

**NARRAGANSETT TOWN COUNCIL
REGULAR MEETING
AGENDA**

April 18, 2016

7:30 p.m.

Posted 04-14 -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

Jeffrey Ceasrine

Town Clerk

Anne M. Irons, CMC

Town Solicitor

Dawson T. Hodgson

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

- September 21, 2015 Regular Meeting
- September 28, 2015 Work Session Meeting-Library
- October 5, 2015 Work Session Meeting-Interviews
- October 5, 2015 Work Session Meeting-Agenda Preparation
- October 5, 2015 Regular Meeting Minutes

ANNOUNCEMENTS/PRESENTATIONS:

Arbor Day April 29, 2016 [Proclamation](#)

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 SCHEDULE A PUBLIC HEARING to consider various applications from Town departments and/or local non-profit organizations for the 2016 Community Development Block Grant program.

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](#) on the Town of Narragansett FY 2016 Budget.

A [PUBLIC HEARING](#) for text revision of the definitions of Building Coverage and Site Coverage in the Zoning Ordinance.

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 GRANT PERMISSION to John and Maribeth Dziadosz and CRM Modular Homes, to move a modular home over the streets of Narragansett to 43 Gaspee Road, Plat K Lot 43/44 sometime in the month of April 2016, subject to local and state regulations.
2. A [MOTION](#) to APPROVE the list of Real Estate abatements in the amount of \$1,451.24.
3. A [MOTION](#) to AWARD the bid for Personalized Beach Towels for the Beach Division to the lowest bidder, W. B. Mason Co., Inc., in the amount of \$8,540.00.
4. A [MOTION](#) to RECEIVE and PLACE on FILE the Annual Reports from the town's various boards and committees.
5. A [MOTION](#) to APPROVE the purchase of Street Sweeper Replacement Brooms from Atlantic Broom Service, Inc., at \$112.00/gutter broom and \$385.00/main broom for a one-year period, ending March 27, 2017.
6. A [MOTION](#) to REJECT the bids for Property Appraisal Services and AUTHORIZE the Purchasing Manager to solicit new bids or RFQs with modifications made to the specifications.

OLD BUSINESS:

NEW BUSINESS:

7. A [MOTION](#) to INTRODUCE, READ, PASS and ACCEPT as a First Reading, 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, to approve various omnibus text amendments.

8. A [MOTION](#) to APPROVE the contract extension for Seasonal Sidewalk & Public Area Trash Receptacle Rubbish Removal for the Public Works Department with K. Scott Construction at their quoted bid prices for one additional season, ending October 11, 2016.
9. A [MOTION](#) to APPROVE the sponsorship agreement with Citizens Bank for the 2016 RI Philharmonic Concert Sponsorship.
10. A [MOTION](#) to APPROVE the 2016 contract agreement for the 40th annual concert on the Beach with the R.I. Philharmonic Orchestra in the amount of \$21,300.00 and authorizes the Acting Town Manager to sign the contract after review by the Town Solicitor.
11. A [MOTION](#) to APPROVE the 2016 contract agreement for production support services with Bill Brackett Theatrical Productions, LLC for the 40th annual concert on the Beach, in the amount of \$11,000.00 and authorizes the Acting Town Manager to sign the contract after review by the Town Solicitor.
12. A [MOTION](#) to APPROVE the request from St. Thomas More Parish for a prayer service followed by a gathering around a fire pit at Gazebo Park on Tuesday June 21, 2016 from 7:00 pm to 11:00 pm, subject to state and local regulations.
13. A [MOTION](#) to APPROVE the Multi-Community Shelter Plan Agreement with the Towns of South Kingstown, North Kingstown, Red Cross and the Town of Narragansett, and a motion to authorize the Acting Town Manager to sign said agreement.
14. A [MOTION](#) to APPROVE the MOU renewal agreement with the Red Cross and the Town of Narragansett, and to authorize the Acting Town Manager to sign said agreement.
15. A [MOTION](#) to AWARD the bid for the Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF to the lowest bidder, Hart Engineering Corporation, in the amount of \$591,030.00.
16. A [MOTION](#) to AWARD a contract for Services During Construction for the Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF Project to James J. Geremia & Associates, Inc. in an amount not to exceed \$48,560.00.
17. A [MOTION](#) to INTRODUCE, READ and ACCEPT as a first Reading a Resolution to implement timed seasonal parking restrictions on Ocean Road, between South Pier Road and Beach Street.

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.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: April 11, 2016
Council Meeting Date: April 18, 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 21, 2016 Regular Meeting
- September 28, 2015 Work Session Meeting
- October 5, 2015 Work Session 1
- October 5, 2015 Work Session 2
- October 5, 2015 Regular Meeting

SUMMARY:

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

**NARRAGANSETT TOWN COUNCIL
REGULAR TOWN COUNCIL MEETING
SEPTEMBER 21, 2015 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on
Monday, September, 21, 2015 at 7:30 p.m., at the Narragansett Town Hall.

Present: Matthew M. Mannix, President,

Susan Cicilline-Buonanno, President Pro Tem, absent*

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.

APPROVAL OF MINUTES

Raymond A. Ranaldi moved, Christopher Wilkens seconded and it is so voted to approve the minutes of the May 2, 2015 Work Session Meeting Minutes as presented.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,

Matthew M. Mannix aye

ANNOUNCEMENTS/PRESENTATIONS:

**An AWARD PRESENTATION - Narragansett Police Department from the RI
Police Accreditation Commission (RIPAC) –**

Colonel Chief McCarthy, City of Warwick presented the award to Chief Hoxsie for the Narragansett Police Department for the recent accreditation status for professionalizing the police department and lowering the liability by going through this process of standards.

Executive Director Christine Crocker of the RI Police Accreditation Commission addressed the council on the accreditation status and professional excellence that the police department achieved. She noted that the police department now complies with 200 standards that have been set. She also recognized Captain Sean Corrigan for all his hard work on the accreditation for the past three years. Pamela Nolan, Town Manger was recognized for her support.

Chief Hoxsie addressed the council and thanked the members of the police department for their professionalism and hard work and credited Captain Sean Corrigan for all the work he did on the accreditation process. He also thanked the residents and town council for supporting the police department.

Matthew Mannix noted that the Chamber of Commerce Calamari Cook Off event that was recently held was a huge success and thanked all that was involved. He also noted that next Monday a work shop will be held with the Library Board and October 5th zoning board review interviews will be held and then a work session with the Senior Management team and council on the agenda process.

Matthew Mannix announced that Councilor Susan Cicilline-Buonanno was not in attendance for the meeting at this time.

Pamela Nolan, Town Manager addressed the council on the successful Gansett Days that was held on the weekend. She explained that at the next meeting Steve Wright, Parks & Recreation Director will address the council on the event and will have pictures to show.

Ms. Nolan thanked all that worked on the event and participated.

OPEN FORUM:

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

Jose Santos of Hope Lane addressed the council on student issues in the neighborhood of Eastward Look was a living hell. He spoke of quality of live and the safety of the residents. He said that the present town council was in the position to do the right thing and nothing is being done. He said he is awakened every night and the residents have been coming before the council for many years with no results. He said Narragansett is a beautiful place and retired here because of that;

Richard Van Germeersch speaks on Gansett Days and also notes that it was very successful and Steve Wright did a great job. He also spoke of the Gale of 1815 which on September 23rd is the 200th Anniversary of the storm. He said the storm moved the salt pond a mile and a half and he noted that Galilee and Jerusalem was man made places and opened a huge interest. He said that Narragansett had more significant events than Providence did such as the Pier was destroyed and a lighthouse as well as 12 people

perished. He challenged the quilters to make a quilt of the 8 events that occurred in Narragansett due to that storm. He said it was done in Providence and Narragansett could be them.

Stanley Wojciechowski addressed the council on a recent article he read regarding the beach sustainability committee. He said the beach belongs to everyone there is equality and justice. He also commented that no matter what the age a person is everyone should pay to get on it. He spoke of a beach fund to be used for emergency beach repairs. He also said the fee should be \$20.00 as the current price is too cheap. If the council is not going to follow the sign "equality" it should be taken down.

PUBLIC HEARING:

A MOTION to RESCHEDULE A PUBLIC HEARING for minor text revisions to several sections of the Zoning Ordinance.

The Planning Board took this item under review at their regular meeting on September 15, 2015, but noted that some of the items might require detailed discussion. Also, the Board asked that a worksheet be provided that shows existing language and proposed language side by side for comparison. As no action was taken at the Planning Board Meeting the item was continued to their October meeting. The Planning Board requests that the Town Council re-schedule the public hearing in order for them to draft a comprehensive recommendation.

Raymond Ranaldi moved, Patrick Murray seconded and it was so voted to RESCHEDULE a PUBLIC HEARING for minor text revisions to several sections of the Zoning Ordinance to December 7, 2015.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye, Matthew M. Mannix aye

A MOTION to SCHEDULE a PUBLIC HEARING on a Petition from John Sahagian requesting to abandon the eastern half of Harris Avenue (ROW) abutting Assessor's Plat P, Lot 96.

A MOTION to REFER to STAFF and the PLANNING BOARD for a recommendation.

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.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to SCHEDULE the PUBLIC HEARING to November 2, 2015.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to REFER to STAFF and the PLANNING BOARD for a recommendation.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

ADOPTION of Resolution of Order and Decree 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 PUBLIC HEARING was held on September 8, 2015 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 which was approved.

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 the public hearing.

The abandonment was approved by the town council to declare the roadway abandoned and additional public notice is given as well as an advertisement declaring the abandonment for three successive weeks. The Resolution is as follows:

**NARRAGANSETT TOWN COUNCIL
RESOLUTION NO. 2015-**

**A RESOLUTION, ORDER AND DECREE ON THE ABANDONMENT OF A
WESTVIEW DRIVE, CROSS HILL DRIVE FROM SUNSET BOULEVARD TO
NORMAN DRIVE, AND THE EASTERLY MOST 390 FEET OF NORMAN DRIVE,
BEING THE PORTION OF NORMAN DRIVE WHICH ABUTS LOTS 156 TO 161 ON
ASSESSOR'S PLAT R-1**

RESOLVED, ORDERED AND DECREED by the Town Council of the Town of Narragansett, Rhode Island, that after consideration of a petition for the abandonment of a Westview Drive, Cross Hill Drive from Sunset Boulevard to Norman Drive, and the Easterly most 390 feet of Norman Drive, being the Portion of Norman Drive which abuts Lots 156 to 161 on Assessor's Plat R-1 as shown on a plan entitled "Road Abandonment Plan Sunset Shores, Narragansett, RI, prepared by DiPrete Engineering and dated August 7, 2015, which is attached hereto to abandon the property filed by Douglas R. DeSimone, Individually and as President of Douglas Enterprises, Ltd, Deborah M. DeSimone, Sally R. DeSimone, Herbert F. DeSimone, Jr. and heard on September 8, 2015, personal notice having been given to all abutting land owners and further notice having been given by advertisement in The Narragansett Times on August 21, 2015, August 28, 2015 and September 4, 2015, and that the Town Council does hereby declare that, subject to the conditions set forth below said Abandoned Property has ceased to be useful to the public and is abandoned as a public highway. The exact description of the Abandoned Property to be abandoned is bounded and described in Exhibit A which is annexed hereto and incorporated herein by reference. That the hearing having been held and all interested persons given an opportunity to be heard, and as a result thereof there is no evidence of damage to owners of land abutting upon said highway and therefore no damages are awarded.

1. Applicant will prepare deeds describing the resultant lots, and properly record same upon approval of the Department of Community Development.

Adopted this day of September, 2015.

TOWN OF NARRAGANSETT

ATTEST:

Matthew M. Mannix, Council President

Anne M. Irons, CMC-Town Clerk

EXHIBIT A

LEGAL DESCRIPTION

Description for Cross Hill Drive Road Abandonment

Commencing at the northeasterly intersection of Cross Hill Drive and Sunset Blvd. and continuing in a northerly direction 445' more or less to the intersection of Norman Drive (formerly Douglas Drive) thence turning westerly 40' more or less along the line of Norman Drive (formerly Douglas Drive) thence turning southerly and running 443' more or less to the intersection of Sunset Blvd. thence turning and running easterly 75' more or less to point and place of beginning otherwise being the northerly section of Cross Hill Drive depicted on that plan entitled "Sunset Shores at Point Judith in the town of Narragansett, RI, Property of Florie DeSimone, May, 1960 recorded in Plat Book 6 in the Town of Narragansett".

Description for Westview Drive Abandonment

Commencing at the southerly most intersection with Cross Hill Drive running northerly 40' more or less thence turning westerly and running 457' more or less to the intersection of Sunset Shore Drive thence turning southerly 70' more or less thence turning easterly and running 469' more or less and otherwise described as the entirety of Westview Drive as depicted on that certain plan entitled "Sunset Shores at Point Judith in the Town of Narragansett, RI, Property of Florie DeSimone, May, 1960 recorded in Plat Book 6 in the Town of Narragansett".

Description for Norman Drive (formerly Douglas Drive) Road Abandonment

Commencing at the terminus of Normand Drive as it intersects with the terminus of Cross Hill Drive and running 40' more or less in a northerly direction thence turning and running westerly 390' more or less thence turning southerly 40' more or less thence turning easterly and running 390' more or less to the point and place of beginning ,otherwise being described as that portion of Norman Drive (formerly Douglas Drive) depicted on that plan entitled "Sunset Shores at Point Judith in the town of Narragansett,

RI, Property of Florie DeSimone, May, 1960 recorded in Plat Book 6 in the Town of Narragansett" commencing at Lot No. 6 and running on the northerly boundary of said Norman Drive (formerly Douglas Drive) to the terminus thereof, also being depicted on the Tax Assessors in the Town of Narragansett as that portion of Norman Drive fronting only along Lots 156 thru 161.

Douglas R. DeSimone, Esq. requested a continuation of the adoption of the Abandonment Resolution as he did not send the notices to the abutters and will now get waivers from all the abutters regarding the abandonment which are all family members.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to CONTINUE the MOTION to ADOPT the Resolution, Order and Decree abandoning Westview Drive, Cross Hill Drive from Sunset Boulevard to Norman Drive, and the easterly most 390 feet of Norman Drive, being the portion of Norman Drive which abuts lots 156 to 161 on Assessor's Plat R-1.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye

Matthew M. Mannix aye

CONSENT AGENDA

The consent agenda is voted on with one motion except numbers 2 and 8.

- 1. A MOTION to APPROVE a Class F-1 Alcoholic Beverage License for Local #1589 Narragansett Firefighters Union for October 3, 2015 at the Dunes Club, Boston Neck Road, Narragansett, RI subject to state and local regulations.**

APPROVED (Ranaldi-Murray 4/0)

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,

Matthew M. Mannix aye

2. **A MOTION to APPROVE a three (3)-year contract extension for Legal Expense Insurance Policy for the Police Department with ARAG Group, in the amount of \$11.55 per officer, per month, through June 30, 2018.**

APPROVED (Ranaldi-Murray 4/0)

Raymond A. Ranaldi questioned the number of officers as the agenda item reads 35 and he believed there were 40 officers in the police department. Mr. Ranaldi said he would accept an answer by email.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,

Matthew M. Mannix aye

3. A MOTION to APPROVE the contract extension for Plow Cutting Edges for the Public Works Department with Atlantic Plow Blade Company at their quoted prices for a one-year period.

APPROVED (Ranaldi-Murray 4/0)

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,

Matthew M. Mannix aye

4. A MOTION to APPROVE the annual service agreement for the water meter reading system from Itron, Inc. in the amount of \$3,605.52.

APPROVED (Ranaldi-Murray 4/0)

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,

Matthew M. Mannix aye

5. A MOTION to APPROVE the annual service agreement for the emergency notification system from Everbridge, in the amount of \$8,464.36.

APPROVED (Ranaldi-Murray 4/0)

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

6. A MOTION to APPROVE the purchase of replacement tines for the Beach Division's Barber Surf Rake from H. Barber & Sons, Inc., in the amount of \$5,841.35.

APPROVED (Ranaldi-Murray 4/0)

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

7. A MOTION to APPROVE the list of Motor Vehicle abatements in the amount of \$59.96 and the list of Real Estate abatements in the amount of \$1,752.42.

APPROVED (Ranaldi-Murray 4/0)

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

8. A MOTION to APPROVE, RATIFY and CONFIRM the emergency repairs to the Woodruff Avenue traffic lights completed by Arden Engineering Constructors, LLC in the amount of \$6,261.21.

APPROVED, RATIFIED, CONFIRMED (Ranaldi-Murray 4/0)

Christopher Wilkens asked to hold up on the invoice as the town does not pay for the traffic light the businesses that abut that traffic light per an ordinance pay for the maintenance and repairs.

Dawson Hodgson addresses the council and explains that the town needs to repair the light for safety concerns as the property owner cannot go out in the road and do the work however they have to pay the cost. The property owner will be billed for the repairs.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

OLD BUSINESS:

None

NEW BUSINESS:

- 9. A MOTION to AUTHORIZE payments in the total amount of \$1,794,000 to Bentley Builders LLC, the awarded vendor for the construction of the Narragansett Community Athletic Complex.**

On July 6, 2015 Town Council approved the recommendation of the NCAC Building Committee to award the bid for construction of the athletic complex at Narragansett High School to Bentley Builders LLC, in the amount of \$3,047,333.33. This approval will allow payments to be released to Bentley Builders, as approved by the School Department and Gale Associates, Inc. (awarded vendor for design services and services during construction).

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to AUTHORIZE payments in the total amount of \$1,794,000 to Bentley Builders LLC, the awarded vendor for the construction of the Narragansett Community Athletic Complex. On July 6, 2015 Town Council approved the recommendation of the NCAC Building Committee to award the bid for construction of the athletic complex at Narragansett High School to Bentley Builders LLC, in the amount of \$3,047,333.33.

This approval will allow payments to be released to Bentley Builders, as approved by the School Department and Gale Associates, Inc. (awarded vendor for design services and services during construction).

Raymond A. Ranaldi questioned if the building committee was also part of the approval process and wanted to know if that was just understood. It was also noted that the Finance Director was comfortable with the payment.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

10. A MOTION to ADOPT, 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. The Planning Board reviewed this request at their July 21 meeting and recommended approval with two conditions. 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.

The first reading was held on September 8, 2015.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to ADOPT, 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, Christopher Wilkens aye, Patrick W. Murray aye, Matthew M. Mannix nay

11. A MOTION to APPROVE the annual contract for technical support for the Police Department's computer software system with Trittech Software Systems, in the amount of \$15,210.00.

This contract renewal includes the licensing fee, software support and updates for the main software utilized by the Police Department. The department began using this software in 2001. The majority of the police agencies in the State of Rhode Island also use Trittech Software Systems (formerly Information Management Corp or IMC) software package for their daily operations. The contract period is: October 1, 2015 – September 30, 2016. Trittech/IMC is the manufacturer of this software.

In accordance with the Town of Narragansett Code of Ordinances, Section 70-326 and Rhode Island General Laws, Chapter 55, Section 45-55-8, I, the Purchasing Manager, have determined this to be a sole source item. Funding is available in the Police Administration Operating Account, # 1511 50505, Office Equipment Maintenance/Repair.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted APPROVE the annual contract for technical support for the Police Department's computer software system with Trittech Software Systems, in the amount of \$15,210.00.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

**12. A MOTION to AUTHORIZE the Town Manager to enter into an
Intermunicipal Agreement with the Town of South Kingstown (acting as the
lead partner) for solar energy consulting services at the Rose Hill and Plains
Road Superfund sites.**

The Town of Narragansett is a partner with the Town of South Kingstown at the Rose Hill Superfund Site, and with South Kingstown and URI at the Plains Road (West Kingston) Superfund Site, both located in South Kingstown. Both sites have been remediated and capped, and collectively the Town will be responsible for long term groundwater monitoring and site maintenance for years to come. The town is also paying back part of the remediation costs incurred by the State at Rose Hill to the State Department of Environmental Management (RIDEM), through a Consent Decree. For a number of years, the three (3) regional partners have been exploring potential re-uses for both sites that could either generate revenue or offer some community service. Typical capped landfill re-uses include passive recreation (parks), moderately active recreation (golf driving range, etc.), or revenue-generating uses, like solar farms. From a physical standpoint, it is critical (and obligatory in terms of governing regulations) that the integrity of the cap be protected – for example, you cannot penetrate the cap with a footing for a structure. This obviously limits the range of beneficial re-uses.

There are a number of factors that now lead the Town to promote the potential concept of solar power generation re-use as being a viable option for both sites. The Renewable Energy Growth Program (part of the Clean Energy Jobs Program Act recently passed by the General Assembly – H 7727; 2014) allows for the sale of generated power from renewable sources at a fixed price. And, the Federal Investment Tax Credit program (Solar Investment Tax Credit (ITC)) remains in place as a financial incentive for solar infrastructure investments. However, the ITC only applies to solar generation facilities that are constructed and operational before December 31, 2016. The University of Rhode Island has a contract in place with a private energy consultant called Competitive Energy Services (CES). CES provides energy procurement and management services for the University, and has prepared an initial pro forma for the three (3) regional partners on the potential for solar energy generation at both the Rose Hill and Plains Road sites. There are several options, including “behind the meter”, “net metering”, and “distributed generation”. It has yet to be determined which option would work best for us, and there may be several options in play at once, depending on the interconnection terms and conditions with National Grid. To take advantage of the current market and timing of the ITC, the Town Engineer is recommending that the Town partners with the Town of South Kingstown and retain CES to follow their pro forma and provide solar energy consulting services to us relative to the Rose Hill and Plains Road sites. To that end, South Kingstown has requested and received a draft proposal from CES to develop a Solar Energy Request for Bids, answer questions during bidding, evaluate proposals,

recommend an award, negotiate a contract, and assist us in the initial administration.

It is anticipated this cost to be approximately \$10,000 (\$625 per month, starting now and potentially ending in December 2016 with the anticipated implementation of an actual project), and we are proposing to share this equally with South Kingstown. Obviously, we will (at some point) need to write a formal Intermunicipal Agreement with South Kingstown to define each partner's duties and responsibilities, and to assign revenue sharing from any energy generation operations. That will happen in the near future.

The Town Engineer considers this to be a prudent investment, given that the current Superfund obligations at both sites cost the town maintenance money each year, and the potential to develop a modest solar generation project may exist. The expiring Solar ITC places a bit of urgency on this, as it take some time to write the RFP, award a contract, design, permit, and build a facility. It is believed the potential return on this small investment makes this work pursuing. Once the formal Intermunicipal agreement has been drafted, and the RFP prepared, the department will update this report for the Town Council. Funding for our share of this work is available in Account 0001901 57017 Superfund Sites.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to AUTHORIZE the Town Manager to enter into an Intermunicipal Agreement with the Town of South Kingstown (acting as the lead partner) for solar energy consulting services at the Rose Hill and Plains Road Superfund sites.

Jeffrey Ceasrine, Town Engineer addressed the council and said when the agreement was written he would be back before the town council. He said that URI already retained CES for emergency consultant services and the Town of South Kingstown will be the lead agency and said there will be a cost sharing and revenue sharing and it is anticipated it will be split equally.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

13. A MOTION to AUTHORIZE the Town Manager to enter into a multi-year contract with Direct Energy, the preferred provider under the RI League of Cities and Town's REAP initiative, for the purchase of electricity for all Town accounts.

Since 1999, the Town of Narragansett has participated in the RI League of Cities and Towns "Rhode Island Energy Aggregation Program" (REAP) initiative, which has allowed the Town to purchase raw electricity at a discounted rate. Through this program, the town purchases raw energy from the League's current preferred provider, Direct Energy, at a per kWh rate that is less than the "Standard Offer" under the current National Grid PUC-approved tariff. The contract with Direct Energy expires on December 31, 2015; our options are to negotiate a renewal or simply revert to being a traditional National Grid "Standard Offer" customer. For a number of reasons, staff strongly recommends entering into a successor agreement with Direct Energy.

National Grid's Standard Offer also expires in December, and it is expected they will file a new rate tariff before the PUC later in the year.

The timing of this proposed extension with Direct Energy is critical. Prices fluctuate on a daily basis, and historically increase as the winter months approach. The rates quoted herein were in place as of September 1, 2015, but will have undoubtedly changed by the date of this Council meeting. As we did in 2011, when we last entered into a contract with Direct Energy through the REAP initiative, the Staff is requesting that the Town Manager be given the authority to enter into a successor contract, based on the best pricing that can be received at or around this meeting date.

The current National Grid "Standard Offer" is \$0.08691 per kWh. Direct Energy has offered the following lock-in rates (September 1, 2015 rates, subject to change until locked in):

Dec 2015 – Dec 2016 – \$0.0782/kWh

Dec 2015 – Dec 2017 – \$0.0789 /kWh

Dec 2015 – Dec 2018 – \$0.0825 /kWh

The staff recommends entering into a three (3) year fixed price contract with Direct Energy, at \$0.0825 per kWh (again, this may be subject to change right up to the meeting date). This is less than the Standard Offer, and, based on historical trends, staff believes that the Standard Offer will increase after December 31, 2015.

Raymond A. Ranaldi moved, Christopher Wilkens seconded and it is so voted to AUTHORIZE the Town Manager to enter into a multi-year contract with Direct Energy, the preferred provider under the RI League of Cities and Town's REAP initiative, for the purchase of electricity for all Town accounts.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

14. A MOTION to APPROVE, RATIFY, and CONFIRM the costs associated with the emergency repairs to the Allagash Trail Pump Station, completed by various vendors, in the amount of \$120,833.52.

On Friday, April 10, 2015, the Town experienced a major flooding event at our Allagash Trail Pump Station in Bonnet Shores. Caused by the failure of a large mechanical check valve, raw sewage flooded the "dry" side of the pump station, impacting electrical motors, pumps, sump pumps, control systems, the main power transformer, and the generator\transfer switch. In order to maintain service to our customers, we used the services of local septage hauling companies until power could be restored and motors replaced. Ultimately, every piece of equipment (including conduit and wiring) that was submerged was either replaced or rebuilt. There was no disruption of service to our customers, and no adverse environmental impact related to this event.

As noted, the Town filed a claim with the property insurance carrier, the RI Interlocal Risk Management Trust. An additional claim, through the Trust's supplemental coverage, was filed with The Hartford Steam Boiler Inspection and Insurance Company.

Ultimately, \$117,110.67 of the total loss value of \$120,833.52 is being reimbursed by our carrier, leaving our uninsured share at \$3,722.85. This is a testament to the strength of our policy and our relationship with the Trust, as well as to the response actions by the Wastewater Division and the documentation assembled by the Engineering Department. Funding is available in the Wastewater Enterprise Operating Account, #0032 50226, Self-insured Claims.

Raymond A. Ranaldi moved, Christopher Wilkens seconded and it is so voted to APPROVE, RATIFY, and CONFIRM the costs associated with the emergency repairs to the Allagash Trail Pump Station, completed by various vendors, in the amount of \$120,833.52.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

15. A MOTION to AWARD the bid for the Stanton Avenue Pump Station

Generator Project to the lowest bidder, K Electric, Inc., in the amount of \$115,647.00.

Originally constructed in the late 1960's, and expanded in 1996 (to provide for an elevated flood proof enclosure for the electronics and control systems), the Stanton Avenue Pump Station services approximately 670 homes and businesses in the south end

of Town. The property is located in a FEMA flood zone, and is prone to periodic flooding and power outages. While we do have a piping bypass system in place (where we use one of our trailer-mounted pumps to function as the pump station), installing a fixed standby power generator is a more reliable means of redundant operation. Following Hurricane Sandy, the Town applied for and received a grant under the US Department of Housing and Urban Development (HUD) for the final design and installation of a standby power generator for this critical pump station. We received a grant award in the amount of \$126,000.000. Preliminary plans and specifications were prepared by the Engineering Department, and the project was advertised as a design/build contract. The scope of work includes the final design and construction of an elevated galvanized steel platform (the generator must sit above the 100 year flood zone), the generator itself, an automatic transfer switch, propane tank, and all necessary wiring, controls, and piping to make for a turn-key project. Request for bids was advertised in the Narragansett Times, solicited, and posted on the Town of Narragansett and State Purchasing Division websites. Four (4) vendors obtained specification packages and two (2) responded. After review, we recommend an award to the low bidder, K. Electric, Inc., at their bid price of \$115,647.00. We have worked with this firm in the past (most recently, the generator at Town Hall), and have always been well satisfied with the quality of their work. Based on the low bid amount, the HUD CDBG grant of \$126,000.00 is sufficient to cover the entire cost of the project.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to AWARD the bid for the Stanton Avenue Pump Station Generator Project to the lowest bidder, K Electric, Inc., in the amount of \$115,647.00.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

16. A MOTION to AWARD the bid for the Rehabilitation of Kinney Avenue and North End Water Storage Tanks to the lowest bidder, Atlas Painting & Sheeting Corp., in the amount of \$1,464,500.00

The adopted budget for FY 2015-16 includes the next phase of the water tank rehabilitation project for the Kinney Avenue and North End Water Storage Tanks. Following after the lead (soil-based) remediation project completed in 2014, the Town (with our consultant C & E Engineering Partners, Inc.) completed the plans and specifications for miscellaneous convert foundation and structural steel repairs, lead paint removal, and re-coating of both tanks. New Department of Health (RIDOH) code requirement work is also included (an additional hatch at the North End Tank, and new clog-resistant roof vents at both locations).

