Mr. Sahagian suggested that he hire a wetland & soils expert to look at the other paper streets that connect to the Town land. The Planning Board continued their review to November in order to allow Mr. Sahagian to conduct site analysis of other rights-of-way nearby for the potential vehicular access to the Town Land.

A PUBLIC HEARING was held on January 4, 2016 and continued to February 16, 2016. The applicant requested a continuation of the PUBLIC HEARING to the March 21, 2016. The applicant has again requested another continuation to the April 18, 2016 town council meeting.

ATTACHMENTS:

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Michael DeLuca, Community Development Director

SUBJECT: Text Amendment to Zoning Ordinance

RECOMMENDATION:

A motion to SCHEDULE A PUBLIC HEARING for text revision of the definitions of "Building Coverage" and "Site Coverage" in the Zoning Ordinance.

SUMMARY:

The Community Development Department originally submitted a proposed text revision for each of these terms as part of the "omnibus "regulatory changes. The "omnibus" bill is intended to periodically make minor changes in text that may provide clarification or correction of to an element of the Zoning Regulations.

Per advice of the Town Solicitor, these definitions were removed for more in-depth deliberations by the Planning Board. On March 15, 2016, the Planning Board reconsidered the two subject definitions resulting in clarifying revisions to both. See attachment.

Staff suggests a public hearing date of April 4, 2016.

ATTACHMENTS:

1. Draft Ordinance with cover sheet

ZONING ORDINANCE PROPOSED REVISION
COMPARITIVE TEXT

ORIGINAL TEXT
Coverage, building. That percentage of the lot area covered by the combined area of all buildings or structures on the lot, i.e., building area divided by lot area.

PROPOSED TEXT
Coverage, building. That percentage of the lot area covered by the combined area of all buildings or structures on the lot, (i.e., building area divided by lot area). Notwithstanding the above, the structural components installed as part of a runoff or erosion control mitigation system, and/or the wetted surface of an above or in-ground pool shall not be counted in this calculation. In addition, where the primary structure has met, or is proposed to meet but not exceed, the maximum allowance regulated in Section 6.4 or 6.5, non-roofed open sundecks totaling up to 15% of the adjacent residential unit's overall footprint shall be exempt.

(Action: REMOVE - Added text would eliminate portions of a building that will NOT count toward coverage. Under review for further interpretation and final edit)

ORIGINAL TEXT
Coverage, site. That percentage of the lot area covered by the building area, plus open porches, stairs, structures, walkways, driveways, parking areas and other concrete, asphalt, or other impervious surfaces that do not absorb stormwater.

PROPOSED TEXT
Coverage, site. That percentage of the lot area covered by the building area, plus covered porches, walkways, driveways, parking areas and other concrete, asphalt, or other structures or impervious surfaces that do not absorb stormwater. Notwithstanding the above, non-roofed, open sundecks and stairways shall not be included in this classification but will be counted toward building coverage in accordance with the definition of building coverage.

(Action: REMOVE - Added / deleted text to eliminate portions of a building that not count toward site coverage for stormwater calculations. Under review for further interpretation and final edit)

TOWN OF NARRAGANSETT

CHAPTER _____

AN ORDINANCE IN AMENDMENT OF CHAPTER 731 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND, ENTITLED "AN ORDINANCE IN RELATION TO ZONING" AS IT RELATES TO AMENDMENTS TO DEFINITIONS.

It is ordained by the Town Council of the Town of Narragansett as follows:

SECTION 1. Chapter 731 of the Code of Ordinances of the Town of Narragansett entitled "**An Ordinance in Relation to Zoning"** is hereby amended as follows:

SECTION 2. Section 2.2 of the Zoning Ordinance entitled 'Definitions is amended by including the new /revised definitions as follows:

Coverage, building. That percentage of the lot area covered by the combined area of all buildings or structures on the lot, (i.e., building area divided by lot area). Notwithstanding the above, the structural components installed as part of a runoff or erosion control mitigation system, and/or the wetted surface of an above or in-ground pool shall not be counted in this calculation. In addition, where the primary structure has met, or is proposed to meet but not exceed, the maximum allowance regulated in Section 6.4 or 6.5, non-roofed open sundecks totaling up to 15% of the adjacent residential unit's overall footprint shall be exempt.

Coverage, site. That percentage of the lot area covered by the building area, plus covered porches, walkways, driveways, parking areas and other concrete, asphalt, or other structures or impervious surfaces that do not absorb stormwater. Notwithstanding the above, non-roofed, open sundecks and stairways shall not be included in this classification but will be counted toward building coverage in accordance with the definition of building coverage.

SECTION 3. This ordinance shall take effect upon its final passage, and all other ordinances or parts of ordinances inconsistent herewith are hereby repealed.

First reading, read and passed in the Town Council meeting legally assembled the ____ day of _____, 2016.

Second reading, read and passed in the Town Council meeting legally assembled the ____ day of _____, 2016.

ATTEST:

_____

Anne Irons, Town Clerk

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____
Amend No. _____

Date Prepared: March 15, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC-Town Clerk

SUBJECT: Schedule Public Hearing –Transfer of Liquor License from Mainland Narragansett RI Inc. d/b/a Narragansett Grill, 1200 Ocean Road, Plat L Lot 237 to Carol & Mario Catering Inc., Carol A. Santilli, President, 1200 Ocean Road, Plat L Lot 237.

RECOMMENDATION:

That the Town Council schedule a public hearing on the application for a transfer of a Class BV Liquor License from Mainland Narragansett RI Inc. d/b/a Narragansett Grill, 1200 Ocean Road, Plat L Lot 237 to Carol & Mario Catering Inc., Carol A. Santilli, President, 1200 Ocean Road, Plat L Lot 237.

SUMMARY:

David Baptista has submitted an Application for Transfer of Beverage License to Carol & Mario Catering Inc., Carol A. Santilli, President, 1200 Ocean Road, Plat L Lot 237.

As in accordance with the town's liquor license rules and regulations the public hearing will be advertised in the newspaper twice at least 14 days before the scheduled public hearing.

The suggested date for the public hearing is April 18, 2016 at 8:00 p.m.

The current conditions/restrictions at that establishment are as follows:

- The outdoor deck capacity not exceed 24 seats (6 four person tables) and the garage doors will be closed at 9:00PM *
- Food and beverage service on the deck shall cease with no person on the deck after 9:00PM
- No live entertainment be allowed on the premises, including DJ's.
- The 6 bar stools at the existing bar are authorized in exchange of the removal of 6 existing seats in the current dining room and at the bar alcohol is allowed to be served with food
- The kitchen closes at 11:00PM
- Alcohol will be served at tables with food
- The dumpster is to be locked and screened and not visible from the street

*The "garage doors" no longer can be opened.

ATTACHMENT:

1. Application

STATE OF RHODE ISLAND

NARRAGANSETT
City or Town

Board of Licensing Commissioners

Application For Transfer of Beverage License

Transfer of Location_____ Name_____ Stock_____

RETAILER CLASS: A___ BH___ BM___ BT___ BV✓ BVL___ C___ D___ DL___ E___ J___ T___

CAROL A. SANTILLI

Name of Transfer applicant

CAROL + MARIO'S CATERING INC Tel. # 401-338-5140

D/B/A

60 QUAIL HOLLOW RD CRANSTON

Address

The above hereby petitions the Licensing Board to transfer the said license to:
New Location (if any)

New Name (if any)

If Change of Stockholder's List old & New Stockholders:

Does applicant have draft system?

yes

3/15/16

Signature of Transferor Date

3-15-16

Signature of Transferee Date

The Board of License Commissioners has set a hearing:

Date and Time:

Place:

on this petition and ordered the same to be duly advertised.

For Board of License Commissioners

Date

Title

STATE OF RHODE ISLAND NARRAGANSETT

BOARD OF LICENSING COMMISSIONERS
APPLICATION FOR LICENSE BY CORPORATION

RETAILER'S CLASS A.....B.....C.....D.....E.....J..... DATE:_____

THE UNDERSIGNED APPLIES FOR A BEVERAGE LICENSE, CHECKED ABOVE, PURSUANT TO CHAPTER 7, TITLE 3, OF THE GENERAL LAWS OF RHODE ISLAND 1956, AS AMENDED.

NAME OF BUSINESS Carol + Mario Catering Inc

1. NAME OF APPLICANT Carol Santilli

2. STATE -- INCORPORATED RHODE ISLAND

3. DATE INCORPORATED 2001

4. ADDRESS OF PREMISES 1200 Ocean Road

PLAT AND LOT L-237

5. NAME AND ADDRESS OF ALL OFFICERS (FULL NAME -- FIRST, MIDDLE AND LAST)

PRESIDENT: Carol A. Santilli
DOB: 8-4-53 SOCIAL SECURITY #: [redacted]

VICE PRESIDENT:
DOB: SOCIAL SECURITY #:

SECRETARY:
DOB: SOCIAL SECURITY #:

TREASURER:
DOB: SOCIAL SECURITY #:

6. NAME AND ADDRESS OF ALL DIRECTORS OR BOARD MEMBERS:

7. CLASSES OF ALL STOCK: 100 Shares no Par Value

(A) AMOUNT OF EACH AUTHORIZED
(B) AMOUNT OF EACH ISSUED

8. NAME AND ADDRESS OF ALL REGISTERED OWNERS OF EACH CLASS AND OF AMOUNT OWNED (ATTACH LIST IF NECESSARY)

N/A
Carol Santilli

9. IF ANY OF THE ABOVE STOCK IS HYPOTHECATED OR PLEDGED, GIVE NAME AN ADDRESS OF PERSON TO WHOM PLEDGED OR HYPOTHECATED

10. IF APPLICATION IS IN BEHALF OF UNDISCLOSED PRINCIPAL OR PARTY INTERST, GIVE DETAILS:

11. DOES APPLICANT OWN PREMISE? NO IS PROPERTY MORTGAGE? NO

12. IS PROPERTY LEASED? ✓

13. GIVE NAME AND ADDRESS OF MORTGAGOR OR LESSOR AND AMOUNT OR EXTENT
WESTERY CREDIT UNION

14. HAVE ANY OFFICERS, BOARD MEMBERS OR STOCKHOLDERS EVER BEEN ARRESTED OR CONVICTED OF A CRIME. IF YES, EXPLAIN NO

IF DUI, DID THE INCIDENT RESULT IN PROPERTY DAMAGE OF LOSS OF LIFE? YES _____ NO ✓

15. WILL A DRAUGHT LINE BE ON THE PREMISES? YES

16. IS ANY OTHER BUSINESS TO BE CARRIED ON IN PREMISES? IF YES, EXPLAIN
NO

17. IS ANY OFFICER, BOARD MEMBER OR STOCKHOLDER ENGAGED IN ANY MANNER AS A LAW ENFORCEMENT OFFICER? IF YES, EXPLAIN NO

18. IS APPLICANT OR ANY OFFICERS, BOARD MEMBERS OR STOCKHOLDERS INTERESTED, DIRECTLY OR INDIRECTLY, AS PRINCIPAL OR ASSOCIATE, OR ANY MANNER WHATSOEVER, IN ANY RETAIL LICENSE ISSUED UNDER CHAPTER 3-7 OF THE GENERAL LAWS OF RHODE ISLAND 1956, AS AMENDED? IF YES, EXPLAIN YES See Below

19. IS APPLICANT THE OWNER OR OPERATOR OF ANY OTHER BUSINESS? IF YES, EXPLAIN
MARIO'S RISTO BAR 180 HAVEN AVE
CRANSTON R.I

20. STATE AMOUNT OF CAPITAL INVESTED IN BUSINESS ?

I HEREBY CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Carol Smith

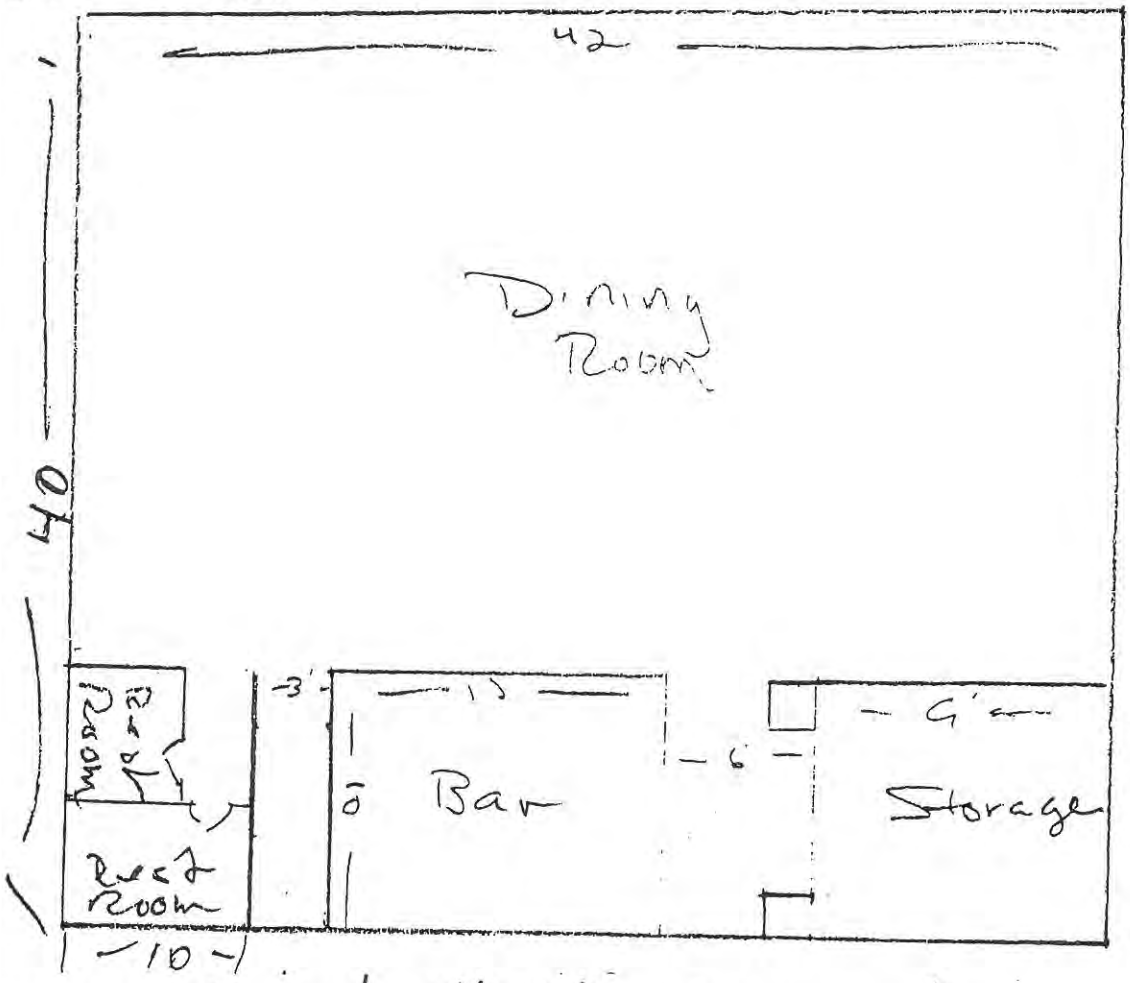
APPLICANT

CORPORATE SEAL

TOWN OF NARRAGANSETT
Town Hall • 25 Fifth Avenue • Narragansett, RI 02882
Tel. (401)782-0603 Fax (401)783-9637

Date 3-14-2016

PLEASE ILLUSTRATE BELOW THE NUMBER OF BARS IN YOUR ESTABLISHMENT AND LOCATION OF SAME.



BUSINESS NAME: Good Macros Catering Inc

SIGNATURE: [illegible]

Town of Narragansett
MISCELLANEOUS LICENSE APPLICATION

To-B-Determind Trade name	Carol Santini Owner's name
1200 Ocean RD Company address *(line 1)*	30 Quail Hollow RD Mailing address *(line 1)*
Company address *(line 2)*	Cranston, RI Mailing address *(line 2)*
Company telephone #	401-338-5140 Owner's telephone #

Enter: Plat Lot(s)#

TYPE(S) OF LICENSE:	FEE:
VICTUALLING LICENSE	$ 50.00
	$
	$

Signature: [signature] Date: 3-14-2016

>>>

TOWN OF NARRAGANSETT
Town Hall • 25 Fifth Avenue • Narragansett, RI 02882
Tel. (401)782-0603 Fax (401)783-9637

Date 3-14-2016

PLEASE ILLUSTRATE BELOW THE NUMBER OF BARS IN YOUR ESTABLISHMENT AND LOCATION OF SAME.

BUSINESS NAME: GOOD MARCIOS CATERING INC

SIGNATURE: [illegible]

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____
Amend No. _____

Date Prepared: December 30, 2016
Council Meeting Date: March 21, 2016

TO: Honorable Town Council

FROM: Dawson Hodgson, Town Solicitor

SUBJECT: Proposed Amendment to Zoning Ordinance - Unrelated Persons

RECOMMENDATION:

That the Town Council holds a PUBLIC HEARING to amend Chapter 731 of the Code of Ordinances of the Town of Narragansett entitled "Zoning", Section 2.2 Definitions "Households".

That the Town Council RECEIVES and PLACES on FILE the recommendation from the Planning Board.