The project bidding documents were separated by tank site, and by major scope of work task. The work items at both sites (unless otherwise noted) included:

Base Work Items

Mobilization

Prepare and re-coat exterior surfaces (Class 1 A containment for lead paint)

Concrete foundation repairs

Prepare and re-coat interior condensation surfaces (Kinney Ave. Tank only)

Prepare and re-coat interior wet surface (North End Tank only)

Clean foundation and apply epoxy resin concrete penetrating sealer

Repair and refurbish anchor bolts

Alternate Work Items – Kinney Ave Tank

Prepare and re-coat non-wetted interior surfaces below condensate ceiling (alternate not accepted by Town)

Clean and recoat interior non-wetted surfaces above condensate ceiling

Clean and recoat valve vault piping

Furnish and install clog-resistant roof vent

Misc. electrical work

Alternate Work Items – North End Tank

Clean and recoat fill/draw piping and valve vault piping (alternate not accepted by Town)

Furnish and install clog-resistant roof vent

Furnish and install new shell manway

Revolving ladder modifications and repairs

Install cable tray mounting brackets

Request for bids was advertised in the Narragansett Times, solicited, and posted on the Town of Narragansett and State Purchasing Division websites. Five (5) vendors obtained specification packages and two (2) responded. It is important to note that neither bidder is from the New England area. The low bidder, Atlas Painting & Sheeting Corp. is from western NY, and the second bidder, Utility Service Co. Inc. is from GA. The combination of lead paint remediation and staging\scaffolding necessary for water tank painting projects means that there are very few vendors servicing this market. These bid prices are higher than the 2012 estimates (when we initially proposed this project). Coming out of the recession has clearly impacted this market, in a way that is unfortunately not advantageous to us. Just as obviously, postponing this project any further will not result in lower prices in the future. After review, staff recommends an award to the low bidder, Atlas Painting & Sheeting Corp., Inc., at their bid price of \$1,464,500.00 for the following bid:

Kinney Ave Tank - Bid Items 1.01, 1.02, 1.03, 1.04, 1.05, 1.06, 1.07, A1.02, A1.03, A1.04, A1.05

North End Tank – Bid Items 2.01, 2.02, 2.03, 2.04, 2.05, 2.06, 2.07, A2.02, A2.03, A2.04, A2.05

Funding is available within the Water Enterprise Fund Capital Budget Account #0030 50653, Water Tank Painting and from the new Special Assessment adopted by the Town Council on July 20, 2015.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to AWARD the bid for the Rehabilitation of Kinney Avenue and North End Water Storage Tanks to the lowest bidder, Atlas Painting & Sheeting Corp., in the amount of \$1,464,500.00.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,

Matthew M. Mannix aye

17. A MOTION to AWARD the contract for the Professional Services during Construction associated with the Rehabilitation of Kinney Avenue and North End Water Storage Tanks Project to C & E Engineering Partners, Inc., at their negotiated proposal price of \$76,200.00.

C & E Engineering Partners, Inc. has been the Town's consultant of record for the Rehabilitation of Kinney Avenue and North End Water Storage Tanks Project since its inception, including the soil-based lead remediation program, the tank structural and coating investigatory and design phases, and the preparation of bidding documents accordingly. With the bid and award process complete for the actual rehabilitation work, it is now appropriate to enter into a successor agreement with C & E Engineering Partners, Inc. for Services During Construction (SDC). These services will supplement what we can do in-house, and includes professional inspection and part-time observation, review of payment requisitions and requests for contract changes, review of shop drawings and submittals, quality control review, and final project close-out documentation. Specialized services include providing a National Association of

Corrosion Engineers (NACE) certified Level 3 inspector to review the surface preparation and coating application to insure conformance with the coating manufacturer's recommendations. This is a critical piece of the SDC in order to exercise the coating warranty.

Staff has negotiated a proposal with C & E Engineering Partners, Inc. to supplement the services that we can provide with in-house staff. The value of the work, \$76,200.00, equates to 5.2% of construction – for a project that includes Class 1 A containment requirements for lead removal, high elevation working conditions, and NACE Level 3 certification of coatings, staff believes that this negotiated price is well within industry standards. Funding is available within the Water Enterprise Fund Capital Budget Account #0030 50653, Water Tank Painting and from the new Special Assessment adopted by the Town Council on July 20, 2015.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to AWARD the contract for the Professional Services during Construction associated with the Rehabilitation of Kinney Avenue and North End Water Storage Tanks Project to C & E Engineering Partners, Inc., at their negotiated proposal price of \$76,200.00.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,
Matthew M. Mannix aye

18. A MOTION to SCHEDULE a WORK SESSION to review recommendations from the Narragansett Ad Hoc Committee's Zoning Subcommittee.

The Ad Hoc Committee recently presented its recommendations to the Town Council. To provide structure to discussing those recommendations, the Town Council authorized me to meet with the Town Manager and Chair of the Ad Hoc Committee to set the initial schedule for addressing the committee's recommendations. In the meeting, which was focused on scheduling, it was evident that the Town Council should address the Zoning Subcommittee's recommendations because of their wide-ranging impact. The recommendations of the other two subcommittees (Parking and Rental Registration) would be more targeted in their application. We also determined that a work session was necessary rather than immediate placement of agenda items on a council agenda so that the council can fully discuss the Zoning Subcommittee's recommendations. To that end, October 26 has been identified as the date to hold this work session. It makes sense to have this work session on an "off" night, meaning a night during which there is no council meeting. The September 28 evening is already booked with a Library Work Session and we anticipated potential schedule conflicts with the Tuesday after Columbus Day. We also recommend that the work session be limited in time to 2½ hours. If the Zoning Subcommittee issues have not been fully vetted in that timeframe, the council may extend the work session to an "off" night in November.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to SCHEDULE a WORK SESSION to review recommendations from the Narragansett Ad Hoc Committee's Zoning Subcommittee to October 26, 2015.

Residents Stanley Wojciechowski, Stephen Ferrandi and Ray Kagels speak.

Raymond A. Ranaldi aye, Christopher Wilkens aye, Patrick W. Murray aye,

Matthew M. Mannix aye

19. A MOTION to SCHEDULE a WORK SESSION to interview candidates for a seat on the Planning Board to October 5, 2015.

Susan Cicilline-Buonanno arrived at the meeting at this time.

Board Member John Hodnett has submitted a resignation letter to the Planning Board.

The term for that seat expires on November 1, 2015.

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.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to SCHEDULE a WORK SESSION to interview candidates for a seat on the Planning Board to October 5, 2015 at 6:00 p.m.

Raymond A. Ranaldi aye, Patrick W. Murray aye, Susan Cicilline-Buonanno

Matthew M. Mannix aye Christopher Wilkens recused

RETIRED to Executive Session of the Town Council at the end of the September 21, 2015 town council meeting to discuss a grievance resolution and collective bargaining (Local 1589 –International Association of Fire Fighters AFL-CIO-CLC) in accordance with RI General Laws 42-46-5 (a) (2) and litigation Almeida et al, V Booth et al, WC CA 2015-0467 also in accordance with RI General Laws 42-46-5 (a) (2) and to appoint Dawson T. Hodgson, Town Solicitor as Clerk Pro Tem.

Roll Call vote was taken as follows:

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

ADJOURNMENT:

The meeting adjourns at 8:56 p.m.

ATTEST:

MINUTES ACCEPTED AS
PRESENTED/AMENDED



Anne M. Irons, CMC
Council Clerk

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 COUNCIL MAN hereby order oath depose and say:
(job title or appropriate elected position and name of board/commission/agency/department)

1. A matter involving VOTING FOR SCHEDULING INTERVIEWS FOR
is presently before NARRAGANSETT TOWN COUNCIL
(name of board/commission/agency/department) PLANNING BOARD MEMBER
2. I have the following interest in the matter noted in paragraph 1 above:
I HAD BUSINESS BEFORE THE PLANNING
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 partic-
pating 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 21 day of SEPTEMBER, 2015


Signature:

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

I, Matthew M. Plamiga, holding the position of
Town Councilman / Town Council President, hereby under oath depose and say:
(fill title or appointed/elected position and name of board/commission/agency/department)

1. A matter involving Intergovernmental Agreements et al in North - West County
is presently before The Town Finance Department, Town Case No. 2014-04157
Assistant's Office
(fill name of board/commission/agency/department) and Tax Assessment Review Board

2. I have the following interest in the matter noted in paragraph 1 above:
I have a directly interested wife who is a party in
the litigation as a member of the plaintiff class.

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 21st day of September, 2015.

Signature Matthew M. Plamiga

**NARRAGANSETT TOWN COUNCI
WORK SESSION MEETING
SEPTEMBER 28, 2015 MINUTES**

At a Work Session Meeting of the Town Council of the Town of Narragansett held on Monday, September 28, 2015 at 6:04 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

Also in attendance at the work session was Laurie Kelly, Chair of the Maury Loontgens Memorial Library Board, Patti Arkwright, Librarian as well as Library board members and David Presbrey, architect and Laura Keyon, Finance Director and Dawson Hodgson were in attendance.

Matthew M. Mannix, President called the work session meeting to order to discuss the Library Board's request to construct a new library in town. He noted that two bond referendums were on the 2014 election ballot however, the library request for a referendum was not placed on the ballot at that time due to the fact that final figures were not available at that time and there was not a consensus from the town council for any of the plans the library had submitted to the council.

Laurie Kelly, Chair of the Maury Loontgens Memorial Library Board addresses the council on the request for a new library. She explained that she will show a PowerPoint Presentation than an overview and will hold questions until the four ideas that the board members have approved. She thanked David Presbrey, architect and a Narragansett resident who volunteered to prepare the plans. She also thanked Tim Sullivan of Narragansett who is a construction cost estimator who has come up with a cost of a new library and he also volunteered his time.

She asked to be placed on a public agenda in order for the town council to approve plans to construct a new library building on town property. Then they could start fundraising and marketing.

She said that the Library is incredible cramped and has major violations for ADA compliance and fire code violations and they have outgrown the present space.

She explained that the Library has had to ask for waivers from the state due to these two outstanding conditions however that will not last forever. She said the library is only 8900 square feet. She noted that a library consulted has recommended that the library should be 20,000 to 25,000 square feet for a population of 15,000. It was also noted that there was also a lack of security for the patrons.

Ms. Kelly remarked that due to the recent information technology boom the library needs reference information for people and e-readers, and tablets are available and the staff also is able to teach people who have received new devices. She also noted that the library is used for many students for tutoring. Laurie Kelly said that the Library also holds the history of the town and archives for the Historical Preservation information. It was noted that a grant was recently awarded to install a generator there as the library is a FEMA heating and cooling center for residents. She noted that the library offers more than 495 free programs throughout the year and would like an auditorium area to hold the programs as now staff has to stack and unstack chairs when there is an event. She explained that they lost on a grant award for a 3D printer as there was no space available for use and safe storage. She noted that the library that was granted the award already had 2 3D printers.

Laura Kelly described the proposals as follows:

1. Renovate and expand at the current site by adding 9000 square feet and gut and renovate the existing building with a total of 18,000 square feet. There would be no added parking spaces, loss of green space and there would be limited operation due to noise, dust and debris and a long completion time.

Cost \$4.5 Million.

2. Build a new building at the current site would involve demolishing the current building for a new 20,000 square foot green compliant building. However the library would be closed, would need to rent space and storage, loss of staff, 2 year time frame, loss of green space and no additional parking spaces.

Cost \$5.9 Million

3. Move and renovate the Belmont Market Site would include the purchase of the building, buildout and furnish to library specifications of 18,000 to 21,000 square feet, more parking, anchors center of town, service would be uninterrupted during building and current building could be sold to finance move.

Cost \$6.2 Million

4. Build a new building on land near the Community Center would be 23,000 square feet on 2.5 acres of land with an energy efficient design, build ADA and fire code with design, more parking spaces, near recreation and school, current building would be sold for financing, extra expense for site preparation.

Cost \$7.5 Million

Ms. Kelly remarked that there would be 50% eligible costs from the state over 20 years which would start one year after completion.

Mr. Mannix asked if the Board saw one option more viable than the other options. It was noted that that the move to the Belmont Market was more viable however the Board did vote on the four options.

Susan Cicilline-Buonanno said she would like to explore the Belmont Market and the new building near the Community Center.

Christopher Wilkens said he would remove the new building option near the Community Center and he thought the Belmont Market was more viable for the downtown area and if it was financial feasible for a bond referendum.

Raymond Ranaldi also commented he did not like the idea of the new building near the Community Center nor did he like closing the library while renovating the library. He also said the Belmont building was a good idea. He said however he had heard there was an idea for the post office.

Laurie Kelly commented that the post office was not for sale, the green space around the post office had a deed restriction that a building could not be constructed on the abutting property.

Christopher Wilkens questioned how confident the board members were on the 50% reimbursement from the state for the cost of the library.

Laurie Kelly answered that 45 of the 48 libraries have received reimbursement funding from the state where the Town of Narragansett has never applied for that funding. She noted that state taxes have paid Tiverton and Town of North Kingstown's new libraries and Narragansett should have a share of it.

Patrick Murray said the Belmont property was the obvious choice and asked if there was any change that the Gilbane Company would donate it for 40 years. He also questioned if a parking study was done. He commented that he wished the library would open in the O'Brien Wing of the elementary school and he was on board for that location and the cost would be half.

A discussion ensues on restricting abstract to a public library and placing a public library in an elementary school.

Matthew Mannix noted that a lot of work and vetting has been done on the four options and he thought a deal breaker for him would be the Belmont Property of not owning the building and land together.

Christopher Wilkens commented that leasing was not an option and the town could negotiate or the old fashion way was eminent domain.

He believed that the library should be a stand-alone representation of what the community aspires to architecturally and functionally and location. He said in the Pier Market would be built in patrons.

Laura Kenyon, Finance Director addressed the council on bonding. She assured the council that there were no projects in the capital plan for 2016 or even for the next few years at the level of bonding. She did note that with the \$17 Million Dollar authorization for the road improvement project and the town is currently planning on phasing that in there would be no more at the present time to bond the library. She said it would need to be determined if the town was going to continue the \$17 Million Bond or if that would be

postponed while talking about a library bond. She said the limits are in the debt policy that was recommended by the council. She did say or the debt policy could be amended.

Matthew Mannix said if a bond did go through for the library the road project would have to be delayed or the council would need change the debt policy.

Matthew Mannix asked if anyone in the public wanted to speak on the library request.

The following residents spoke:

Gerry McCarthy, Maureen Catanzaro, Myron Waldman, Francis Dougherty, Gail Shields, Marie Younkin, David Presbrey, Karen Shabshelowitz, Richard VanGermeersch, John Miller, David Smith, Patrick Brady, Sallie Lattimer, Edward Mazze, John Cooney, Sarah Laux, Stanley Wojciechowski, Dianne Mann.

Matthew Mannix asked if the council wanted to cross off any of the four options or if they had one option that was first on their list. The consensus was the Belmont Property and the existing site were the favorites and the site at the community center was out. It was also noted that the Belmont property should be purchased and not leased.

The directions were to cost out the two projects and a definite answer on the state reimbursement program was needed.

It was noted that the financing would need to be in place before the state program would be initiated.

ADJOURNMENT:

The meeting adjourns at 8:20 p. m.

ATTEST:



Anne M. Irons, CMC
Council Clerk

MINUTES ACCEPTED/AMENDED
AS PRESENTED

Anne M. Irons, CMC
Council Clerk

(Right Click on Power Point image below to open Acrobat Document to Object (Open))

9-28-15

THE PUBLIC LIBRARY IN NARRAGANSETT



WHY DO WE NEED A BUILDING PROGRAM?

- I.SERIOUS VIOLATIONS OF ADA AND FIRE CODE
- II.STATE WAIVERS TO OPERATE WITHOUT MEETING STANDARDS
- III.WOEFULLY INADEQUATE SPACE FOR A TOWN OF 15000
- IV. LACK OF PATRON SECURITY

Future of Library

- 1.INFO TECHNOLOGY
- 2.TUTOR/LEARNING SPACE
- 3.HISTORY ARCHIVES
- 4.FEMA heating/cooling center
5. AUDITORIUM
- 6.MAKER SPACE

NARRAGANSETT LIBRARY EXPANSION CHOICES

1. RENOVATE AND EXPAND
2. NEW BUILD SAME SITE
3. BELMONT MARKET SITE
4. NEW BUILD BY COMMUNITY
CENTER

RENOVATE/EXPAND



RENOVATE/EXPAND CURRENT BUILDING

- Add 9000 sq ft (2 stories) on green space
- Then gut and renovate existing building
- TOTAL SQUARE FT 18000
-

RENOVATE/EXPAND CURRENT BUILDING

- Stay in the Pier
- Library remains in limited operation
- Noise, dust, debris hamper services
- Long completion time
- No added parking
- Loss of Green Space

New building on same site

- New compliant green building
- Maximize building space

- Close library
- Rent space/ store materials
- Rent and renovate space/ keep small Library open
- Loss of staff
- 2 year time frame
- Still no parking
- Loss of green space



Possible New Library

Tiverton 23,000 sq ft

NEW LIBRARY ON GREEN SPACE

- 23,000 SQ FT LIBRARY
- 2.5 ACRES SITE OF TOWN LAND
- NEAR COMMUNITY CENTER

New building on Green Space

- New energy efficient design
- Full 23,000 sq ft available
- Build to ADA and Fire Code with design
- Parking space
- Green space
- Near recreation fields and schools
- Can sell current building for financing of project
- Extra expense site prep



Belmont site

BELMONT SITE

- PURCHASE BELMONT BUILDING
- BUILD OUT AND FURNISH TO LIBRARY SPECS
- 18,000 – 21,000 SQ FT

BELMONT SITE

- ANCHORS CENTER OF TOWN
- MEETS SPACE NEEDS
- PARKING
- LIBRARY SERVICE UNINTERRUPTED DURING BUILD
- CAN SELL CURRENT BUILDING TO FINANCE MOVE

FUNDING OF PROJECT

- STATE AID 40-50% OF PROJECT
- FOUNDATION GRANTS 1-2 MM
- PRIVATE FUND RAISING
- Go Fund Me
- ISSUE A BOND AT LOW INTEREST RATES

COSTS

- I. RENOVATE AND EXPAND
 - 18,000 SQ FT 4.5 MM
- II. NEW BUILD EXISTING SITE
 - 20,000 SQ FT 5.9 MM
- III. NEW BUILD ON GREEN
 - 23,000 SQ FT 7.5 MM
- IV. BELMONT SITE
 - 18,000 SQ FT 6.2 MM

RENOVATE/EXPAND

• 9000 SQ FT @ \$275 PER SQ FT	\$2,475,000
• 9000 SQ FT OF RENOVATIONS	
• BUILD OUT/FURNISH @ \$172 SQ FT	
	\$1,554,030
• DEMOLITION	90,000
• ELEVATOR	100,000
• FIRE PROTECTION/HVAC	117,000
• STRUCTURE IMPROV	9,000
TOTAL	4,426,080

NEW BUILD/SAME SITE

- 20,000 SQ FT @ 275/SQ FT \$5.5 MM
 - DEMOLITION
 - RENTAL OF LIBRARY SPACE
 - RENOVATING TEMP SPACE
 - RENTAL OF STORAGE SPACE
 - MOVING MATERIALS 2X .4 MM
- \$5.9 MM

BELMONT SITE

• 15,460 SQ FT @ \$173 SQ FT	\$2.675 MM
• 2,612 SQ FT @ \$194 SQ FT	\$.508 MM
– BUILD OUT AND FURNISH	\$3.183 MM
• ACQUISITION (EST)	\$3.00 MM
• FAIR VALUE PURCHASE	
• (NO CONDO FEES)	<hr/>
	\$6.2 MM
• 2.7-3.3 MM	

OUR LIBRARY STATS

- OVER 50% OF TOWN HOLD LIBRARY CARDS
- 7th BUSIEST IN STATE (OUT OF 48)
- 16 TH IN CIRCULATION
- 17TH IN E-BOOK CIRCULATION
- MORE THAN 750 VISITS IN ONE DAY
- 495 FREE PROGRAMS OFFERED IN LAST YEAR

OUR DESPERATE SITUATION

- Dangerous building in dire shape
- Need to move into the future to serve our patrons
- Town council responsibility to move us forward
- Comprehensive Plan 10 yrs ago

STATE FUNDING

- UP TO 50% ELIGIBLE COSTS
- (construction, architects and consultants fees, furnishings, equipment, land, parking lots, and interest on town bond)
- ALL FUNDING MUST BE IN PLACE FOR STATE TO SIGN CONTRACT
- STATE PAYS OVER 20 YEARS, STARTS YEAR AFTER COMPLETION
- PRIORITY GIVEN TO LIBRARIES THAT HAVE NEVER APPLIED FOR PROGRAM-

**NARRAGANSETT TOWN COUNCIL
WORK SESSION MEETING
OCTOBER 5, 2015 MINUTES**

At a Work Session Meeting of the Town Council of the Town of Narragansett held on Monday, October 5, 2015 at 6:40 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

Pamela T. Nolan Town Manager

Dawson T. Hodgson, Town Solicitor

Christopher Wilkens, Member absent

Matthew M. Mannix, President calls the work session meeting to order. He stated the purpose of the meeting was to interview candidates for the Zoning Board of Review appointments.

He noted that Robert Mulligan had resigned from the Zoning Board of Review and the council needed to replace that vacant position. He also noted the alternate positions were one year terms. He also reminded the members that the council had previously interviewed Christopher Almon, Joseph Paglia, Joseph Patti, and Anthony Brunetti. The following individuals were interviewed by the town council for the Zoning Board of Review:

John Kennedy, a current alternate member addressed the council on his
experience as the alternate member

Colin Hines, current member of the Conservation Commission.

The council members then interviewed the following individuals for the vacancy on the
Planning Board:

Robin I. Plaziak, current member of the Library Board.

Breta Combs, current member of the Economic Development Committee

The meeting ends at 7:00 p.m.

ATTEST:

MINUTES ACCEPTED AS
PRESENTED/AMENDED



Anne M. Irons, CMC
Council Clerk

Anne M. Irons, CMC
Council Clerk

**NARRAGANSETT TOWN COUNCIL
WORK SESSION MEETING
OCTOBER 5, 2015 MINUTES**

At a Work Session Meeting of the Town Council of the Town of Narragansett held on Monday, October 5, 2015 at 7:03 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

Pamela T. Nolan Town Manager

Dawson T. Hodgson, Town Solicitor

Christopher Wilkens, Member

Also all members of the Senior Management Team were present at the meeting.

Matthew M. Mannix, President calls the work session to order on Agenda Preparation with the Senior Management Staff.

Matthew M. Mannix remarked that he met with the Town Manager and Town Clerk on the agenda preparation for a council meeting. He said he wanted the agenda to be posted one day earlier which would be the Thursday before a meeting.

He said that staff members would then need to send agenda items to the Town Clerk on 2 Thursdays before the Monday council meeting.

He then asked the council members to submit their agenda items to the clerk by Tuesday mornings in order for the senior management team to be aware of the council agenda item at the senior management team agenda meeting with the town manager on Tuesdays.

Susan Cicilline-Buonanno commented that if she wanted to also be able to submit an agenda item on Wednesday if something came up at the last meeting.

Dawson Hodgson, Town Solicitor remarked there would be no prohibition on that and it was a working policy created by the Town Manager on the request of the council president. He said it would be the council's choice.

Mr. Mannix said that he would prefer to be done by Tuesday night after the meeting with the town manager when he finalizes the agenda.

Mr. Mannix also said he had complaints from residents that the packet wasn't posted enough time before the meeting in order to review it.

Pamela Nolan addressed the council on the procedures and noted that there would be no problems from the senior management team.

Dawson Hodgson discussed the removal of items from the agenda before the council meeting.

A discussion ensues on agenda items submitted by the council members and the removal of agenda items that were not completely finalized.

Acceptations would be considered if an item was submitted after the deadline.

The meeting ends at 7:21 p.m.

ATTEST:



Anne M. Irons, CMC
Council Clerk

MINUTES ACCEPTED AS
PRESENTED/AMENDED

Anne M. Irons, CMC
Council Clerk

**NARRAGANSETT TOWN COUNCIL
REGULAR TOWN COUNCIL MEETING
OCTOBER 5, 2015 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on
Monday, October 5, 2015 at 7:35 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.

APPROVAL OF MINUTES:

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the December 22, 2015 executive session meeting minutes 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 May 4, 2015 regular meeting minutes 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 September 21, 2015 executive session meeting minutes as presented.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Christopher Wilkens aye,
Patrick W. Murray aye, Matthew M. Mannix abstained (recused from the 9-21-15
meeting)

PRESENTATION:

PRESENTATION of the 2015 Knights of the Rockingham Arch (KORA) Awards.

The following were KNIGHTED: KORA Awards were presented to Carolyn Tudino
and John E. O'Hara.

PRESENTATION Gansett Days

Steve Wright, Parks & Recreation Director Presented a recap of Gansett Days event that
was held in September 18, 19, and 20, 2015. He noted it was a cultural, historical and
natural showcase of Narragansett. He note that there 53 different activities throughout
the town. He commented that many people told him that they were not aware of many of
the sights that were showcased. He explained that there was entertainment in gazebo
park, tours in Galilee and environmental walks, tours of the water and waste water plants
and a "touch a truck" at public works. He said there were speakers, workshops and beach
events. He thanked all the volunteers that gave their time and expertise and made the

event such a success. He noted that 1697 people signed up. He said they hope to do it again next year.

Pamela Nolan, Town Manager thanked Steve Wright for organizing and holding the event and said he did a marvelous job on Gansett Days.

State/Town Project updates: There were no projects to report

A MOTION to SCHEDULE a PUBLIC HEARING on a Petition from Cumberland Farms, Inc. d/b/a Cumberland Farms to operate 24 hour gasoline station/convenience store at 865 Point Judith Road, Plat U, Lot 148 and 1411 Boston Neck Road, Plat N-A, Lot 48-1, Narragansett, Rhode Island.

A Petition has been submitted from Cumberland Farms, Inc. d/b/a Cumberland Farms to operate two 24 hour gasoline station/convenience stores at 865 Point Judith Road and 1411 Boston Neck Road, Narragansett, Rhode Island

In accordance with RIGL § 5-24-1 after given notice by publication once a week for three (3) consecutive weeks in a newspaper with daily or weekly circulation, a public hearing is required before the town council in order to receive permission for additional hours of operation from 2:00 a.m. to 6:00 a.m.

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously so voted to SCHEDULE a PUBLIC HEARING on a Petition from Cumberland Farms, Inc. d/b/a Cumberland Farms to operate 24 hour gasoline station/convenience store at 865 Point Judith Road, Plat U, Lot 148 and 1411 Boston Neck Road, Plat N-A, Lot 48-1, Narragansett, Rhode Island to November 2, 2015.

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

A MOTION to ADOPT a Resolution of Order and Decree 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 PUBLIC HEARING was held on September 8, 2015 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 which was approved.

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 adoption of the resolution was scheduled for September 21, 2015 and was continued two weeks on the request from the applicant.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to ADOPT the following resolution abandoning 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

NARRAGANSETT TOWN COUNCIL
RESOLUTION NO. 2015-15

A RESOLUTION, ORDER AND DECREE ON THE ABANDONMENT OF A WESTVIEW DRIVE, CROSS HILL DRIVE FROM SUNSET BOULEVARD TO NORMAN DRIVE, AND THE EASTERLY MOST 390 FEET OF NORMAN DRIVE, BEING THE PORTION OF NORMAN DRIVE WHICH ABUTS LOTS 156 TO 161 ON ASSESSOR'S PLAT R-1

RESOLVED, ORDERED AND DECREED by the Town Council of the Town of Narragansett, Rhode Island, that after consideration of a petition for the abandonment of a Westview Drive, Cross Hill Drive from Sunset Boulevard to Norman Drive, and the Easterly most 390 feet of Norman Drive, being the Portion of Norman Drive which abuts Lots 156 to 161 on Assessor's Plat R-1 as shown on a plan entitled "Road Abandonment Plan Sunset Shores, Narragansett, RI, prepared by DiPrete Engineering and dated August 7, 2015, which is attached hereto to abandon the property filed by Douglas R. DeSimone, Individually and as President of Douglas Enterprises, Ltd, Deborah M. DeSimone, Sally R. DeSimone, Herbert F. DeSimone, Jr. and heard on September 8, 2015, personal notice having been given to all abutting land owners and further notice having been given by advertisement in The Narragansett Times on August 21, 2015, August 28, 2015 and September 4, 2015, and that the Town Council does hereby declare that, subject to the conditions set forth below said Abandoned Property has ceased to be useful to the public and is abandoned as a public highway. The exact description of the Abandoned Property to be abandoned is bounded and described in Exhibit A which is annexed hereto and incorporated herein by reference.

That the hearing having been held and all interested persons given an opportunity to be heard, and as a result thereof there is no evidence of damage to owners of land abutting upon said highway and therefore no damages are awarded.

1. Applicant will prepare deeds describing the resultant lots, and properly record same upon approval of the Department of Community Development.

Adopted this 5th day of October, 2015.

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

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

EXHIBIT A

LEGAL DESCRIPTION

Description for Cross Hill Drive Road Abandonment

Commencing at the northeasterly intersection of Cross Hill Drive and Sunset Blvd. and continuing in a northerly direction 445' more or less to the intersection of Norman Drive (formerly Douglas Drive) thence turning westerly 40' more or less along the line of Norman Drive (formerly Douglas Drive) thence turning southerly and running 443' more or less to the intersection of Sunset Blvd. thence turning and running easterly 75' more or less to point and place of beginning otherwise being the northerly section of Cross Hill Drive depicted on that plan entitled "Sunset Shores at Point Judith in the town of Narragansett, RI, Property of Florie DeSimone, May, 1960 recorded in Plat Book 6 in the Town of Narragansett".

Description for Westview Drive Abandonment

Commencing at the southerly most intersection with Cross Hill Drive running northerly 40' more or less thence turning westerly and running 457' more or less to the intersection of Sunset Shore Drive thence turning southerly 70' more or less thence turning easterly and running 469' more or less and otherwise described as the entirety of Westview Drive as depicted on that certain plan entitled "Sunset Shores at Point Judith in the Town of Narragansett, RI, Property of Florie DeSimone, May, 1960 recorded in Plat Book 6 in the Town of Narragansett".

Description for Norman Drive (formerly Douglas Drive) Road Abandonment

Commencing at the terminus of Normand Drive as it intersects with the terminus of Cross Hill Drive and running 40' more or less in a northerly direction thence turning and running westerly 390' more or less thence turning southerly 40' more or less thence turning easterly and running 390' more or less to the point and place of beginning otherwise being described as that portion of Norman Drive (formerly Douglas Drive) depicted on that plan entitled "Sunset Shores at Point Judith in the town of Narragansett, RI, Property of Florie DeSimone, May, 1960 recorded in Plat Book 6 in the Town of Narragansett" commencing at Lot No. 6 and running on the northerly boundary of said Norman Drive (formerly Douglas Drive) to the terminus thereof, also being depicted on the Tax Assessors in the Town of Narragansett as that portion of Norman Drive fronting only along Lots 156 thru 161.

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

This year, the Town of Narragansett is limited by the State to a request of not more than \$150,000 in total. On September 15, 2015, the Planning Board considered ten (10) requests from non-profit organizations for funding of CDBG projects, plus one conditioned request by staff for funding of the boiler replacement for the Community Center on Mumford Road. At the time of their review the boiler cost estimate was unknown.

Originally, Non-profit requests totaled \$74,053. Program Administration was estimated at 15% of the project totals: \$12,000 for a total of \$86,053.

The Planning Board voted to recommend approval of all the requests in priority order shown on the attached list, acknowledging the Town's request as being supported but limited to an amount of less than \$75,000.

Update: Staff recently received the cost estimate for the Community Center Boiler: \$22,455 and roof: \$32,000. The new total of project requests is now \$128,508. Program Administration (at 15%) increases to \$19,300 Grand Total request is \$147,808.

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.

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. Randaldi seconded and it is unanimously so voted to OPEN the public hearing on the 2015 CD BG Block Grant Program.

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

Michael DeLuca, Community Development Director addressed the town council on the 10 requests from eight organizations for the CDBG 2015 Grant year. He noted that the state of Rhode Island was revamping the process as the CDBG is usually done in May; however, the State just began the process for the 2015 year. He explained that the Planning Board reviewed and approved the request. Mr. DeLuca went over the list with

the town council and noted that some representatives from the organizations were in attendance. He also spoke on the town's application of the Community Center Roof Community Center Boiler Replacement. However the boiler replacement would be removed as the boiler needed replacing now and could not wait for the funds to be approved. He asked the council to give their propriety and approve a resolution to be submitted with the application

2015 CDBG Applications – Order of Priority

1. Jonnycake Center – Emergency Food Pantry

Funding the purchase of food \$ 10,000.00

(Served 404 active Narragansett clients in 2014)

2. Domestic Violence Resource Center – Housing Services

Operating support for four (4) housing units \$ 4,053.00

(Served 118 clients from Narragansett last year)

3. South County Community Action Program

Fire & Safety Renovations at 1935 Kingstown Road facility \$ 10,000.00

(Estimate of 60-70 Narragansett residents served annually)

4. Welcome House

Operational expenses \$ 10,000.00

(Served 7 Narragansett residents in 2014 – combined 559 days)

5. The Education Exchange – Adult literacy

Job Readiness Training \$ 3,500.00

(46 Narragansett residents served in 2014)

6. Cornerstone Adult Services

Day Health Services to elders and adults w/ disabilities \$ 5,000.00

(Served 3 Narragansett Residents and their families in 2014)

7. Crossroads RI - Kingstown Crossings

Housing Services for homeless families / case management \$ 15,000.00

(21% of clientele are referred from Narr. Housing Authority)

8. WARM Center

Employment Readiness Program \$ 9,000.00

(Served 41 Narragansett residents in 2014)

9. WARM Center

Job Training Program \$ 5,000.00

(Served 41 Narragansett residents in 2014)

10. WARM Center

Shelter Support boiler Replacement \$ 2,500.00

(Served 41 Narragansett residents in 2014)

11. Town of Narragansett

Community Center Boiler Replacement \$ 22,455.00

Community Center Roof \$ 32,000.00

12. Program Administration

\$ 19,300.00

\$ 147,808.00

The following individuals were sworn in and spoke in favor of their requests:

Jo Jo Beck – Welcome House,

Kate Brewster – Johnnycake Center

Russell Partridge – Warm Shelter

Christopher Wilkens moved, Raymond Ranaldi seconded that all applications be accepted and that the Town of Narragansett projects be placed at the top of the list.

Raymond Ranaldi moved, Susan Cicilline-Buonanno seconded to amend to apply the balance of the funds from the shortfall (\$ 22,455.00- boiler request) to the agencies that are programmatic and the request to increase to \$150,000.

(Johnny Cake Center, Domestic Violence Resource Center, The Education Exchange, Welcome House, Cornerstone Adult Services, Town of Narragansett)

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Christopher Wilkens aye,

Patrick W. Murray aye, Matthew M. Mannix aye

The vote was called on the main motion with the amendment.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Christopher Wilkens aye,

Patrick W. Murray aye, Matthew M. Mannix aye

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously 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

A MOTION to ADOPT a RESOLUTION authorizing the Town Manager to submit an application for funding of Community Development Block Grants to the Town and the designated non-profit agencies for qualifying projects and programs.

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously so voted to ADOPT a RESOLUTION authorizing the Town Manager to submit an application for funding of Community Development Block Grants to the Town and the designated non-profit agencies for qualifying projects and programs.

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

A RESOLUTION AUTHORIZING THE TOWN OF
NARRAGANSETT TO SUBMIT AN APPLICATION FOR
THE 2015 COMMUNITY DEVELOPMENT BLOCK GRANT
RESOLUTION 2015-16

WHEREAS, funds are available under the Rhode Island Small Cities Community Development Block Grant Program, administered by the Rhode Island Commerce Secretary / Office of Housing and Community Development; and,

WHEREAS, the Governor of the State of Rhode Island has authorized the Secretary of Commerce to disburse such funds; and,

WHEREAS, it is in the interest of the citizens of the Town of Narragansett that application be made to undertake a Small Cities Community Development Program.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of Narragansett that the filing of this application for the amount of \$150,000.00 to implement the activities as specified and prioritized in Exhibit A attached hereto, is hereby authorized and that Pamela T. Nolan, Town Manager, is hereby authorized and directed to file this application with the office of Housing and Community Development, to provide any additional information or documents required by said office, to make any assurances required in connection with this program, to execute an agreement with the State of Rhode Island and to otherwise act as the Representative of the Town of Narragansett in all matters relating to this application and any award which may be based upon this application.

Adopted this 5th day of October, 2015.

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

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

Attachment A

2015 CDBG Applications – Order of Priority

1. Town of Narragansett	
Community Center Roof	\$ 32,000.00
2. Jonnycake Center – Emergency Food Pantry	
Funding the purchase of food	\$ 13,000.00
<i>(Served 404 active Narragansett clients in 2014)</i>	
3. Domestic Violence Resource Center – Housing Services	
Operating support for four (4) housing units	\$ 7,000.00
<i>(Served 118 clients from Narragansett last year)</i>	
4. South County Community Action Program	
Fire & Safety Renovations at 1935 Kingstown Road facility	\$ 10,000.00
<i>(Estimate of 60-70 Narragansett residents served annually)</i>	
5. Welcome House	
Operational expenses	\$ 13,000.00
<i>(Served 7 Narragansett residents in 2014 – combined 559 days)</i>	
6. The Education Exchange – Adult literacy	
Job Readiness Training	\$ 6,500.00
<i>(46 Narragansett residents served in 2014)</i>	
7. Cornerstone Adult Services	
Day Health Services to elders and adults w/ disabilities	\$ 8,000.00
<i>(Served 3 Narragansett Residents and their families in 2014)</i>	
8. Crossroads RI - Kingstown Crossings	
Housing Services for homeless families / case management	\$ 18,000.00
<i>(21% of clientele are referred from Narr. Housing Authority)</i>	
9. WARM Center	
Employment Readiness Program	\$ 12,000.00
<i>(Served 41 Narragansett residents in 2014)</i>	
10. WARM Center	
Job Training Program	\$ 8,000.00
<i>(Served 41 Narragansett residents in 2014)</i>	
11. WARM Center	
Shelter Support boiler Replacement	\$ 2,500.00
<i>(Served 41 Narragansett residents in 2014)</i>	
12. Program Administration	<u>\$ 20,000.00</u>
	\$150,000.00

OPEN FORUM:

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

Richard VanGermeersch addresses the council on fiscal indifference and physical beauty does not trump it. He spoke of the expansion of the library building and the two proposals. He said he was concerned of the difficulties of dealing with Gilbane, big time corporate America and asked the council to appoint a library committee to vet all alternatives and develop cost estimates on detail plans and a definitive time lines.

He believed what the Library Board submitted was casual estimates. He said when the word bond is used it should trigger a reaction;

Stanley Wojciechowski addresses the council on the banners that have been installed that say eat shop and stay in Narragansett and asked where all the people will go. He spoke of zoning changes on the unrelated amendment and how it should go before zoning and the town should not just listen to the Ad Hoc Committee. He respectfully demanded that if there is a zoning change it should go to the Planning Board and that should not be changed;

All items were approved with one motion.

- 1. A MOTION to REFER a request from Louis Ferri, Jr. for a waiver of the Sewer Policy for Plat N-S, Lots 409 and 410, 149 Treasure Road, to the Sewer Policy Committee for review.**

REFERRED (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 list of Motor Vehicle addendums in the amount of \$1,209.48, the list of Real Estate addendums in the amount of \$11,193.82 and the list of Real Estate abatements in the amount of \$210.73.**

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 proposal from DiPrete Engineering, to provide professional survey services in respect to drainage issues concerning Lake Road in the amount of \$7,345.00.**

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

4. **A MOTION to APPROVE, RATIFY and CONFIRM the repairs to Fire Engine #2, performed by Quonset Auto Body, in an amount not to exceed \$9,000.00.**

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

- 5. A MOTION to APPROVE a Miscellaneous License application for a Holiday License and Victualling License for Mahr Ahmed, d/b/a Bonnet Convenience Plus, 909 Boston Neck Road, Narragansett, RI, 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

- 6. A MOTION to APPROVE a Miscellaneous License application for a Sunday Parking License for Galilee Beach Club, Sand Hill Cove Road, Narragansett, RI, 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

- 7. A MOTION to APPROVE a Miscellaneous License application for a Sunday Parking License for 365 Parking Providence LLC, Narragansett, RI, 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

- 8. A MOTION to APPROVE a Class F-1 Alcoholic Beverage License for Narragansett Chamber of Commerce for the Kick Off – Fall Restaurant Week on October 20, 2015 at Kinney Bungalow Narragansett, RI subject to 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

OLD BUSINESS:

- 9. A MOTION to REVIEW The Break LLC, 1208 Ocean Road, Plat L, Lot 237A, Narragansett, RI.**

When the Town Council granted the liquor license for the Break Hotel the following stipulation was included:

- The Council will review the operation of the business three (3) months after issuance of the Class BV Tavern Liquor License.

The establishment has been in operation since June, 2015 and it's now time for the council review of the Break Hotel.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to REVIEW The Break LLC, 1208 Ocean Road, Plat L, Lot 237A, Narragansett, RI.

Matthew Mannix noted that this condition was placed on the license and it was time for the review as it had been three months since the license was issued.

Attorney Patrick Dougherty addressed the council on The Break Hotel and noted that they were seeking relief as there have been no problems since the opening. He spoke of the parking plan and restrictions on serving alcohol only to 10:00 p.m. He also quoted from transcripts from previous public hearings on entertainment as well.

A lengthy discussion ensues on the restrictions and whether a public hearing was needed to lift the restrictions and if the council was able to lift tonight.

Dawson Hodgson, Town Solicitor noted that the agenda did not list lifting restrictions and to protect the town it was best to continue the matter to the next meeting to include a motion to review restrictions.

It was suggested the town clerk, town solicitor and Attorney Dougherty would meet to discuss the matter and place on the next agenda.

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

- 10. A MOTION to RECEIVE, ACCEPT and PLACE on file the recommendation from the Planning Board regarding off-street parking on Westmoreland Street and A MOTION to INTRODUCE, READ, PASS and ACCEPT the first Reading of A Resolution Amending the Official List of Parking Restrictions and Regulations in the Town of Narragansett, in Accordance with the Narragansett Code of Ordinances.**

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded to INTRODUCE, READ, PASS and ACCEPT the first Reading of a Resolution Amending the Official List of Parking Restrictions and Regulations in the Town of Narragansett, in Accordance with the Narragansett Code of Ordinances.

Councilor Murray addressed the members and noted that he had placed the request on the agenda to extend parking for employees however after the staff review and the recommendation from the Planning Board was to deny and said that he would agree with the staff and the Planning Board

Susan Cicilline-Buonanno and Raymond Ranaldi withdrew the motion and second.

Patrick Murray moved, Raymond Ranaldi seconded and it is unanimously so voted to DENY the request for additional parking on Westmoreland.

The Resolution was not introduced to amend the parking restrictions.

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

- 11. A MOTION to ADOPT the proposed 2016 Narragansett Beach fees, policies and substitution of two transferrable passes in the Cabana, North Pavilion and South Pavilion facility packets for the 2016 season.**

The revenue generated each year from beach user fees provides the source funding to pay for beach related costs such as capital improvements, operating costs such as maintenance and personnel expenses, aesthetic upgrades, new safety equipment, and other beach related operating and capital costs. The revenues and expenditures from the

beach form the basis of the beach enterprise fund which fully pays for the operations and capital costs of the beach without support from the Town's general fund.

After a review of the previous year's beach revenue, operating costs, capital requirements and a review of other facilities in the area the Department is not requesting any increase for the Narragansett Town Beach this year.

Each year the Town Council reviews and considers adjustments to the fees and policies that support the Narragansett Town beach operations. As part of this process, staff is recommending approval of a fee schedule for the Narragansett Beach with no increases for the 2016 season. In addition as requested by the Town Council the Department along with the Recreation Advisory Board reviewed and condensed the beach polices with no changes as presented during the Monday September 14, 2015 workshop. The Department of Parks and Recreation is also requesting the approval for patrons to change two picture ID's to transferrable passes in the facility packets for the Cabanas, North Pavilion changing rooms and South Pavilion lockers if desired. [Presently one transferrable pass is available in each packet.]

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded to ADOPT the proposed 2016 Narragansett Beach fees, policies and substitution of two transferrable passes in the Cabana, North Pavilion and South Pavilion facility packets for the 2016 season to the October 19, 2015.

A lengthy discussion ensues on some changes that were discussed at the work session regarding disabled veterans and veterans' home on leave obtaining passes for the beach, transferrable passes and the waiting list for a cabana and policies.

Raymond Ranaldi said he would discuss with the Recreation Advisory Board again.

Steve Wright, Parks & Recreation Director asked the council to approve the fees schedule and the remaining items would be brought back to the council for approval.

Susan Cicilline-Buonanno moved, Christopher Wilkens seconded and it is unanimously so voted to CONTINUE the MOTION to ADOPT the proposed 2016 Narragansett Beach fees, policies and substitution of two transferrable passes in the Cabana, North Pavilion and South Pavilion facility packets for the 2016 season to the October 19, 2015 meeting.

Residents Annmarie Silveira, Stanley Wojciechowski, Lisa Gardiner speak.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Christopher Wilkens aye,

Patrick W. Murray aye, Matthew M. Mannix aye

- 12. A MOTION to AWARD the bid for "Fire Alarm Testing Services" to the lowest bidder, Encore Fire Protection, d/b/a Clarion Fire Protection, at their quoted bid prices, for a three (3)-year period.**

The bid is for fire alarm testing and maintenance/repairs for twenty-one (21) town-owned buildings and facilities. The bid consists of flat rates for testing each location as well as emergency and regular hourly rates for repairs, for a three (3)-year period. The contract

period is as follows: Year 1: October 2015 – September 2016; Year 2: October 2016 – September 2017; and Year 3: October 2017 – September 2018. Some buildings/facilities are tested quarterly while others are tested semi-annually, depending upon the fire alarm system. Captain David S. Arnold, Fire Marshal has reviewed the bids and approves of the lowest bidder. Request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Eleven vendors were solicited and eight responded. Funding is available in various departmental operating accounts, “50215”, Fire Protection.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to AWARD the bid for “Fire Alarm Testing Services” to the lowest bidder, Encore Fire Protection, d/b/a Clarion Fire Protection, at their quoted bid prices, for a three (3)-year period.

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

13. A MOTION to APPROVE the purchase and installation of a replacement rooftop HVAC unit for the Public Safety Building from JMB Mechanical, Inc., in the amount of \$27,165.00.

One (1) of the large roof top HVAC units (20 ton capacity Carrier) that services the Public Safety Building is scheduled for replacement this fall. The constant exposure to the salt air environment has caused significant enough corrosion in the coils and other internal parts to make a repair/reconstruction impractical. We obtained pricing on a new

unit vs. reconstructing the existing unit (replacing all the corroded and worn out parts).

With parts and labor, the cost to reconstruct the existing unit was about \$2,000 more than the price to purchase a new unit (with a 10 year heat exchanger warranty).

The Town has a contract for General HVAC services with JMB Mechanical, Inc. (secured after a public bidding process). We have worked with JMB Mechanical to develop the proposal to furnish, install, test, and commission a new 20 ton capacity unit. Staff specified coated coils to provide a longer useful life. Rather than add this to the recent Public Safety Improvements Project construction bid (which would have allowed the general contractor to add an additional layer of overhead and profit), Staff developed this proposal independently with JMB Mechanical, Inc. The current contract with JMB Mechanical was approved by the Town Council on October 20, 2014, and the Town Council policy on these contracts requires Town Council approval for all work orders that exceed \$4,000.00.

The scope of work includes all labor, materials, and equipment (including a crane rental and the disposal of the existing unit) necessary to complete the project on a turn-key basis. As noted, this unit includes coated coils for extended life, and is a high efficiency model (WeatherMaker 48TC 20 ton). Funding is available in the Police Department Capital Account #00200190 57025, Building Renovation.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPROVE the purchase and installation of a replacement rooftop HVAC unit for the Public Safety Building from JMB Mechanical, Inc., in the amount of \$27,165.00.

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

**14. A MOTION to APPROVE the renewal of the MUNIS Application
Services with Tyler Technologies Inc. in the amount of \$60,419.00 for
Fiscal Year 2016.**

This agreement covers hosting, updates, license fee, and support for the Towns' MUNIS software. The renewal period is: July 1, 2015 – June 30, 2016.

This fee is paid quarterly in the amount of \$15,104.75 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, the Purchasing Manager, has determined this to be a sole source item. 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 MUNIS Application Services with Tyler Technologies Inc. in the amount of \$60,419.00 for Fiscal Year 2016.

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

15. A MOTION to APPOINT an individual to the Housing Authority for a five year term to expire on April 30, 2020.

The Housing Authority has one seat available for appointment due to the resignation

Thomas E. Furey. One application is on file for David J. Pizzo.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
Thomas E. Furey	02/01/2010	04/30/2015

According to the Council rules, no person shall be appointed to serve concurrently on more than one commission, committee or board created by the Town Council, with the exception of ad hoc commissions, committees or boards, or dual appointments required by charter, ordinance or resolution. Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPOINT David J. Pizzo for a five year term to expire on April 30, 2020.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Christopher Wilkens aye,

Patrick W. Murray aye, Matthew M. Mannix aye

16. A MOTION to APPOINT an individual to the Planning Board for a five year term to expire on November 1, 2020.

The Planning Board has one seat available due to the resignation of John P Hodnett.

There are two applications on file for Robin I. Plaziak and Colin T. Hynes. The following indicates the original board appointment date and expiration date of the current member.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
John P. Hodnett	11/1/2010	11/1/2015

According to the Council rules, no person shall be appointed to serve concurrently on more than one commission, committee or board created by the Town Council, with the exception of ad hoc commissions, committees or boards, or dual appointments required by charter, ordinance or resolution. Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.

Susan Cicilline-Buonanno moved Raymond A. Ranaldi seconded and it is unanimously so voted to APPOINT Robin I. Plaziak to the Planning Board for a five year term to expire on November 1, 2020.

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

17. A MOTION to APPOINT an individual to the Zoning Board of Review to fill an unexpired term, which term will expire on July 1, 2018.

The Zoning and Platting Board/Minimum Housing Board of Review has one seat vacant due to the resignation of Robert P. Mulligan. There are three applications are on file from Joseph L. Pattie, Christopher J. Almon, and Colin T. Hynes. The following indicates the original board appointment and expiration dates.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
Robert P. Mulligan	8/5/2013	7/1/2018

According to the Council rules, no person shall be appointed to serve concurrently on more than one commission, committee or board created by the Town Council, with the exception of ad hoc commissions, committees or boards, or dual appointments required by charter, ordinance or resolution. Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.

Due to moving an alternate member up to the 5 year term the alternate positions also were acted on.

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to APPOINT Joseph Paglia to fill an unexpired term, which term will expire on July 1, 2018.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Patrick W. Murray aye,

Matthew M. Mannix aye Christopher Wilkens recused

Raymond A. Ranaldi moved, Patrick Murray seconded and it is so voted to APPOINT

John Kennedy to alternate 1 position to July 1, 2016.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Patrick W. Murray aye,

Matthew M. Mannix aye Christopher Wilkens recused

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

APPOINT Colin T. Hynes as the alternate 2 position.

Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Patrick W. Murray aye,

Matthew M. Mannix aye Christopher Wilkens recused

ADJOURNMENT:

The meeting adjourns at 9:27 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 DISCUSSION & APPOINTMENT OF CANDIDATES
TO THE ZONING & PLANNING BOARDS
is presently before NARRAGANSETT TOWN COUNCIL
(name of board/commission/agency/department)

2. I have the following interest in the matter noted in paragraph 1 above:
I HAVE HAD BUSINESS BEFORE BOTH THE
ZONING BOARD AND PLANNING 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 5 day of OCTOBER, 2015

Christopher Wilkens
Signature

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: April 7, 2016
Council Meeting Date: April 18, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Michael DiCicco, Director of Public Works
Michael DeLuca, Community Development Director

SUBJECT: April 29, 2016 Arbor Day Proclamation

RECOMMENDATION:

That the Town Council adopts a proclamation recognizing Arbor Day 2016 and the importance of trees in Narragansett.

SUMMARY:

The Departments of Public Works and Community Development are submitting this request on behalf of the Tree Board/Conservation Commission who voted at their April 5th, 2016 meeting to request that the Town Council adopt a proclamation recognizing April 29, 2016 as Arbor Day in Narragansett.

The Public Works Department will be planting one (1) Dogwood Tree at Sprague Playground, one (1) Crabapple at the south east corner of Christofaro Tennis Court and one (1) Pear Tree near the post office at Gazebo Park for Arbor Day April 29, 2019.

The Planting of the Dogwood Tree at Sprague Playground will commence at 1:00 p.m. and the public is invited.

ATTACHMENTS:

1. Arbor Day Proclamation

2016 Arbor Day Proclamation Narragansett, Rhode Island

- Whereas,* Arbor Day is now observed throughout the nation and the world, and
- Whereas,* trees can reduce the erosion of our precious topsoil by wind and water, lower our heating costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and
- Whereas,* trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
- Whereas,* trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas,* trees wherever they are planted, are a source of joy and spiritual renewal,
- Therefore,* We, The Town Council of Narragansett, RI do proclaim April 29, 2016 as Arbor Day in the Town of Narragansett, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and
- Further,* we urge all citizens to plant and care for trees to gladden the hearts and promote the well being of this and future generations.

Dated this 18th day of April, 2016.

TOWN OF NARRAGANSETT

Matthew M. Mannix, President,

ATTEST:

Anne M. Irons, CMC – Town Clerk

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: March 31, 2016
Council Meeting Date: April 18, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Michael DeLuca, Community Development Director

SUBJECT: Community Development Block Grant

RECOMMENDATION:

A motion to SCHEDULE A PUBLIC HEARING to consider various applications from Town departments and/or local non-profit organizations for the 2016 Community Development Block Grant program.

SUMMARY:

On April 19, 2016, the Planning Board will consider eight (8) requests for funding of CDBG projects totaling of \$43,053. 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 sub-recipients 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 priority and 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 May 13, 2016 deadline.