SUMMARY:

In response to extensive community concerns over quality of life issues reported by residents in various Town neighborhoods, the Town Council established an Ad Hoc Commission on Student Rental Issues in 2014. The Ad Hoc Committee has issued a report to the Council laying out a series of findings and recommendations to alleviate various quality of life and safety issues attendant to the high concentration of student rentals in certain Narragansett neighborhoods.

Included in the wide-ranging Ad Hoc Committee report are extensive findings and recommendations related to the Town's zoning laws and enforcement. The Town Council has considered these recommendations, and received extensive public comment in work sessions and regular meetings. The Council now seeks to implement one of the key recommendations of the Ad Hoc Committee: that the town should enact and enforce an ordinance which prohibits more than 4 unrelated persons from occupying a single household.

Narragansett ordinances currently prohibit more than 3 unrelated persons in a household, although that ordinance has not been enforced since a Superior Court judge struck down the ordinance in 1994 in the case of DiStefano v. Haxton.

Notwithstanding a strong legal argument that the existing ordinance is now enforceable due to changes in the ordinance to reflect state law, the Town Council has reached a consensus that increasing the limit on unrelated persons from three to four would be the most appropriate method of lessening the intensity of use that has been created by proliferation of student rental properties in excess of 4 unrelated persons. This increase in the limit will also limit the economic burden that enforcement of the existing ordinance might place on property owners who have invested in increasing the tenant capacity of their rental properties beyond what is allowed in the current ordinance.

State law requires any requested amendment to a Town's zoning ordinance be submitted to the Planning Board for recommendation, and that the Board, with the aid of the planning department, shall make a recommendation within 45 days. The State law also requires the Town Council hold a Public Hearing on the amendment. The Planning Board held hearings on the proposal on March 9, 2016 and the matter is now before the Council.

ATTACHMENTS:

1. Public Hearing Advertisement
2. Draft ordinance
3. Planning Board Recommendation

2.2. - Definitions.

As used in this ordinance, the following words and terms shall have the meanings indicated unless otherwise specified.

* * *

Household. One or more persons living together in a single dwelling unit, with common access to, and common use of, all living and eating areas and all areas and facilities for the preparation and storage of food within the dwelling unit. The term "household unit" shall be synonymous with the term "dwelling unit" for determining the number of such units allowed within any structure on any lot in a zoning district. An individual household shall consist of any one of the following:

(a) A family, which may also include servants and employees living with the family; or

(b) A person or group of unrelated persons living together. The maximum number shall be ~~three~~ <u>four</u> persons.

TOWN OF NARRAGANSETT
DEPARTMENT OF COMMUNITY DEVELOPMENT
25 FIFTH AVENUE ~ NARRAGANSETT, RI 02882

MEMORANDUM

DATE: March 16, 2016

TO: Matthew M. Mannix, President – Honorable Town Council
FM: Terence Fleming, Chairman - Narragansett Planning Board

RE: Recommendation on the requested Zoning Text Amendment increasing the number of unrelated individuals who can make up a "Household"

On March 15, 2016, the Planning Board took under consideration a request from the Town Council to review and make recommendation on a proposal to increase the number of unrelated persons permitted to reside in a dwelling from 3 to 4. In attendance were Chairman Fleming, Dr. O'Neill, Mr. Indeglia, Mr. Glazer & Mrs. Plaziak.

A. PROJECT BACKGROUND

The Town Council has been working with the Ad-Hoc Committee on Rental Issues for some time. A report by the Ad-Hoc Committee's Zoning Enforcement Sub-Committee was issued on July 13, 2015. The first issue that has come forth from that report is the prospect of revising the Town's Zoning Ordinance by re-defining the term "household" as allowing for a maximum of 4 unrelated individuals. This represents an increase of one (1) over the current limit of three unrelated individuals.

B. STAFF ANALYSIS

Staff analysis of this request used two approaches. First, the staff looked to the current zoning codes from other communities to establish where the Town of Narragansett's regulation fits within the overall RI community. Second they looked to the current Comprehensive Plan for relevant policies that may affect or be affected by this quantitative change in definition.

1. HOUSEHOLD DEFINITION

Staff researched the definition of "household" from nearly every city and town in RI. They deduced that virtually all have accepted the State definition of "Household" set forth in RIGL 45-24 and all but two have installed a maximum number of unrelated individuals. These range from 3 unrelated individuals (20 communities) to 6 unrelated individuals (1 community). Two

communities identify no maximum number. One community (Burrillville) limits 2 persons per bedroom with a max of 3 unrelated individuals.

It should be noted that the challenged definition in the DiStefano v. Haxton case was from the 1987 version of the Town's Zoning Code. In 1987, the Town set a limit of 3 unrelated individuals within the definition of "family". There was no definition of "household" at that time. The current definition of "household" was set forth by the General Assembly in the 1991 reenactment of the State's Zoning enabling Law. It is unknown what the pre-1991 zoning enabling law dictated for the definition of "family".

Today, the State's definition of "family" includes "household" and our current definition of "household" includes a maximum number of 3 unrelated individuals as the maximum that can make up a household.

The Board recognizes and accepts these facts as foundation for the discussion of the merits of a change to 4 unrelated individuals.

2. CONSISTENCY WITH THE COMPREHENSIVE PLAN

The considerations the Planning Board have addressed in the past regarding map amendments involve the appropriateness of the change to the affected area, sufficiency of infrastructure to serve the new zone, consistency with proposed plans for the area and if the change will promote the development of the Town as envisioned in the Comprehensive Plan. In the current case of a proposed text amendment these tests must be adapted slightly to:

(1) Whether the revised zoning definition is appropriate to the Land Use districts in which it would apply;
(2) Whether public infrastructure is adequate to serve the demand that may result from the new designation;
(3) Whether the proposed amendment is consistent with existing or envisioned development character of the zones in which it would be allowed;
(4) Whether the proposed amendment will promote the development of the Town as contemplated in the Comprehensive Plan

Land Use Appropriateness: The Future Land Use map provides five categories of residential land use and applies an appropriate color coded designation to the areas projected for residential development. None of the Land Use Codes speaks directly (or indirectly) to the number of people inhabiting an individual home. The unit of measure is "density" and density is measured by dwelling units, not tenancy. The residential areas of town are designated in one of the Land Use categories below:

1. Residential Cluster
2. High Density Residential
3. Medium Density Residential
4. Low Density Residential
5. Multi-Family Residential

Revising the number of unrelated individuals that may make up a household in Residential Zones could be appropriate for implementation dependent on the will of the Town. Why 20 communities chose 3 as their maximum and 13 others chose 4, 5 or 6 is highly dependent on the nature of the residential housing stock and the demographic trends of their populace. The housing stock in Narragansett is primarily single family detached housing, making up 84% of the Towns 9,910 dwelling units. Of those 9,910 dwelling units, over 53% are either 3 or 4 bedroom units. Only 6.5% of the entire housing stock has 5 bedrooms or more. In terms of actual household size, the Narragansett average hovered between 2.3 and 2.6 individuals per household for the past 40 years. According to the US Census, this figure has fallen since 1990 from 2.56 to 2.36. There is no accounting of the impact that seasonal residents may or may not have on this figure.

The proposal to amend the number of unrelated individuals who can make up a "household" is not directly addressed in the Town Comprehensive Plan.

Infrastructure: While the number of people living in a dwelling directly relates to their water and sewer usage, the Town's Water System Supply Management Plan and its corresponding Wastewater Management Plan utilize broad parameters when projecting future usage and impact on these utilities. The modest change from 3 to 4 would not significantly affect their anticipated demand.

In regard to other infrastructure, such as roadways, storm drains, electricity, cable etc., there is no measurable impact that can be connected to the general policies of the Town Comprehensive Plan.

The proposed increase in the number of unrelated individuals that may be considered a "household" would not likely affect water or sewer service at all.

Area Consistency: Regarding consistency with existing development character for the zones in which it would be allowed, staff notes that the Town has 5 zones designated for residential development; R-80, R-40, R-20, R-10, R-10A. These zones set forth the minimum land area necessary for a construction of a dwelling. Hence, R-80 requires 80,000 square feet of land for each dwelling unit and so on.

The number of individuals allowed to inhabit a dwelling is not regulated in any of these zones.

Promotion of Comprehensive Plan: In order to consider if the proposal comports with the objectives of the Comprehensive Plan a review of relevant chapters of the 2005/2008 Plan was conducted. There are a number of references to protecting the integrity of residential neighborhoods or promoting land use patterns that respect natural resources and reinforce community character. There are also various references to revision of the Town regulations to implement the recommendations of the Plan. However, none of these objectives incorporates a level of detail that speaks to the number of unrelated individuals who may inhabit a legal dwelling unit.

In Chapter 10, Housing, there is reference to "seasonal rental" dwellings. The Plan acknowledges that property abuse, overcrowding and other disturbances of absentee landlords have become a major concern. At page 104 the Plan suggests developing enforcement programs to address quality of life issues such as noise, parking and lack of maintenance. The related section in Chapter 14, Implementation, identifies Action Item #97 – "that an increase in monitoring of rental housing" should be undertaken as an ongoing program by the Town building Inspector.

As all involved know, these tasks are being undertaken. The Building Official now has two part-time employees who monitor housing conditions, paying particular attention to the neighborhoods that have a high percentage of seasonal rentals. The rental registration program has become more sophisticated in the past 10 years and many violations have been caught and corrected in that time. The Police Department has significantly stepped-up enforcement of the noise ordinance and other nuisance related regulations.

In summary, Board has reviewed the proposal and concluded the proposed revision for the definition of "household" increasing the maximum allowed number of unrelated individuals from 3 to 4 has very little correlation with the scale and context of the policies of the Comprehensive Plan. This is not to say that the general objectives of the Plan are not affected by actions of people who break the law or over-use residential property. However, the proposed re-designation of maximum household size (to a more liberal maximum), does not directly implement any objective of the plan – not even Action Item #97.

Conversely, such a decision would also not violate any goal, objective or action item of the Comprehensive Plan.

3. CONSISTENCY WITH PURPOSES OF ZONING

The principal purposes of zoning that relate to this petition involve the following:

- Promote the public health, safety and general welfare.
- Providing for a range of uses and intensities of use appropriate to the character of the Town, reflecting current and future needs.
- Promoting implementation of the comprehensive plan.

The Board acknowledges the Ad-Hoc Committee's assertion that the proposed increase is allowed under the 1991 Zoning enabling law, however we are not necessarily certain that the 1991 law negates the effect of Judge Fortunato's decision in DiStefano v. Haxton.

In the Board's opinion, adoption of a new maximum number of individuals that may be considered a "household" may be acceptable to the Town but will not have any significant effect on the consistency with the purposes of zoning.

C. BOARD'S CONCLUSION

The Town Council referred this proposal to***, "increase the number of unrelated persons permitted to reside in a dwelling from 3 to 4"*** for recommendation by the Planning Board. The Board considered the implications of this proposal with regard to the Comprehensive Plan and Zoning Ordinance. The Board reviewed the range of unrelated individuals allowed to make up a "household" in 35 communities statewide. The Board also considered the report of the Ad-Hoc Committee on Rental Issues / Zoning Subcommittee giving deference to the depth and conclusions of their study.

The Board suggests the increase in maximum number of unrelated individuals that may be considered a "household" is a choice dictated as much by the intangible, undefinable sense of comfort as it may be by any minute interpretation of the Town Comprehensive Plan. There clearly is variation within the State, from town to town, which seems to reflect each town's character, but that does not rise to the level of affecting or being affected by the Comprehensive Plan of the Town. For the reasons cited above, the Planning Board concludes this proposal may have merit to provide a valuable addition to the Town's zoning regulatory program.

D. BOARD'S RECOMMENDATION

Upon motion by Dr. O'Neill, seconded by Mrs. Plaziak, the Planning Board voted to make a positive recommendation to APPROVE the proposal to raise the maximum of unrelated individuals that can make up a household from 3 to 4.
Motion passed 3-1-1
(Ayes: Mr. Fleming, Dr. O'Neill, Mrs. Plaziak Nays: Mr. Glazer Abstain: Mr. Indeglia)

1. **Consistency with Comprehensive Plan:**

A motion by Mr. Indeglia, seconded by Mr. Glazer to find the proposal to raise the maximum of unrelated individuals that can make up a household from 3 to 4, (as voted above), to be "not compatible" with the Comprehensive Plan, failed by a vote of 2-3
(Ayes: Mr. Indeglia, Mr. Glazer Nays Mr. Fleming, Dr. O'Neill, Mrs. Plaziak)

Upon motion by Mrs. Plaziak, seconded by Dr. O'Neill, the Planning Board voted to find the proposal to raise the maximum of unrelated individuals that can make up a household from 3 to 4, to be "not inconsistent" with the objectives and policies of the Town Comprehensive Plan.
Motion passed 3-1-1
(Ayes: Mr. Fleming, Dr. O'Neill, Mrs. Plaziak Nays: Mr. Glazer Abstain: Mr. Indeglia)

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 01
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Class F-1 Liquor License Application – Middlebridge School, April 15, 2016 @ The Towers

RECOMMENDATION:

That the Town Council approves a Class F-1 Alcoholic Beverage License for the Middlebridge School for a Parents Dinner Fundraiser for April 15, 2016 at the Towers, subject to state and local regulations.

SUMMARY:

Middlebridge School will be hosting the annual fundraiser "Parents Dinner" at the Towers on April 15, 2016. Under state law a Class F-1 Liquor License is required for special events when alcohol is served to the public.

ATTACHMENT:

1. Applications (3)

'16 MAR 8 PM 12:19

CLASS F/CLASS F-1 LICENSE APPLICATION

PLEASE CHECK ONE:

CLASS F LICENSE____ CLASS F-1 LICENSE X

(PLEASE PRINT)

DATE OF APPLICATION: 3/8/2016

NAME OF APPLICANT: Middlebridge School
(AGENCY/NON-PROFIT ORGANIZATION)

ADDRESS OF APPLICANT: 333 Ocean Rd.
Narragansett RI 02882

LOCATION TO BE USED: The Tower

KIND OF EVENT: Parents Dinner

DATE OF EVENT: April 15th 2016

TELEPHONE # WHERE APPLICANT CAN BE REACHED: 401 788 0800

SIGNATURE: [signature]

(Please print name of person signing) Katie Farrish

FEE SCHEDULE:

CLASS F	$15.00	(Beer & Wine Only)
CLASS F-1	$35.00	(Full Privilege)

Pd $35.00
ck #5259

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 02
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Class F-1 Liquor License Application – Friends of the Narragansett Historic Towers, Inc. April 29, 2016 @ The Towers

RECOMMENDATION:

That the Town Council approves a Class F-1 Alcoholic Beverage License for Friends of the Narragansett Historic Towers, Inc. for April 29, 2016 at the Towers, for the annual fundraiser "Taste of the Towers" subject to state and local regulations.

SUMMARY:

Friends of the Narragansett Historic Towers, Inc. will be hosting the annual fundraiser "Taste of the Towers" at the Towers on April 29, 2016. Under state law a Class F-1 Liquor License is required for special events when alcohol is served to the public.

ATTACHMENT:

1. Applications (3)

CLASS F/CLASS F-1 LICENSE APPLICATION

PLEASE CHECK ONE:

CLASS F LICENSE_____ CLASS F-1 LICENSE ✓

(PLEASE PRINT)

DATE OF APPLICATION: 3/9/16

NAME OF APPLICANT: Friends of the Historic Narragansett Towers, Inc.
(AGENCY/NON-PROFIT ORGANIZATION)

ADDRESS OF APPLICANT: 35 Ocean Rd PO Box 3330
Naur., RI 02882

LOCATION TO BE USED: Towers

KIND OF EVENT: Taste of the Towers

DATE OF EVENT: 4/29/16

TELEPHONE # WHERE APPLICANT CAN BE REACHED:

SIGNATURE: Judy Kenower

(Please print name of person signing) JUDY KENOWER

FEE SCHEDULE:

CLASS F	$15.00	(Beer & Wine Only)
CLASS F-1	$35.00	(Full Privilege)

3-9-16
$35.00
rec# 2007

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 03
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Miscellaneous Licenses- (Victualling) Dianne Mann d/b/a Nana's Ice Cream & Gelato and Candy at Salty Brine's Beach, 250 Sand Hill Cove Road, Narragansett, Rhode Island

RECOMMENDATION:

That the Town Council approve a Miscellaneous License application for a Victualling License for Dianne Mann d/b/a Nana's Ice Cream & Gelato and Candy at Salty Brine's Beach, 250 Sand Hill Cove Road, Narragansett, Rhode Island, subject to local and state regulations.

SUMMARY:

A victualing license is needed as in accordance with Article III, Section 14-46 "License Required" of the town's ordinance in order to be serve food.