Staff suggests a public hearing date of May 2, 2016

ATTACHMENTS:

1. List of requests from town & non-profit organizations.
2. General timetable for CDBG application process

2016 CDBG APPLICATIONS RECEIVED AS OF MARCH 29, 2016

1. Cornerstone Adult Services, Inc. - \$ 5,000
2. Domestic Violence Resource Center - \$ 4,053
3. Jonnycake /Emergency Food Pantry - \$ 10,000
4. Housing Rehabilitation/Marchant - \$
5. NAHA – Fair & Affordable Ed. Outreach - \$ 5,000
6. WARM – Employment Readiness Pro. \$ 9,000
7. WARM – Job Training Program - \$ 5,000
8. Welcome House – Operations - \$ 5,000

2016 CDBG PROGRAM - GENERAL TIMETABLE

MARCH:

- 3/3: 2016 CDBG Kick-Off meeting with Staff of Rhode Island Office of Housing and Community Development Office (OHCD)
- 3/8: Applicants packets to be mailed out.
- 3/21: Regional 'Informational Hearing' at Richmond Town Hall coordinated by Geoff Marchant.
- 3/21: Town Council to schedule a Public Hearing for May 2, 2016.
- 3/25: Applicant packets due back in our office – 7 copies to be made of each.**

APRIL:

- 4/18: Submit Block Ad to the NT to run in the 4/22 edition to inform public of the first & only CDBG appearance before the Council on May 2nd.**
- 4/19: First & final appearance before the Narragansett Planning Board - (no Ad required).....meeting starts at 6:00 p.m.**
- 4/22: Draft application summaries on each CDBG submittal. Send them along with the Planning Board recommendations to the Town Council, the Narragansett Indian Tribe and the R.I. Historical Preservation and Heritage Commission.
- 4/22: Compile the applications and put them in the TC members' folders in Anne's office for their review before the **May 2nd** Town Council Meeting.
- 4/22: Agenda Item Report to Town Clerk for the May 2nd Town Council Meeting

MAY:

- 5/2: First and only appearance before the Town Council - (Ad required in N.Times), resulting in final Resolution and authorizing the approval of the 2016 CDBG applications. Meeting starts at 7:30 p.m.**
- 5/3 to 5/13: Review the determinations made by Town Council. Then, organize, compile and make final preparations to submit the 2016 CDBG applications.
- 5/13: Final Submittal of CDBG Application to the State Office of Housing & Community Development - (OHCD) by 12:00 noon.**

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: March 22, 2016
Current Date: April 18, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC-Town Clerk

SUBJECT: 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 Holds 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.

The approval of the transfer is subject to all local and state regulations.

ATTACHMENT:

1. Advertisement
2. Application



TOWN OF NARRAGANSETT

PUBLIC HEARING ALCOHOLIC BEVERAGE LICENSE

NOTICE is hereby given by the Town Council of the Town of Narragansett, it being the Licensing Board of said Town, that the following named petitioners have applied for the Transfer of License of a Class B-Victualing Alcoholic Beverage License under the provisions of Title 3 of the General Laws of Rhode Island, 1956, and amendments thereto, for their respective place of business hereinafter set forth, viz:

FROM:

Mainland Narragansett, RI, Inc. d/b/a Narragansett Grill 1200 Ocean Road Narragansett, RI Plat L Lot 000237

TO:

Carol & Mario Catering Inc. Carol A. Santilli, President d/b/a Mario's 1200 Ocean Road Narragansett, RI Plat L Lot 000237

Remonstrants are entitled to be heard before the granting of said transfer, and the Licensing Board will give such remonstrants a fair opportunity to make their objections before acting upon said application.

The above-named application will be in order for hearing at 8:00 P.M., MONDAY, April 18, 2016 at the Narragansett Town Hall, 25 Fifth Avenue, at which time and place all persons so desiring may be heard.

Individuals requesting interpreter services for the hearing impaired must call 782-0603, seventy-two (72) hours in advance of the meeting date.



TOWN OF NARRAGANSETT

PUBLIC HEARING ALCOHOLIC BEVERAGE LICENSE

NOTICE is hereby given by the Town Council of the Town of Narragansett, it being the Licensing Board of said Town, that the following named petitioners have applied for the Transfer of License of a Class B-Victualing Alcoholic Beverage License under the provisions of Title 3 of the General Laws of Rhode Island, 1956, and amendments thereto, for their respective place of business hereinafter set forth, viz:

FROM:

Mainland Narragansett, RI, Inc. d/b/a Narragansett Grill 1200 Ocean Road Narragansett, RI Plat L Lot 000237

TO:

Carol & Mario Catering Inc. Carol A. Santilli, President d/b/a Mario's 1200 Ocean Road Narragansett, RI Plat L Lot 000237

Remonstrants are entitled to be heard before the granting of said transfer, and the Licensing Board will give such remonstrants a fair opportunity to make their objections before acting upon said application.

The above-named application will be in order for hearing at 8:00 P.M., MONDAY, April 18, 2016 at the Narragansett Town Hall, 25 Fifth Avenue, at which time and place all persons so desiring may be heard.

Individuals requesting interpreter services for the hearing impaired must call 782-0603, seventy-two (72) hours in advance of the meeting date.

Board of Licensing Commissioners

Application For Transfer of Beverage License

Transfer of Location _____ Name x 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

[Signature] 3/15/16

Signature of Transferor

Date

[Signature] 3-25-16

Signature of Transferee

Date

The Board of License Commissioners has set a hearing:

Date and Time: April 18, 2016 @ 8:00 p.m.

Place: Town Hall, 25 Fifth Avenue, Narragansett, RI

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

[Signature]
For Board of License Commissioners

March 29, 2016
Date

Title Town Clerk

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 + Mauro 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)

NA
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
WESTERN 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 NO See Below

19. IS APPLICANT THE OWNER OR OPERATOR OF ANY OTHER BUSINESS? IF YES, EXPLAIN
Mario's RISTO BAR 120 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.

Carey Smith
APPLICANT

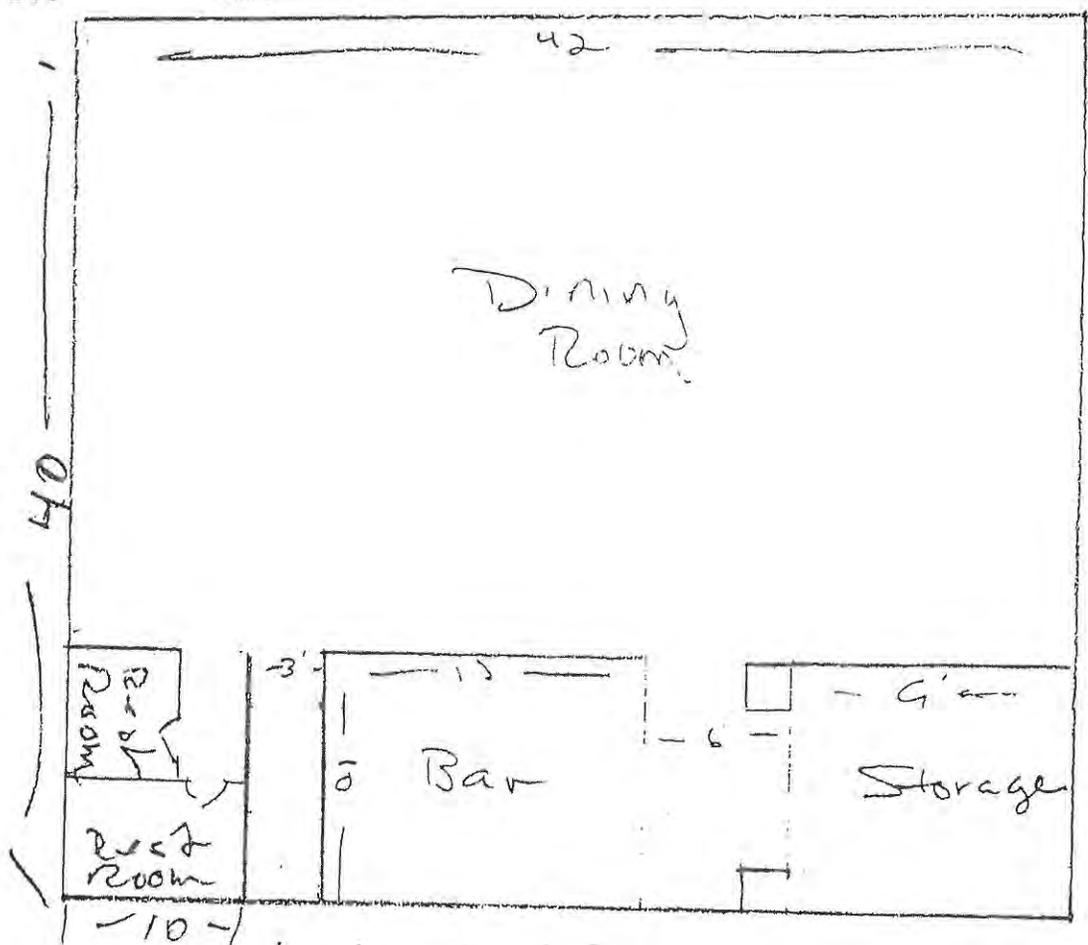
CORPORATE SEAL



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 Carro's Marias Catering inc
SIGNATURE: [Signature]



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: Carad Marios Catering Inc
SIGNATURE: [Handwritten Signature]

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: April 14, 2016
Council Meeting Date: April 18, 2016

TO: Honorable Town Council

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

SUBJECT: FY 2016-17

RECOMMENDATION:

That the Town Council holds the second public hearing on the Town's Budget for FY-16-17.

SUMMARY:

The Letter of Transmittal of the FY16-17 Budget with attachments was submitted to you on March 16, 2016. It can also be found on the town's website along with the presentation that was given at the April 4, 2016 public hearing.

www.narragansettri.gov (Finance Dept.)

FY 2017 Town Manager Proposed Budget [view](#)

FY 2017 Proposed Budget Presentation [view](#)

ATTACHMENTS:

1. Letter of Transmittal w/o attachments
2. Overview of Accounts – General Fund

**TOWN OF NARRAGANSETT
INTER OFFICE MEMORANDUM**

To: Town Council

Date: March 16, 2016

From: Jeffrey Ceasrine, P.E.
Town Engineer \ Acting Town Manager

Subject: FY 2016-17 Budget – Letter of Transmittal

On April 4, 2016, the Town will conduct the Municipal Public Hearing on the proposed FY 2016-17 combined (municipal and school) budget for the Town of Narragansett. As such, the following *Letter of Transmittal* is for your use and review.

This format is designed to provide you with enough information to understand the decision-making process that we as a staff went through in developing this budget proposal. As such, this letter includes background information on a variety of budget-related topics, including tax relief programs currently in effect, legislative impacts, and staffing reviews.

Key items that have influenced the development of this budget are highlighted below (in no particular order), both in general terms and with specific references (where applicable) to individual budget accounts. As in any public sector budgetary process, there must be a balance achieved between defining and maintaining a responsible, acceptable, and appropriate level of public services to be provided with the cost of same, which is largely derived from local property taxes. *Finally, there are certain items within this report in italics that describe significant changes from prior years.*

During your budget deliberations, I would respectfully recommend and encourage you to look at the “big picture” and the strategic decisions behind major funding categories, like the School and our proposed capital program. In past years, we have spent time at the budget works sessions reviewing individual departmental line items, but I would respectfully suggest to you that those individual accounts have been pared down over the years to represent the minimum needed to operate each department in accordance with the current delivery of services. Obviously, the level of detail that you wish to explore at the work sessions is up to you, but I believe that there is more to gain from the big picture analysis.

OVERVIEW

The Town Manager’s Proposed Budget for FY 2016-17 includes the following:

Overall Budget, as proposed	\$54,835,599
Current Year Budget, as adopted	\$54,458,208
Increase	\$377,391
Increase	0.7%
Capital Budget, as proposed	\$1,206,840
Increase	42.6%
Debt Service, increase as proposed	\$111,525
Increase	4.16%

Pension – Funded at 104% of the Annual Required Contribution (ARC)

Police 1666 Pension - Funded at 100% of the ARC

OPEB – Funded at \$2.4 million (\$125,595 less than current year)

Tax Levy (FY 2016-17)	\$49,052,882
Tax Levy (FY 2015-16)	\$48,316,824
Increase	1.52%

Property Tax Increase, as proposed	\$760,523	1.60%
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Proposed Revenue Adjustments	Property Tax Increase	\$ 760,523
	Other Revenue	\$ 83,427
	Prior Year Tax Collection	\$ 101,000
	Use of Fund Balance	(\$ 430,262)

Undesignated Fund Balance	13% (within 10%-16.67% range set by Town Council policy 2014)
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Attached please find a summary of each account entitled "Budget Development Process – Overview of Accounts".

A full copy of the proposed budget is being provided to you under separate cover.

Key Items:

1. Rhode Island General Laws (RIGL) 44-5-2 Maximum Levy (tax cap rate) and RIGL 16-2-21 Appropriations Request (School budget)

RIGL 44-5-2 (enacted in 2006) amended the maximum tax levy statute from a fixed 5.5% cap to a declining cap formula (one-quarter percentage point per year, through 2013) to 4%. The cap is applied to the prior year tax levy. There are certain specific exemptions to this law for emergencies, debt service, and drastic changes in tax base. This legislation, commonly referred to as *Senate 3050*, has had far-reaching and significant impacts on the municipal budgetary process. For example, the setting of a specific cap each year tied to the previous years' tax levy does not allow a growing community to take advantage of an increase in the community's tax base. In other words, we cannot use assessed valuation growth to finance budget increases (which has long been the governmental standard). This is a key component in any community where an increase in assessed valuation from the improvements and upgrades (and we see a significant number of "knock-downs" and re-builds, with higher resultant values) can help support municipal programs. Budget increases, many of which are market-driven (inflationary cost of consumables, like fuel) or contractual (negotiated through collective bargaining agreements) are funded by either direct increases in tax rates and/or by increases in assessed valuation. As such, *Senate 3050* does not fit well with the State-mandated revaluation requirements, as an increase in property values will not allow us to increase our spending (even if services and mandatory budget increases to keep up with growth as noted above require it).

Even if our tax base increases (as ours customarily does, by 3.92% for FY 2016-17 – see comments below in Section 6 of this Letter), the maximum tax levy is still fixed at a percentage of the prior year. This means that each year serves as the benchmark, if you will, for the subsequent year. It may also mean a move to service fee-based programs in lieu of programs that are supported by general tax revenues. These may be subject to legal challenges, are unwieldy to administer, and cannot replace general tax revenues on a large scale.

While it is too late to "un-ring the bell", not going to the maximum levy in previous years has created a lower benchmark that we now have to live with.

The adopted FY 2015-16 budget included a certified tax levy of \$48,316,824, which equated to tax revenue of \$47,670,198 (based on a 98.7% collection rate). Based on the allowable 4.00% increase under *Senate 3050*, the maximum allowable net tax levy for FY 2016-17 would be \$50,249,497 for an increase in the levy of \$1,907,174, again based on a 98.75% collection rate. We believe that rate to be reasonable and achievable.

RIGL 16-2-21 mirrors the declining cap formula for schools, but bases the calculation on the prior year appropriation that was approved by the Town Council. Under this statute, the maximum budget adopted by the School Committee cannot exceed 104% of the prior year Town appropriation for the school. However, the proposed School budget slightly exceeds this allowable threshold – see Section 10 of this Letter.

2. FY 2014-15 Comprehensive Annual Financial Report (Audit)

The FY 2014-15 Audit shows that the Town of Narragansett remains in strong shape in terms of our ability to properly support the public services that we offer.

Fund Balances (major funds only - year ending June 30, 2015):

General Fund	\$8,368,365
Wastewater Enterprise	\$5,859,794
Water Enterprise Fund	\$2,234,995
Beach Enterprise Fund	\$1,018,076

See Exhibit 2-1 for additional discussion on (Enterprise) fund balances.

See Exhibit 2-2 for selected summary pages from the FY 2014-15 audit, including:

- * Budgeted v. actual figures for revenues and expenditures (which documents a net change in the Town's fund balance of \$1,157,539)
- * Debt schedules
- * Enterprise Funds (revenues v. expenses, changes in net position) – historical spreadsheets attached for Beach, Water and Wastewater Funds
- * Pension and OPEB Funds (changes in net position)

3. Collective Bargaining Agreements / Management Salaries

The Town has negotiated collective bargaining agreements (CBA) with four (4) employee groups as follows:

Local 1033 – Middle management: We are entering the third and final year of the CBA with this union. On July 1, 2016 all bargaining unit employees will receive a \$3,000 lump sum increase and a two (2%) wage increase. This was part of an overall package that included significant health care concessions at a savings to the Town.

Council 94 (Local 1179) – Clerical, public works and utilities, public safety dispatchers: We are entering the third and final year of the CBA with this union. On July 1, 2016 all bargaining unit employees will receive a two and one-half (2.5%) wage increase. This contract also included health care concessions to help offset the wage increases.

Local 1589 – Fire fighters: A new three (3) year contract was recently negotiated with Local 1589, providing for 2% raises in each of the next three (3) years, plus a 0.5% increase on the last day of the contract. In exchange, the Town secured the first High Deductible Health Plan (HDHP) with a Health Savings Account (HSA) plan for any bargaining unit.

Local 303 – Police officers: The current CBA expires on June 30, 2016, and negotiations are currently underway for a successor agreement.

Other salary-related impacts:

Senior Staff: The Council typically approves a salary range schedule for senior staff and other exempt positions each year by resolution. The proposed budget includes a 2% increase for the non-union employees. I would note that the impact of this proposal is less than \$21,000, or *less than 0.04%* against the total budget.

4. Other Post Employment Benefits

Beginning in 2008-09, GASB 45 required us to book post-employee benefits as a liability - there is no statutory requirement to fund same. At the February 16, 2016 work session, our pension and OPEB actuarial (Nyhart) presented an overview of the Town's OPEB liability as of June 30, 2015, as well as a list of options to manage risks. As with the pension liability issue, there are contractual factors and market (i.e. investment strategies and returns). For the proposed FY 2016-17 budget, we have included a (new) appropriation for Other Post Employment Benefits (OPEB) in the amount of \$2,101,745 (from the General Fund), and \$2,400,000 from all funds (against an ARC of \$4,264,321, or a composite 56.2% contribution rate).

5. Pension Liability

For the proposed FY 2016-17 budget, we have included an appropriation of \$5,470,634 (from the General Fund), and \$5,645,170 from all funds (against an ARC of \$5,428,475, or a composite 104% contribution rate). Also at the February 16, 2016 work session, Nyhart presented an overview of the Town's pension liabilities. As of June 30, 2015, the funding percentages based on market value and plan assets were 60.9% and 61.2%, respectively. Nyhart has developed a long-term projection spreadsheet that assumes continued Town contributions of 100% of the ARC and certain market factors – all things being equal, this long term plan has us reaching 80% funding status in FY 2024-25.

6. Tax Status – Assessed Valuation

Under the current tax levy calculation (FY 2015-16), residential properties are assessed at \$9.94 per thousand of assessed valuation (100% value), while commercial properties are assessed at 150% (or \$14.91 per thousand) of the assessed valuation (100% value). The actual tax rate, however, is a function of the levy and the assessed valuation of the real and tangible property.

According to data compiled by the Rhode Island Association of Realtors, the following 2015 statistical sales data showed that the State-wide median home sale price increased from \$214,900 to \$225,000, an increase of 4.70%. For Narragansett, the median home sale price increased from \$374,000 to \$382,500, an increase of 2.27% (see attached Exhibit 6-1 "Existing Single Family Home Sales and Median Sales Price Year-End Comparison" *RI Realtors Association*).

Our values are obviously still very strong, as the median Narragansett home sold for seventy percent (70%) more than the State average.

7. Tax Rate Review

For the current fiscal year (FY 2015-16), the Town of Narragansett's schedule of tax rates is as follows:

Real Property – Residential	\$ 9.94 per \$1,000 of assessed valuation
Real Property - Commercial/Industrial	\$14.91 per \$1,000 of assessed valuation

Motor Vehicles	\$16.46 per \$1,000 of assessed valuation
Tangible Personal Property	\$14.91 per \$1,000 of assessed valuation

All of the above rates are based on 100% value. As noted, the commercial/industrial rate is 150% of the residential rate (State law limits the spread between property classes to a maximum of 150%).

As a simple point of comparison, the following illustrates the property tax liability on a residential property (using the RI Association of Realtors median home sale value (see Section 6 above), and the current and projected tax rates (without adjusting for any differences in assessed valuation):

Median Sale Price	\$382,500
Current Property Tax (\$9.94 per \$1,000)	\$3,802.05 per year
Property Tax plus 1.51% (\$10.09 per \$1,000)	\$3,859.43
Change (1.51%)	\$57.38 per year

Obviously, a change in assessed values will impact the above calculations.

For FY 2015-16, (the most recent data period available through the State Department of Administration), Narragansett's effective tax rate was the **fourth** lowest in the State, and the **second** lowest for any community with a paid Fire department (behind Little Compton – see attached Exhibit 7-1). When you consider the fact that we are a full-service community (full time police, fire, and rescue, three (3) schools, recreational facilities, plus a wide range of administrative municipal services not found in many communities), that statistic speaks well of our overall budgetary process as well as our ability to fund the services and programs that the residents have come to expect. *Remember as well that, while we have some \$5.1 billion worth of assessed value in Town, we also have some \$438 million of tax exempt property in town (largely Federal, State, municipal and church-owned land) that would be worth \$6.5 million in tax revenue to us at the commercial rate.*

8. State Aid as Revenue

Attached as Exhibit 8-1 please find a spreadsheet entitled "State Aid Comparison FY 2015 v. FY 2016", along with a description of each aid category as provided by the State. As of the date of this Letter, we are projecting an increase in "Pass Thru Aid" (hotel tax, meal and beverage tax, etc.) of \$29,356.00 and a decrease in "Enacted State Aid" of \$58,144, for a net *decrease* in overall State aid of \$28,788.00, largely due to the elimination of the "Municipal Incentive Aid" program (as proposed by the Governor).

9. Tax Relief Programs

The Town of Narragansett's tax structure (Chapter 70 of the Code of Ordinances) also offers a number of exemptions, or tax relief programs. Several of these programs are highlighted below:

Section 70-51. Rate of Tax Exemption. In accordance with the authority granted to the Town of Narragansett pursuant to RIGL 44-3-23, as amended, exemptions granted on property in the Town of Narragansett owned and occupied by any person 65 years of age or older shall be equal to the rate of \$125 per \$1,000 of valuation for each exemption granted. The exemptions granted to all the persons on property in the Town of Narragansett shall be equal to the rate of \$55 per \$1,000 valuation for each exemption granted.

Section 70-68. Income based tax program. While not included verbatim here, this section provides for a sliding scale of tax exemptions for resident owners aged 65 or older whose gross income does not exceed \$37,000 (adjusted from \$32,000 by the adoption of an ordinance by the Town Council in May 2008).

Chapter 70, Subdivision III. Over 65 Years of Age Tax Deferral. While also not included verbatim here, this ordinance provides a sliding scale of tax deferrals for resident owners, based on both age and income. The deferred taxes become a lien on the real estate.

Section 70-106. Exemption for prisoner of war veterans. This section allows for a straight exemption of \$15,000 from the assessed valuation of the real or personal property owned by a veteran who was a prisoner of war.

Chapter 70 also includes property tax relief provisions for unbuildable lots, and references the Farm, Forest, and Open Space Program as well.

Attached please find a schedule of exemptions and the number of property owners who currently take advantage of each such program (Exhibit 9-1). As noted, there are 1,969 “participants” in these various programs, with a net impact of \$274,848 in tax exemptions (2015-16 numbers). At the staff level, we are not proposing any changes to the local tax relief statutes for the upcoming fiscal year as any such changes will result in the loss of a certain amount of tax revenue, making it even more challenging to balance this budget.

There are several proposed local tax relief initiatives from the Town Council (Homestead Exemption, amendment for Elderly Tax Exemption, amendment for Commercial Tangible Property) - at the time of this letter, they are pending before the General Assembly. This budget proposal does not include any potential impact related to these initiatives.

10. School Budget

For FY 2016-17, the adopted overall School budget is \$29,609,490. *While this only represents a net increase of \$2,573 from the current year total, the FY 2015-16 School budget included a transfer from the School's undesignated fund balance of \$3,061,000.* That option (at that level) does not exist for FY 2016-17 – see Exhibit 10-1 for a summary of the School budget and options. The General Fund revenue needed will be determined during the upcoming Town Council \ School Committee meetings and the respective Town Council and School Committee work sessions. It should be noted that adopted School budget includes a decrease in system-wide staffing of 5.2 positions. As of March 9, 2016, the School Committee is proposing to use \$1,824,997 of their undesignated fund balance (essentially all but the 2% retained for emergencies) and is asking the Town for an increase of \$1,019,191 in the Town's appropriation (4.21%). Based on discussion at the March 16, 2016 School Committee meeting, it appears that the Committee may opt to use their entire remaining fund balance (including the emergency retainage). For the record, I am not recommending either option, although the use of School fund balance is a decision for the School Committee, not the Town Manager or Town Council. We can only set the Town appropriation number.

Under RIGL 16-7 (commonly referred to as the Maintenance of Effort), there is a simple calculation that divides the Town appropriation by the student enrollment (actual attendance at our schools, plus special education students out of district, and career/technical students). For the current fiscal year (FY 2015-16) this becomes \$24,237,297 divided by 1,353 students, for a per-pupil cost of \$17,913. Applying that cost per pupil forward to FY 2016-17, and using the 2016 school year enrollment of 1,331 (a decrease of 22 students), the new minimum Town appropriation under the Maintenance of Effort formula would be \$23,842,203 – a decrease of \$395,094. Yet, the School has requested an increase of \$1,019,191 in this category (Town appropriation) – a “swing” if you will, of \$1,414,285 above the required Maintenance of Effort level.

This proposed budget recommends and therefore includes level funding (i.e. FY 2015-16 level) of the Town's appropriation to the School.

11. Staffing

Obviously, one of the key components of any municipal budget from an expense point of view is staffing. Personnel costs (wages (straight time and overtime) and benefits) make up the significant portion of the Town's operating budget. We currently employ 165 full-time employees; seasonal fluctuations (beach, parks and recreation, public works, etc.) push the total employee number in the summer months to over 300. However, if we are going to continue to provide the wide range of services that Narragansett residents are accustomed to, then those numbers are both appropriate and reasonable. As a part of the operating budget review process, I have encouraged each department head to review his/her staffing situation, and provide me with input as to how the current staffing levels best meet the efficient "delivery of service" needs of the department's operations.

The majority of part-time and/or temporary employees that we hire supplement other full time employees in terms of duties (i.e. laborers, truck drivers, clerical staff, etc.). Other part-time employees serve specific functions and generally have specialized training (life guards, Harbormaster, etc.).

For the first category, the full time employees are represented by Council 94, Local 1179. Within the current Council 94 collective bargaining agreement, there are several key provisions that help us with respect to this issue. First, part-time employees are those defined as working less than twenty (20) hours per week, while seasonal employees are defined as those who work less than one hundred and twenty (120) working days per year (an increase from the an earlier contractual limit of ninety (90) days). Employees in those classifications do not receive benefits or union protection.

Lifeguards and other obvious seasonal help aside, the reality of our situation is that it is difficult to attract strong employees that are willing to work less than twenty (20) hours per week. It is can also be difficult to attract employees (again, outside of the specific seasonal workers) that are limited to only one hundred and twenty (120) days per year. Certain operations need additional help all year long, and, in some cases, by the time the person is properly trained and ability to contribute somewhat independently, the one hundred and twenty (120) day period is up.

Another staffing item that is reviewed each year is relative to the lack of managerial level "back-up", if you will, within certain departments. This is a situation that arises when the department or, in some cases, the division head, is no longer available. I believe we have an obligation to our residents to provide for a responsible "continuation of government" in these instances.

I would preface this section by noting that the work done by our employees at all levels transcends "vertical" job description boundaries. In other words, employees with the title of Clerk perform duties well beyond the traditional Clerk (or clerical) role, up to the point of making policy-related decisions. We are fortunate in that we have such a strong work force throughout the ranks. Unless specifically noted, the following focuses on Senior Management Team and mid-level management positions.

The following represents a brief look at each department's capabilities in this regard (basically in terms of immediate available back-up defined as "managerial" (in most cases, non-union) support staff):

Police Department Within the command staff, the Acting Chief has one (1) experienced Captain that can assume the higher duties as necessary. The positions of Police Chief (not Acting Chief) and the Executive Secretary are the only non-union employees in the full-time command or administrative staff.

Fire Department The Fire Chief is the sole non-union employee; there is no Deputy Chief position. The department only has a single employee tasked to oversee the aging town-wide fire alarm system, and conduct plan reviews and fire safety compliance inspections on a regular basis. *As noted earlier, the Fire Chief has requested an increase in the*

managerial level personnel for FY 2016-17; for financial reasons, this budget request does not include that increase.

Engineering Department	<p>The Engineering Division has the Town Engineer (with a Rhode Island Professional Engineer license, and two (2) skilled and experienced Project Engineers, one (1) with a PE license. We also have a very skilled Engineering Technician – all of these employees can and do work on many of the Engineering functions.</p> <p>This department includes the Water and Wastewater Divisions, both of which are supervised by union (Local 1033; middle management union) Superintendents who possess specific State licenses for their respective trades and provide basic managerial oversight for their divisions. Both Superintendents are well-versed in their respective fields.</p> <p>The Town Engineer is the only non-union employee.</p>
Building Inspection	<p>This office includes the Building Inspector (non-union) and an Assistant Building Inspector position for plan review, inspections, etc.</p>
Community Development	<p>This office includes the positions of Environmental Specialist/Planner and Planning Technician, who can perform some of the managerial duties required.</p>
Town Clerk's Office	<p>This office includes a Deputy Town Clerk position, who can perform some of the managerial duties required.</p>
Finance Department	<p>The administrative branch of this department includes the Director, Purchasing Manager, and a single Clerk. There is no managerial support staff.</p>
Assessor's Division	<p>This division of the Finance Department includes a part-time Tax Assessor (contract employee), a Deputy Tax Assessor, and a Clerk. The filling of the Tax Assessor's position in this manner will be heard in arbitration during 2016, as it historically had been a full-time Local 1033 position.</p>
Collector's Division	<p>This division of the Finance Department includes a Tax Collector and two (2) Clerks.</p>
Accounting Division	<p>This division of the Finance Department includes a Controller (union position) and three (3) Clerks. There is no managerial support staff.</p>
Information Resources	<p>This division of the Finance Department includes two (2) positions within the same union (Local 1033). A third Local 1033 IT position is assigned to and paid for out of the Police budget.</p>
Parks and Recreation	<p>This department includes a Director, a Program Coordinator, and a single full time Clerk. There is no managerial support staff.</p>
Public Works	<p>This department includes a Director, a Deputy Director, several specific-function union Foremen (Road and Mechanic), and two (2) full time Clerk.</p>
Human Resources	<p>This department includes a single non-union employee, the Human Resources Manager.</p>
Town Manager	<p>This department includes the Manager and an experienced Executive Assistant.</p>

12. Insurance / Risk Management

For FY 2016-17, the following information has been obtained and is reflected in the budget proposal:

Health Insurance	We are budgeting for a 6% increase in our Blue Cross rates.
Dental Insurance	We are budgeting for a 6% increase in our Delta Dental rates.
Worker's Compensation	The projected rate increase is still unknown.
Life Insurance	The life insurance premium rate for 2016-17 will remain constant.
Property\Liability	The projected rate increase is still unknown.
Vehicle Insurance	The projected rate increase is still unknown.

13. Capital Budget

See the attached CIP transmittal memo (Exhibit 13-1) and summary of proposed projects with funding sources. For the General Fund, the request is for \$1,106,840 (based on a total submittal of \$2,322,340 from the staff requests). In looking to comply with the Council's goal of an overall budget of less than 2%, by necessity we had to cut or defer a number of important capital items.

A full copy of the Capital Improvement Program budget is being provided to you under separate cover.

14. Summary - General Notes and Miscellaneous Matters

To develop and propose this budget at a gross increase of 0.7% and a tax levy increase of 1.52% required a significant amount of work (especially by Finance Director Laura Kenyon), along with hard decisions, particularly in terms of the Town's capital budget and the request from the School Committee for additional funding (see Section 10 of this report). The decisions made to get to this point have also been influenced by the internal process that Laura and I applied to look at years beyond FY 2016-17, especially in terms of the use of undesignated fund balance. Think of fund balance like your savings account – it's nice to have and to be able to use to balance your budget, but, in order to maintain it in subsequent years, you have to replenish it. Given the high percentage of our annual revenue that comes from property taxes, the need to replenish fund balance in an outlier year means that you would start that year with a tax increase just to level fund your budget. That can be a short-term solution, but is not a viable long-term approach to sustainable budgetary practices.

- a) Special Appropriations requests have been summarized on the attached Exhibit 14-1.
- b) Revenue from communications leases on our water tanks is summarized on the attached Exhibit 14-2. The history of this is well documented – for many years, this revenue was booked in the Water Fund; in 2011, the decision was made by the Town Manager and Town Council to apply this as a General Fund revenue. It remains there as part of this budget proposal as well (\$168,049).
- c) Letters of Transmittal – Certain (major) departments prepared Letters of Transmittal to further explain their budget strategy and requests. Copies of same are available for review in the Town Manager's office.
- d) The three (3) principal Enterprise Funds - Water, Wastewater, and Beach all have healthy undesignated fund balances.
 - i. This budget proposal does not include any rate increases associated with the Beach Fund. However, there is a new \$100 transferable pass available to taxpayers (first year of the program) and Narragansett military service veterans (disabled and active duty) qualify for free seasonal beach access passes.
 - ii. Separate reports will be prepared in conjunction with the final budget process that will provide a detailed look at the Water and Wastewater rates. At this time, I anticipate that the Wastewater Fund will be fine, but, based on the last audit, the Water Fund may need a rate adjustment. However, with one (1) year left to go on the two (2) year special assessment for the tank painting project, I am anticipating that we will defer any Water rate adjustment until FY 2017-18.

The separate report referenced above will address this. Also, refer to Section 2 (Audit) of this Letter for an additional overview of the three (3) major Enterprise Funds.

- iii. Based on the last State-wide water rate schedule review by the State Water Resources Board, out of 29 water systems in Rhode Island, we have the 27th lowest rates. The typical Narragansett residential customer pays \$23.33 per month, far less than what is paid for other non-essential utilities.
 - iv. Based on the last State-wide sewer rate schedule review by the Narragansett Bay Commission, out of 18 wastewater systems in Rhode Island, we have the 13th lowest rates. The typical Narragansett residential customer pays \$33.33 per month, far less than what is paid for other non-essential utilities.
- e) The Budget Process Schedule is attached as Exhibit 14-3.
 - f) An overall Governmental Organizational Chart is attached as Exhibit 14-4.

List of Exhibits:

Budget Development Process – Overview of Accounts

Exhibit 2-1: Fund Balances

Exhibit 2-2: Audit excerpts

Exhibit 6-1: “Year End 2015 2014 Comparison Single Family Home Sales” *RI Realtors Association*

Exhibit 7-1: “FY 2016 Rhode Island Tax Rates by Class of Property” *Division of Municipal Finance*

Exhibit 8-1: “State Aid Comparison FY 2015 v. FY 2016”

Exhibit 9-1: “Tax Relief Programs”

Exhibit 10-1: “School Budget Overview and Options”

Exhibit 13-1: CIP Transmittal Memo and summary

Special Appropriations – Exhibit 14-1

Communication Lease Revenue – Exhibit 14-2

Budget Process Schedule – Exhibit 14-3

Governmental Organizational Chart – Exhibit 14-4

Town of Narragansett Budget Development Process – FY 2016-17
Overview of Accounts (presented in order of Budget ‘book’)

General Fund

General Notes – all accounts. Council 94 and Local 1033 are entering the last year of their collective bargaining agreements, and the third year raises (2.5% and 2%, plus lump sum increase, respectively) have been factored into this budget submittal. In addition, a 2% cost of living adjustment for non-union employees has been included. Fire has been ratified at 2% for FY 2016-17; Police has not yet been finalized.

“Level funded” means that the basic operating line items are the same as the current year. Contractual salary increases drive Social Security lines, as well as Pension and OPEB (percentages of wages).

(Account – Title – Overview \ comparison to FY 2015-16) is the format used below to highlight each account.

- 0001100** **Town Council – Level funded.**

- 0001110** **Solicitor – Level funded.**

- 0001129** **Historic District Commission – Level funded.**

- 0001130** **Zoning Board – Level funded.**

- 0001132** **Conservation Commission – Requested minor increase in Operating Supplies.**

- 0001136** **Planning Board – Requested additional funding in Professional Services (Stenographer – reimbursable) and new Copier Agreement.**

- 0001150** **Town Manager – Will depend on compensation package developed for new Town Manager. Need additional funding for Advertising. 2 FTEs.**

- 0001160** **Human Resources – Reflects slight change in health care buy back. 1 FTE.**

- 0001205** **Town Clerk – Level funded. 4 FTEs.**

- 0001215** **Municipal Court – Reflects additional overtime for night court sessions. 2 FTEs, Judge (PT).**

- 0001220** **Board of Canvassers – Level funded. 1 FTE, 3 PT.**

General Fund (continued)

- 0001310** **Finance (including Purchasing)** – Level funded. Note continued inclusion of Miscellaneous Projects account for fixed assets update, personnel\payroll updating, and OPEB\Pension database. 3 FTEs.

- 0001320** **Accounting** – Level funded. 4 FTEs.

- 0001330** **Tax Collector** – Level funded. 3 FTEs.

- 0001340** **Tax Assessor** – Reflects change in health coverage. Note also pending litigation by Local 1033 relative to filling position of Tax Assessor with contract employee. This may impact this account in 2016-17. 2 FTE, 1 contract employee.

- 0001350** **Information Technology** – Reflects additional training requirements for new software platform (MUNIS). 2 FTEs.

- 0001410** **Community Development** – Reflects request for additional professional development and a replacement copier. 4 FTEs.

- 0001440** **Building Inspection** – Essentially level funded. 3 FTEs, 50% of second clerk duties includes Rental Registration program.

- 0001500** **Police Dispatch** – Essentially level funded (see general note at beginning) 9 FTEs.

- 0001511** **Police Administration** – Reflects increases based on historical trends. May change depending on final decision on Chief appointment. 6 FTEs, 4 PT.

- 0001512** **Police Patrol** – Slight decrease due to impact of new hires (lower base wages). Note that the Special Detail account is offset by revenue (for example, a Special Traffic Detail on a RIDOT project is paid for by the contractor or RIDOT). 31 FTEs.

- 0001514** **Animal Control** – Level funded. 1 FTE, 1 PT

- 0001515** **Harbor Master** – Level funded. 1 PT.

General Fund (continued)

- 0001521** **Fire** – This account has been adjusted now that the new contract has been ratified. Note that contractual overtime, differential pay (rescue and EMT) continue to be significant budget drivers. A portion of the Equipment account is for grant matching. Currently 35 FTEs. The Chief’s budget request to the Town Manager included two (2) new positions (Deputy Chief and Fire Alarm Superintendent). These have not been included in this proposed budget. Additional information is available upon request about this proposal.
- 0001532** **Fire EMA** – No employees – this is for the Everbridge public notification system. Everbridge has projected an increase for FY 2016-17.
- 0001600** **Engineering** – Level funding. Note that all salaries are split between Engineering, Water Enterprise Fund, and Wastewater Enterprise Fund. 5 FTEs.
- 0001710** **Public Works Administration** - 3 FTEs, 1 PT.
- 0001720** **Public Works Facility** – For Town Hall operational expenses (including utilities and cleaning) – Overtime for DPW employees and 1 PT employee. Level funded.
- 0001730** **Public Works Highway** – Essentially level funded. Currently 9 FTEs. PT employees vary seasonally. The Department Director has requested two (2) additional employees. These have not been included in this proposed budget. Additional information is available upon request about this proposal.
- 0001735** **Public Works Vehicle** – This budget now reflects the ground water testing (moved from Capital) and the required upgrade to ShopKey – the maintenance software for all Town vehicles. It also now includes the additional Mechanic position approved by the Town Council for the School bus fleet maintenance. 4 FTEs.
- 0001810** **Parks & Rec Administration** – Essentially level funded. 3 FTE’s (compensation split with Beach Enterprise Fund).
- 0001820** **Parks & Rec Maintenance** – Reflects slight increase in Building Repair account. 5.5 FTEs, 1 PT employee. 50% of one (1) FTE Laborer is shared financially with the Beach.

General Fund (continued)

- 0001830** **Parks & Rec Programs** - Reflects proposed increases in Temporary Wages, Field Trips, and Festivals to support demand for programs. The Director has proposed a new youth basketball program (travel league) at a cost of \$30,000. This account also includes the Senior Citizens Coordinator. 2 FTEs and 1 PTE.
- 0001900** **Transfers** – These are the single line item “transfers” as follows:
- School – School budget proposed at an increase of 0.05% over the current fiscal year.
 - Debt Service – for General Fund debt (Capital Projects – see Debt Service portion of the budget for additional information.
 - Middlebridge – Includes debt service and expenses (Enterprise Fund).
 - Library – Based on the recommendation of the Library Board.
 - Land Conservancy – Annual amount set by Ordinance at \$50,000.
 - Police 1666 Pension – Pay as you go program for small group of retirees.
 - OPEB – OPEB trust. Note that the total budget proposal includes OPEB contributions of \$2,400,000, against the Annual Required Contribution (ARC) is \$4,264,321 (56.2%).
 - Towers – Annual amount of \$50,000 to the Towers.
 - Grant – Match for Fire Department - see Fire Dept. operating budget for additional information.
 - Pension - Note that the budget proposal includes Pension contributions of \$5,645,170 (104% including all funds) and that the ARC is \$5,428,475. These figures are done as percentages of payroll, not set dollar amounts each year.
- 0001901** **Contingency** – This account is used for unexpected expenses during the fiscal year. It has been proposed at a level funding amount of \$300,000. This is actually a very conservative number, given the overall General Fund budget figure of roughly \$55 million.
- 0001950** **Special Appropriations** – See separate report (attached). Some of the items herein are joint programs with the Town of South Kingstown, while others are more discretionary at the will of the Town Council. As shown, the budget proposal is level funded, with the exception of the South Kingstown requests for shared senior services.

Debt Service

- 0010** **Debt Service** – Includes bonding costs. Reflects outstanding General Fund debt.
- 0010800** **Debt Service Principal** – General Fund principal (landfill closures, School Building Improvements, Road Improvement Program, Public Safety Building Improvement Project, School Athletic Complex Project, etc.).
- 0010801** **Debt Service Interest** – Interest on General Fund debt. Note that the Public Safety Building Improvement Project and the School Athletic Complex Project have not been bonded yet, so the interest rate is still undetermined.
- 0020** **Capital Projects** – See separate submittal from each department.

Water Enterprise Fund

- 0030** **Water Operating and Capital** – Key items include the following:
- Purchased water from North Kingstown and United Water of RI. Based on estimated demand.
 - Vehicle replacement (see schedule).
 - Replacement water mains in Mettataxet (part of Road Improvement Program, and part of matching funds for \$500,000 storm water grant from RIDEM).
 - Second year of funding (special assessment and use of undesignated fund balance) for water tank lead remediation and painting.
 - 4.5 FTEs (Clerk split with Wastewater) and 1 PTE.
 - Portion of Engineering Office salaries are carried here.
 - Payment in Lieu of Taxes and Administrative Costs paid to General Fund.
 - See separate spreadsheet with Fund Balance and Operating Revenue and Expense History
- 0030800** **Water Debt Service** – The Water Fund’s debt will be fully retired in 2016.

Wastewater Enterprise Fund

- 0032 Wastewater Operating and Capital** – Key items include the following:
- Our share of operating and capital costs at the Regional WWTF.
 - Replacement jet spray (high pressure sewer cleaner).
 - Construction of Scarborough WWTF Flood Proofing Project (partially offset by CDBG DR Grant).
 - 8.5 FTEs (Clerk split with Water).
 - Portion of Engineering Office salaries are carried here.
 - Payment in Lieu of Taxes and Administrative Costs paid to General Fund.
 - See separate spreadsheet with Fund Balance and Operating Revenue and Expense History
- 0032800 Wastewater Debt Service (Principal)** – Principal on outstanding Wastewater debt – note that this debt is paid back through special assessments (i.e. Briggs Farm Sewer Project). The Wastewater Fund has no “general” debt remaining.
- 0032801 Wastewater Debt Service (Interest)** – Interest on outstanding Wastewater debt – see note above.

Beach Enterprise Fund

- 0034 Beach Operating and Capital** – Key items include the following:
- Costs for Director, Clerk, and one (1) Laborer shared with Parks & Recreation Administration.
 - Payment in Lieu of Taxes and Administrative Costs paid to General Fund.
 - See separate spreadsheet with Fund Balance and Operating Revenue and Expense History.
 - Note that the Beach Enterprise Fund has no debt service.

Middlebridge Recreation Fund

- 0036** **Middlebridge Operations** - Reflects revenue from kayak operations (may be subject to change pending resolution of litigation) and revenue (1st year) of URI Crew Lease. Operational costs level funded.

- 0036800** **Middlebridge Debt Service (Principal)** – Debt service associated with the acquisition of the site.

- 0036801** **Middlebridge Debt Service (Interest)** – Interest associated with the acquisition of the site.

Library

- 0042** **Library Operations and Capital** – Reflects request for \$50,000 towards building fund.

- 0045** **Pension** – The Pension Fund contribution equals 100% of the Annual Required Contribution (ARC). This figure is a percentage of payroll.

- 0455** **1666 Police Pension** – This is a small separate pension that covers older Police retirees. This is set up as a pay-as-you-go program, due the small unfunded liability. The proposed budget includes 100% of the ARC.

- 0460** **OPEB** – This is our annual contribution to the OPEB sinking fund.

- 0501** **Rental Registration Program** – This account is for the administration of the Rental Registration program. There are 2 PTE inspectors and one-half of an FTE (Clerk) assigned to the Building Inspector’s Office for this program.

- 0501** **Kinney Bungalow** – This account is for operating revenue and expenses associated with the Kinney Bungalow.

0503 **Sunset Farm** – This account is for revenue (fund balance only) and operating expenses associated with Sunset Farm.

Town of Narragansett Budget Development Process – FY 2016-17

Overview of Accounts (presented in order of Budget ‘book’)

Page 8

0504 **Towers** – This account is for operating revenue and expenses associated with the Towers, including a General Fund transfer of \$50,000.

0505 **Galilee Landing** - This account reflects the revenue received from the Galilee Landing Fees, and the associated expenses for Community Service Officers and special Police details.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: April 7, 2016
Council Meeting Date: April 18, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Michael DeLuca, Community Development Director

SUBJECT: Text Amendment to Zoning Ordinance

RECOMMENDATION:

That the Town Council HOLDS a PUBLIC HEARING for text revision of the definitions of “Building Coverage” and “Site Coverage” in the Zoning Ordinance.

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

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.

ATTACHMENTS:

1. Advertisement
2. Before and after text of definitions
3. Planning Board Recommendation

**TOWN OF NARRAGANSETT TOWN COUNCIL
NOTICE PUBLIC HEARING AMENDMENTS TO CHAPTER 731
OF THE CODE OF ORDINANCES OF THE
TOWN OF NARRAGANSETT ENTITLED
"AN ORDINANCE IN RELATION TO ZONING"**

Public Notice is hereby given that the Town Council of the Town of Narragansett will hold a Public Hearing at 8:00 p.m. on Monday, April 18, 2016 in the Town Council Chamber, Town Hall, 25 Fifth Avenue, Narragansett, RI 02882, in accordance with RI General Laws Chapter 45-24-53 for the purpose of amending several sections within Chapter 731 of the Code of Ordinances of the Town of Narragansett entitled "Zoning", specifically Section 2.2 "Definitions".

The purpose of this hearing is to review proposed new text to update and clarify the intent of these sections in the Zoning Ordinance of the Town of Narragansett.

Section 2.2 Definitions

• **Coverage, building.**

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 structural improvements onsite have met, but not exceeded, or are 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.**

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 storm water. 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.

Materials will be available for public review and copy at the Town Clerk's Office from 8:30 a.m. to 4:30 p.m. beginning April 1, 2016 through April 18, 2016 and on the Town's website at www.narragansettri.gov.

The proposed ordinance may be altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment from its original form shall be presented for comment in the course of the public hearing.

Individuals requesting interpreter services for the hearing impaired must call 782-0603 seventy-two (72) hours in advance of the meeting date.

By Order of the Town Council
Anne M. Irons, CMC Town Clerk

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 structural improvements onsite have met, but not exceeded, or is proposed to meet but not exceed, the maximum allowance regulated in Section 6.4 or 6.5, non-roofed open sun decks totaling up to 15% of the adjacent residential unit's overall footprint shall be exempt.

Action: Added text would eliminate portions of a building that will NOT count toward coverage and provide for certain exemptions based on specific conditions .

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, ~~stairs, structures~~ 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 sun decks and stairways shall not be included in this classification but will be counted toward building coverage in accordance with the definition of building coverage.

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Action: Added / deleted text to eliminate portions of a building that not count toward site coverage for stormwater calculations.

Gray shading – new text

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 structural improvements onsite have met, but not exceeded, or are 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, CMC Town Clerk

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____ 01 _____

Amend No. _____

Date Prepared: April 1, 2016
Council Meeting Date: April 18, 2016

TO: Jeffrey Ceasrine, Town Manager
FROM: Anne M. Irons, CMC - Town Clerk
SUBJECT: Request to Transport a Modular Home through Narragansett to
43 Gaspee Road, Plat K Lot 43/44

RECOMMENDATION:

That the Town Council grants permission to John and Maribeth Dziadosz and CRM Modular Homes, to move a modular home over the streets of Narragansett to 43 Gaspee Road, Plat K Lot 43/44 sometime in the month of April 2016 , subject to local and state regulations.

SUMMARY:

John and Maribeth Dziadosz have applied for a building permit to demolish an existing house and replace with a modular home from CRM Modular Homes. They are seeking permission to have the modular 2 box home transported on Route 1, to Rt 108 to Burnside Avenue to Gaspee Road in Narragansett, Plat K-R, Lot 43/44 with an estimation of sometime during the month of April, 2016.

ATTACHMENTS:

1. Letter from CRM Modular Home
2. Building Application Permit



Modular Homes

February 7, 2016

Town of Narragansett
Town Council
25 Fifth Ave
Narragansett RI 02882

To Whom It May Concern;

I am requesting to bring a modular home into the town.
This two box modular home is going to be built at lot 43 Gaspee Rd Narragansett

The house will be delivered via Rt. 1. To Rt 108., to Burnside Rd, to Gaspee Rd
Estimated time of delivery March 2016

Thank you for your consideration;
Carol O'Donnell

CRM Modular Homes.com
2143 Hartford Ave Johnston RI 02919
401-339- 4903 401-934-1650
Fax: 401-539-8193
e-mail: CRMModularhomes@aol.com

120-1111
March 9/14

POST THIS CARD SO IT IS VISIBLE FROM STREET

BUILDING PERMIT

Fee Paid: \$ 1240.70
Received By: _____
Date Granted: 11
Numerical Code: 20
Permit Number: B

THIS CERTIFIES THAT John/Maribel L
has permission to 021A005Z BCRB No. (If Applicable) 7871
0cmultih/erect moonlight home 31'6" x
45-4 BCR as per approved plan
Located at 43 795 PCC RD Plat/Map K Lot/Block 43/44 Parcel/File

provided that the person accepting this Permit shall in every respect conform to the terms of the application on file in this office and to the provisions of the Statutes and Ordinances relating to Zoning, Construction, Alteration and Maintenance of Buildings in the municipality and shall begin work on said building within SIX MONTHS from the date hereof and prosecute the work thereon to a speedy Completion.
Any person who shall violate any of the Statutes and Ordinances relating to Zoning, Construction, Alteration and Maintenance in the municipality shall be punished by penalties imposed by the State Building Code and Local Zoning Ordinances.

SILT FINCK
800/ PARKI
4 BCR
2 Kitchen only

ASANTILLI
Building Official

Work shall not proceed until the inspector has approved the various stages of construction

BUILDING INSPECTION APPROVALS:

STAGE OF CONSTRUCTION	SIGNATURE	STAGE OF CONSTRUCTION	SIGNATURE
1. _____	_____	5. _____	_____
2. _____	_____	6. _____	_____
3. _____	_____	7. _____	_____
4. _____	_____	8. _____	_____

This Permit must be returned for Certificate of Occupancy.
On remote sites this card may be kept within the contractor's vehicle, readily available for inspection.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 02
Amend No. _____

Date Prepared: April 6, 2016
Council Meeting Date: April 18, 2016

TO: Jeffrey Ceasrine, Interim Town Manager

FROM: Laura Kenyon, Finance Director

SUBJECT: Real Estate Abatements

RECOMMENDATION:

That the Town Council approves the list of Real Estate abatements in the amount of \$1,451.24.

SUMMARY:

These Real Estate abatements concern:

- (1) Several Tax Appeals were filed with the Tax Assessment Board of Review; upon discussion and review of these properties, adjustments were made to these accounts and changes to the properties will be applied for the 2015 tax period.

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

ATTACHMENT: Copy of spreadsheet for real estate abatements.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 03

Amend No. _____

Date Prepared: April 4, 2016

Council Meeting Date: April 18, 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 - Personalized Beach Towels

RECOMMENDATION:

That the Town Council awards the bid for "Personalized Beach Towels" for the Beach Division to the lowest bidder, W. B. Mason Co., Inc, in the amount of \$8,540.00.

SUMMARY:

This bid is for the purchase of five hundred (500) 35" x 70" Terry Velour 100% Cotton Twill Hemmed, heavy weight "Narragansett Town" Beach Towels. The towels will be ordered in four different colors and available for sale at the sales office and the north pavilion of the beach. An allotment of two hundred (200) of the same beach towels were ordered and sold out in the 2015 beach season.

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

Funding is available in the Beach Enterprise Fund Operating Account # 0034 50331, Supplies. This is a revenue-producing product.

ATTACHMENTS:

1. March 28, 2016 solicitation spreadsheet for bid opening.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 04

Amend No. _____

Date Prepared: April 8, 2015
Council Meeting Date: April 18, 2015

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Receive and Place on File Annual Reports from Boards and Committee

RECOMMENDATION:

That the Town Council receives and places on file the annual reports from various Boards and Committees for 2015

SUMMARY:

“As in accordance with the Town of Narragansett Rules for Commission, Committee and Board Appointments II. Requirement for Membership #5 the Chairperson of each committee or board shall submit an Annual Report including an attendance record, to the Town Clerk.....”

Reports not submitted are as followed:

Towers Committee

The reports were submitted to the Town Council under separate cover.

The Annual Reports are on the website www.narragansettri.gov and can be found under Boards and Committees.

ATTACHMENT:

1. Annual Reports



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

www.narragansettri.gov

Anne M. Irons, CMC
Town Clerk
Board of Canvassers

BOARD OF CANVASSERS 2015 ANNUAL REPORT

The Board of Canvassers is made up of three board members two of which are from a political party and one that is unaffiliated that oversee all elections conducted in the town.

In 2015 which was an off election year the Board held seven (7) meetings. Due to the resignation of State Representative Donald Lally in District #33 a special primary and election were held to fill the vacant seat in the House of Representatives.

The Primary was held on May 5, 2015 at the following three (3) polling locations: Community Center, St. Veronica's Chapel and Town Hall. The Board conducted the usual election business of filing declaration papers, certifying nomination papers, certifying voting list and mail ballots as well manual count, limited ballots, write-in ballots and provisional ballots and the final primary results.

The special election was held on June 9, 2015 at the same three polling locations and again conducted the usual election business of filing declaration papers, certifying nomination papers, certifying voting list and mail ballots as well manual count, limited ballots, write-in ballots and provisional ballots and the final special election results.

Richard Leonard, Chair submitted his resignation from the Board in December 2015. The term does not expire until March 2020. Member Gerald Reynolds term will expire in March 2016.

The election results for the primary and special election are attached.