ATTACHMENT:

1. Application

TOWN CLERK'S OFFICE
Town Hall
25 Fifth Avenue
Narragansett, R.I. 02882

RECEIVED
MAR - 7 2016
NARRAGANSETT
TOWN CLERK'S OFFICE

Town of Narragansett
MISCELLANEOUS LICENSE APPLICATION

NANA'S ICE CREAM + GELATO + CANDY AT SALTY BRINE BEACH
Trade name

Dianne Mann
Owner's name

250 SAND HILL COVE RD
Company address *(line 1)*

28 Pier Market Place
Mailing address *(line 1)*

NARRAGANSETT, RI 02882
Company address *(line 2)*

Narragansett, RI
Mailing address *(line 2)*

Company telephone #

401-500-1900
Owner's telephone #

Enter: Plat Lot(s)#

TYPE(S) OF LICENSE:

VICTUALING

FEE:

$ 50.00

$

$

Signature: Dianne Mann Date: 3/1/2016

>>>

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 04
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Miscellaneous Licenses- (Holiday) Dianne Mann d/b/a Nana's Candy Bar at Narragansett Beach, 30A Pier Market Place Narragansett, Rhode Island

RECOMMENDATION:

That the Town Council approve a Miscellaneous License application for a Holiday License for Dianne Mann d/b/a Nana's Candy Bar at Narragansett Beach, 30A Pier Market Place, Narragansett, RI, subject to local and state regulations.

SUMMARY:

A Holiday license is needed as in accordance with Article III, Section 14-406 "Holiday Businesses" of the town's ordinance and RIGL 5-23-2 in order to be open on holidays.

ATTACHMENT:

1. Application

TOWN CLERK'S OFFICE
Town Hall
25 Fifth Avenue
Narragansett, R.I. 02882

RECEIVED
MAR - 7 2016
NARRAGANSETT
TOWN CLERK'S OFFICE

Town of Narragansett
MISCELLANEOUS LICENSE APPLICATION

NANA'S CANDY BAR AT NARRAGANSETT BEACH
Trade name

Dianne Mann
Owner's name

30A PIER MARKET PLACE
Company address *(line 1)*

28 PIER Market Place
Mailing address *(line 1)*

NARRAGANSETT, RI 02882
Company address *(line 2)*

Narragansett, RI 02882
Mailing address *(line 2)*

Company telephone #

401-500-1900
Owner's telephone #

Enter: Plat Lot(s)#

TYPE(S) OF LICENSE:

HOLIDAY

FEE:

$ 50.00

$

$

Signature: [signature] Date: 3/1/2016

>>>

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 05
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Miscellaneous Licenses- (Holiday) (Victualling) Benjamin Wood d/b/a Salty's Burgers & Seafood, 254 Great Island Road, Narragansett, Rhode Island

RECOMMENDATION:

That the Town Council approve a Miscellaneous License application for a Holiday License and Victualling License for Benjamin Wood d/b/a Salty's Burgers & Seafood, 254 Great Island Road, Narragansett, Rhode Island, subject to local and state regulations.

SUMMARY:

A Holiday license is needed as in accordance with Article III, Section 14-406 "Holiday Businesses" of the town's ordinance and RIGL 5-23-2 in order to be open on holidays.

A victualing license is needed as in accordance with Article III, Section 14-46 "License Required" of the town's ordinance in order to be serve food.

ATTACHMENT:

1. Application

TOWN OF NARRAGANSETT

LICENSE APPLICATION
2016/2017

RECEIVED
MAR - 9 2016
NARRAGANSETT
TOWN CLERK'S OFFICE

Business Name: **SALTY'S BURGERS & SEAFOOD**
Owner(s): **BENJAMIN WOOD**
51 PETAL LANE
WAKEFIELD, RI 02879

→ Business location: 254 Great Island Rd.
Narragansett, RI 028

License Number: **2015-1933**
Fire District:

TYPE OF LICENSE	Lic Fee	Adv Fee	Tot Fee	Amt Paid
Victualling	50.00		50.00	0.00
Holiday License	50.00		50.00	0.00
	TOTAL NOW DUE		**$100.00**	

This application must be returned with the appropriate fee to the Town Clerk's Office, 25 Fifth Ave, Narragansett, RI 02882 NO LATER THAN **March 15, 2016**.

IT IS THE APPLICANT'S RESPONSIBILITY to provide applicable Health Department approval and Division of Taxation Certificate of Good Standing.

Business Closed for one month or longer - *(schedule inspections within 60 days of re-opening)*

To the best of your knowledge, are there any DEM or CRMC violations against the property? ____ yes ✓ no

I hereby certify that the above statements are true to the best of my knowledge and belief.

Signature of Applicant

3/9/16
Date

Please do not hesitate to contact this office at 401-782-0603 for any further information.

PLEASE MAKE A COPY OF THE COMPLETED APPLICATION FOR YOUR RECORDS

pd chk #
1400

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____06_____
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager

FROM: Steve Wright, Director Parks and Recreation

SUBJECT: NRPA Middlebridge Educational Programs

RECOMMENDATION:

That the Town Council approves and authorizes the Narragansett Parks and Recreation Department to partner with the Narrow River Preservation Association and the Narrow River Land Trust in offering five educational programs at the Middlebridge property, subject to approval of state and local regulations.

SUMMARY:

For the fourth year, the Parks and Recreation Department is requesting approval to partner with the NRPA and NRLT to host five educational programs this summer on Saturday June 11, “What Lives in the River”, on Friday July 22nd “Moon Rising Sunset Paddle”, on Saturday August 6th “Art on the River, on September 17th or 18th Gansett Days “What Lives in the River”, and on Saturday September 24th “Land Trust Days” from 10:00 am to 12:00 pm as per attached.

It is the intent of these educational programs to provide family activities on the river while increasing the awareness of the unique cultural and natural history of the watershed and the Middlebridge area. The RI Interlocal Trust has been consulted and provided approval of these family activities within the Town’s Insurance Coverage along with the NRPA and NRLT providing insurance coverage naming the Town of Narragansett as additionally insured. The Narragansett Land Conservancy Trust also approved these five educational programs at their meeting on March 10, 2016.

ATTACHMENTS:

1. NRPA Program for 2016

Narrow River Preservation Association

NRLT
Narrow River Land Trust

Date: March 10, 2016

To; Narragansett Land Conservancy Trust, Narragansett, RI

From: Narrow River Preservation Association (contact: Veronica M. Berounsky) and Narrow River Land Trust (contact: Julie Sharpe)

Re: Narrow River Education & Activity Center at Middlebridge, Summer 2016

In 2013, the Narrow River Preservation Association (NRPA) and Narrow River Land Trust (NRLT) in conjunction with the Town of Narragansett Park and Recreation Department launched the initial series of educational programs and family activities at the Town property at Middlebridge. It was very successful with many attentive participants and we have held similar events each year. We propose another series for this summer into fall. NRPA and NRLT share common interests to preserve, protect, and restore the environment and the quality of life for all communities within the Narrow River Estuary and its watershed and providing informational and educational opportunities to the public is an ideal way to promote those interests. The Middlebridge property is a location with unique attributes: central in the watershed, easy access to shallow water, and with panoramic views. For these reasons it serves well as an educational and activities center and a starting point for events that increase awareness of the cultural and natural history of Narrow River. We will also hold an activity at this location for "Gansett Days".

Our format worked well the past three years and we plan to repeat it. Programs will take place once a month, June thru September, on a weekend morning (except of course for the sunset kayak paddle). Inclement weather date will be the next day (except for "'Gansett Days"). Activities will be located near the water and just north of the marina and adjacent building. As experienced last year, parking at this time will not be in conflict with other activities going on at the property. Questions and reservations will be handled through the NRPA website, www.narrowriver.org . Registration (including liability waivers approved by the Parks and Recreation Department) will be onsite. Activities will be free, though donations will be accepted for kayak rentals at the July paddle. The events will be advertised on the Town of Narragansett website calendar of events, in the local newspapers, and on educational listserves.

Narrow River Preservation Association

NRLT
Narrow River Land Trust

For the fourth season of the Center we propose a slate of programs similar to those in 2015:

What lives in the River? (June 11th, 9-11 AM): An all ages introduction to common fish, shellfish, crabs and other inhabitants in the River. There will be hands-on seining with experts to catch river creatures and guided walks along the intertidal zone and salt marsh to observe the inhabitants. There will be river water tanks and microscopes to examine river creatures and guidebooks to help identify them. Experts will discuss the importance of estuaries as nurseries for fish & shellfish, the fascinating migration of river herring, and the role of river plants in the food web. Please wear footwear that can get wet.

Moon Rising Sunset Paddle (July 22nd, beginning at 5:00 PM): The ninth Annual Pettaquamscutt Paddle, sponsored by Narrow River Kayaks, is an annual guided kayak paddle scheduled soon after July's Full Buck Moon. After brief paddle and safety instruction and a presentation by NRPA board members, the guided sunset paddle takes paddlers into the John H. Chafee National Wildlife Refuge at Pettaquamscutt Cove and to the beach near the mouth of the inlet for a stretch before returning to Middlebridge with the incoming tide as the sun gently sets on the western horizon. Stay around afterwards for refreshments, conversation and a raffle drawing.

Art on the River (Saturday, August 6, 9-11 AM): Local artists will give Instruction to adults in drawing and painting scenes of the Middlebridge area, while children will have their own guided artistic activities. Bring your easels or sketch pads or cameras to capture the beauty of this iconic site. Sketch your version of an expansive landscape view or crouch down and capture a still life view of oysters on the fringe of the salt marsh. In addition, "plein air" (open air) painters and other artists will be demonstrating their techniques. Or capture the sights with your camera or iphone or ipad and download photos real time to the NRPA Facebook page.

'Gansett Days (September 17 or 18th)- As we did last year, we will do another of our popular "What lives in the River?" events and another Narragansett marsh walk. Day and time to be determined by the 'Gansett Days Committee.

Land Trust Days (Saturday, September 24th, 10-12 AM): Our contribution to a state-wide celebration of special green spaces just outside your door. Departing from the Center, join us for an all ages guided walk across the bridge and through the Garrison House Acres Narrow River Land Trust property. The tour will discuss the significance of the Jireh Bull Garrison House to King Phillips War, natural history, and on-going activities to improve wildlife habitat. Please wear sturdy shoes and bring binoculars if you can.

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____07_____
Amend No. _____

Date Prepared: March 7, 2016
Council Meeting Date: March 21, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager

FROM: Steve Wright, Director Parks and Recreation

SUBJECT: Quest Montessori School "Walk for Quest"

RECOMMENDATION:

That the Town Council approves the request from the Quest Montessori School for their annual "Walk for Quest" to be held on Saturday May 21, 2016 subject to approval of state and local regulations

SUMMARY:

This walk is their annual walk, scheduled for Saturday May 21, 2016 from 2:00 pm to 4:00 pm. The walk starts and finishes at the Domenic Christofaro Park, and is a simple out and back course on Boston Neck Road and inside Christofaro Park. There is an expectation of 150 participants for this year's walk. Temporary barriers will be in place to buffer sidewalk and travel between the school and the park. Narragansett Police will be hired for traffic control if required. A certificate of Liability Insurance naming the Town of Narragansett as "Additionally Insured" will be provided prior to be the event.

ATTACHMENTS:

1. Application for Special Use
2. Map

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

APPLICATION FOR SPECIAL USE

ROAD RACE/WALK-A-THON

TODAY'S DATE 2/28/16

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

1. NAME OF APPLICANT Michael Barclay
2. ORGANIZATION Quest Montessori School
3. ADDRESS
   E-MAIL mbarclay@questschool.org
4. TELEPHONE 401( )783-3222
5. NATURE OF EVENT Walk for Quest
6. DATE REQUESTED 5/21/16
7. TIME: 2-4
8. SITES, AREA, BUILDING REQUESTED 1150-1160 Boston Neck, Christafaro Park
9. COURSE LAYOUT attached
   MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE Students and families
11. NUMBER OF PARTICIPANTS 150 SPECTATORS 50
12. WILL THERE BE ANY VOLUNTEERS? Yes IF YES, HOW MANY 20
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
    - CAR(ESTIMATE NUMBER) 75
    - BUS(ESTIMATE NUMBER OF PASSENGERS)
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED Temporary jersey barriers between 1150 Boston Neck Rd and Christafaro park and into entrance of park to buffer sidewalk travel between the school and park.
15. WILL THERE BE ANY ADVERTISING USED? No IF YES, WHAT TYPE
16. WOULD YOU LIKE THIS EVENT ADVERTISED ON OUR WEB SITE? No
17. ANY VENDORS PROVIDING SERVICES? No IF YES, NO GOODS FOR SALE UNLESS APPROVED IN WRITING AS PART OF THIS APPLICATION.
18. IS ADDITIONAL FIRST AID NEEDED? No

- LIABILITY INSURANCE CERTIFICATES CO-NAMING THE TOWN OF NARRAGANSETT WILL BE REQUIRED IN THE AMOUNT OF $1,000,000.

- VOLUNTEERS AND OR APPLICANTS REPRESENTATIVES WILL NOT BE ALLOWED TO DIRECT TRAFFIC WITHIN TOWN ROADS UNLESS SPECIFICALLY APPROVED BY THE NARRAGANSETT POLICE DEPARTMENT.

- ALL TRASH AND LITTER MUST BE PICKED UP BEFORE LEAVING THE AREA. TRASH RECEPTACLES ARE NOT PROVIDED.

- APPLICATIONS NOT SIGNED WILL BE RETURNED.

- NO ALCOHOLIC BEVERAGES ALLOWED.

- APPLICANT IS RESPONSIBLE FOR ALL DAMAGE WHICH MAY HAVE BEEN CAUSED BY THIS EVENT.

- APPLICANT IS RESPONSIBLE FOR ANY HOURLY COSTS FOR TOWN EMPLOYEES REQUIRED FOR THE RACE; POLICE DETAILS, FIRE, EMS, PUBLIC WORKS EMPLOYEES, PARK EMPLOYEES, ETC.

- ALL APPLICATIONS MUST BE SCHEDULED FOR REVIEW AND APPROVAL BY THE NARRAGANSETT TOWN COUNCIL. THE COUNCIL MEETS THE 1ST AND 3RD MONDAY OF EVERY MONTH.

- IF STATE ROADS ARE INCLUDED WITHIN THE RACE COURSE, THE RHODE ISLAND DEPARTMENT OF TRANSPORTATION APPROVAL IS REQUIRED.

- ATTACHEMENTS REQUIRED:

  1. RACE COURSE MAP

  2. INSURANCE CERTIFICATE NAMING THE TOWN OF NARRAGANSETT AS ADDITIONAL INSURED

CONDITIONS OF APPLICATION ACCEPTED

RACE EVENT & DATE: QUEST MONTESSORI School

_____ DATE 2/28/16

Conditions of Application Accepted [APPLICANT]

_____ Accept Denied DATE 3/2/16
Parks Director

PER EMAIL Accept Denied DATE 3/2/16
Public Works Director

PER EMAIL Accept Denied DATE 3/2/16
Police Chief

PER EMAIL Accept Denied DATE 3/2/16
Fire Chief

_____ Accept Denied DATE _____
Town Manager

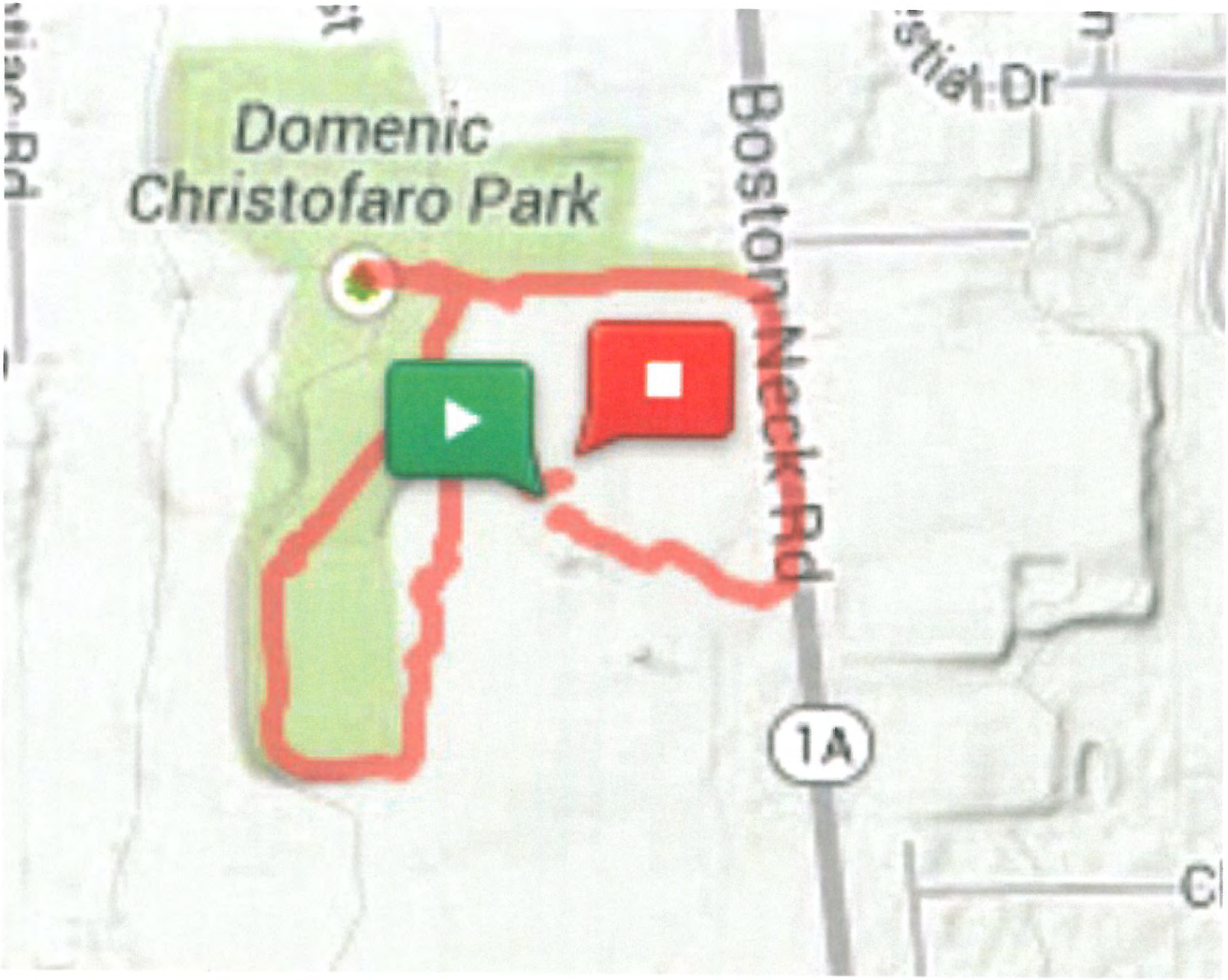
_____ Accept Denied DATE _____
Town Council

Town of Narragansett

Department of Parks and Recreation
170 Clarke Road, Narragansett, RI 02882
www.narragansettri.gov

Phone # (401) 782-0658 Fax # (401) 788-2553

Email form to recreation@narragansettri.gov


Domenic
Christofaro Park
Boston Neck Rd
1A
Dr

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 08
Amend No. _____

Date Prepared: March 1, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Susan W. Gallagher, Purchasing Manager

SUBJECT: Contract Extension for Fiber Optic System Maintenance and Improvement Services

RECOMMENDATION:

That the Town Council approves the one-year contract extension for "Fiber Optic System Maintenance and Improvement Services" for all departments with Sertex, LLC at their quoted bid prices for a one-year period, ending February 28, 2017.

SUMMARY:

The Town has an existing fiber optic communications system network that links key Town facilities throughout the Town. The system includes pole-mounted fiber cable (13.9 miles), building drops, system hardware, connectors, and other equipment necessary to support emergency and routine communications (voice and data) between these key facilities.

This original bid was for the service and maintenance of this critical system and provides us with better response times in emergency situations (over clients that do not have such a contract). Our public safety 800 MHz radio communications system relies on this network, so the ability to maintain it, particularly during and immediately after storm events is critical. The bid includes set hourly rates for various trades as well as pre-determined mark ups on parts, materials, and equipment.

Town Council awarded the original bid on February 27, 2012. Sertex has agreed to extend the contract for one year at the same rates, mark ups, terms and conditions as the original bid specifications/proposal. The one year contract extension ends on February 28, 2017.

Any project initiated under this contract with a value exceeding $4,000.00 requires prior Town Council authorization. In addition, work under this contract will be limited to a value of less than $50,000.00 unless further Town Council approval has been granted.

Funding is available in the respective departmental operating account or in the appropriate capital projects account.

ATTACHMENTS:

1. Solicitation spreadsheet for January 25, 2012 bid opening
2. Contract extension letter signed by Sertex, LLC.

Town of Narragansett, RI

Fiber Optic System Maintnenance & Improvement Services, B12018

Engineering/For All Departments

Bid Opening - Wednesday, January 25, 2012 - 11:00 am

Qualifications Based Selection Process (Cost = 40 points max)

	Vendor 1 Sertex, LLC Price	Vendor 2 Broadband Access Services, Inc. Price	Vendor 3 Henkels & McCoy Price
1. Regular Service - regular hours			
a. Teledata System Installer - per hour	$65.00 TST Lead	$130.00	No Bid
b. Other trade - per hour	$62.00 TST Tech	$130.00	
c. Other trade - per hour		$130.00	
d. Other trade - per hour		$125.00	
e. Response time for regular hours:	4 hours	24 hours	
2. Emergency Service - regular hours			
a. Teledata System Installer - per hour	$89.00 TST Lead	$150.00	
b. Other trade - per hour	$85.00 TST Tech	$150.00	
c. Other trade - per hour		$150.00	
d. Other trade - per hour		$145.00	
e. Response time for emerg serv/reg hours:	4 hours	2 to 4 hours	
3. Emergency Service-Nt/Wknd/Hol			
a. Teledata System Installer - per hour	$113.00 TST Lead	$195.00	
b. Other trade - per hour	$109.00 TST Tech	$195.00	
c. Other trade - per hour		$195.00	
d. Other trade - per hour		$193.00	
e. Response time for emerg serv/special hrs:	4 hours	2 to 4 hours	
4. Mark-up for parts & materials (%)	15.00%	15.00%	
5. Mark-up for equipment (%)	see bid for equip hrly rates	15.00%	

Sg B12018

Town of Narragansett
Finance Department • 25 Fifth Avenue • Narragansett, RI 02882-3699
Tel. (401) 782-0644 TDD (401) 782-0610 Fax (401) 788-2555

RECEIVED
FEB 29 2016

February 23, 2016

Sertex Utility Services
Attention: Michael A. Solitro, President
22 Center Parkway
Plainfield, CT 06374

RE: Bid – Fiber Optic System Maintenance and Improvement Services

Dear Mr. Solitro,

The Narragansett Town Council awarded the referenced bid on February 27, 2012 which has since expired. In the contract documents, there is an option to renew the bid annually upon agreement between the vendor and the Town. This optional one-year extension will be from now – February 28, 2017 with no changes in the contract terms. This extension requires both your agreement and ours.

The Town of Narragansett would like to extend this contract for one year, pending Town Council approval and receipt of a current Certificate of Insurance, naming the Town as a certificate holder. Please indicate below with your signature as to whether you are in agreement with or would like to decline this extension. After you have indicated your choice, please return this letter to me.

Thank you for your cooperation in this matter.

SERTEX LLC
(Company Name)

hereby *agrees* to an extension of the contract for the period through February 28, 2017.

MA Solitro
(Signature)

2/26/2015
(Date)

Or

(Company Name)

hereby *declines* an extension of the contract for the period through February 28, 2017.

(Signature)

(Date)

Sincerely,

Susan W. Gallagher

Susan W. Gallagher, MBA
Purchasing Manager

SG/L16010

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 09
Amend No. _____

Date Prepared: March 3, 2016
Council Meeting Date: March 21, 2016

TO: Jeffrey Ceasrine, Acting Town Manager

FROM: Michael DiCicco, Director of Public Works

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: Emergency repairs to School Bus 16

RECOMMENDATION:

That the Town Council approves, ratifies and confirms the emergency repairs to Bus 16, performed by Anderson Motors, in the amount of $3,023.07.

SUMMARY:

On February 1st, School Bus #16 had to be towed to Anderson Motors in East Providence for repairs to the exhaust system. These repairs were covered under warranty. However, while the bus was being repaired, the mechanics determined that the radiator and aftercooler needed total replacement, which is not covered under warranty.

As the bus was already in their facility and disassembled for the exhaust system work, our Fleet Mechanics requested that Anderson also perform the required radiator and aftercooler work. Also, the bus was scheduled for State Inspection the following week and would not have passed inspection had the repairs not been performed.

Anderson Motors provided a verbal quote for parts and labor in the amount of approximately $3,300.00. Acting Town Manager Ceasrine approved the emergency repair and PO 20163857 was issued to Anderson Motors for the estimated amount.

As of this date, the Bus is completely repaired and is back in service. Invoice #41850 has been received from Anderson Motors, in the amount of $3,023.07 (less than the original estimate).

Funding is available in the Public Works Fleet Maintenance Division Operating Account #0001735 50504, Vehicle Maintenance/Repair.

ATTACHMENTS:

1. Memo to ATM Ceasrine requesting authorization, dated 2/23/16
2. Email approval from ATM.
3. PO 20163857 to Anderson Motors
4. Invoice #41850 from Anderson Motors.

TOWN OF NARRAGANSETT

DEPARTMENT OF PUBLIC WORKS

INTER OFFICE MEMORANDUM

To: Jeffrey Ceasrine, PE, Acting Town Manager

From: Michael DiCicco, Director of Public Works

Subject: Emergency Repairs to School Bus 16 by Anderson Motors

Date: February 23, 2016

On February 1st, School Bus #16 had to be towed to Anderson Motors in East Providence for repairs to the exhaust system. These repairs are covered under warranty, however while there, the mechanics determined that the radiator and aftercooler needed total replacement, which is not covered under warranty.

As the bus was already in their facility and disassembled for the exhaust system work, our Fleet Mechanics requested that Anderson also perform the required radiator and aftercooler work.

Anderson Motors has informed us that parts and labor for this work comes to approximately $3,300.00. We are requesting your approval to issue an Emergency PO in this amount to cover this repair so that Anderson can be paid in an expeditious manner. We will submit this repair to the Town Council for approve, ratify and confirm for the March 21, 2016 Town Council meeting. Requisition 16004022 has been initiated for this payment.

Funding for this repair is available in our Fleet Maintenance account 0001735-50504. Please advise if you require additional information.

MD/eh

Erin Haggarty

From: Jeff Ceasrine
Sent: Tuesday, February 23, 2016 9:16 AM
To: Erin Haggarty; Laura Kenyon; Susan Gallagher
Cc: Mike DiCicco; Stephen Daignault
Subject: RE: Emergency Repairs to School Bus 16

Approved. Include it on the next Council docket under Consent, as "approve, ratify, and confirm"
jc

Jeffry Ceasrine, P.E.
Town Engineer\Acting Town Manager
Town of Narragansett
25 Fifth Avenue
Narragansett, RI 02882
401-782-0654

From: Erin Haggarty
Sent: Tuesday, February 23, 2016 9:12 AM
To: Jeff Ceasrine; Laura Kenyon; Susan Gallagher
Cc: Mike DiCicco; Stephen Daignault
Subject: Emergency Repairs to School Bus 16

Good morning, Jeff:

Please review the attached memo regarding Emergency repairs to Bus 16. Susan is awaiting your approval to move the requisition along.

Thank you.

Erin Haggarty
Clerk, Dept. of Public Works
Town of Narragansett
260 Westmoreland St
Narragansett, RI 02882
Ph: 401.782.0687
Fax: 401.782.0694
www.narragansettri.gov

5

REPRINT

Purchase Order

Fiscal Year 2016 Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # 20163857-00

Delivery must be made within doors of specified destination.

BILL TO

TOWN OF NARRAGANSETT
ATTENTION: ACCOUNTS PAYABLE
25 FIFTH AVENUE
NARRAGANSETT, RI 02882

VENDOR

Anderson Motors
170 Amaral Street
East Providence RI 02915-2223

SHIP TO

Public Works
260 Westmoreland Street
Narragansett RI 02882

Vendor Phone Number	Vendor Fax Number	Requisition Number	Delivery Reference
401-434-5900	401-431-2623	16004022	Bus 16

Date Ordered	Vendor Number	Date Required	Freight Method/Terms	Department/Location
02/25/2016	73	02/05/2016		Public Works

Item#	Description/Part No.	Qty	UOM	Unit Price	Extended Price
	Bus 16				
	The Above Purchase Order Number Must Appear On All Correspondence - Packing Slips And Bills Of Lading				
1	Emergency radiator (and associated parts) replacement performed by Anderson Motors mechanics. ***0001735 - 50504*** ***$3,300.00***	3300.0	DLLR	$1.000	$3,300.00

By Avon W. Gallagher
Purchasing Manager

ACCOUNTING COPY

Total Ext. Price	$3,300.00
PO Total	**$3,300.00**

GMC TRUCKS VOLVO TRUCKS AUTOCAR WORKHORSE CUSTOM CHASSIS FLEETWAY TRAILER

ANDERSON MOTORS, INC.

an ANDCO company, Est. 1964

170 AMARAL STREET
EAST PROVIDENCE, RHODE ISLAND 02915-2223
Sales & Service (401) 434-5900
Parts (401) 431-8607 Fax (401) 431-9685
website: www.andersonmotors.com
E-Mail: service @andersonmotors.com

CUSTOMER #: 7929441
UNIT# F423220

41850

INVOICE

PAGE 1

NARRAGANSETT SCHOOL DEPARTMENT
25 5TH AVE
NARRAGANSETT, RI 02882-3612
HOME: 401-932-4033 CONT: 401-932-4033
BUS: 401-792-9440 CELL: 401-792-9440

SERVICE ADVISOR: 930 BRIAN BUCKLEY

UNIT NO.	YEAR	MAKE/MODEL/VEHICLE TYPE	VIN	REG. NO.	MILEAGE IN/ OUT	TAG #
F423220	12	BLUEBIRD D3RE	1BABNBPA7CF284517	16	66396/66396	T850

DEL DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	RATE	PAYMENT	INV. DATE
26APR11 DD		26APR2012	17:00 03FEB16	16004022		CHG	25FEB16

R.O. OPENED	READY	OPTIONS:
10:03 03FEB16	16:47 25FEB16	DLR: UNKNOWN ENG: ISB*73193483 TRN: ALLI*6510992457

LINE OPCODE TECH TYPE HOURS	LIST	NET	TOTAL
A FOUND TO NEED RADIATOR ON RO # 41837-RECEIVED CALL FROM DARREN ON 02/03/16 OK TO REPLACE RADIATOR USING REQ # 16004022			
204 PROBLEM : ENGINE, CHECK COOLANT LEAK			
830 CPC		824.00	824.00
1 10033194 RADIATOR/CAC ASSY,ENG,AKG SERVICE KIT,ISB10,D3RE	2501.10	2084.25	2084.25
2 BD-39056 GR. 8 HX HD CAP SCR 3/8-	0.89	0.72	1.44
2 BD-39563 GR. 8 HEX NUT 3/8-16	0.43	0.36	0.72
2 BD-39727 BOWMALLOY LOCK WASHER 3/	0.25	0.20	0.40
4 BD-KP80402 LOGO FLAT WASHERS 3/8 US	0.45	0.32	1.28
2 BD-39727 BOWMALLOY LOCK WASHER 3/	0.25	0.20	0.40
1 05084 B/KLEEN	6.12	4.95	4.95
2 CHE16SXP ANTIFREEZE	17.95	15.95	31.90
PARTS: 2125.34 LABOR: 824.00 OTHER: 0.00	TOTAL LINE A		2949.34

66396

PRESSURE TEST COOLANT SYSTEM AND FOUND MULTIPLE LEAKS FROM RADIATOR ALONG WITH COOLANT LINE FROM SURGE TANK CLAMP, TIGHTEN CLAMP AND RECHECK FOR LEAK AT SURGE TANK LINE., OK. REMOVE SHIELDING FOR RADIATOR AND DRAIN COOLANT. REMOVE REAR BUMPER TO GAIN ACCESS TO COOLANT PACKAGE. RETAINING BOLTS FROZEN, FREE UP AND REMOVE BOLTS. REMOVE FAN SHROUD, REMOVE LOWER AND UPPER COOLANT PACKAGE MOUNTS, REMOVE COOLANT PACKAGE. ASSEMBLE COOLANT PACKAGE CONSISTING OF RADIATOR & AIR CHARGE COOLER, SWAP OVER ALL FITTINGS AS REQUIRED. INSTALL NEW COOLANT PACKAGE. REASSEMBLED VEHICLE. FILLED COOLING SYSTEM TO MFG. SPEC'S. PRESSURE TESTED COOLING SYSTEM COLD TO RECHECK FOR LEAKS, NONE FOUND. START ENGINE AND RUN TO OPERATING TEMPERATURE, PURGE AIR FROM SYSTEM & TOP OFF COOLANT AS NEEDED. RECHECK FOR LEAKS NONE FOUND. ROAD TEST, OK.

****

SHOP SUPP/EPA DISP CHG 73.73

THIS IS YOUR COMPLETE INVOICE

TERMS - NET 10 EOM UNLESS OTHERWISE INDICATED INTEREST AT 1 1/2% PER MONTH WHICH CLOSELY APPROXIMATES AN ANNUAL PERCENTAGE RATE OF 18% WILL BE CHARGED ON PAST DUE ACCOUNTS. PURCHASER AGREES TO PAY ALL COSTS OF COLLECTION INCLUDING ATTORNEY FEES.

STATEMENT OF DISCLAIMER

The factory warranty constitutes all of the warranties with respect to the sale of this item/items. The Seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose. Seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this item/items.

CUSTOMER SIGNATURE

DESCRIPTION	TOTALS
LABOR AMOUNT	824.00
PARTS AMOUNT	2125.34
GAS, OIL, LUBR, RTC.	0.00
SUBLET AMOUNT	0.00
MISC. CHARGES	73.73
TOTAL CHARGES	3023.07
	0.00
SALES TAX	0.00
PLEASE PAY THIS AMOUNT	3023.07

CUSTOMER COPY

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 10
Amend No. _____

Date Prepared: March 3, 2016
Council Meeting Date: March 21, 2016

TO: Jeffrey Ceasrine, Acting Town Manager

FROM: Michael DiCicco, Director of Public Works

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: Emergency Repairs to DPW Truck 17

RECOMMENDATION:

That the Town Council approves, ratifies and confirms the purchase of vital parts for DPW Truck 17 from New England Truck Equipment, in the amount of $4,447.08.