Respectfully Submitted,

Anne M. Irons, Ex Officio – Board of Canvassers

**BOARD OF CANVASSERS 2015 ANNUAL REPORT
ATTENDANCE RECORD**

Attendance/Absent Records

Richard Leonard absent
All Present
All Present
All Present
All Present
All Present
All Present

Meetings

4-9-15
4-15-15
5-5-15
5-6-15
5-18-15
6-9-15
6-10-15

SUMMARY REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:25 PM

VOTES PERCENT

PRECINCTS COUNTED (OF 12)	12	100.00
REGISTERED VOTERS - TOTAL	11,528	
BALLOTS CAST - TOTAL	2,248	
VOTER TURNOUT - TOTAL		19.50

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	916	40.82
Robert A. TRAGER (REP)	811	36.14
James L. McKNIGHT, JR. (IND)	277	12.34
C. Elizabeth CANDAS (IND)	240	10.70
Over Votes	0	
Under Votes	3	

write in

1

SUMMARY REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

Narragansett

RUN DATE:06/10/15 04:22 PM

VOTES PERCENT

PRECINCTS COUNTED (OF 6)	6	100.00
REGISTERED VOTERS - TOTAL	6,210	
BALLOTS CAST - TOTAL	1,210	
VOTER TURNOUT - TOTAL		19.48

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	481	39.88
Robert A. TRAGER (REP)	426	35.32
James L. McKNIGHT, JR. (IND)	242	20.07
C. Elizabeth CANDAS (IND)	57	4.73
Over Votes	0	
Under Votes	3	

WRITES IN

1

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

2001 Narragansett 2001

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	332	
BALLOTS CAST - TOTAL	82	
VOTER TURNOUT - TOTAL		24.70

VOTES PERCENT

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	31	38.27
Robert A. TRAGER (REP)	34	41.98
C. Elizabeth CANDAS (IND)	2	2.47
James L. McKNIGHT, JR. (IND)	14	17.28
Over Votes	0	
Under Votes	0	

WATG 14

1

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

2002 Narragansett 2002

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	2942	
BALLOTS CAST - TOTAL	534	
VOTER TURNOUT - TOTAL		18.15

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	211	39.74
Robert A. TRAGER (REP)	173	32.58
C. Elizabeth CANDAS (IND)	38	7.16
James L. MCKNIGHT, JR. (IND)	109	20.53
Over Votes	0	
Under Votes	3	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

2003 Narragansett 2003

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	2936	
BALLOTS CAST - TOTAL	562	
VOTER TURNOUT - TOTAL		19.14

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	221	39.32
Robert A. TRAGER (REP)	209	37.19
C. Elizabeth CANDAS (IND)	15	2.67
James L. McKNIGHT, JR. (IND)	117	20.82
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

4001 Mail Ballots 2001

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	0	
BALLOTS CAST - TOTAL.	4	

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	3	75.00
Robert A. TRAGER (REP)	1	25.00
C. Elizabeth CANDAS (IND)	0	
James L. McKNIGHT, JR. (IND)	0	
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

4002 Mail Ballots 2002

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	0	
BALLOTS CAST - TOTAL	17	

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	7	41.18
Robert A. TRAGER (REP)	6	35.29
C. Elizabeth CANDAS (IND)	2	11.76
James L. McKNIGHT, JR. (IND)	2	11.76
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

4003 Mail Ballots 2003

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	0	
BALLOTS CAST - TOTAL	11	

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	8	72.73
Robert A. TRAGER (REP)	3	27.27
C. Elizabeth CANDAS (IND)	0	
James L. McKNIGHT, JR. (IND)	0	
Over Votes	0	
Under Votes	0	

SUMMARY REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

South Kingstown

RUN DATE:06/10/15 04:22 PM

VOTES PERCENT

PRECINCTS COUNTED (OF 6)	6	100.00
REGISTERED VOTERS - TOTAL	5,318	
BALLOTS CAST - TOTAL	1,038	
VOTER TURNOUT - TOTAL		19.52

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	435	41.91
Robert A. TRAGER (REP)	385	37.09
C. Elizabeth CANDAS (IND)	183	17.63
James L. McKNIGHT, JR. (IND)	35	3.37
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

3201 South Kingstown 3201

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	843	
BALLOTS CAST - TOTAL	193	
VOTER TURNOUT - TOTAL		22.89

VOTES PERCENT

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	81	41.97
Robert A. TRAGER (REP)	95	49.22
C. Elizabeth CANDAS (IND)	8	4.15
James L. McKNIGHT, JR. (IND)	9	4.66
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

3202 South Kingstown 3202

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	2204	
BALLOTS CAST - TOTAL	367	
VOTER TURNOUT - TOTAL		16.65

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	173	47.14
Robert A. TRAGER (REP)	125	34.06
C. Elizabeth CANDAS (IND)	52	14.17
James L. McKNIGHT, JR. (IND)	17	4.63
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

3203 South Kingstown 3203

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	2271	
BALLOTS CAST - TOTAL	437	
VOTER TURNOUT - TOTAL		19.24

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	160	36.61
Robert A. TRAGER (REP)	153	35.01
C. Elizabeth CANDAS (IND)	117	26.77
James L. MCKNIGHT, JR. (IND)	7	1.60
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

4201 Mail Ballots 3201

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	0	
BALLOTS CAST - TOTAL	8	

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	7	87.50
Robert A. TRAGER (REP)	1	12.50
C. Elizabeth CANDAS (IND)	0	
James L. McKNIGHT, JR. (IND)	0	
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

4202 Mail Ballots 3202

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	0	
BALLOTS CAST - TOTAL	16	

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	10	62.50
Robert A. TRAGER (REP)	4	25.00
C. Elizabeth CANDAS (IND)	0	
James L. McKNIGHT, JR. (IND)	2	12.50
Over Votes	0	
Under Votes	0	

PRECINCT REPORT

REPRESENTATIVE 33
SPECIAL ELECTION
TUESDAY, JUNE 9, 2015

RUN DATE:06/10/15 04:27 PM

4203 Mail Ballots 3203

	VOTES	PERCENT
REGISTERED VOTERS - TOTAL	0	
BALLOTS CAST - TOTAL	17	

REPRESENTATIVE IN GENERAL ASSEMBLY DISTRICT 33

VOTE FOR 1

Carol Hagan McENTEE (DEM)	4	23.53
Robert A. TRAGER (REP)	7	41.18
C. Elizabeth CANDAS (IND)	6	35.29
James L. McKNIGHT, JR. (IND)	0	
Over Votes	0	
Under Votes	0	

Town of Narragansett Conservation Commission Annual Report 2015

Submitted by Michael Lapisky, Chair

OVERVIEW

The mission statement of the Narragansett Conservation Commission (NCC) is to provide a legacy by enhancing natural aesthetic areas, protecting watersheds and promoting public awareness in the conservation of all natural resources, improving the quality of life both in the present and for the future.

The Narragansett Conservation Commission is a Town advisory body providing conservation recommendations pertinent to the Town Council. The Conservation Commission also oversees the Town of Narragansett's Adopt-A-Spot Program and has provided significant input on conservation aspects of proposed large multi-unit developments in town.

HIGHLIGHTS

The 2015 Town Conservation Commission was comprised of 7 members with an annual budget of \$500.00.

The Narragansett Conservation Commission is a member of the Rhode Island Association of Conservation Commissions (RIACC). It is a non-profit, grassroots organization devoted to fostering cooperation and coordination among municipal conservation commissions on a regional and statewide basis. Among their efforts is sponsorship of the Land & Water Summit held at URI each year in March bringing together leaders of community based conservation organizations and local governments who participate in workshops and exchange local conservation news and views.

Members of the NCC attended OCEANSAMP meetings and Beach Sustainability meetings and reported back to the commission.

In 2015, the Commission sponsored Bruce Lofgren, the Staff Liaison assigned to the Commission, to become a Certified Invasive Plant Manager.

Reviewed and provided advisory commentary on:

Hazard Castle Estates
Rodman Cottages (Continued to 2016)

ADOPT-A-SPOT

Considerable progress was made on the Adopt-A-Spot program in 2014. This left very few vacancies to fill for 2015. Monthly status reports were submitted by Adopters and the program continued to run as designed.

MEMBERSHIP DUTIES

Adam Roman represented the Commission on the Harbor District Commission and Bill Bivona represented the Commission on the Land Trust Committee.

Expenditures for 2015:

\$100.00 - RIACC dues.

\$120.00 - CRMC Certified Invasive Plant Manager Certification

MEMBERS:

Bill Bivona

Kina King

Camilla Lee - Resigned in January

Michael Lapisky - Chairman

Adam Roman - Term ended in March

John Kaufman

Colin Hynes - Resigned in September

Membership Attendance Monthly Meetings 2015

1/6: Lapisky, Bivona, Roman, Kaufman, Lee, Hines, King

3/11: Lapisky, Roman, Kaufman, Hines, King. Absent: Bivona

4/7: Lapisky, Roman, Kaufman, Hines, King. Absent: Bivona

6/2: Lapisky, Kaufman, Hines, King, Bivona

7/7: Lapisky, Kaufman, Hines, King, Bivona

9/1: Lapisky, Kaufman, Hines, King, Bivona

10/6: Lapisky, Kaufman, Hines, King, Bivona

12/1: Lapisky, Kaufman, Hines, King, Bivona



NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE ANNUAL REPORT

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

As in accordance with the Town of Narragansett's Rules for Commission, Committee and Board Appointments, Section II. Requirement for Membership, #5, I submit the 2015 Annual Report on behalf of the Narragansett Economic Development Committee.

ECONOMIC DEVELOPMENT COMMITTEE

Chair

Chris M. Laccinole

Members

Nicholas Cataldo
Jason Colonies
Breta M. Combs
Kevin Durfee
Tonia Durfee
Stephen E. Glazer
Joseph Lembo III
Diann Mann
Edward M. Mazze

Council Liaison

Susan Cicilline-Buonanno
Christopher Wilkens

2015 ECONOMIC DEVELOPMENT COMMITTEE ATTENDANCE BREAKDOWN

Number of Regular Meetings held: 12

Number of Special Meetings held: 1

- Chris Laccinole: 12 meetings attended
- Nicholas Cataldo: 10 meetings attended
- Jason Colonies: 5 meetings attended (New Member as of July)
- Breta M. Combs: 7 meetings attended (New Member as of May)
- Kevin Durfee: 6 meetings attended
- Tonia Durfee: 4 meetings attended
- Stephen E. Glazer: 12 meetings attended
- Joseph Lembo III: 9 meetings attended (New Member as of April)
- Diann Mann: 7 meetings attended
- Edward M. Mazze: 10 meetings attended

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Assembly Room at the Narragansett Town Hall
Tuesday January 20, 2015 at 6:30 PM

The Chairman opened the meeting at 6:33 pm.

The Secretary called the roll –	Chris M. Laccinole	P
	Kevin Durfee	P
	Tonia Durfee	P
	Diane Mann	P
	Stephen E. Glazer	P
	Edward M. Mazze	P
	Carol Stuart	P
	Nicholas Cataldo	Late Arrival – 6:40 pm
	Chris Wilkins	P (Town Council Liaison)
	Susan Buonanno	A (Town Council Liaison)

CONSENT AGENDA

AGENDA ITEM 1 -MINUTES OF THE MEETINGS OF DECEMBER 17, 2014

Approved, by vote of 7 - 0

REGULAR AGENDA

AGENDA ITEM 1 – HOMESTEAD EXEMPTION

Stephen Glazer proposed that the Committee authorize him, at the February 17th workshop with the Town Council on the Homestead Exemption Proposal of the EDC, to offer an alternative to eligibility for the Homestead Exemption from that previously approved and submitted to the Town Council. Whereupon, on motion of Mr. Glazer, seconded by Edward Mazze it was Resolved, by vote of 7 - 0, as follows:

That Mr. Glazer be authorized to present to the Town Council as an alternative standard for eligibility for the Homestead Exemption that owners of residential properties who do not rent their properties qualify as Residents of Narragansett.

AGENDA ITEM 2 – REVIEW FEEDBACK FROM CHAMBER OF COMMERCE

The Chair recognized Diane Mann who had taken the suggestions of the representatives of the Narragansett Chamber of Commerce presented at our meeting of December 17, 2014 and compiled a list of suggestions for action by the Committee. The list was well received by the Committee and items will be on future agendas for Committee discussion and recommendation.

NEXT MEETING DATE

The Chair reported that the February Meeting will take place on February 17, directly following the workshop scheduled with the Town Council on the Homestead Exemption proposal. The Chair noted that subsequent meetings will take place at 7 pm on the second Wednesday of each month, as approved at our meeting of December 17, 2014 and that a date specific calendar would be circulated.

ADJOURNMENT

On motion by Edward Mazze, seconded by Stephen Glazer, the Committee voted 7 – 0 to adjourn at 7:15 pm.

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Tuesday February 17, 2015 at 7:30 PM

The Chairman opened the meeting at 7:30 pm.

The Secretary called the roll –	Chris M. Laccinole	P
	Kevin Durfee	A
	Tonia Durfee	A
	Diane Mann	P
	Stephen E. Glazer	P
	Edward M. Mazze	A
	Carol Stuart	A
	Nicholas Cataldo	P
	Chris Wilkins	A (Town Council Liaison)
	Susan Buonanno	A (Town Council Liaison)

CONSENT AGENDA

AGENDA ITEM 1 -MINUTES OF THE MEETINGS OF JANUARY 20, 2015

Approved, by vote of 4 - 0

REGULAR AGENDA

AGENDA ITEM 1 – FOLLOW UP TO WORK SESSION WITH TOWN
COUNCIL ON HOMESTEAD EXEMPTION

The Committee discussed what all felt was a positive reception by the Town Council to its Homestead Exemption Proposal.

AGENDA ITEM 2 – REVIEW OF CHAMBER OF COMMERCE
SUGGESTIONS

The Chair recognized Diane Mann who, following the recommendation of the Chamber of Commerce as to signage in the Pier, proposed changes to and additions to the signage identifying the Pier Marketplace, whereupon, it was proposed, seconded and approved by vote of 4 – 0, as follows:

That the Committee recommend to the Town Council that the current sign on the East side of the Oceanside Condominium Association be replaced with the original sign that was on the East entrance to the redevelopment zone, a new sign to be placed on the South side of the overpass between the Hotel and the Theaters announcing “Seaside Shops” and the addition to a signpost containing a Trio sign the addition of a sign indicating the presence of a Dunkin Doughnuts in the redevelopment zone (subject to the approval of the Trio Restaurant.

NEXT MEETING DATE

The Chair reported that the next meeting will take place at 7 pm on Wednesday, March 11th, and reiterated that subsequent meetings will take place at 7 pm on the second Wednesday of each month, as approved at our meeting of December 17, 2014.

ADJOURNMENT

On motion by the Chair, seconded by Stephen Glazer, the Committee voted 4 – 0 to adjourn at 8:00 pm.

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Tuesday April 8, 2015 at 7:00 PM

The Chairman opened the meeting at 7:00 pm.

The Secretary called the roll –	Chris M. Laccinole	P
	Kevin Durfee	A
	Tonia Durfee	A
	Diane Mann	P (late arrival)
	Stephen E. Glazer	P
	Edward M. Mazze	P
	Joseph Lembo III	P
	Breta M. Combs	P
	Nicholas Cataldo	P (late arrival)
	Chris Wilkins	P (Town Council Liaison)
	Susan Buonanno	A (Town Council Liaison)

CONSENT AGENDA

AGENDA ITEM 1 -MINUTES OF THE MEETINGS OF FEBRUARY 17, 2015

Approved, by vote of 5 - 0

REGULAR AGENDA

AGENDA ITEM 1 – WELCOME JOE LEMBO AND BRETA COMBS TO THE
EDC

The Chair introduced Josseph Lembo III and Breta M. Combs as new additions
to the Narragansett EDC

AGENDA ITEM 2 – ANNUAL REPORT FOR ECONOMIC DEVELOPMENT
COMMITTEE

The Chair pointed out the need to submit the Annual Report to the Town Council

**AGENDA ITEM 3 – FOLLOW UP TO WORK SESSION WITH TOWN
COUNCIL ON HOMESTEAD EXEMPTION**

Stephen Glazer updated the Committee on the status of the Homestead Exemption Proposal submitted to the Town Council

**AGENDA ITEM 4 – REVIEW OF CHAMBER OF COMMERCE
SUGGESTIONS**

The Committee reviewed the list of items suggested by the Chamber of Commerce. Chris Wilkins offered to pursue the creation of a Town Calendar of Events. Diane Mann will meet with the Chamber of Commerce to enlist the Chamber's help in soliciting sponsors for the EDC Banner Program. The members agreed to review the suggestions of the Chamber and submit to the Chair areas of interest they would, individually, be willing to pursue

AGENDA ITEM 4 – REVIEW OF 2015 MEETING SCHEDULE

The Chair reported that the Committee had previously voted to meet on the second Wednesday of the month at 7 pm, and asked the Committee to confirm if that arrangement was satisfactory, whereupon, on motion of Mr. Glazer, seconded by Edward Mazze it was Resolved, by vote of 7 - 0, as follows:

That meetings of the EDC take place on the second Wednesday of each month at 7:00 pm.

NEXT MEETING DATE

The Chair reported that the next meeting will take place at 7 pm on Wednesday, May 13th.

ADJOURNMENT

On motion by Edward Mazze, seconded by Stephen Glazer, the Committee voted 7 -0 to adjourn at 8:28 pm.

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday May 13, 2015 at 7:00 PM

The Chairman opened the meeting at 7:03 pm.

The Secretary called the roll –

Chris M. Laccinole	P
Kevin Durfee	P
Tonia Durfee	A
Diane Mann	P
Stephen E. Glazer	P
Edward M. Mazze	P
Joseph Lembo III	P
Breta M. Combs	P
Nicholas Cataldo	P
Chris Wilkins	P (Town Council Liaison)
Susan Buonanno	P (Town Council Liaison)

CONSENT AGENDA

AGENDA ITEM 1 -MINUTES OF THE MEETINGS OF April 8, 2015

Approved, by vote of 8 - 0

REGULAR AGENDA

AGENDA ITEM 2 – REVIEW OF CHAMBER OF COMMERCE
SUGGESTIONS

The Committee reviewed the list of items suggested by the Chamber of Commerce, focusing on a presentation of Christine M. Quigley, Operations Manager of the Narragansett Chamber of Commerce, on the Banner Project. There was debate over the division of effort between the Chamber and the Town, and the sharing of revenues from the selling of advertising add-ons to the Banners. Chris Wilkins (Town Counsel Liason) and Christine M. Quigley agreed to discuss these open items. Further, Susan Buonanno (Town Council Liason) offered to contact local colleges and universities to get interns to assist the Town in implementing this and other projects.

AGENDA ITEM 3 – THE HOMESTEAD EXEMPTION

The Chair reminded the Committee that a Work Session with the Town Council on this topic is scheduled for June 15 at 6:30 pm.

AGENDA ITEM 4 – THE BIKE PATH

Chris Wilkins opened a discussion on the progress of the portion of the Bike Path, approved by the Town Council several years ago, to run from Mumford Road to the Town Beach. It was agreed to invite David and Rose Smith, advocates for the Bike Path to our next meeting to get an update on their efforts to enlist support for the project.

AGENDA ITEM 5 – SCHEDULE REVIEW

The Chair asked the Committee to confirm availability for Meetings during the Summer Months and to re-affirm the day and time selected for meetings. The Committee Members affirmed Summer availability and re-affirmed the selection of the Second Wednesday of the Month ant 7:00 pm for meeting date and time.

Dates for Meetings for the balance of 2015 are as follows:

June 10

July 8

August 12

September 9

October 14

November 11

December 9

ADJOURNMENT

On motion by Kevin Durfee, seconded by Nicholas Cataldo, the Committee voted 8 -0 to adjourn at 8:33 pm.

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday June 10, 2015 at 7:00 PM

The Chairman opened the meeting at 7:24 pm.

The Secretary called the roll –	Chris M. Laccinole	P
	Kevin Durfee	A
	Tonia Durfee	A
	Diane Mann	A
	Stephen E. Glazer	P
	Edward M. Mazze	A
	Joseph Lembo III	P
	Breta M. Combs	P
	Nicholas Cataldo	P
	Chris Wilkins	A (Town Council Liaison)
	Susan Buonanno	P (Town Council Liaison)

CONSENT AGENDA

AGENDA ITEM 1 -MINUTES OF THE MEETINGS OF May 13, 2015

Approved, by vote of 5 - 0

REGULAR AGENDA

AGENDA ITEM 2 – BANNERS

The Committee discussed the confusion that occurred at the last meeting over the financial terms of the proposed add-on advertising to the Town Banners. The Chair then noted that the Narragansett High School and Middle School art students won first prize in a state wide competition and, further, that the Banners had a short useful life and needed routine replacement, and proposed that the Town engage the art students in the design of replacement banners. Whereupon it was proposed by the Chair, seconded by Breta Combs and approved by vote of 5 – 0 as follows:

“That the Committee ask the Narragansett Superintendent of Schools to solicit designs for Narragansett Banners from the art departments of the Narragansett Schools.”

The Chair then reported on the potential value of Narragansett Banners that have served their useful life as historical items, and noted that the effectiveness of the Committee would be enhanced by full or even part time involvement of a coordinator, whereupon, it was proposed by the Chair, seconded by Joseph Lembo, and approved by vote of 5 – 0 as follows:

“That the EDC collect the Narragansett Banners at the end of the summer season for purposes of sale as historical items, with the proceeds to be applied to the benefit of the Committee.”

AGENDA ITEM 3 – HOMESTEAD EXEMPTION WORKSHOP

The Chair advised the Committee that Monday June 15, at 6:00 pm there will be a workshop with the Town Council on the Committee’s proposal for the enactment of a Homestead Exemption, and that public input will be entertained, and suggested the Committee members reach out to members of the Narragansett Community to attend the workshop to illustrate to the Town Council the diversity of opinions on the topic.

AGENDA ITEM 4 – THE BIKE PATH

The Committee rescheduled the discussion of progress on the bike path extension through Canonchet Farm, and proposed that for next month’s agenda, a representative of Friends of Canonchet be invited to discuss possible initiatives to broaden the awareness of the Canonchet Farm and the potential uses of the site.

ADJOURNMENT

On motion of the Chair, seconded by Nicholas Cataldo, the Committee voted 5 – 0 to adjourn at 8:12.

The next meeting of the Committee will be on July 8 at 7:00 pm in the Large Boardroom at the Narragansett Town Hall

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday July 8, 2015 at 7:00 PM

The Chairman opened the meeting at 7:01 pm.

The Secretary called the roll –

Chris M. Laccinole	P
Kevin Durfee	A
Tonia Durfee	A
Diane Mann	P
Stephen E. Glazer	P
Edward M. Mazze	A
Joseph Lembo III	P
Breta M. Combs	P
Nicholas Cataldo	A
Jason Colonies	P
Chris Wilkins	P (Town Council Liaison)
Susan Buonanno	P (Town Council Liaison)

CONSENT AGENDA

AGENDA ITEM 1 -MINUTES OF THE MEETINGS OF June 10, 2015

Approved, by vote of 5 - 0

REGULAR AGENDA

NEW MEMBER

The Committee welcomed Jason Colonies, newly elected to the Committee by our Town Council.

AGENDA ITEM 2 – BANNERS

The Committee heard a presentation by Pam Nolan, our Town Manager, Christine Quigley from the Narragansett Chamber of Commerce and John Szymanski, Narragansett Highway Department Foreman on the status of the Banner Program, and the progress toward the implementation of the Banner attachments that would indicate sponsorship by local businesses. Costs, policies and process were discussed, and the Committee was informed that the first year

of sponsorship would be a “beta” year and that future pricing, policy and procedures would be determined after the first year’s experience. The Chair made the suggestion, approved at our last meeting, that the Town seek design submissions from the art classes at the Narragansett Public Schools, which was well received.

AGENDA ITEM 3 – BIKE PATH

The Committee welcomed Rosemary and David Smith, longtime advocates for the extension of the William O’Neil Bike Path from its current terminus at Road to the Narragansett Beach, through Canonchet Farm. The Committee was brought up to date on the progress of the Town’s efforts to obtain route approval and funding from/through RIDOT and its Environmental Council. The Committee was advised that RIDOT will be finalizing a Feasibility Study indicating the several possible routes of the Bike Path Extension and the respective costs and urged the EDC to then review the Feasibility Study and make recommendations to the Town Council, including that, once the preferred route is chosen, that efforts be focused on ensuring that our request for approval and funding be recognized in the State Transportation Improvement Plan that will commence in September.

AGENDA ITEM 4 – HOMESTEAD EXEMPTION

The Chair updated the Committee on the status of the EDC’s Homestead Exemption proposal. The Chair reported on the confusion in the general public of the effects of the Homestead proposal, and the need to offer a forum for the public to be informed of the several choices currently available to the Town Council and their impact. Stephen Glazer pointed out that the new state-wide tax on short term rentals has gone a long way to the goal of the EDC to encourage some landlords to offer year round, non-seasonal rentals, and urged the Town Council Liasons present to consider removal of the rate differential between Residential and Commercial Properties, which was the second leg of the EDC’s Homestead proposal. It was pointed out that since the EDC’s adoption of the Homestead Proposal, several new members have joined our ranks, and that they should be brought up to date on the Homestead Exemption as proposed by the EDC and its purposes.

ADJOURNMENT

On motion of the Chair, seconded by Joseph Lembo, the Committee voted 6 – 0 to adjourn at 8:53.

The next meeting of the Committee will be on August 12 at 7:00 pm in the Large Boardroom at the Narragansett Town Hall

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday August 13, 2015 at 7:00 PM

The Chairman opened the meeting at 7:01 pm.

The Secretary called the roll –

Chris M. Laccinole	P
Kevin Durfee	A
Tonia Durfee	A
Diane Mann	A
Stephen E. Glazer	P
Edward M. Mazze	P
Joseph Lembo III	P
Breta M. Combs	P
Nicholas Cataldo	P
Jason Colonies	P
Chris Wilkins	A (Town Council Liaison)
Susan Buonanno	P (Town Council Liaison)

CONSENT AGENDA

AGENDA ITEM 1 -MINUTES OF THE MEETINGS OF July 8, 2015

Approved, by vote of 3 - 0

REGULAR AGENDA

OLD BUSINESS

The Committee received an update from Christine Quigley of the Narragansett Chamber of Commerce on progress toward the implementation of the Banner attachments that would indicate sponsorship by local businesses. Ms. Quigley reported that 296 solicitations were sent out with 16 sales achieved to date.

AGENDA ITEM 2 – TAX POLICY UPDATE

Stephen glazer reported on the status of the committee's Homestead Exemption proposal. Mr. Glazer noted that several members of the Town Council seemed reluctant to support the aggressive proposal of the Committee and that with all of the competing proposals and interests in the community the public is confused as to what is being offered. Mr. Glazer further reported that the primary purpose of

the Committee's proposal, to encourage an increase in year round rentals by increasing the tax burden on seasonally rented properties, has been more than met by the imposition by the State of Rhode Island of an 8% short term rental tax, the Committee might be more likely to succeed in its efforts by offering an alternative to the Council that would end the Split Tax Rate on Commercial properties, and streamlining the Homestead Exemption to apply to Resident Owner Properties only for the purpose of negating the slight increase that would result to such properties by elimination of the Split Tax Rate.

WHEREUPON, it was moved, seconded and approved by vote of 7-0 as follows:

That at the next public hearing on the EDC's Homestead Exemption Proposal, Mr. Glazer be authorized, in his discretion, based upon the tenor of the meeting and commentary of the Council members to suggest that, as the primary purpose of the Committee's proposal, to encourage an increase in year round rentals by increasing the tax burden on seasonally rented properties, has been more than met by the imposition by the State of Rhode Island of an 8% short term rental tax, that the EDC would support, in lieu of its Homestead Exemption Proposal, as presented, the elimination of the Split Tax Rate on Commercial properties, and streamlining the Homestead Exemption to apply only to Resident Owner Properties for the purpose of negating the slight increase that would result to such properties by elimination of the Split Tax Rate.

AGENDA ITEM 3 – ACTION PLAN

Edward Mazze suggested that, rather than specific initiatives, the EDC return to its core purpose, and prepare and present to the Town Council an analysis of the meaning of Economic Development and what it means for the Town of Narragansett. Nicholas Cataldo offered to assist Dr. Mazze in this effort.

Dr. Mazze then suggested that an effort be made to create a forum where the Chairs of the several Town Committees could meet and discuss and coordinate efforts for the benefit of the Town. The Chair reported that he had begun the process, and Susan Buonanno, Town Council Liason, indicated that she would assist in bringing this about.

AGENDA ITEM 4

The Chair reported that the Feasibility Study from RIDOT was expected and that when issued he would bring it to the attention of the Committee.

AGENDA ITEM 5 – LIBRARY/WORKSHOPS

Edward Mazze opened the discussion on the need for the Town Council to support the Library. Nicholas Cataldo explained to the Committee the scope of the service the Library provides to the community. It was proposed that the Committee join with the Library Board to hold public workshops on the needs, purposes and benefits of the Library. This concept was expanded as a means of increasing public awareness of other important municipal assets, such as the Canonchet Farm and the South County Museum. The Chair indicated he would discuss with the Town Clerk possible dates and locations for this purpose.

ADJOURNMENT

On motion of the Edward Mazze, seconded by Joseph Lembo, the Committee voted 7 – 0 to adjourn at 8:30.