SUMMARY:

During snow removal operations on February 5th, 2016 the Chelsea Hot Shift PTO (Power Take Off) and Eaton 80cc Load Sense Pump both failed. These items are mounted on the transmission and are vital to operating the hydraulics on the vehicle. Without them, there is no way to spread salt, operate the plow or lift the dump body to empty the contents.

New England Truck Equipment was the only vendor at that time able to provide the parts. Acting Town Manager Ceasrine was consulted and gave verbal approval to purchase the parts, as our department couldn't afford to be down a large plow/sander for an extended period of time.

The parts were ordered and delivered, and the truck was back in working order within a week. The total cost of the PTO and Pump, including next day shipping, was $4,447.08.

As of this date, the Truck is 100% repaired and is back in service. Invoice 4177 has been received from New England Truck Equipment LLC and is awaiting Town Council approval, ratification and confirmation so a Purchase Order can be obtained to pay for the parts.

Funding is available in the Public Works Fleet Maintenance Division Operating Account #0001735 50504, Vehicle Maintenance/Repair.

ATTACHMENTS:

1. Invoice 4177 from New England Truck Equipment, LLC (2/9/2016).

New England Truck Equipment, LLC.

4 Barker Drive
Wallingford CT. 06492

Phone # 203-284-1657 Fax # 203-284-3802

Bill To
Town Of Narragansett 260 Westmoreland St Narragansett RI 02882

Date	Invoice #
2/9/2016	4177

P.O. No.	Terms	Project
Verbal Tom	Due on receipt	

Item	Quantity	Description	Rate	Amount
Misc.	1	Chelsea Hot Shift PTO Complete	1,714.28	1,714.28T
Misc.	1	Eaton 80cc Load Sense Pump Complete	2,448.52	2,448.52T
Freight	1	Next Day Air Freight	284.28	284.28T

Sales Tax (0.0%)	$0.00
Total	$4,447.08

Thank you for your business.

ok MD

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 11
Amend No. _____

Date Prepared: March 7, 2016
Council Meeting Date: March 21, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager

FROM: Steve Wright, Director Parks and Recreation

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: Award of bid - Purchase & Installation of Flag Poles at the Rotary

RECOMMENDATION:

That the Town Council awards the bid for the "Purchase and Installation of Flag Poles at the Charles Ted Wright Rotary" to the lowest bidder, Abcore Restoration Company, Inc., in the amount of $6,490.00.

SUMMARY:

This bid was for the purchase and installation of three flagpoles at the Charles Ted Wright Rotary to replace the three existing flagpoles. The bid included one (1) 25'H pole in the center and two (2) 20'H flagpoles. The aluminum flagpoles will be internal halyard, ground set cone tapered and can withstand a flagged wind speed of 120 MPH. The purchase includes installation by the contractor.

Request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Eight vendors were solicited and five responded. The attached spreadsheet lists the results from the solicitation.

Funding is available in the Parks and Recreation Capital Projects Account #200810 57030, Park Rehabilitation.

ATTACHMENTS:

1. March 1, 2016 solicitation spreadsheet for bid opening.

Town of Narragansett, RI

Purchase & Installation of Flag Poles at the Rotary, B16019

Parks and Recreation

Bid Opening - Tuesday, March 1, 2016 - 10:00 am

Item	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5
	All-American Flagpoles	Narragansett Flags, LLC	Premier Fence, LLC	Graphic Designers, Inc.	Abcore Restoration Co, Inc
1. Purchase & installation of one 25'H flagpole	$2,897.00	$3,990.00	$4,755.00	$2,961.00	$2,495.00
2. Purchase & installation of two 20'H flagpoles	$4,498.00	$5,950.00	$8,050.00	$5,652.00	$3,995.00
TOTAL (Bid Items 1 - 2)	**$7,395.00**	**$9,940.00**	**$12,805.00**	**$8,613.00**	**$6,490.00**

Sg B16019

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 12
Amend No. _____

Date Prepared: March 15, 2016
Council Meeting Date: March 21, 2016

TO: Honorable Town Council

FROM: Susan Cicilline-Buonanno, President Pro Tem

SUBJECT: Town Manager Position

RECOMMENDATION:

That the Town Council discusses the process and procedure of hiring the Town Manager for the Town of Narragansett.

SUMMARY:

At the March 7th meeting the council requested that the resumes that have been received to date for the town manager's position be forward to the council for review and other resumes that are received be sent on a rolling basis to the council.

It was also decided that the deadline for submitting a resume be extended to March 21st. The town manager job description and how to move forward would be discussed at the next meeting.

ATTACHMENTS:

1. Job Description

TOWN OF NARRAGANSETT
OFFICE OF TOWN MANAGER

Title: Town Manager

Nature of Work:

The employee in this position shall be the chief administrative officer of the town, responsible to the Council for the administration of town affairs placed in the manager's charge by or under the Town Charter and Code of Ordinances. The position of Town Manager is an at-will position.

Essential Functions

1. Supervises/manages the daily administration and functions of all Town departments.

2. Maintains the administration organization of the Town to ensure efficiency of Town operation

3. Provides direction and guidance to staff as necessary for the implementation of Town Council goals, objectives, and polices.

4. Prepares and presents an annual budget and capital program to the Council; responsible for the daily administration of approved annual appropriations.

5. Works closely with the Finance Director to ensure that complete and accurate records of the Town's financial status, controls, transaction, and administrative actively are maintained and reasonably available as required by law.

6. Prepares, in conjunction with the Finance Director, Finance Committee, and Town Council, a long-range financial management plan.

7. Develops, maintains and periodically assesses the need for new and/or revised policies and procedures of the Town

8. Ensures the development and maintenance of collaborative relationships with all Town Departments and that employees are treated fairly with dignity and respect

9. Implement and maintain an effective performance management system for all employees of the Town.

10. Oversees the receipt and resolution of complaints and grievances made by residents, employees, visitors, or business owners.

11. Represents the Town in regional, state and national organizations at meetings or conferences to ensure a continuing awareness of programs and opportunities available to the Town

12. As needed, negotiates collective bargaining agreements with union leaders and other governmental agreements

13. Works with elected officials in a positive, cooperative, and team approach to address issues and solve problems; work collaboratively and positively with the School Superintendent and the School Committee.

Title: Town Manager (continued)

14. Performs duties as stated in the Town Charter and Code of Ordinances

15. To serve as the Public Safety Director

16. Performs other such duties as may be assigned and as are consistent with this position or as directed by the Town Council.

Critical Skills, Experience, and Knowledge

1. Ability to communicate effectively, orally and in writing, with employees, union officials, consultants, elected officials, government officials, and the general public.

2. Proven record of strong administrative leadership skills combined with the ability to work cooperatively and effectively with employees, elected officials, other government officials and the general public.

3. Proven record of strong skills in contemporary personnel management and labor relations experience, including performance evaluation, establishing objectives, contract negotiation, grievance processes and promotion and discipline in a unionized environment.

4. Considerable knowledge of public administration, including financial management, budgeting, economic development, strategic planning, and public sector management principals, policies and practices.

5. Possess the ability to develop implement and oversee annual and multi-year goals and objectives.

6. Ability to promote a strong, service-oriented approach to all employees.

7. Ability to successfully facilitate and assist staff to identify, analyze, prioritize, and thoroughly deliberate and address administrative and management issues which are critical toward meeting current and long range needs of the community.

8. Working knowledge of computer-based systems, including spreadsheets, word processing and database applications

9. Proven strong organization skills and detail-oriented

Minimum Required Qualifications

1. Possess, as a minimum, a Bachelor's Degree in Public Administration or related field. A Master's Degree in Public Administration or related field is strongly preferred.

2. Five to ten years increasingly responsible management experience

3. Two to three years municipal management experience preferred

Title: Town Manager (continued)

4. Valid Rhode Island Driver's License, with no restrictions that would limit or adversely affect insurability

Physical Environment\Working Conditions\Physical Demands

1. The work environment is typically within an office setting, although the employee may meet with other employees and agencies in an outside (jobsite) environment.

2. The working conditions (light, noise level, temperature, etc.,) are typical of (primarily) an office setting.

3. The employee may occasionally lift and\or move objects up to twenty-five (25) pounds. Specific physical abilities include close vision and the ability to use computer monitors for long period of time, as well as the ability to communicate verbally in person and on the telephone.

Effective Date: 6/19/2012

Town Council Adopted: 6/18/2012

Date

#14

Agenda Item

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____13_____
Amend No. _____

Date Prepared: March 14, 2016
Council Meeting Date: March 21, 2015

TO: Honorable Town Council

FROM: Jeffry Ceasrine, P.E., Town Engineer \ Acting Town Manager

SUBJECT: Proposed Trolley Concession Agreement

RECOMMENDATION:

That the Town Council approve a one (1) year agreement (with potential extensions) between the Town of Narragansett and South County Trolley, LLC, and to authorize the Town Manager to sign said agreement.

SUMMARY:

Pursuant to the work session held on March 7, 2016, the attached draft agreement has been developed to all for South County Trolley, LLC to use the Pier School parking lot as part of their proposed trolley service.

The proposed term is for one (1) year, with an option to extend annually for up to four (4) additional years, upon approval by both parties.

The proposed fee schedule, based on input from the Town Council at the March 7, 2016 work session is as follows:

Year 1	$1.00
Year 2	2.5% of gross revenue
Year 3	5% of gross revenue
Year 4	7.5% of gross revenue
Year 5	10 of gross revenue

At the present time, the agreement is limited to the Pier School parking lot, with specific areas delineated for use by the proposed trolley service. The agreement includes a parking area map and a list of previously-committed special events that may render all or a portion of this lot unusable.

ATTACHMENTS:

1. Draft Town of Narragansett Trolley Concession Agreement
2. Parking Map & Events

Town of Narragansett Trolley Concession

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Town of Narragansett
Trolley Concession

THIS CONCESSION AGREEMENT is entered into this _____ day of March, 2016, by and between the Town of Narragansett , hereinafter described as the “GRANTOR” and South County Trolley & Transportation, LLC, hereafter described as the “CONCESSIONAIRE”.

WITNESSETH

That GRANTOR does hereby authorize, agree, and grant to CONCESSIONAIRE the exclusive right to utilize certain properties owned by GRANTOR to conduct a summer trolley service pursuant to the terms, conditions, and limitations of this agreement, as set forth below.

1. Definitions

Concessionaire: The term Concessionaire, as used herein, refers to South County Trolley, LLC, as the holder of a grant to use the premises described.
Grantor: The term Grantor, as used herein, refers to the Town of Narragansett, its agents or subdivisions.
Gross Revenue: The term gross revenue means funds received by CONCESSIONAIRE attributable to the operation of this concession.
Summer Season: the term Summer Season means that time between the conclusion and resumption of the academic year at the Narragansett School Department
Shoulder Season: The term Shoulder season means that time period during the pendency of the academic year at the Narragansett School Department.
Exclusive: The term exclusive, or exclusive use, refers to operation of trolleys or public transportation services, and shall not be construed to prohibit GRANTOR or members of the public from parking if such parking would be otherwise permitted.

2. Permission Granted

GRANTOR hereby authorizes CONCESSIONAIRE to operate a passenger trolley service in the Town of Narragansett and to use certain parking lots owned by GRANTOR for the purpose of parking cars belonging to patrons of said trolley service. The approved routes of CONCESSIONAIRE's trolley service are set forth in Exhibit A, adherence to which is made a condition to this agreement. GRANTOR authorizes CONCESSIONAIRE to load and unload passengers at such designated parking lots, a specified location at the Narragansett Town Beach, or other locations owned by GRANTOR which may be approved in writing by the GRANTOR. Specific designated locations for parking, loading, unloading and operations must be approved in writing, and all are subject to annual review by GRANTOR, through the Town Manager or his designee. The Trolly concession is exclusive to CONCESSIONAIRE.

3. Premises

GRANTOR, at its sole discretion will designate the parking lot(s) that will be made available for the trolley service customers in writing. The approved parking lot for 2016 is located at the Narragansett Pier School. Parking spaces available to CONCESSIONAIRE will be designated at sole discretion of the GRANTOR The parking spaces available to CONCESSIONAIRE at Pier School are set forth in Exhibit B. On weekdays, 80 spaces will available; on weekends and public holidays, 99 spaces will be available as described in Exhibit B. CONCESSIONAIRE'S future use of additional parking lots is contemplated by this agreement and may be authorized at sole discretion of the GRANTOR.

4. Term of Agreement

This concession agreement is entered into for a term of one (1) year. There is an annual option to extend the agreement for one (1) year, up to four (4) additional years upon agreement by both parties.

5. Revenue Sharing and Fee Payment

CONCESSIONAIRE agrees to compensate GRANTOR no later than December 31st of each year according to the following schedule:

Annual	Fee Schedule
2016	$1
2017	2.5% gross revenue
2018	5% gross revenue
2019	7.5% gross revenue
2020	10% gross revenue

6. Hours / Days of Operation

Shoulder Season: CONCESSIONAIRE may utilize the Premises from 8:00 am until 11:00 pm. on Saturdays, Sundays and Public Holidays observed by the Narragansett School Department.
Summer Season: CONCESSIONAIRE may utilize the Premises all days of the week from 8:00 am until 11:00 pm.
Special Events: CONCESSIONAIRE's use may be displaced by parking needs of the GRANTOR on the dates and times of Special Events identified and communicated by the GRANTOR in writing. Special Events for 2016 are set forth in Exhibit C.

7. Operating Responsibilities

Public Service: CONCESSIONAIRE agrees that the character of service shall be the best obtainable, and at all times be sufficient to meet the reasonable demands of the public; that the Town Manager or his designee shall have the right to object to character of the service, and to order the objectionable service or conditions discontinued or remedied. CONCESSIONAIRE will be provided a reasonable time period to remedy or discontinue the the service in question. All visitors shall be permitted to avail themselves of the privileges offered and in no way shall CONCESSIONAIRE or his/her employees discriminate against an individual in any manner.
Lighting: CONCESSIONAIRE is responsible for ensuring adequate lighting exists to protect the safety and security of patrons.

Staffing: CONCESSIONAIRE is responsible for providing adequate personnel to staff any parking lot utilized p pursuant to this agreement, but in no case less than one attendant must be on duty during hours of operation.

8. Maintenance of Premises

CONCESSIONAIRE shall keep the Premises and any building, structure or appurtenance thereon utilized pursuant to this agreement, clean and in good repair during the term of this agreement , ordinary wear and tear thereof, damage by fire, and other unavoidable casualty excepted, provided that the CONCESSIONAIRE shall obtain and maintain the insurance specified herein, and at the expiration or sooner termination of this agreement, the CONCESSIONAIRE will quietly and peaceably surrender up possession of the Premises to GRANTOR in as good condition as they are or may be put in, unavoidable casualty excepted. CONCESSIONAIRE shall be responsible for and repair, at its own expense all damage caused by CONCESSIONAIRE, CONCESSIONAIRE'S negligence or by the negligence of CONCESSIONAIRE's agents, employees, servants, invitees or visitors to the Premises, said damage to be repaired to the satisfaction of the GRANTOR. The GRANTOR may may enter to view and inspect the Premises and to order such repairs as may be reasonably considered necessary.

Utilities: concessionaire agrees to pay when due any utility expenses incurred in relation to this agreement.
Trash: the concessionaire is responsible for disposal of all trash generated by the concessionaire at their own expense. The concessionaire shall keep all trash in lockable storage containers on the premises prior to disposal.

9. Improvements

Generally: CONCESSIONAIRE may make no improvements to Premises without obtaining prior written consent of GRANTOR.
Signs: Traffic signs, business signs, and advertising signs of any particular brand or commodity may not be posted, except as may be approved by the Director of Parks and Recreation or his designee. All signs must be in conformance with the Zoning Ordinance.

10. Liability

Indemnification: The Tenant will indemnify and hold harmless the Town against any and all liability relating to the trolley service, including but not limited to passenger safety, pedestrian safety, motor vehicle collision, general property damage, and motor vehicle damage for vehicles that are parked at the School parking lot(s) for trolley users.

Liability Insurance: CONCESSIONAIRE shall obtain and maintain throughout the operation of this lease, general liability insurance running to the benefit of both CONCESSIONAIRE and GRANTOR in the sum of ONE MILLION DOLLARS ($1,000,000) aggregate, which shall include bodily injury, death, and property damage.

Fire and Extended Coverage Insurance: CONCESSIONAIRE shall obtain and maintain throughout the operation of this Concession, personal property insurance for all personal property on the Premises. GRANTOR assumes no responsibility for personal property of CONCESSIONAIRE or its patrons on the premises.

Certificates: CONCESSIONAIRE shall provide GRANTOR with certificates of all insurance specified above with proof of payment off the premium(s) therefore at the commencement of this Concession Agreement and annually on or before January 1st of of each year year of this Concession Agreement and as GRANTOR may otherwise reasonably request. Such insurance shall be written with a company or companies of recognized responsibility authorized to engage in the business of such insurance in Rhode Island.

11. Prohibited Acts

CONCESSIONAIRE shall not permit any overnight parking on the property of GRANTOR.
CONCESSIONAIRE shall not charge a fee for parking on the property of GRANTOR.
CONCESSIONAIRE shall not engage in any commercial activity the property of GRANTOR outside the scope of this agreement without prior written authorization.

12. Taxes, Permits and Licenses

CONCESSIONAIRE will obtain and provide proof to GRANTOR of an active and valid Public Motor Vehicle (PMV) company license from the Rhode Island Public Utility Commission (RIPUC).
CONCESSIONAIRE will obtain and provide proof to the GRANTOR of an active and valid Rhode Island Jitney Certificate from the RIPUC.
CONCESSIONAIRE must comply with all applicable state local or federal regulations which govern any activity engaged by the CONCESSIONAIRE.
CONCESSIONAIRE must comply with all tax and other pertinent regulations.
CONCESSIONAIRE shall conspicuously display all appropriate up-to-date certificates of compliance on the Premises.

13. Assignment, Sublease, Bankruptcy

This Concession is not transferrable in any manner without written authorization of the GRANTOR. CONCESSIONAIRE shall not assign any rights or privileges of this agreement, or any part of the premises. Any attempt transfer the concession or any privilege thereunder, whether by CONCESSIONAIRE, creditor or judicial authority, shall be considered a default and terminate this agreement.

14. Business Records

Concurrent to payment of the annual fee, CONCESSIONAIRE will provide annually to GRANTOR a financial statement that adheres to generally accepted accounting principles and identifies CONCESSIONAIRE's gross revenue attributable to this concession, for the purposes of calculating and verifying payment of the fee and revenue sharing commitments set forth in this agreement.
CONCESSIONAIRE shall maintain during the term of the agreement and for three years thereafter, all of its books, letters, journals, and accounts wherein are kept all entries reflecting the gross receipts received or billed by it from business transactions pursuant to the concession agreement. Such books, letters, journals and accounts, and records shall be available for inspection and examination by GRANTOR during ordinary business hours at any time during the term of this agreement and for at least three years thereafter.

15. Regulations, Inspections, & Directives

CONCESSIONAIRE will obtain and provide proof to the Town of an active and valid Public Motor Vehicle (PMV) company license (from the RIPUC).
CONCESSIONAIRE will obtain and provide proof to the Town of an active and valid RI Jitney Certificate (from the RIPUC).

16. Termination

Prior termination: in the event that the concessionaire shall fail to pay any installment of monies due within 15 days of that payment being due, or in the case of failure on the part of the CONCESSIONAIRE to perform all the requirements and agreements contained in the concession agreement, and such a failure shall continue for more than 21 days after written notice has been given by the grantor to the concessionaire specifying the existence and nature of the failure to perform, each of which shall be deemed a default, the GRANTOR shall be at liberty to declare this agreement at an end

The failure of GRANTOR to insist on any one or more instances upon the strict and literal performance of any of the terms or conditions of this concession agreement, or to exercise any option of the GRANTOR herein contained, will not be construed as a waiver of such terms, conditions, or options. The receipt by the GRANTOR of funds after the giving of any notice required to be given to the CONCESSIONAIRE by law or by the terms of this agreement will not in any way affect the operation of such notice.

17. Waiver

A waiver of a default of any part, term, or provision of the concession agreement shall not be construed as a waiver of any succeeding default or as a waiver of the part, term or provision itself. A party's performance after the other parties default shall not be construed as a waiver of that default.

18. Notices

All notices required to be given by the CONCESSIONAIRE to the grantor shall be addressed in writing to the Town Manager of the Town of Narragansett, 25 Fifth Ave., Narragansett, RI 02882, with copies of such notices to be sent to the Superintendent of Schools of their designee under which the property is managed. Any notices from the GRANTOR to the CONCESSIONAIRE shall be addressed to such address CONCESSIONAIRE has designated by notice in writing.

19. Conditions and Covenants

Each covenant herein is a condition, and each condition herein is as well as covenant by the parties bound thereby, unless waived in writing by the parties hereto.

20. Force Majeure

Neither party hereto shall be liable to the other for any failure, delay, or interruption in the performance of any of the terms, covenants or conditions of the AGREEMENT do to cause is beyond the control of that party including, without limitation, strikes, boycotts, labor disputes, embargoes, shortage of material, act of God, landslides acts of the public enemy, acts of superior governmental authority, floods,riots, rebellion, sabotage, or any other circumstance for which such party is not responsible and which is not in its power to control.

21. Remedies are Non-Exclusive

No right, power, remedy or privilege of GRANTOR shall be construed as being exhausted or discharged by the exercise thereof in one or more instances. It is agreed that each and all of said rights, powers, remedies, or privileges shall be deemed cumulative and additional, and not in lieu of, exclusive of each other, or any other remedy available to GRANTOR at law or in equity.

22. Agreement Binding on Successors

This agreement shall be binding upon and shop in your to the benefit of the successors, heirs, executors, administrators, and assigns of the parties hereto. The term CONCESSIONAIRE show include any assignee of the CONCESSIONAIRE under any assignment permitted and approved by the GRANTOR

23. Law of Rhode Island Applies

This Concession Agreement and all rights and obligations hereunder shall be governed by the laws of the town of Narragansett and the State of Rhode Island.

24. Waiver of Claims

CONCESSIONAIRE hereby waives any claim against GRANTOR, it's officers, agents, or employees, for loss of anticipated profits caused by any suit or proceeding directly or indirectly attacking the validity of the concession agreement or any part thereof, or by any judgment or award in any suit or proceeding declaring the concession agreement no, void or voidable, or delaying the same, or any part here of, from being carried out.

25. Agreement Contains Entire Agreement

This Concession Agreement sets forth the entire understanding of the parties and supersedes any and all prior agreements, representations, arrangements and understandings between the parties.

26. Incorporation of Documents

This agreement and incorporated documents represent the entire integrated agreement of the parties in supersedes all prior written or oral representations, discussions, and agreements. The following exhibits are to be attached to and made part of this agreement by reference:

Exhibit A. - Trolley Route description and Map
Exhibit B. - Narragansett Pier School designated parking areas
Exhibit C. - Special Events Calendar

IN WITNESS HEREOF, the parties have hereunto set their hands and seals the day and year first above written.

WITNESS:

_____

_____

WITNESS:

_____

APPROVED AS TO SUBSTANCE,
TERMS & CONDITIONS:

APPROVED AS TO FORM:

CONCESSIONAIRE:
South County Trolley & Transportation LLC

_____

_____

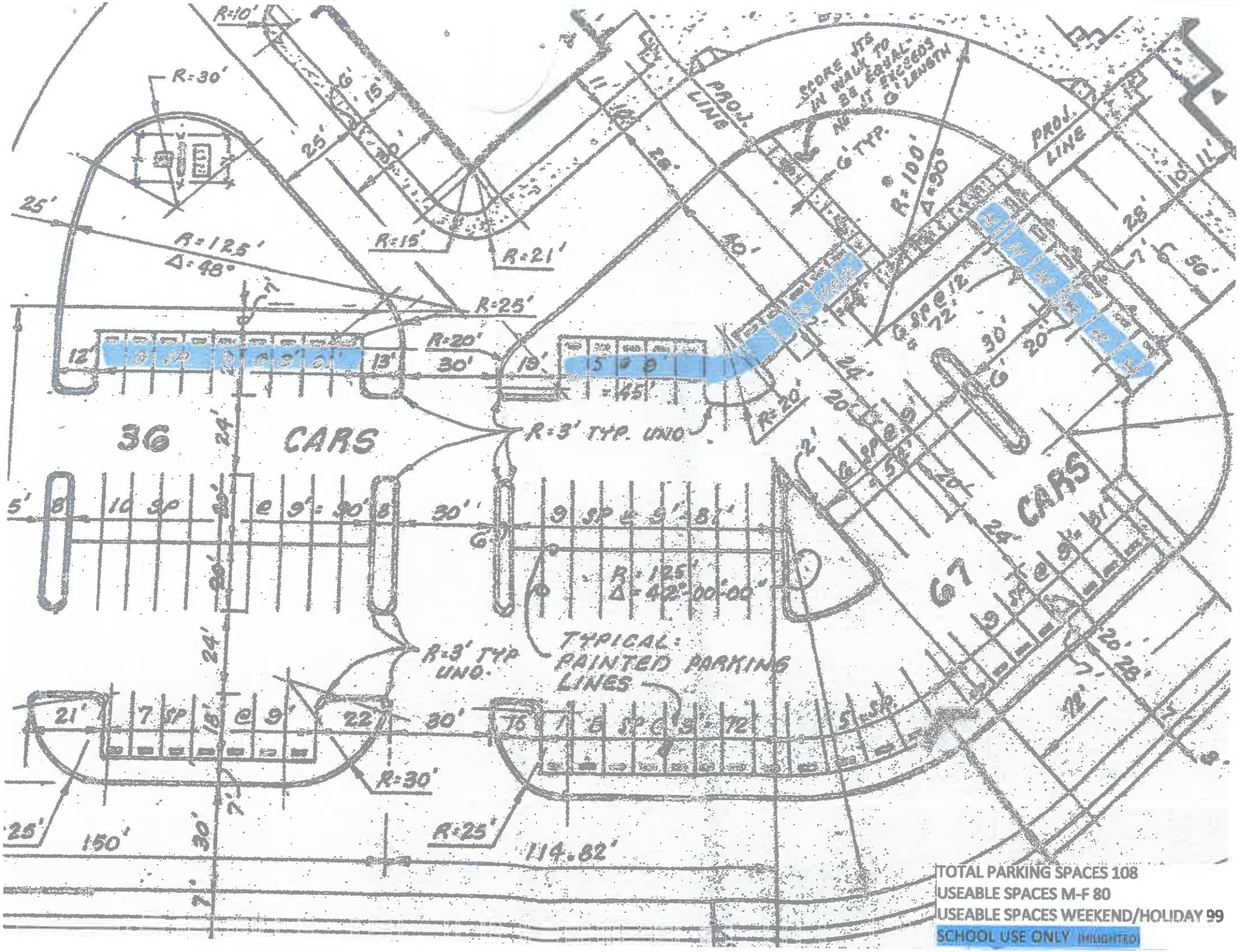
GRANTOR:
Town of Narragansett

By: _____
Acting Town Manager

Date Approved: _____
Narragansett Town Council

_____
Town Solicitor

Exhibits


36 CARS
67 CARS
R=3' TYP. UNO.
TYPICAL: PAINTED PARKING LINES
PROJ. LINE
R=125'
Δ=48°
R=125'
Δ=42°-00'-00"
R=100'
Δ=90°
R=30'
R=25'
R=20'
R=15'
R=21'
R=10'
114.82'
150'
TOTAL PARKING SPACES 108
USEABLE SPACES M-F 80
USEABLE SPACES WEEKEND/HOLIDAY 99
SCHOOL USE ONLY (HIGHLIGHTED)

Google Maps

NPS TOTAL PARKING SPACES 108, SPACES ALLOWED MON TO FRIDAY 80, HOLIDAYS AND WEEKENDS 99

Imagery ©2016 Google, Map data ©2016 Google 50 ft

Total area: 61,241.28 ft² (5,689.50 m²)
Total distance: 1,058.05 ft (322.49 m)

Google Maps

Pier lot/ building use

Wed Jun 1, 2016

6pm - 8:30pm 4th grade parents night
Where: Pier
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Tue Jun 7, 2016

2:30pm - 4:30pm yoga
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

3pm - 5pm Mariner march cafe
Where: pier cafe
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

6pm - 7pm Cub scouts
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Wed Jun 8, 2016

6:30pm - 7:30pm Austins project
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Thu Jun 9, 2016

5:30pm - 7:30pm Ice cream social
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Thu Jun 16, 2016

8:30am - 11am promotions gym
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Tue Jun 21, 2016

6pm - 7pm cub scouts
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Mon Jul 11, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Tue Jul 12, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Pier lot/ building use

Wed Jul 13, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Thu Jul 14, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Fri Jul 15, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Sat Jul 16, 2016

7:30am - 12pm Blessing Reg til noon
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Mon Jul 18, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Tue Jul 19, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Wed Jul 20, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Thu Jul 21, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Fri Jul 22, 2016

7am - 2:30pm theater camp
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

11am - 10pm Blessing 11 to 10 pm
Where: Pier lot
Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

Pier lot/ building use

Sun Aug 14, 2016

6:30am - 11:30am Bobby Doyle race

Calendar: Pier lot/ building use
Created by: sgormley@nssk12.org

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 14
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Honorable Town Council

FROM: Matthew M. Mannix, Council Member

SUBJECT: A MOTION to instruct the Town Staff to not collect the 2015 fee, delineated in an April 2013 contract, from Narragansett Little League for the use of town facilities for Little League activities

RECOMMENDATION:

In 2012, the Town Manager at the time apparently instructed town staff to formulate agreements with several sports organizations, including the Narragansett Little League, to charge those organizations for the use of town facilities. It does not appear that this effort was initiated by Narragansett Little League, the townspeople of Narragansett or the town council members sitting on the council in 2012.

After the agreements had been drafted, those agreements appeared on the CONSENT AGENDA of the April 15, 2013 town council meeting. The item was not removed from the consent agenda and the council approved the agenda item with no discussion. That meeting took place five months into my first term on the council.

In the spring of 2015, members of the Narragansett Little League contacted me to inform me that they had received a bill for $2,500.00 from the Town of Narragansett. I requested a meeting with Town Manager Pam Nolan and Parks and Recreation Director Steve Wright and the new board members of the Narragansett Little League. At that meeting, the Little League board members informed us that they had basically inherited this contract and were unable to pay the fee to which former members of the Little League had agreed. Furthermore, they shared some of their financial reports with Pam, Steve and me, showing that they did not have the funds to pay this fee. At that meeting, the parties agreed to suspend the payment of the fee until after the summer season and meet again in the fall of 2015 to revisit the issue. There was also some discussion about reducing the fee to $1,000.00, but that change would have required council approval. The suspension of the fee simply required Pam to allow the payment to the town to be delayed.

After the summer season, the same parties, joined by Tom Tessitore of the Parks and Recreation Department, met to discuss the payment of the fee. The discussion focused on the merits of collecting the fee at all, rescinding the contract that had been approved in April of 2013, reducing the fee and other options. Pam had indicated that other council members had contacted her about not requiring the sports organizations, including the Little League, to pay these usage fees in 2016 and beyond, which would basically rescind the 2013 contracts. However, the issue of the 2015 fee remained.

After that meeting, I had informed Pam that I would place an agenda item to not force the Little League to pay the 2015 fee. I thought that the revenue of $2,500.00 (or $1,000.00 if the fee was reduced) was not significant enough in a town with an annual budget of over $55 million to force the parents of children who want to play baseball in Narragansett to pay the town from the Little League's budget. I had never heard of such a fee being charged the Little League in Narragansett in my years growing up in the town. Such a change should not have been placed on the CONSENT AGENDA in the first place, which is typically reserved for items that are not significant changes to town policy and not expected to engender controversy.

I did not have time to prepare that agenda item in the fall. I planned to prepare the item in the New Year, but was again delayed by the sad passing of the Town Manager and the issues associated with her passing. Now, town staff and the Little League have brought the issue of the 2015 Little League fee to our attention and we need to resolve it one way or the other. I urge my colleagues to not force the Little League to pay this fee.

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 15
Amend No. _____

Date Prepared: February 16, 2016
Council Meeting Date: March 21, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager

FROM: Steve Wright, Director Parks and Recreation

SUBJECT: Narragansett Little League Parade

RECOMMENDATION:

That the Town Council approves the request from the Narragansett Little League for their annual Opening Day Parade to be held on Saturday April 30, 2016 at 11:00 am, subject to approval of state and local regulations.

SUMMARY:

The Narragansett Little League is once again requesting permission for its annual opening day ceremonies and parade from the Sprague Park Tennis Courts along Kingstown Road to the Little League Field at Sprague Park on Saturday April 30, 2016 beginning at 11:00 am with a rain date of Sunday May 1, 2016. The parade includes approximately 29 teams including players and managers. These ceremonies kick off the 2016 Little League season, with activities, introductions, and honoring the previous season's awards winners.