The next meeting of the Committee will be on September 9 at 7:00 pm in the Large Boardroom at the Narragansett Town Hall

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday September 9, 2015 at 7:00 PM

The Chairman opened the meeting at 7:00 pm.

The Secretary called the roll –

Chris M. Laccinole	P
Kevin Durfee	P
Tonia Durfee	A
Diane Mann	A
Stephen E. Glazer	P
Edward M. Mazze	P
Joseph Lembo III	P
Breta M. Combs	P
Nicholas Cataldo	P
Jason Colonies	P
Chris Wilkins	A (Town Council Liaison)
Susan Buonanno	A (Town Council Liaison)

CONSENT AGENDA

MINUTES OF THE MEETINGS OF August 12, 2015

Approved, by vote of 6-0

REGULAR AGENDA

AGENDA ITEM 1 – LIBRARY

The Chair introduced Laurie Kelly, chair of the Board of the Maury Lootjens Memorial Library. Ms. Kelly described the inadequacy of the current library facility, the intensity of use of the library and the value of the library to the community. She advised the Committee that the Library Board has scheduled a workshop with the Town Council for September 28 at which the Board will present 4 alternatives for arriving at a library capable of meeting the needs of the community:

- Renovation/expansion of the existing facility;
- Demolition and construction of the existing facility at current location;
- Use of the empty market at the Pier
- Construction of a new facility on Town owned (and currently unused) land

The Committee was urged to attend the work session on September 28th, and Kevin Durfee suggested that the Committee send a letter to the Town Council containing a sense of the Committee that an enhanced and improved library is in the best interest of the Town.

WHEREUPON, it was moved, seconded and approved by vote of 7 – 0 as follows:

That the EDC send to the Town Council the following:

“The Economic Development Committee supports the need for a state of the art library facility and suggests that the Town Council work together with the Board of the Maury Lootjens Memorial Library to explore development options”

AGENDA ITEM 2 – COMPREHENSIVE PLAN

Mr. Glazer reported that the Planning Board had scheduled the first of two public hearings on the Comprehensive Plan for Thursday, September 10 at the North Pavillion of the Town Beach, and urged the members to attend.

AGENDA ITEM 3 – BIKE PATH

The Chair welcomed Rosemary and David Smith for an update on the progress of the bike path extension from Mumford Road to the Town Beach. The Smiths reported that the Feasibility Study from the Department of Transportation would issue soon and that upon issue, that the Committee review the Study. The Smiths also reported that the Department of Transportation is currently devoting available resources to bridge repair and will likely turn the next steps in the process to the Rhode Island Department of Environmental Management. The Chair then indicated that the Committee should, after review of the Feasibility Study and a decision is made on the routing of the bike path extension, investigate possible federal sources of funding.

AGENDA ITEM 4 – TAX POLICY UPDATE

Stephen Glazer reminded the Committee that at our last meeting, due to the new imposition by the State of a substantial short term rental tax, and the confusion, both on the part of the public and members of the Town Council as to the many versions of tax proposals that arose after the Committee suggested its Homestead Exemption, that the Committee resolved to suggest to the Town Council a simpler version of its earlier proposal. Mr. Glazer then reported that reading of the last census figures reveals that the ratio of Seasonal Rentals to Year Round Rentals is approximately 93% to 7%, a state of affairs that the Committee has heretofore resolved should be in better balance. Mr. Glazer offered the suggestion that to further assist in bringing these numbers into better balance, while at the same time presenting a simpler choice for the Town Council, that the Committee withdraw its proposal for a Homestead Exemption and propose to the Town Council a substantial increase in the Rental Registration Fee, of a magnitude to fully cover the costs of administration and enforcement of rental related ordinances, but, for year round rentals only, leave the Rental Registration Fee as it currently is.

WHEREUPON, it was moved, seconded and approved by vote of 7-0 as follows:

That the Committee withdraw its proposal for a Homestead Exemption and instead propose to the Town Council that the Rental Registration Fee be substantial increased to fully cover the cost of administration and enforcement of

rental related ordinances, and, further, in order to encourage an increase in year round rental, to exempt properties that rent to year round tenants from this increase.

Mr. Glazer then suggested that the Committee continue its support of elimination of the split tax rate in order to encourage increased economic development.

WHEREUPON, it was moved, seconded and approved by vote of 7-0 as follows:

That the Town Council eliminate the split tax rate and apply a single tax rate to all properties in the Town of Narragansett.

AGENDA ITEM 5 – ACTION PLAN

No action was taken on this item

ADJOURNMENT

On motion of the Edward Mazze, seconded by Jason Colonies, the Committee voted 7 – 0 to adjourn at 8:30.

The next meeting of the Committee will be on October 14 at 7:00 pm in the Large Boardroom at the Narragansett Town Hall

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday October 14, 2015 at 7:00 PM

The Chairman opened the meeting at 7:00 pm.

The Secretary called the roll –	Chris M. Laccinole	P
	Kevin Durfee	A
	Tonia Durfee	A
	Diane Mann	P
	Stephen E. Glazer	P
	Edward M. Mazze	P
	Joseph Lembo III	Late Arrival
	Breta M. Combs	A
	Nicholas Cataldo	P
	Jason Colonies	A
	Chris Wilkins	P (Town Council Liaison)
	Susan Buonanno	A (Town Council Liaison)

CONSENT AGENDA

MINUTES OF THE MEETINGS OF September 9, 2015

Approved, by vote of 5-0

REGULAR AGENDA

AGENDA ITEM 4 – TAX POLICY

The Chair recognized Stephen Glazer who requested that the Committee take Agenda Item 4, Tax Policy out of order.

WHEREUPON, it was moved, seconded and approved by vote of 5– 0 as follows:

“That the EDC take Agenda Item 4, Tax Policy Update, out of order, as the first item of business on the Regular Agenda.”

Mr. Glazer then reported that several members of the Town Council intended to place tax reform on their agenda for Monday, October 19, and that among the proposals to be discussed will be elimination of the Split Tax Rate and a Homestead Exemption to offset and increase of real estate taxes on Narragansett Residents that might result. Mr.

Glazer asked the Committee to re-affirm its support for a Homestead Exemption limited to Owner Occupied Residential Real Estate.

WHEREUPON, it was moved, seconded and approved by vote of 6– 0 as follows:

“That the EDC re-affirm its proposal and support for a Homestead Exemption for Owner Occupied Real Property and that Mr. Glazer attend the Town Council meeting on October 19 to support both the elimination of the Split Tax Rate, approved by the EDC at its meeting of September 9, 2015, and the Homestead Exemption.”

AGENDA ITEM 2 – COMPREHENSIVE PLAN

Mr. Glazer reported that the Planning Board had scheduled the second of two public hearings on the Comprehensive Plan for Thursday, October 14 at the North Pavillion of the Town Beach, and urged the members to attend.

AGENDA ITEM 3 – BIKE PATH

The Chair reported that release of the Feasibility Study from the Rhode Island Department of Transportation was imminent.

AGENDA ITEMS 5 AND 6 – ACTION PLAN/EDC REPRESENTATION AT OTHER TOWN COMMITTEES

At the request of Dr. Mazze, these items were taken together. Dr. Mazze lamented the fact that there is no Town employee providing support to the Committee or keeping the Committee updated on action and issues confronting the Town and its several other Committees, and, further, asked Chris Wilkins, Town Council liaison to the EDC, to suggest to the Town Manager that she or a member of her staff attend some of our meetings to provide such updates to the Committee. Further, Dr. Mazze requested that, by way of action items, the Town Council Liaisons provide recommendations and references of matters to which the Town Council would prefer the Committee to devote its time and effort.

ADJOURNMENT

On motion of the Edward Mazze, seconded by Joseph Lembo, the Committee voted 5 – 0 to adjourn at 8:15.

The next meeting of the Committee will be on November 18 at 7:00 pm in the Large Boardroom at the Narragansett Town Hall.

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday November 18, 2015 at 7:00 PM

The Chairman opened the meeting at 7:05 pm.

The Secretary called the roll –	Chris M. Laccinole	P
	Kevin Durfee	P
	Tonia Durfee	A
	Diane Mann	A
	Stephen E. Glazer	P
	Edward M. Mazze	P
	Joseph Lembo III	P
	Breta M. Combs	P
	Nicholas Cataldo	P
	Jason Colonies	P
	Chris Wilkins	A (Town Council Liaison)
	Susan Buonanno	P (Town Council Liaison)

CONSENT AGENDA

MINUTES OF THE MEETINGS OF October 14, 2015

Approved, by vote of 7-0, with 1 Abstention

REGULAR AGENDA

AGENDA ITEM 1 – TAX POLICY UPDATE

The Chair reported on the passage by the Town Council of the resolution directing the Solicitor to prepare and send up to the State Legislature enabling legislation to permit Narragansett to enact a Homestead Exemption, with a permitted range of up to 10%. This is the penultimate step in a long process for the EDC, and part of the expected dropping of the split tax rate, thereby reducing taxes on commercial properties, and the approval of the aforesaid Homestead Exemption as part of tax policy revision. The Chair suggested that as the process proceeds to its conclusion, that the members be prepared to assist in the process.

AGENDA ITEM 2 – BIKE PATH

The Chair reported that the Bike Path Feasibility Study from the Rhode Island Department of Transportation has been published and that it was available on the website of the Town. He suggested careful attention to the last 11 pages of the study. Liason Susan Buonanno indicated that the Town Council was moving quickly to meet with RIDOT for the purpose of eventually obtaining Transportation Improvement Program funds for the bike path.

AGENDA ITEM 3 - EDC QUESTIONNAIRE TO BUSINESS

Kevin Durfee reported on the questionnaire the South Kingston EDC propounded to the South Kingston business community and suggested that the Committee revise and adopt that questionnaire for circulation to the Narragansett business community. It was suggested that the use of digital media be investigated for this purpose. Kevin Durfee and Breta Combs agreed to undertake this on behalf of the Committee, and requested that all Committee Members email their suggestions for revision of the South Kingston questionnaire for use in Narragansett by December 2, 2015.

AGENDA ITEM 4 – COMPREHENSIVE PLAN

Stephen Glazer reported that the Planning Board had completed and closed public hearings on the Comprehensive Plan, and had held the first of 2 planned meetings for deliberation on the changes and amendments suggested by the public at the public hearings. The second of the 2 deliberations by the Planning Board is scheduled for December 14, 2015 in the Assembly Hall.

AGENDA ITEMS 5 – ACTION PLAN

The Chair suggested that the Committee look into revival of the Trolley Service, one to and from the Beach and a remote parking lot and a second one that would make a loop of the Town and it's attractions. Joseph Lembo reported that the Chamber of Commerce had also begun discussions on the revival of the trolleys. The Committee suggested that it partner with the Chamber in this effort. Nicholas Cataldo and Joeseph Lembo agreed to undertake this on behalf of the Committee.

ADJOURNMENT

On motion of the Edward Mazze, seconded by Jason Colonies, the Committee voted 8 – 0 to adjourn at 8:15.

The next meeting of the Committee will be on DECEMBER 9 at 7:00 pm in the Large Boardroom at the Narragansett Town Hall.

MINUTES

of the

REGULAR MEETING OF THE NARRAGANSETT ECONOMIC DEVELOPMENT COMMITTEE

Held at The Large Board Room at the Narragansett Town Hall
Wednesday December 9, 2015 at 7:00 PM

The Chairman opened the meeting at 7:02 pm.

The Secretary called the roll –	Chris M. Laccinole	P
	Kevin Durfee	P
	Tonia Durfee	A
	Diane Mann	A
	Stephen E. Glazer	P
	Edward M. Mazze	P
	Joseph Lembo III	P
	Breta M. Combs	P
	Nicholas Cataldo	A
	Jason Colonies	P
	Chris Wilkins	P (Town Council Liaison)
	Susan Buonanno	A (Town Council Liaison)

CONSENT AGENDA

MINUTES OF THE MEETINGS OF November 18, 2015

Approved, by vote of 7-0

REGULAR AGENDA

AGENDA ITEM 1 - EDC SURVEY OF BUSINESS OWNERS

Kevin Durfee opened a review of the Questionnaire published by the South Kingston EDC. The Committee reviewed the questions and format and made substantial alterations based on the specific and unique qualities of Narragansett. Kevin Durfee and Bretta Combs agreed to undertake revision of this questionnaire, and invited any further suggestions to be emailed them. Kevin also introduced Christine Quigley from the Narragansett Chamber of Commerce to discuss use of the Chamber's membership lists in the ultimate distribution of the Narragansett Questionnaire when completed.

AGENDA ITEM 2 – TROLLEY

Joe Lembo reported on the support in the Chamber of Commerce for the re-introduction of Trolley Service, for transport between the beach and remote parking lots, and for a tourist circuit to points of interest in Narragansett and possibly in Wakefield. Mr. Lembo reported that the new owners of Narragansett Trolley, Betsy and Corey Sullivan expressed interest in providing trolley services. Chris Wilkins offered to obtain responses from past Requests For Interest to third party trolley providers, and directed the Committee to Steven Wright, of the Town's Parks and Recreation Department to be educated on prior efforts and experiences with trolley service.

AGENDA ITEMS 3 – PARKING METERS

Joe Lembo reported on the suggestion of the Narragansett Chamber of Commerce to install parking meters. Chris Wilkins reported that the Town Council would not be interested in parking meters for any part of the town.

AGENDA ITEM 4 – TAX POLICY UPDATE

Stephen Glazer questioned whether the Enabling Legislation, approved by the Town Council, had been forwarded to the State Legislature for consideration. Chris Wilkins indicated that the task was in the hands of the Solicitor, and added that, the second aspect of the EDC recommended Tax Policy change, elimination of the Split Tax Rate, would be placed by him on the Town Council Agenda in January. Members were encouraged to attend that Town Council meeting and to ask business owners and owners of commercial property to attend.

AGENDA ITEM 5 – BIKE PATH

The Chair reported that the Bike Path Feasibility Study from the Rhode Island Department of Transportation has been published, and that the Town Council had reviewed the report and approved the "Brady" route. Chris Wilkins indicated that the Town would be making formal application for Transportation Improvement Program funds for the bike path.

AGENDA ITEM 6 – CALENDAR

The Chair opened the discussion of the choice of date and time for EDC meetings in 2016. The Committee agreed, by acclamation, to continue the policy of holding meetings on the second Wednesday of the month at 7:00 pm

ADJOURNMENT

On motion of the Edward Mazze, seconded by Stephen Glazer the Committee voted 7 – 0 to adjourn at 8:10.

The next meeting of the Committee will be on January 13 at 7:00 pm in the Large Boardroom at the Narragansett Town Hall.

TOWN OF NARRAGANSETT CITIZENS FINANCE COMMITTEE
ANNUAL REPORT - 2015

The Finance Committee members are:

Harris Chorney - Chair
Mark Abrahams - Vice Chair
William Moylan
Maria Spanos
Richard Vangermeersch
Chris Lefoley - Alternate
Patrick Murray - Town Council Representative

'16 FEB 4 15:31

The finance committee met eight (8) times during the 2015 calendar year. The committee gave presentations to the Town Council three times during the year on the following matters: the committee's proposed "Letter to Taxpayers on the Town's Financial Condition"; Feedback on the proposed 2015/16 budget, and; a recommendation to form a town employees' benefits committee.

All members attended a majority of the committee meetings. The Town's Finance Director, Town Manager, Superintendent of Schools and the school's Finance Director attended various Committee meetings.

The committee reviewed its charter and found that it had met its charge except in the area of review of purchasing policies and procedures. This item has been on the committee's agenda but due to the conversion to a new financial system is being deferred.

The Committee focused on the following areas:

- A continued review of the sustainability of the Town's pension and OPEB costs. This resulted in a presentation to the Town Council concluding that such costs continued to be unsustainable. Additionally, the Committee drafted a letter to taxpayers on the overall financial condition of the Town, which was submitted to the Town Council. The Council rejected the recommendations that the letter be mailed to taxpayers along with annual property tax bills.
- The committee proposed to the Town Council that the charter of the Pension Board be revised to explicitly encompass OPEBs, as well as explicitly encompassing pension and OPEB unfunded liabilities. If the Pension Board was not granted the authority then the committee recommended that a Town Employees Benefits Committee should be established to monitor Pension and OPEB costs, funding and unfunded liabilities. The Town Council rejected the recommendation.
- Reviewed and provided feedback to the Town Manager, Finance Director and the Town Council on the fiscal 2015/16 budget. Some members of the committee attended workshops held between the Town Council and Department heads to discuss the proposed budget.
- Review results of fiscal 2014 annual audit, including the CAFR, and external auditor's internal controls observations and recommendations.
- Review and comment on monthly Statement of Budget Operations

Submitted by: Harris Chorney, committee chair
Approved by committee on December 14, 2015



GALILEE ADVISORY COMMITTEE

2015 Annual Report

Narragansett Town Hall
25 Fifth Avenue
Narragansett, RI 02882
www.narragansettri.gov
(401) 789-1044

2015 Accomplishments:

- GAC Participation in 2015 'Gansett days
- Sidewalk planters and plantings
- Continued flags on island at entrance to Galilee
- Continued banners on light poles throughout the port
- Continued hanging flower baskets on Galilee light poles
- Benches throughout Galilee
- Addition of exit sign leaving Galilee at Sand Hill Cove

'15 DEC 9 AM 11:44

GALILEE ADVISORY COMMITTEE

Chair

Kevin M. Kosko

Members

Matt Mannix
Raymond DeRosa
Ed Duckworth
Barry L. Keinard
John A. Thompson
Richard Peter Watelet
William G. Shepherd
Harvey Cataldo
David Crook
Linda McArthur

2015 Topics Monitored & Discussed:

- Replacement of the Great Island Bridge
- Renovation of the RI DEM Galilee public boat ramp
- Ongoing bulkhead repair project
- Salty Brine Fishing Pier(s)
- Fund 43 Landing Fees distribution
- Galilee parking
- Continued idea's for Galilee improvement projects
- East Wall reconstruction project
- Galilee directory sign project

Attendance:

The Committee met every second Tuesday of every month in 2015.

All members listed to the left of this report were regularly present for all meetings in 2015 except for Mr. Duckworth & Mr. Crook who attended occasionally.

**Narragansett Harbor Commission
25 Fifth Avenue
Narragansett, Rhode Island 02882**

January 5th 2016

Mr. Matthew Mannix, President
Narragansett Town Council
25 Fifth Avenue
Narragansett, Rhode Island 02882

RE: Annual Report and Attendance Record

Honorable Town Council,

First off I would like to say that for me it is an honor to serve with the members of this commission. Each and every member has his own unique skill sets and they are all very knowledgeable of the workings of the Town waters.

It is because of this that the RI CRMC holds the Town of Narragansett's HMP up as a road map for other Rhode Island towns to follow while they work on their individual harbor management plans.

Attendance of the members of this commission is exemplary, with absolutely zero problems with unexcused absences; even excused absences are too few to mention. It is evident that our members enjoy what they are doing and we always have a quorum.

I am pleased to report that the Narragansett Harbor Commission has had a very productive 2015 year and pursuant to the Narragansett Code of Ordinances :

Sec: 82-128 (9) Additional powers and duties

To review and make recommendations on proposed water use activities contiguous to the waterfront, and in the waters within the jurisdiction of the town that are received for review by other municipal agencies

We as a body have reviewed several dock applications to ensure that they would not interfere with Town Right of Ways, Fairways or Mooring Fields.

We work closely our Harbormaster to stay on top of all situations that involve our Towns waterways – the Harbor Commission has an outstanding working relationship with our Harbormaster, Kevin Connors, he is doing an outstanding job for the Town.

We have submitted a draft copy of our updated plan to the town solicitor and the CRMC for review prior to turning it over to the Town Council for approval.

The Plan revisions have taken the bulk of our time the past few years as we have had to deal with aquaculture applications and other issues that have taken up some of our meetings.

We have diligently worked on this plan page by page removing obsolete material such as goals that have been reached, updating material such as water quality data, commercial and recreational fishing data etc.

We work closely with the Harbormaster to examine which ordinances need to be changed, removed or added to help make everyday use of the pond fair, equitable and safe for all users.

With the Plan now updated we envision 2016 as a year to work on water quality in our waterways and improvements in how we can make the administration of our mooring plan less arduous for our harbormaster.

If the Council has any questions please feel free to contact us:

Respectfully,

Harvey Cataldo
Chairman



Cc: Narragansett Harbor Commission – all members

2015 Annual Report

Narragansett Historic District Commission

Overview

The following report provides a description of the key activities and accomplishments of the Narragansett Historic District Commission (Commission), through the past calendar year.

Mission

The Historic District Commission's primary goal is to maintain the historic architecture located within the five historic districts of Narragansett. We preserve the seaside character of Narragansett by use of a review and approval process subject to specific guidelines tailored to the needs and requirements of Narragansett. The Commission is an assistive resource to the community and aids citizens in the process of preservation and restoration of its architecture.

Guidelines

The Standards & Guidelines adopted and put into immediate usage in 2010 are the foundation of all decisions by the Commission as they relate to requests to alter, construct or demolish structures in the Town's five (5) local Historic Districts. These seventy-eight (78) guidelines, which parallel performance manuals throughout the State along with the Department of Interior Standards, were tailored to fit specific needs and environmental concerns of the Narragansett locality.

Hearings

During the 2015 calendar year, the Commission reviewed and approved in entirety or with limitations:

Public Hearings: Eight (8) projects (See attached list)

Administrative approvals in 2014: Six (6) Projects (See attached List)

Assistive Resources

- Pre-application Process: Applicants may informally present their intended renovations to the Commission in a round table format to achieve an insight as to the appropriateness of their project. Reviewed five (5) projects in 2015.
- Liaison Staff Guidance: Community Development is always available during business hours to guide homeowners and answer their questions.
- Website: The NHDC page is maintained by Community Development and is linked to the Town of Narragansett website. All of the available requirements and resources can be found there.
- Guidelines: A list of seventy-eight guidelines has been created and can be viewed on our website. Also provided are descriptions of specific do's and don'ts to preserve your property along with photos and drawings.
- Property Owner's Guide: A brief step-by-step guide describes the entire process which is also available on our website
- Narragansett Historic District Commission House Doctor Consultant: The N.H.D.C. H.D.C. provides direct consultation for any problem that a homeowner may have with their property. This includes free site visits and analysis when necessary.
- Tip of the Month: Advertised monthly in the Narragansett Times is a tip which provides helpful, seasonal guidance to ensure property maintenance for homeowners.
- Resource List: The Commission maintains and has on file a list of local, competent, craftsmen, architects, engineers, consultants and contractors.
- Advisory Assistance: The HDC will provide comment on any project or program that the Town Council or other board may request and on specific issues of rare impact will consider commenting on situations in Non-historic districts.

Special Projects

'Earles Court Water Tower':

In 2015 the Commission continued its partnership with Sallie Latimer of Sherry Cottages on Gibson Avenue to promote the rehabilitation of the wooden structure which once adorned the top of the stone abutment in the center of Earles Court. Mrs. Latimer, who received the Town Council's authorization to pursue design and funding for reconstruction of the Tower met with the Commission to update them on her progress.

Expansion of Historic Districts:

The Commission continued its partnership with the Planning Board to study the possibility of expanding the existing districts and/or creation of new historic districts. The informal work group met several times in 2015 to consider this objective. Discussions based on the draft concept mapping of potential areas for designation as "Local Historic Districts" was undertaken. In addition to work group meetings, individual members of the Commission performed field work for each potential area and existing areas designated for expansion. Based on this field analysis, the maps were amended again to incorporate these onsite observations. The Commission has identified three new areas for potential districts and has considered expansion for three existing districts. This work is near completion and should be approved by the Commission in early 2016.

Administrative Approvals:

In 2015, the Commission drafted revisions to several individual guidelines and elements of the Town ordinance that will expand the staff's administrative authority to approve in-kind repairs and small repair and renovations that do not affect the exterior integrity of a regulated structure. A draft ordinance was reviewed on three separate occasions prior to its approval by the HDC. The Town Council held a public hearing on this proposal on May 18, 2015 and approved the new wording in June.

Tax Credit Ordinance:

The Commission has undertaken research into the possibility of proposing a tax credit allowance to property owners who improve the exterior of their regulated historic homes. This would give owners of historic properties a one-time reduction on their tax bill to offset their perpetual tax increase as a result of improvements to their property. This credit would allow a portion of their property tax to be waived only if they had been the subject of review and approval of a Certificate of Appropriateness through the Narragansett Historic District Commission. A draft of the ordinance was completed in 2015 and received a supportive review by the Town Solicitor. This draft ordinance has been transmitted to the Town Council for consideration in 2016.

Future Projects

- Grants: Now that the Commission is qualified as a certified local Government, we are currently considering various projects to explore grant funding for planning and engineering.

2015 Updated List of Commission Members

Keith Lescarbeau: Chair/Restoration Specialist

Larry Vranka: Vice-Chair/Lawyer (resigned at end of his term)

Wayne Douglas: Secretary/Landscape Architect

Gaia Charren: Historic B & B Homeowner – Starr Cottage Inn

Robert Shields: Engineer

Sandra Panzeri: Historic Inn Manager

Moira Hintsä:

Liaison Department

Michael DeLuca: Community Development Director

Bruce Lofgren, Planning Technician

Denise Buonanno: Clerk of Boards

Secretary to Chair

Cheryl Lescarbeau

Historic District Applications CERTIFICATES OF APPROPRIATENESS PUBLIC HEARING REVIEWS

Application	Owner	Address	Description
January – December, 2015			
PH – 1	Seascape	38 Newton Avenue	Addition to non-contributing structure
PH – 2	Smith	22 Mathewson Street	Window replacements
PH – 3	Wildfield House	460 Ocean Road	Stone wall reconstruction
PH – 4	Wildfield House	460 Ocean Road	Rear window replacement
PH – 5	Fairlawn	360 Ocean Road	Major renovations/reconstruction
PH – 6	John Short	109 Caswell street.	Construct new addition & garage
PH – 7	Windemere	116 Central Street	New/Repair windows, exterior renov
PH – 8	Starr Cottage	68 Caswell Street	Window replacement
PH – 9	Wardle House	74 Caswell Street	Demo/Replace garage

Historic District Applications EXPEDITED REVIEWS

Application	Owner	Address	Description
2015			
A - 031	St. Thomas More	53 Rockland Street	Reshingle roof of carriage house
A - 032	Pritchard	12 Rockland Street	Reshingle roof
A - 033	Vonnegut	21 Newton Avenue	Replace window sash
A - 034	Turnberry Realty	366 ocean Road	Strip and replace roofing
A - 035	Tortolani	16 Mathewson St.	Re-roof portion of main house
A - 036	Middlebridge School	333 Ocean Rd.	Re-roof, trim and rafter repair

2015 HISTORIC DISTRICT COMMISSION ATTENDANCE BREAKDOWN

Number of Regular Meetings held: 12

Number of Special Meetings held: 2 (held one hour before regular meeting)

- Keith Lesarbeau: 12 meetings attended & 2 Special
- Larry Vranka: 8 meetings attended & 2 Special
- Sandra Panzeri 11 meetings attended & 1 Special
- David Presbrey 6 meetings attended & 1 Special - (resigned on 11/10/15)
- Robert Shields 12 meetings attended & 2 Special
- Gaia Charren 12 meetings attended & 2 Special
- Wayne Douglas 11 meetings attended & 2 Special
- Moira Hintsu 6 meetings attended - (6/9/15 – 1st HDC meeting)

MONTHLY STATISTICS FOR THE 2015 HDC ANNUAL REPORT

DATE PUBLIC HEARINGS

PRE-APPLICATION

1/13 PH: 'Finisterre' 312 Ocean Road – Final Detail Review – James & Priscilla Wong
(Please note the Motions of Approval in Meeting Minutes)

ABSENT: LV & DP

2/10 No Public Hearings

ABSENT: LV & DP

3/10 No Public Hearings

ABSENT: DP

4/14 PH: 'Seascape' – 38 Newton Avenue – Garage Addition – Joshua Teverow – approved 6/0 w/Conditions

PH: 'Smith House' – 22 Mathewson Street – 2 window replacements – Larry Smith – **Approved 6/0**

w/Conditions

ABSENT: WD

5/12 No Public Hearings

ABSENT: DP

6/9: PH: Wildfield House – 460 Ocean Road – changes to existing stone wall along Ocean Road and removal of existing rear east elevation window – Owner: Paul & Jean Moran – **Approved 5/2**

ABSENT: SP

7/14: PH: Wildfield House – 460 Ocean Road – driveway and entrance relocation; Owner: Paul & Jean Moran
Approved 8 to 0, with stipulation that applicant will provide more detailed plans of the stone wall.