ATTACHMENTS:

1. Application for Special Use
2. Proposed Course Map

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

APPLICATION FOR SPECIAL USE

ROAD RACE/WALK-A-THON

TODAY'S DATE 2/11/16

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

1. NAME OF APPLICANT ~~NARRAGANSETT LITT~~ JEFF ABRAMS
2. ORGANIZATION NARRAGANSETT LITTLE LEAGUE
3. ADDRESS PO BOX 179 NARRAGANSETT RI 02882
   E-MAIL JEFFABRAMS@ALLSTATE.COM
4. TELEPHONE (401) 885-6110 (BUS) 401-323-2225 (cell)
5. NATURE OF EVENT LITTLE LEAGUE OPENING DAY
6. DATE REQUESTED 04/30/2016
7. TIME: 11Am- 12 pm
8. SITES, AREA, BUILDING REQUESTED from KINGSTOWN/MUNFORD INTERSECTION
9. COURSE LAYOUT to 179 KINGSTOWN RD (SPRAGUE PARK)
   MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE LITTLE LEAGUE PLAYERS/MANAGERS/COACHES INVITED GUESTS
11. NUMBER OF PARTICIPANTS APPROX 240 SPECTATORS APPROX 200
12. WILL THERE BE ANY VOLUNTEERS? YES IF YES, HOW MANY 20/30
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
    - CAR(ESTIMATE NUMBER) 100
    - BUS(ESTIMATE NUMBER OF PASSENGERS) 0
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED NONE
    Police / Fire / Council MEMBERS ALONG WITH PARKS + REC OFFICIALS will be INVITED
15. WILL THERE BE ANY ADVERTISING USED? NO IF YES, WHAT TYPE
16. WOULD YOU LIKE THIS EVENT ADVERTISED ON OUR WEB SITE? SURE
17. ANY VENDORS PROVIDING SERVICES? NO IF YES, NO GOODS FOR SALE UNLESS APPROVED IN WRITING AS PART OF THIS APPLICATION.
18. IS ADDITIONAL FIRST AID NEEDED? NO

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

  1. RACE COURSE MAP
  2. INSURANCE CERTIFICATE NAMING THE TOWN OF NARRAGANSETT AS ADDITIONAL INSURED

CONDITIONS OF APPLICATION ACCEPTED

RACE EVENT & DATE: LITTLE LEAGUE OPENING DAY PARADE

_____ DATE 2/11/16

Conditions of Application Accepted [APPLICANT]

_____ Accept Denied DATE 2/12/16
Parks Director

PER EMAIL Accept Denied DATE 2/12/16
Public Works Director

PER EMAIL Accept Denied DATE 2/12/16
Police Chief

PER EMAIL Accept Denied DATE 2/12/16
Fire Chief

_____ Accept Denied DATE _____
Town Manager

_____ Accept Denied DATE _____
Town Council

Town of Narragansett

Department of Parks and Recreation
170 Clarke Road, Narragansett, RI 02882
www.narragansettri.gov

Phone # (401) 782-0658 Fax # (401) 788-2553

Email form to recreation@narragansettri.gov

Google Maps 179 Kingstown Rd

Imagery ©2016 Google, Map data ©2016 Google 200 ft

179 Kingstown Rd

Narragansett, RI 02882

At this location

Narragansett Little League

Youth Organization · Kingstown Rd

Narragansett Tennis Courts

Tennis Court · Kingstown Rd

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 16
Amend No. _____

Date Prepared: March 2, 2016
Council Meeting Date: March 21, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager

FROM: Susan E. Healy, Human Resources Manager

SUBJECT: Proposed wages for seasonal, part-time, and temporary employees for Fiscal Year 2016-17.

RECOMMENDATION:

That the Town Council adopts the resolution establishing the proposed wages for seasonal, part-time, and temporary employees for Fiscal Year 2016-17.

SUMMARY:

Each year, Department Directors review the wages for seasonal, part-time, and temporary employees to ensure wage rates fall within a competitive class range for employees working in town. In order to retain the seasonal employees who return year after year, the town attempts to remain competitive and allows for compensation growth as the individuals in these seasonal positions gain experience and knowledge.

After discussions with Department Directors, it has become apparent that there is a need to retain the adult staff that returns every year in a supervisory seasonal capacity. These adults are typically teachers, retirees, and individuals who are looking for part-time or second careers. It is becoming more difficult to retain qualified adults who are available to work long hours, early and late shifts, weekends, and holidays at the current hourly rate. They are challenged to work with younger staff, typically 16 -21 year olds, providing daily instruction on public relations, customer service, and facility maintenance through leading by example and not just supervising.

Expanding the wage rate ranges slightly for the positions in red enables Department Directors to have discretionary control over wages for qualified professional senior management, lifeguard staff, and other seasonal employees that have been summer employees with the town for several years. This year these pay ranges reflect mandatory minimum wage increases, with the exception of two categories and the addition of one new category. It is important to note that all employees in each wage rate range are not moved to the top level of the pay scale, and that typically each new employee starts at the entry level step within each range.

ATTACHMENTS:
1. Proposed Wage Resolution

A RESOLUTION ESTABLISHING PROPOSED WAGES FOR SEASONAL, PART-TIME, AND TEMPORARY EMPLOYEES FOR FISCAL YEAR 2016-17

BE IT RESOLVED that the following part-time and temporary positions and wage rates are hereby established for the fiscal year beginning July 1, 2016 and ending June 30, 2017

PUBLIC SAFETY DEPARTMENT

Position	Current Wage Rates	Proposed Wage Rates
Community Service Officer Intern	$10.00 - $13.00 per hr	
P/T Animal Control Officer	$11.00 - $16.00 per hr	
Harbormaster	$11.00 - $20.00 per hr	$11.00 - $21.00 per hr
Assistant Harbormaster	$10.00 - $13.00 per hr	
Fingerprint Classification Specialist	$20.00 - $24.00 per hr	
Community Housing/Zoning Officer	$15.00 - $20.00 per hr	
EMA Specialist		$15.00 - $25.00 per hr

PUBLIC WORKS/ENGINEERING DEPARTMENTS

Position	Current Wage Rates	Proposed Wage Rates
Road/Utilities Technician	$8.00 - $16.00 per hr	$9.60 - $16.00 per hr
Mechanic Helper	$11.50 - $16.50 per hr	
Recycling Coordinator	$13.00 - $20.00 per hr	

ALL DEPARTMENTS

Position	Current Wage Rates	Proposed Wage Rates
Clerical	$9.00 - $15.00 per hr	$9.60 - $15.00 per hr
Intern/Specialist	$9.00 - $18.00 per hr	$9.60 - $18.00 per hr
Field Appraiser	$13.00 - $19.00 per hr	
Laborer/Maintenance	$9.00- $15.00 per hr	$9.60- $15.00 per hr
Truck Driver (CDL-A or B)	$11.00 - $17.00 per hr	$16.00 - $22.00 per hr
Building Maintenance/Janitor	$10.50 - $16.50 per hr	
Equipment Operator (licensed)	$11.00 - $17.50 per hr	
Maintenance Supervisor	$11.00 - $18.00 per hr	

BEACH DIVISION

Position	Current Wage Rates	Proposed Wage Rates
Beach Manager	$13.00 - $20.00 per hr	
Assist Beach Manager	$13.00 - $17.00 per hr	
Pavilion Manager	$10.00 - $15.00 per hr	
Sales Office Manager	$10.00 - $15.00 per hr	
Assistant Pavilion Manager	$10.00 - $14.00 per hr	
Sales Office Clerk	$9.00 - $13.00 per hr	$9.60 - $13.00 per hr
Attendant Supervisor	$9.00 - $11.50 per hr	$9.60 - $11.50 per hr
Lifeguard Captain	$11.00 - $16.50 per hr	
Assistant Lifeguard Captain	$10.00 - $15.50 per hr	
Veteran Lifeguard (over 3 years)	$9.50 - $14.00 per hr	$9.60 - $14.00 per hr
Lifeguard (less than 3 years)	$9.00 - $13.50 per hr	$9.60 - $13.50 per hr
Probationary Lifeguard	$9.00 - $11.00 per hr	$9.60 - $11.00 per hr
Restroom Attendant	$9.00 - $12.00 per hr	$9.60 - $12.00 per hr
Attendant	$9.00 - $10.50 per hr	$9.60 - $10.50 per hr
Ocean Safety Manager	$12.00 - $19.50 per hr	

Resolution establishing proposed wages for seasonal, part-time and temporary employees for fiscal year 2016-17.

PARKS & RECREATION PROGRAMS

Position	Current Wage Rates	Proposed Wage Rates
Program Coordinator	$10.00 - $16.50 per hr	
Officials/Umpires	$9.00 - $50.00 per game	$9.60 - $50.00 per game
Instructors	$9.00 - $50.00 per hr/lesson/class	$9.60 - $50.00 per hr/lesson/class
Time Keepers	$9.00 - $9.50 per hr	$9.60 - $9.50 per hr
Scorer	$9.00 - $9.50 per hr	$9.60 - $9.50 per hr
Camp Director	$14.00 - $17.00 per hr	
Camp Supervisor	$13.00 - $16.00 per hr	
Camp Counselor	$9.00 - $11.00 per hr	$9.60 - $11.00 per hr
Program	$9.00 - $10.00 per hr	$9.60 - $10.00 per hr
Tennis Supervisor	$9.00 - $16.00 per hr	$9.60 - $16.00 per hr
Program Assistant	$9.00 - $10.50 per hr	$9.60 - $10.50 per hr
Program Supervisor	$9.00 - $12.00 per hr	$9.60 - $12.00 per hr

NORTH BEACH CLUBHOUSE/TOWERS/KINNEY BUNGALOW

Position	Current Wage Rates	Proposed Wage Rates
Coordinator	$15.00 – $22.00 per hr	
Supervisor	$10.00 – $12.00 per hr	
Senior Attendant	$9.50 – $11.50 per hr	$9.60 – $11.50 per hr
Attendant	$9.00 - $11.00 per hr	$9.60 - $11.00 per hr
Administrative Assistant	$12.00 - $16.00 per hr	

ADOPTED this _____ date of _____ A.D. 2016

_____
Matthew M. Mannix, Council President

ATTEST:

_____
Anne Irons, CMC, Town Clerk

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: _____17_____
Amend No. _____

Date Prepared: March 9, 2016
Council Meeting Date: March 21, 2016

TO: Jeffry Ceasrine, P.E., Town Engineer \ Acting Town Manager

FROM: John Lawless, P.E., Project Engineer

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: Mettatuxet Storm Water Improvement Project

RECOMMENDATION:

That the Town Council approves a contract proposal from Fuss & O'Neill, Inc., dated January 20, 2016 for final design engineering services for the "Mettatuxet 3 Storm Water BMP" Project, in the amount of $114,639.00.

SUMMARY:

In 2013, the Town contracted with Fuss & O'Neill to prepare preliminary designs for storm water improvement projects at four different neighborhoods in the North End, all of which drain to the Narrow River. Those preliminary designs were completed in 2014.

Also in 2014, the Town applied for a grant through the RIDEM "Bay and Watershed Restoration" grant program. In April 2015, we were subsequently awarded a grant for $518,000.00 towards storm water improvements in the Mettatuxet area. The Town Council voted to accept that grant at their June 15, 2015 meeting. The grant funds construction of the selected storm water improvement project known as "Mettatuxet 3".

The next step in this project requires preparing final design plans, for which the Town's consultant for preliminary design, Fuss & O'Neill has prepared a proposal for final design services totaling $114,639.00. The final design includes survey and base mapping of the project area, subsurface investigations to determine soil and groundwater characteristics, preparation of final design plans, calculations, and specifications, environmental permitting, preparation of construction bidding documents, and bidding services. Attached is a copy of Fuss & O'Neill's proposal. This is a fairly complicated design, as we anticipate a number of utility conflicts with existing sewer, water, gas, and drain lines that will have to be resolved during the design process.

It is customary to engage the same firm for final design work that prepared the preliminary design documents. This ensures continuity and consistency for the project approach and is (obviously) more efficient in terms of time and work effort.

Completion of the final design in a timely manner is necessary to fulfill the Town's timeline requirements of the grant. We also have a "match" requirement within the grant, wherein

local funding has to match the grant award amount. We can apply the cost of this contract amendment to our share of the matching costs. Other matching costs will be applied during the construction phase of this work.

Funding is available in the Street Improvement Capital Project Account #0022 50201, Professional Services.

ATTACHMENTS:

1. January 20, 2016 Proposal from Fuss & O'Neill, Inc.

FUSS & O'NEILL

AGREEMENT
BETWEEN
TOWN OF NARRAGANSETT, RHODE ISLAND
AND
FUSS & O'NEILL, INC.
FOR
PROFESSIONAL SERVICES
FOR METTATUXET 3 STORMWATER BMP ENGINEERING SERVICES

THIS AGREEMENT, made and entered into this 20th day of January, 2016 by and between the Town of Narragansett, Rhode Island, acting herein by and through its Town Manager, who is duly authorized so to act, hereinafter called the Town, and Fuss & O'Neill, Inc., with offices in Providence, Rhode Island, hereinafter called the Engineer.

WITNESSETH, in consideration of the mutual promises herein contained, the parties hereto agree, each with each other, as follows:

ARTICLE 1 - EMPLOYMENT OF ENGINEER

1.1 General

The Town hereby employs the Engineer and the Engineer hereby accepts employment to provide professional services related to the design of stormwater BMPs for the Mettatuxet 3 subwatershed.

The Engineer will serve as the Town's professional engineering representative on those phases of the project to which this Agreement applies and will consult with and advise the Town during the performance of his services.

1.2 Project Understanding

The purpose of this project will be to advance the preliminary designs previously prepared for this project to final designs, prepare bidding documents and permit applications, and assist the Town with bidding for construction. The preliminary design for this project is shown on August 2014 drawings that were included in the grant application funding for this project. Construction administration and inspection services will be provided under a separate agreement.

ARTICLE 2 - SCOPE OF SERVICES

2.1 Base Mapping

2.1.1 Prepare digital base topographic mapping of the project area utilizing existing Town topographic mapping.

2.1.2 Complete Class IV Compilation Survey of the Town right-of-way within the project limits. Horizontal datum will be the Rhode Island State plane Coordinate System (NAD83).

2.1.3 Supplement existing topographic survey with a more detailed as-built survey of the road, curb and gutter grades in the project area. Improvements such as driveways, walks, curb, shrubs, poles, etc. will be located within the right-of-way.

2.1.4 Existing infrastructure mapping in the project will be collected from utility companies. This information will be supplemented by field location of visible utility structures (manholes, poles, valves, etc. with invert elevations and pipe sizes.

2.1.5 Mapping will be compiled into a base survey of the project area that includes both existing mapping as well as new mapping prepared as part of this project.

2.2 Subsurface Investigation

2.2.1 Conduct an additional two days of test pits with Town staff and equipment constructing the test pits. The Town will also be responsible for surface restoration. The purpose of the test pits will be to confirm subsurface soil conditions and collect vertical permeability data using an infiltrometer as well as determine depth to sewer laterals. The Engineer will also:

- Stake out borings and probes
- Contact Dig Safe to Mark Utility Conflicts
- Install 2 to 3 standpipes

2.2.2 Monitor standpipes three times during the wet season to confirm depth of high groundwater.

2.3 Final Design

2.3.1 Conduct Kickoff Meeting. Meet with representatives from the Town in order to review project goals, permitting requirements, schedule, scope of work and funding requirements for the project. Design criteria used for the initial preliminary design of improvements will also be reviewed.

2.3.2 Develop final design of proposed preliminary design improvements. This will include modifying original preliminary design to reflect changes found as part of the updated survey and test pit data. A progress meeting with the Town is planned to review potential design modifications. Hydrologic and hydraulic calculations will be modified to reflect the final design of the system. The final design will include preparation of:

- 1" = 40' horizontal scale site plans of the improvements
- 1" = 40' horizontal and 1" = 4' vertical profiles of the proposed improvements

- Construction details
- Cover sheet, index map

For the purposes of this agreement, the design will be limited to retrofit existing infrastructure for construction of stormwater BMPs as depicted in the August 2014 preliminary design drawings and no significant changes to the preliminary design will be required due to changes from updated survey or design goals.

2.3.3 Prepare budgetary-level opinion-of-cost for construction.

2.3.4 Furnish three copies of the final design plans and detailed specifications at approximately 90 percent complete to the Town for final review purposes.

2.3.5 Upon receipt of review comments from appropriate parties, edit and finalize the plans. This will include a meeting with the Town to review plans and receive comments.

2.3.6 Attend public meeting with the Town to review the proposed project and solicit comments. This meeting is assumed will be held at a public venue provided by the Town. Public notice will also be provided by the Town.

2.4 Permitting Assistance

2.4.1 Prepare a Category A Application for Assent for submission to the Coastal Resources Management Council (CRMC). A copy of application materials will be provided to the Town. Application fees will be paid by the Town. Application materials will be prepared in accordance with CRMC regulations.

2.4.2 Prepare an application to RIDEM for a Water Quality Certificate. A copy of application materials will be provided to the Town. Application fees will be paid by the Town. Application materials will be prepared in accordance with RIDEM regulations.

2.4.3 Prepare an application to RIDEM for a UIC permit. A copy of application materials will be provided to the Town. Application fees will be paid by the Town. Application materials will be prepared in accordance with RIDEM regulations.

2.4.4 Prepare Soil Erosion and Sediment Control Plan and Notice of Intent in order to comply with the General Permit for Stormwater Discharge Associated with Construction Activity.

2.4.5 Attend up to three meetings with regulators during the permitting process.

2.4.6 The level of effort budgeted to respond to comments for the above permits is 30 work-hours.

2.5 Prepare Construction Documents

2.5.1 Finalize design drawings based on comments received during the permitting phase of the project. Prepare 100% complete drawings.

2.5.2 Prepare technical specifications. Specifications will be in CSI format.

2.5.3 Prepare bidding documents including bid forms, agreement, instructions to bidders, general conditions and supplementary conditions. The Engineers Joint Contract Documents Committee (EJCDC) documents will be used as a base.

2.5.4 Provide two copies to the Town for final review.

2.5.5 Meet with Town to receive final comments on the construction documents.

2.6 Bidding Services

2.6.1 Print and issue the contract documents to prospective bidders during the bidding period. Ten sets of contract documents will be provided. Additional copies can be provided on a time and materials basis.

2.6.2 Answer bidders' questions and issue addenda if required.

2.6.3 Following opening of the Bids, prepare a bid tabulation and assist the Town in evaluating bids. Furnish a recommendation on the award of the construction contract.

2.6.4 Prepare contract documents for signing by the Town and the construction contractor following award of the contract by the Town.

2.7 Construction Services

2.7.1 Construction-related services will be provided as part of a later agreement.

ARTICLE 3 - RESPONSIBILITIES OF THE TOWN

The Town, without cost to the Engineer, will:

3.1 Place at the disposal of the Engineer all information in their possession pertinent to the Project including previous reports, existing topographic mapping of the project area in digital (AutoCAD) format, assessor's parcel mapping, and any other data relative to the Project.

3.2 Provide list of abutters to the project area as required for permit applications.

3.3 Provide access to and make all provisions for the Engineer to enter upon public and private lands as required for the Engineer to perform his work under this Agreement.

3.4 Designate in writing a person to act as the Town's representative with respect to the work to be performed under this Agreement, such person to have complete authority to transmit instructions, receive information and advise the Engineer as to the Town's policies and

decisions pertinent to the work covered by this Agreement.

3.5 Provide uniformed officers for traffic control if required for the subsurface investigation.

3.6 Waive road opening permit fees for the subsurface investigation.

ARTICLE 4 - PERIOD OF SERVICE

4.1 The Engineer shall proceed with the services under this Agreement promptly and will diligently and faithfully prosecute the work to completion in accordance with applicable engineering standards subject to any delays due to strikes, action of the elements, act of any government, civil disturbances, or any other cause beyond the reasonable control of the Engineer.

4.2 The anticipated schedule for completion of the services described in Articles 2.1 through 2.6 is 52 weeks from the date of written authorization to proceed. The schedule for completion of the services described in Articles 2.7 will be mutually established with the Town upon completion of the Design.

ARTICLE 5 - PAYMENT TO THE ENGINEER

5.1 For the services performed, the Engineer shall be paid on a lump sum, hourly rate or cost plus fixed fee basis, as outlined below and shown on Schedule 1, Fee Schedule, attached hereto.

5.2 Payments shall be made monthly on the basis of percent complete of each task as determined by the Engineer and approved by the Owner.

ARTICLE 6 - GENERAL PROVISIONS

6.1 Absence of Warranty

All services of the Engineer and its independent professional associates, consultants and subcontractors will be performed in a reasonable and prudent manner in accordance with generally accepted Engineering practice. All estimates, recommendations, opinions and decisions of the Engineer will be on the basis of the information available to the Engineer and the Engineer's experience, technical qualifications, and professional judgment.

There are no warranties of merchantability or fitness for a particular purpose or any other warranties or guarantees whatsoever, express or implied, with respect to any service performed or materials provided under this Agreement.

6.2 Standard of Care

The standard of care applicable to Engineer's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time said services are performed.

6.3 Reuse of Documents

All documents, including Reports, Electronic Media, Drawings and Specifications, prepared or furnished by Engineer and its subsidiaries, independent professional associates, subconsultants and subcontractors pursuant to this Agreement are instruments of service in respect of a particular Project. However, absent project specific adaptation by Engineer, such documents are not intended or represented to be suitable for reuse by Town with respect to any future extensions of the Project or on any other projects.

Copies of documents that may be relied upon by Town are limited to printed copies (also known as hard copies) that are signed or sealed by Engineer. Files in electronic media format or text, data, graphic or other types that are furnished by Engineer to Town are only for convenience of Town. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, Engineer makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by Engineer at the beginning of this assignment.

Any reuse or disbursement documents to third parties without written verification or project-specific adaptation by the Engineer will be at the Town's sole risk and without liability or legal exposure to Engineer or its subsidiaries, independent professional associates, subconsultants, and subcontractors. Any verification or project-specific adaptation by Engineer will entitle the Engineer to further compensation at rates to be agreed upon by Town and the Engineer.

6.4 Opinions of Cost

Since the Engineer has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor(s)' methods of determining prices, or over competitive bidding or market conditions, the Engineer's opinions of probable Total Project Costs and Construction Cost are to be made on the basis of the Engineer's experience and qualifications and represent the Engineer's best judgement as an experienced and qualified professional engineer, familiar with the construction industry; but the Engineer cannot and does not guarantee that proposals, bids or actual Total Project or Construction Costs will not vary from opinions of probable cost prepared by the Engineer. If prior to the Bidding or Negotiating phase the Town wishes greater assurance as to Total Project or Construction Costs, the Town shall employ an independent cost estimator.

6.5 Subsurface Investigations

In soil, foundation, groundwater, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. While the Engineer will make reasonable effort to identify underground conditions, the inherent uncertainties in subsurface evaluations, changed, or unanticipated underground conditions may occur that could

affect total Project cost and/or execution. These conditions and cost/execution effects are not the responsibility of Engineer.

6.6 Arbitration

Should both parties consent to resolve a claim, counterclaim, dispute or other matter arising out of or relating to this Agreement or the breach thereof through arbitration, such matters will be decided in accordance with the Construction Industry Arbitration rules of the American Arbitration Association then pertaining. Any arbitration will be specifically enforceable under the prevailing law of any court having jurisdiction. No arbitration arising out of, or relating to this Agreement may include, by consolidation, joinder or in any other manner, any person who is not a party to this Agreement. No consent to arbitration in respect of a specifically described claim, counterclaim, dispute or other matter in question will constitute consent to arbitrate any other claim, counterclaim, dispute or other matter in question which is not specifically described in such consent. The award rendered by the arbitrators will be final, judgment may be extended upon it in any court having jurisdiction thereof, and will not be subject to modification or appeal except to the extent permitted.

6.7 Termination

The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, the Engineer will be paid for all services rendered to the date of termination, all reimbursable expenses and termination expenses.

6.8 Indemnification Related to Hazardous Waste

It is not the intention of the Agreement that the Engineer be exposed to any hazardous waste liability arising out of Site contamination, the activities of others, including the Town, or the services performed by the Engineer. The Town shall indemnify, defend, and save the Engineer, its directors, officers, employees, and agents harmless from any and all claims, demands, suits, judgments, expenses, attorney's fees, and losses arising out of or in connection with bodily injury (including death) to persons or damage to property which may arise from (i) the presence, origination or transport of hazardous substances, pollutants or contaminants at, on, to or from the site at which the services are being performed under this Agreement or at, on, from or to nearby properties, irrespective of whether such materials were generated or introduced before or after execution of this Agreement and irrespective of whether the Town was aware or directly involved in the generation or introduction of such materials or (ii) reliance by the Engineer on information provided to the Engineer on the location of underground tanks, or gas, water, oil, electrical or other lines, foundations, pumping stations or other subterranean structures, or (iii) any drilling, excavation, or similar activities undertaken hereunder at the direction of the Engineer.

The Engineer shall under no circumstances be considered the generator of any hazardous substances, pollutants or contaminants encountered or handled in the performance of the Engineer's services. Without contradiction of any assertion by the Town of third party liability and for purposes of this Agreement only, it is agreed that any hazardous materials, pollutants or contaminants generated or encountered in the performance of the Engineer's services shall be the responsibility of the site owner and shall be disposed of by the Town in accordance with all applicable laws and regulations

6.9 Limitation of Liability

Notwithstanding any other provision of these General Terms and Conditions, and unless otherwise subject to a greater limitation, the Engineer's liability to the Town for any loss or damage, including, but not limited to, special and consequential damages, arising out of or in connection with this Agreement from any cause, including the Engineer's professional negligent errors or omissions, shall not exceed the greater of the amount of the insurance required under Section 6.13,or the amount of professional liability insurance available to indemnity Engineer on the date a final judgment is rendered on damages, and the Town hereby releases the Engineer from any liability above such amount.

6.10 Time Limit on Claims

All claims against Engineer, whether grounded in contract, tort, or otherwise, shall be brought no later than three years from the date of issuance of the invoice relating to the services giving rise to the claim. No claim may be brought unless notice has been given as described below in Section 6.11.

6.11 Notice Requirements

If Town discovers a defect, fault, error, non-compliance or omission in Engineer's services, it shall give written notice to the Engineer within thirty days. Notice shall include a detailed description of the nature of the defect, fault, error, non-compliance or omission. Town agrees that failure to give such notice shall result in Town's waiver of the claim.

6.12 Litigation and Additional Work

In the event the Engineer is to prepare for or appear in any litigation on behalf of the Town or is to make investigations or reports on matters not covered by this Agreement, or is to perform other services not included herein, additional compensation shall be paid the Engineer as is mutually agreed upon in writing.

6.13 Insurance

At all times during the performance of work under this Project, Engineer shall maintain at its sole cost and expense, (a) worker's compensation, occupational, disability benefit and similar employee benefit insurance for each of its employees in the amounts required under the law in

the state where the Work is performed; (b) employees liability insurance coverage in the amount of not less than $500,000; (c) commercial general liability coverage, including products and completed operations, and broad form contractual liability, written on an occurrence form with a minimum combined single limit of $1,000,000 per occurrence for personal injury, including death, and property damage; (d) commercial automobile liability insurance, including non-owned automobiles, with a minimum combined single limit of $1,000,000 per occurrence; and (e) professional liability insurance with an aggregate limit of $5,000,000 and a per occurrence limit of $3,000,000. Engineer shall furnish to Town certificates of insurance showing such coverages prior to commencing performance of work under the Project. The Engineer shall name the Town as additional insured on the Engineer's commercial general liability and commercial automobile policies, and such policies shall be reasonably acceptable to Town. With respect to Engineer's negligence, this coverage shall be primary and non-contributory with any insurance coverage Town may have. In the event that Engineer receives notice of cancellation of any coverages described herein, Engineer shall immediately notify Town in writing and undertake, using its best efforts, to procure replacement coverage(s). The Engineer shall be responsible for ensuring that all of its subcontractors carry insurance of similar types and with similar limits of coverage as required for the Engineer.

6.14 Controlling Law

This Agreement is to be governed by the laws of the State of Rhode Island.

6.15 Affirmative Action - Equal Opportunity

The Engineer agrees that in the performance of this Agreement it will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, sex, mental retardation or physical disability, and further agrees to provide the Town with such information requested concerning the employment practices and procedures of the Engineer. The Engineer shall have an active affirmative action program.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year, first written.

Town of Narragansett, RI	**Fuss & O'Neill, Inc.**
By:_____	By:_____
Pamela T. Nolan	Dean E. Audet, P.E.
Town Manager	Sr. Vice President

FUSS & O'NEILL

METTATUXET 3 STORMWATER BMP ENGINEERING SERVICES

SCHEDULE 1

FEE SUMMARY

January 20, 2016

Item	Scope Item	Fee Basis	Cost/Budget
2.1	Base Mapping	Lump Sum	$13,079
2.2	Subsurface Investigation	Lump Sum	$6,641
2.3	Final Design	Lump Sum	$51,164
2.4	Permitting Assistance	Lump Sum	$20,102
2.5	Prepare Construction Documents	Lump Sum	$19,891
2.6	Bidding Services	Lump Sum	$3,762
2.7	Construction Services	Time and Material	TBD

TOTAL BUDGET $ 114,639

Note that total budget does not include construction services.

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 18
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Honorable Town Council

FROM: Dawson Hodgson, Town Solicitor

SUBJECT: Engagement of Appellate Counsel in the matter of Brian Routhier v. Narragansett, WC-2015-0167

RECOMMENDATION:

That the Town Council approve a motion to retain the DeSisto law firm to prosecute an appeal from the summary judgment decision in the above captioned action.

SUMMARY:

The Town has been sued by a former employee regarding the level of health coverage he is entitled to in retirement. Unfortunately, the Superior Court granted the plaintiff's motion for summary judgment on the contract interpretation claims of the action. After briefing in Executive Session you have indicated that you wish to appeal this ruling to the Supreme Court.

The Town's insurer, the Interlocal Trust has retained the DeSisto Law Firm to defend the case to date in the Superior Court, due to the presence of a non-contract interpretation cause of action in the complaint. Based on the terms of the Town's coverage however, the Trust will not pay for a Supreme Court appeal from the adverse ruling on the contract count. Accordingly, I have recommended that the Town retain the same attorney to prosecute this appeal.

Work on this matter will entail preparatory work for filing the appeal, including work in the Superior Court, and the appeal itself, and the associated tasks, including, hearings and court conferences. Payment for services provided on this matter will be based on the following rates: Attorney $155.00 an hour Paralegal $70.00 an hour

ATTACHMENTS:

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 19
Amend No. _____

Date Prepared: March 11, 2016
Council Meeting Date: March 21, 2016

TO: Honorable Town Council

FROM: Council Members Chris Wilkens and Raymond Ranaldi

SUBJECT:

RECOMMENDATION:

That the Town Council adopt the attached RESOLUTION IN SUPPORT OF BUDJET ARTICLE 15 (RELATING TO MUNICIPALITIES) of the Governor's FY 2017 budget.

SUMMARY:

For years, many of Rhode Island's Mayors, City and Town Councils have been unsuccessfully advocating that the State Government increase the burdensome time between statistical property evaluations from the present 3 years to 5years. However, this year with the additional active advocacy of Lt. Gov. McKee, this important change seems possible.
The passage of Article 15, amending the State's requirement to revalue property from every 3 years to every 5, is a long overdue step in the right direction. Not only would it help relieve some of the financial and administrative burdens on municipalities, more importantly, it would help give our tax-weary residents a better sense of property value stability and trust in state government.

ATTACHMENT:

A RESOLUTION IN SUPPORT OF BUDGET ARTICLE 15
(RELATING TO MUNICIPALITIES)
OF THE GOVERNOR'S FY 2017 BUDGET

WHEREAS: The Narragansett Town Council desires to address the issue of expanding the time frame between State mandated statistical property evaluations; and

WHEREAS: Passage of Article 15 will amend the requirement to revalue property from 3 (three) years to 5 (five) years thus collectively saving the Town of Narragansett and the state approximately $1M annually; and

WHEREAS: The Town of Narragansett is desirous of escaping the endlessly 36 month cycle of revaluations, appeals and law suits that bring such instability and consternation to our community; and

WHEREAS: Expanding the time between "statistical revaluation" from every 3 years to one mid-point 5 year revaluation will not only help to relieve fiscal and administrative burdens on our town, more importantly, it will help give our tax-weary residents a better sense of property value stability and help restore confidence and trust in state government so

THEREFORE BE IT RESOLVED: That the Narragansett Town Council joins with other towns, cities and concerned citizens and hereby strongly urges passage of Article 15 by the Rhode Island General Assembly during this 2016 legislative session; and

BE IT FURTHER RESOLVED: That a copy of this resolution shall be forwarded to our legislative delegations and all cities and towns in Rhode Island requesting support in our mutual endeavor.

Adopted this 21st day of March, 2016.

TOWN OF NARRAGANSETT

ATTEST: Matthew M. Mannix, President

Anne M. Irons, CMC
Town Clerk

TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION

CC: 20
Amend No. _____

Date Prepared: March 16, 2016
Council Meeting Date: March 21, 2016

TO: Honorable Town Council

FROM: Council Members Chris Wilkens and Raymond Ranaldi

SUBJECT: Adoption of a Resolution Requiring Conversion of a single tax rate

RECOMMENDATION:

That the Town Council adopts a resolution requiring the conversion of the town's current 2-tier property tax rate (residential/commercial) to a single tax rate for all properties upon implementation of a Homestead Exemption.

SUMMARY:

Should this resolution prevail, and should the Town receive the requested Homestead enabling permission from the RI General Assembly and decide to act upon it, this Town Council officially commits to adopt a new property tax ordinance establishing one property tax rate for all properties.

It should be noted that to date, this Council finds itself is the same position as a previous Town Council that also sought Homestead enabling legislation of the General Assembly while retaining a 2-tier tax system with the highest commercial rate allowed under State law and no expressed commitment to convert to a single blended rate.

ATTACHMENT:

1. Proposed Resolution

A RESOLUTION TO CONVERT THE TOWN'S CURRENT 2-TIER PROPERTY TAX RATE SYSTEM BACK TO A SINGLE RATE SYSTEM FOR RESIDENTIAL AND COMMERCIAL TAXPAYERS UPON ENACTMENT OF A HOMESTEAD EXEMPTION

WHEREAS: The Narragansett Town Council recognizes that the cornerstone of sound tax policy is equity and desires to eliminate all real or perceived anti-business bias; and

WHEREAS: The Town's current 2-tier property tax system unnecessarily penalizes commercial taxpayers by setting their property tax rates at 1½ (maximum allowable by State law) times the residential; and

WHEREAS: Due to our overwhelmingly large amount of residential property as compared to the small percentage of commercial property, a new blended single pre-Homestead Exemption property tax rate would only be $10.32 per thousand or 3.82% higher than the current residential rate of $9.94/ thousand dollars of value;

THEREFORE BE IT RESOLVED: That the Narragansett Town Council will convert its 2-tier residential – commercial property tax system back to a single rate system for all taxpayers automatically upon passage of a Homestead Exemption

BE IT FURTHER RESOLVED: A copy of this resolution shall be forwarded to members of our State Legislative Delegation upon passage.

TOWN OF NARRAGANSETT

ATTEST:

Matthew M. Mannix, President

Anne M. Irons CMC
Town Clerk