FULL HOUSE

8/11 No Public Hearings

ABSENT: LV

9/8: No Public Hearings:

Pre-Application Review: 'Fair Lawn' – 350 Ocean Road; Owner: Mark & Janeen Davis

Pre-application Review: 109 Caswell Street; Owner: John Short

ABSENT: LV;

10/13: PH: 'Fair Lawn' – 350 Ocean Road – Window & Door renovations; Owner: Mark & Janeen Davis,
Approved 8 to 0, with conditions.

PH: 109 Caswell Street – Proposed Addition; Owner: John & Lois Short - **Approved 8 to 0.**

FULL HOUSE - (David Presbrey resigned)

11/10: PH: 'Windermere' – 116 Central Street – Porch addition & window replacement; Owner: Caroline Donovan and Deborah Karel, **Approved 6 to 0**

PH: 'Starr Cottage' – 68 Caswell Street – Window replacements; Owner: Gaia Charren – **Approved 5 to 0.**

FULL HOUSE

12/8: PH:

2015 Annual Report
Narragansett Historical Cemetery Commission

All cemeteries in Narragansett have been adopted.

Due to a death, our Commission is down to 3 members.

Will be working with the Council and Town solicitor to put in an ordinance that would allow property owners who keep the cemeteries in good condition a tax abatement.
This is according to the General Assembly passing RIGL 44-3-63.

Evelyn Wheeler
Chair

'16 JAN 6 9:13

JUVENILE HEARING BOARD 2015 ANNUAL REPORT

In 2015 the JHB met 3 times.

The Juvenile Hearing Board for the Town of Narragansett met three times in 2014. January-July JHB did not meet.

August 12- 1 case heard. Full Board in attendance.

Sept 28- follow up to Aug 12 case. Full Board in attendance.

November 16- 1 case heard- 2 juveniles involved. Deb Harig, Rosemary Rucker, Steve Bonzagni attended.

Steve Bonzagni
Chair

Narragansett Land Conservancy Trust 2015 Annual Report

Overview/Support Staff

The Narragansett Land Conservancy Trust is responsible for the stewardship of the Kinney Bungalow, and Middlebridge Property. The Land Trust is supported by both Parks and Recreation and Community Development who oversee the day to day operations for both properties. The Land Trust is also responsible for: 1. Acquiring land, developing land rights and easements, affording priority to environmentally sensitive lands. 2. Preserving open space, farmlands, scenic vistas, wetlands, and critical habitats. 3. Preserving land providing access to coastal waters. 4. Preserving land for future public recreation and educational use.

2015 Key Highlights

Middlebridge

Working in conjunction with Steve Wright, Director of Parks and Recreation and Town Solicitor Dawson Hodgson, the Land Trust accomplished:

- Negotiated a lease with the URI Women's Rowing Team in which the town receives \$20,000 per year for the team to launch boats at property. Team has use of building 95A as an office and to store personal belongings while on the river. The bulk of the committee's time in 2015 was spent on this project.
- Working with the John Lawless of the Town's engineering department, and URI head coach Shelagh Donahoe, the Town applied to Coastal Resources after a special hearing was granted the ability to add a ramping system which allows the team to launch their boats from the dock.
- Work continues on the Management Plan.

Kinney Bungalow and Sunset Farm

- Together with the Narragansett Chamber of Commerce the Land Trust held the second annual "kick off to Fall Restaurant Week" at the bungalow. Eleven restaurants participated, a jazz duo performed.
- An Eagle Scout project to mark the current hiking trails at sunset farms was initiated. The trails will also be opened for cross country skiing.
- The Land Trust continues to advocate for an event coordinator to be put in place to market the property more aggressively than the current marketing which is exclusively for weddings.

Summary of Absences:

Four meetings were cancelled: 6/15, 7/15, 9/15, 12/15

attendance

Jill Lawler 0 , Chris Wilkens 0 , Matt Mannix 1, Terry Fleming 0, Tom Rogers 0,
Chris Goglia 2, Sue Bush 1, Bill Bivona 6, Pati Silvia 2

Council Members

- Matt Mannix
- Chris Wilkens



2015 ANNUAL REPORT

MAURY LOONTJENS MEMORIAL LIBRARY

35 Kingstown Road, Narragansett, RI 02882

In 2015 the Library continued to provide a variety of services, programs and other new resources to meet the community's informational, educational and recreational needs.

Computer Services have been upgraded with VDI technology (Virtual Desktop Infrastructure) to manage the public use computers in order to lower costs related to the maintenance and replacement of outdated equipment.

The use of wireless technology has been expanded by introducing wireless routers for patrons to borrow. These free "Hotspots" provide temporary Internet access and are a great way to stay connected. In addition to wireless hotspots, the library now has the capability for patrons to use wireless printing from their devices along with scanning to USB drives.

Downloadable E-books continue to be a large part of the library's services and their circulation is increasing. This service is offered using the Overdrive platform provided by the library's Ocean State Library Consortium membership. Timely upgrades and improvements to this web based program have contributed to the growth in this resource. In addition there are now downloadable videos and a strong focus on children's materials.

The RI Office of Library Services combined efforts with Ocean State Libraries to have the "One Catalog" which is called, INRHODE. This service allows patrons to place holds on materials from academic libraries through the current public library catalog. This provides ease of access to the patrons for scholarly materials and saves time and money for everyone.

The Library Staff is certainly a valuable resource to the library community. A Technical Services Librarian is now full-time and provides a bridge for patrons to access both old and new technologies. Staff members, Ruth Toupin and Diane Sousa, both retired from the Children's Department this year and will be missed. Training along with education allows staff to stay current and up to date with new library trends as well as improvements to current technology. All staff is required to attend continuing education workshops or classes. Topics reviewed were Downloadable E-books, the use of Research Databases, providing good Customer Service, and Digital Literacy Education.

This year the Friends of the Narragansett Library supplemented the library's operating budget by providing both monetary funding and volunteers for many of the library's programs. Highlights were the summer reading activities, for Children, Gansett Days (RI Lighthouse program), Annual Festival of Lights, Read Across RI Theatre and other events.

The staff and the Friends of the Narragansett Library combined efforts with community resources. Programs offered included local author visits, historical presentations

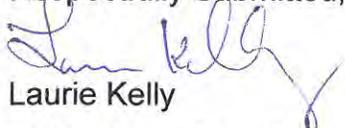
centered on local Narragansett concerns. Programs also included some trendy activities such as a monthly adult coloring club as well as young adult programs introducing topics such as "Scratch", "Imovie", and "Stop Animation" just to name a few.

The Library Board of Trustees, library supporters, volunteers and residents have worked through the year in cooperation with the Town Council to reach a common goal. We are united in providing a state of the art library building/facility in which to better serve the community of Narragansett. Today libraries are more than book depositories and are vital community centers. There continues to be a push towards the proposal of a town wide referendum along with state grants and other local fundraising to continue the building project and to provide for the future.

LIBRARY STATISICAL TIDBITS FOR 2015

- Registered Users: 8,692
- Physical Collection: 78,772
- Circulation : 175,287 items
- Public Computers: 12
- Public Hours: 3,148 hours
- Library Programs: 496 with 8,442 patrons attending
- E-book downloads: 34,658 consortium wide
- Database Access through Library website: 36 statewide/5 locally

Respectfully Submitted,



Laurie Kelly

MLM Library Board of Trustees Chairman

February 12, 2016

Attendance Record for Library Board Meetings -2015

1/5/15 – (Full Board)

Laurie Kelly, Gloria Roman, Gail Shields, Ellen Kooima, Nancy McKenna, Ann Sullivan

1/26/15-(Full Board)

Laurie Kelly, Gloria Roman, Gail Shields, Ellen Kooima, Nancy McKenna, Ann Sullivan

3/9/15- (A. Sullivan absent R. Plaziak new board member appointment)

Laurie Kelly, Gloria Roman, Gail Shields, Ellen Kooima, Nancy Mckenna, Robin Plaziak

4/13/15 – (N. McKenna absent)

Laurie Kelly, Gloria Roman, Gail Sheilds, Ellen Kooima , Ann Sullivan, Robin Plaziak,

5/19/15 – (N. McKenna absent)

Laurie Kelly, Gloria Roman, Gail Shields, Ellen Kooima, Ann Sullivan, Robin Plaziak

6/9/15- (N McKenna absent)

Laurie Kelly, Gloria Roman, Gail Shields, Ellen Kooima, Ann Sullivan, Robin Plaziak

9/14/159- (Full Board)

Laurie Kelly, Gloria Roman, Gail Shields, Ellen Kooima, Nancy McKenna, Ann Sullivan,
Robin Plaziak

11/2/15 (N. McKenna absent R. Plaziak resigns)

Laurie Kelly, Gloria Roman, Gail Shields, Ellen Kooima, Ann Sullivan

All absences were excused in advance.



NARRAGANSETT PENSION BOARD

2015 Annual Report to Town Council

Narragansett Town Hall
25 Fifth Avenue
Narragansett, RI 02882
www.narragansettri.gov
(401) 789-1044

PENSION BOARD

Chair
Michael V. Stone

Vice Chair
Daniel G Holland

Members
Teri Donovan
Robert Barber
Beth-Ann Laurie
Michael DeLuca
Benedict J. Ingegneri
Matthew S. Turco

Mission

The mission of the Pension Board is to manage the investment of fund assets in accordance with our Investment Policy Statement, as well as the review and approval of pension and buyback requests in accordance with Town Ordinance Chapter 58, Articles 1 and 2.

2015 Accomplishments

- The Pension Board met 13 times in 2015 for regular monthly meetings and special meetings.
- Reviewed the April 2015 Experience Study and FY2015 Actuary Report.
- Reviewed and approved 12 pension requests.
- Met with portfolio manager and finance director on a monthly basis. This update included portfolio's status, market updates, trends, fund allocations, and recommended changes.
- Participated in interactive discussions with, and updates from the following fund managers during the year:
 - Janney Montgomery Scott
 - Stadion
 - Clearbridge
 - SouthernSun
- Approved lowering the assumed discount rate of 7.5 % by .1% annually over the next three years to end at 7.2%, with the first reduction to begin with the FY2017 budget, as suggested by the Nyhart experience study.
- Approved Nyhart's recommended changes to termination/withdrawal rates for non-public safety employees, and mortality tables.
- Made recommendation on pension ordinance change to provide benefits for member whose retirement request was granted but died prior to any benefits being collected.
- Discussed formulation of a Pension Plan Document.
- Moved funds from small cap investment group to small/mid cap investment group to take better advantage of this asset allocation area.
- Met with Town Council and Finance Committee for discussion on proposed Pension/OPEB subcommittee
- Reallocated \$1 million for investment in 1666 police plan with finance director to administer and Janney Montgomery Scott as advisor.
- Provided representatives on the board with a database of retirees based on census data to provide up-to-date information on retirees benefits received.

Member	Absences
Michael V. Stone	0
Daniel G Holland	1
Teri Donovan	0
Robert Barber	8
Beth-Ann Laurie	3
Michael DeLuca	1
Benedict Ingegneri	3
Matthew Turco	2

Submitted by: Michael V. Stone, Pension Board Chair

**Town of Narragansett
Department of Community Development
and
Planning Board**

2015 Annual Report

Overview

The following report provides a description of the key accomplishments of the Department of Community Development for the 2015 calendar year. By extension, it also addresses the actions of the Planning Board (as required under RIGL 45-22-8). The Department of Community Development also provides administrative support to the Zoning Board of Review, the Historic District Commission, the Conservation Commission/Tree Board, and the Harbor Management Commission.

Staff Responsibilities and Duties:

Organizationally, the Community Development staff has the following primary duties:

- Director – Provides administrative supervision of all staff activities; Drafts, reviews, and updates selected provisions of the town Comprehensive Plan; Drafts and reviews proposals for zoning text and map changes; Reviews and reports to Planning Board on subdivisions and land development projects; Assists the Historic District Commission to review and comment on historic building repairs; Attends all meetings of Town Council, Planning Board and Historic District Commission and several meetings of others boards noted above.
- Environmental Planning Specialist – Focuses the majority of work hours on two primary duties: conducts Environmental Planning Projects and oversees the use, expansion, and improvement of the Towns GIS mapping system. Serves as liaison to other departments (Fire, Assessor, Finance etc.) to aid in their use of GIS; Works with the general public in regards to FEMA Flood Insurance Rate Map determinations, policy, and building requirements; Assists with the management of the Town website and provides technical support to Town staff as needed. Oversees work of the Planning Technician to provide direct staffing support to the Planning and Zoning Boards by conducting and reporting on Site Reviews scheduled for public hearing; Aids the public in determining submittal requirements for Special Use Permits and Variances; Works closely with the Planning Technician and CD Administrative Assistant to arrange proper scheduling for each public hearing. The Environmental Planning Specialist has assisted with the Comprehensive Plan update by commenting on draft reports, assisting the consultant and participating in Comprehensive Plan workshops.
- Planning Technician - The position of Planning Technician provides entry-level paraprofessional work in the Department of Community Development. The Planning Technician divides his/her time between the conduct of routine administrative tasks and technical research, as well as analysis at an entry level of complexity. The

Planning Technician often works closely with the public on a regular basis to provide customer service to understand planning and zoning processes.

The Technician has provided support to the Director & the Environmental Planning Specialist by reviewing building plans and zoning applications to ensure compliance with regulations, assisting with completion of Staff Reviews and Site Reviews. Daily activities have involved drafting of decision letters, preparing public notices and agendas and creating visuals including maps, charts, tables and other graphics for use at Planning and Zoning Board meetings. Planning and Zoning Board package preparation, drafting of Planning & Zoning Board agendas and advertisements, and other office tasks as assigned are also under the purview of the Technician. The Technician has assisted with the Comprehensive Plan update by commenting on drafts, setting up and participating in Comprehensive Plan workshops.

- CD Administrative Assistant – Provides direct assistance to Director, Environmental Planner and Planning Technician for daily work requirements including appointment setting and follow-up; Routes all walk-ins and telephone calls to the appropriate staff member; responsible for completing weekly payroll; responsible for ordering of all needed office supplies and maintaining detailed records of all Purchase Orders; responsible for daily mail pick-up and distribution; responsible for preparing and recording all applications relating to the Community Gardens at Sunset Farm; responsible for management of budgetary needs as it relates to financial allotments for each fiscal year; Serves as primary manager of CDBG files and works closely with the Staff of East Greenwich Housing Consortium to manage payments to sub-recipients; Carries out all documentary tasks related to assembling annual CDBG request; Serves as Clerk of the Planning Board, Zoning Board and Historic District Commission; Provides administrative support relative to scheduling of meetings, receipt of applications, oversight for completeness, setting and posting of agendas, attendance at hearings and drafting of minutes.

2015 Key Highlights

- A. **Historic Preservation** – Director, Planning Technician and CD Administrative Assistant worked closely with the Historic District Commission members to pursue several initiatives. An ordinance amending the range of projects that may be approved administratively was approved by the Town Council in 2015. Also, Staff revised a draft property tax credit relief ordinance for owners of historic homes who invest in significant rehabilitation of their properties with guidance from the HDC. The draft ordinance was approved by HDC and forwarded to the Town Council in December, 2015 with the request that the Council schedule a working session or public hearing on its merits in 2016.

Related to this project, Staff discovered that the definition of “Commission” in the State enabling law will require revision to accommodate our proposed ordinance. Contact will be made with the local State Legislators to seek this minor amendment.

Additionally, the HDC and Planning Board have initiated work on identifying areas in which the existing historic districts may be considered for expansion. Staff has

provided a series of GIS maps to assist in identifying these areas of expansion. Members of the Historic District Commission spent time individually touring the areas proposed for expansion and provided further comments and recommendations in workshop meetings. The GIS maps were amended to reflect these suggestions and the maps are now near completion and will come forward early in 2016 for Town Council consideration.

- B. **Community Development Block Grant (CDBG)** – Director and CD Administrative Assistant coordinated the submittal of a \$150,000 CDBG application in October, 2015. The Town has not yet received official notice of a full or partial award for any of the requested programs.
- C. **GIS Improvements** – General improvements to GIS data are continually made and data is updated in an effort to provide more accurate and accessible information. Much progress has been made with the GIS update Project through the consultant, Applied Geographics, Inc. A Pilot project of the updating process was completed in the Spring, and Staff initiated work on the map revisions, which were transferred to the Tax Assessor’s office in October for completion. Work on the Tax Map/Parcel updates continues into 2016. Staff anticipates Town review to be complete by Spring 2016, with the web-based GIS expected to be online by summer.

In addition to the above, an intern was hired to assist the Director with projecting an in-depth scope of work for a potential Phase II of the project. Phase II includes a more detailed review of the various department needs. If sufficient resources are available a change order may be issued authorizing App-Geo staff to create one or more applications described in the Phase II scope of work.

- D. **Comprehensive Plan Amendments** – Staff finalized the second draft of a complete update of the Town Comprehensive Plan in 2015 with the consultant team from the Horsley Witten Group. Phase 1 of this process was completed in 2012; a document called the “Baseline Report”. Public workshops and special meetings were held in 2013 at which the Planning Board reviewed and commented on draft goals and policies for individual chapters. Drafting of the body of the new Plan was carried out from late 2013 through mid-2014. An updated Land Use map was also in drafted and amended as discussion ensued on individual chapters. In 2015, public workshops were held with the Town Council followed by Planning Board public hearings which concluded in the fall. Final deliberations by the Planning Board and Town Council public hearings are anticipated in early 2016.
- E. **Site Review/Staff Review Applications** – During the 2015 calendar year, the Department of Community Development received twenty six (26) Staff Review applications and fifty one (51) Site Review applications.
- F. **Adopt-A-Spot** – During the 2015 calendar year, the Department of Community Development has worked with the Conservation Commission in managing and expanding the Adopt-a-Spot program.
- G. **Omnibus Zoning Amendments** – The Community Development Department periodically reviews the Town’s Zoning Ordinance to consider minor changes in text that may relate to other regulatory provisions or need clarification in light of a real

world experience. Some areas in need of minor change are brought to the staff's attention by other departments. This year for the first time since 2007 staff researched and proposed text changes to our Zoning Code in 13 unrelated sections. These "omnibus" amendments are intended to correct minor flaws in language, add efficiency and/or correct local provisions that are affected by changes in state or federal regulations. Some merely correct typographical errors. At year's end these regulatory changes were pending a public hearing by Town Council.

- H. Bike Path Feasibility Study** – The Director has worked closely with RIDOT staff and their consultant, Fay, Spofford and Thorndike Inc.,(FST), to generate an advanced feasibility report assessing the relative merits, obstacles and costs of 6 alternative bike path alignments. This report was received in early 2015 and amended several months later following receipt of Town comments and critique. Town Council narrowed the preferred alignments to either #2 or #3A as a result of this report.
- I. Firefighter Exhibit at SC Museum** – The Director met with representatives of the South County Museum, the Narragansett Lions Club and the RI Dept. of Environmental Management to consider the necessary steps in attaining authorization to build a new building to house a Firefighter Museum Exhibit. It was determined that conversion of the majority of the SCM leasehold to remove the federal regulatory oversight was the most prudent course of action. The Director has ushered this process along to provide the necessary information to the State/federal regulators. Recently drafted an RFP for land appraisal of this site and a replacement site adjacent to Narragansett Elementary School. Expect further progress in 2016 to complete the conversion.
- J. Salt Barn** – The Director acted as Town liaison with RIDOT Maintenance Division and National Grid to determine the best possible landscaping improvement that will buffer the view of the large salt barn building recently constructed by RIDOT at the Ted Wright Rotary. Expect finalization of landscaping plan in early 2016 and plantings in spring.
- K. Harbor Management Report** – During the 2015 calendar year, the Planning Technician has continued to act as a liaison to the Harbor Management Commission and has assisted the Commission in updating the Town's Harbor Management Plan. The most significant text revisions have involved changes to no wake zones, updates to mooring field and anchorage areas, and various ordinance amendments. Staff has worked closely with the Coastal Resource Management Council (CRMC) and the Town Solicitor to ensure the revisions are consistent with State laws and CRMC policies and guidelines. In addition to text revisions, the Planning Technician has assisted the Commission in creating a series of new GIS maps that will be incorporated into the updated Plan. This work is near completion and will come forward early in 2016 for Town Council consideration.

Statistical Highlights

1) Board Meetings Attended by Staff

a) Planning Board:

- 21 Meetings - 12 Regular Monthly Meetings, 1 Special Meeting with HDC and 8 Comprehensive Plan Meetings
- 2 Public Hearings – 1 continued; 51 Site Review Agenda Items

b) Zoning Board:

- 21 Meetings (10 Regular Monthly Meetings, 5 Special Meetings, 6 scheduled but postponed due to lack of quorum)
- 64 Public Hearing Agenda Items

- c) Building Code Board of Appeals 3 Meetings
- d) Conservation Commission/Tree Board: 9 Meetings
- e) Land Trust: 2 Meetings
- f) Harbor Management Commission: 10 Meetings
- g) Historic District Commission: 12 Meetings

2) Planning Board Highlights

a) Major Subdivisions: 1

b) Minor Subdivision: 3

c) Subdivision Public Hearings: 2

d) Pre-Application Review: Text Amendment to Comprehensive Plan, Chapter 10 –Policies to Promote Affordable Housing– 151 Ocean Road, LLC

e) Pre-Application Subdivision Reviews: 3

f) Comprehensive Permit: 2

g) Comprehensive Plan Meetings: 8

i) Four Work Sessions with Town Council. (Added to 3 previous sessions in 2014)

- a. March 26, 2015 – Background, timeline and structure of the Plan. Discussion of significant changes made to the plan as described in consultant memorandum to Town dated Jan 7, 2015.
- b. April 7, 2015 – continuation from march 26th. Discussion of Council member concerns and questions.
- c. May 11, 2015 – Future Land Use Plan, Zoning inconsistencies.
- d. June 8, 2015 – Summary by Planning Director, Comments. Schedule going forward.

ii) Public Hearings (2)

- a. September 10, 2015 – First Public Hearing attended by 40-50 members of the public. Brief presentation of the Plan, its process and the primary goals and policies developed. Public testimony taken.
- b. October 15, 2015 – Second Public Hearing attended by 35 – 40 members of the public. Targeted discussion of several elements and recent revisions. Public testimony taken.

- ii) Planning Board Deliberations
 - a. November 9, 2015 – Review of process of Plan development. Overview of primary outcomes from Town council Work Sessions and recent public hearings. Planning Board addressed text revisions to each chapter ; instructed staff on further refinements.
 - b. December 14, 2015 – Focussed review on mapping of special districts and potential mixed-use areas. Eliminated three of four areas originally considered for mixed-use designation. Directed staff on further refinements. Scheduled 2 final deliberation meetings in February 2016.

- h) Recommendations to Town Council: 13
 - i) CDBG applications - 1
 - ii) Village Inn – install new signage on hotel, conference center
 - iii) Pier Market Place – install new signage in Pier Village Urban Renewal
 - iv) Zoning Ordinance Text – Amend Chapter 5 entitled Historic Districts
 - v) Text Amendment to Zoning Ordinance, Section 7A- Affordable Housing
 - vi) Change of Zone for Montessori School – Boston Neck Road
 - vii) Landscaping Plan for Building D in Pier Village
 - viii) Roadway Abandonment request of DeSimone Properties, LLC
 - ix) Westmoreland Street Parking – request to rescind the prohibition of on-street parking by Mariner Square Condominium Association.
 - x) Omnibus Zoning Amendments
 - xi) Roadway Abandonment - Harris Avenue
- i) Site Reviews:
 - i) 43 Recommended for Approval
 - ii) 8 Recommended for Denial
- j) Presentations: 10
- k) Notable Agenda Items:
 - (a) Several Commercial Developments including
 - o The Break Hotel
 - o Southwind Corp. (Coast Guard House)
 - o Bike Stop Café
 - o Narragansett Community Athletic Complex
 - o Pier Village Inn Signage
 - o Pier Village Building D Landscaping
 - o Vickers (Bakery/Coffee Shop on Boon Street)
 - o Flood Ford
 - Residential Developments
 - o AL Brady Subdivision
 - o Hazard Avenue Subdivision
 - o Rodman Street Cottages (Continued into 2016)

Professional Development/Staff Training

The following is a summary list of workshops, seminars, and conferences attended by Community Development staff:

- a. 2015 Rhode Island League of Cities & Towns Convention (JS, BL, MD)
- b. CDBG Workshop #1(MD)
- c. Land & Water Conservation Summit (BL)
- d. 2015 Southern New England Regional APA Conference – Hartford, CT (MD, JS)
- e. Invasive Plant Management Training (BL,JS– both passed exam and certified)
- f. 2015 APA Region 1 Conference – Saratoga Springs, NY. (MD)
- g. RIFMA Conference (JS)
- h. GIS in Emergency Management (JS)
- i. HURREVAC Workshop/Seminar (JS)
- j. FEMA/NFIP Benefits/Costs Analysis Training (JS)
- k. Open Meetings Workshop (BL, JS)
- l. Floodplain Hazard Webinar (JS)
- m. E273Managing Floodplain Development through the NFIP (JS)
- n. Certified Floodplain Manager Exam (JS – passed exam and certified)
- o. Resilient Communities Webinar (JS)
- p. Stormwater Policy Webinar (JS)
- q. CRMC Beach SAMP Workshop (MD – speaker)
- r. Sea Level Rise Mitigation Workshop (MD)

2016 Outlook

In addition to the projections of staff activity noted in the highlights above, this department anticipates initiating / continuing work on the following projects and programs:

1. Primary Objectives

A. Comprehensive Plan: Adoption of a new Town Comprehensive Plan.

- Continue to supervise activities of Consultant to attend Town Council Public Hearings, complete final edits of plan elements and delivery to Planning Board & Town Council for adoption.

B. Zoning Map Update: Initiate action to bring Zoning Maps up to date with Comprehensive Plan.

- Engage assistance of a consultant to map areas where zoning changes are necessary
- Draft alternatives that will comply with Land Use Plan
- Conduct Public Workshops to refine proposals
- Oversee the process of advancing the revised proposal through the Planning Board and Town Council hearing process.

- C. *Zoning Ordinance Text Update:* Continue actions to update the Zoning Ordinance to correct errors, clarify components or include additional language to assist the Town in regulating development in town.
- Work with Staff, Planning Board and interested parties to make edits to the Ordinance.
 - Present changes to Town Council in 2 to 3 segments
 - i. Minor edits/corrections of text – no contextual meaning changes
 - ii. Minor edits/corrections of text – to comply with State Law
 - iii. Modifications /edits that will help to clarify the understanding of the Ordinance
- D. *Land Cover Update:* Oversee the services of App-Geo Staff to complete the current GIS Land Cover layer and Tax Assessors maps and oversee activity to bring both up to current. Phase II of the project will be initiated including departmental objectives regarding GIS.
- Supervise the work of the App-Geo Staff
 - Ensure delivery of final product.
- E. *Rules of Procedure:* Draft, present and adopt the Rules of Procedure for the Planning Board and the Zoning Board.
- F. *State of RI Projects:*
- *Bike Path:* Work closely with RIDOT staff to bring forward design for chosen bike route alignment.
 - *Safe Routes To School:* Oversee the Safe Routes To School infrastructure construction projects related to improving bicycle and pedestrian access to the Pier Middle School. Work closely with RIDOT engineers and Town staff (Engineering, DPW School Dept) to advance the targeted capital improvements.
 - *Salt Barn:* Work closely with RIDOT staff to ensure agreeable revisions to the site plan for the salt barn that will reduce or eliminate its visual impact on the Town of Narragansett.
- G. *Canonchet Farm:* Renew effort to complete master plan update for Canonchet Farm.
- Work with Southern RI Conservation District staff (or other consultant) to provide full text, tables and mapping of a complete master plan to Town Council that will carry out the chosen objectives set forth in the executive summary.
 - Assist South County Museum to complete the “6f conversion” to eliminate federal regulatory requirements and enable the construction of a Fireman’s Exhibit Hall.

(3)
(4)

Secondary Objectives

- H. *Temporary Signs:* Research, draft and submit amendments to the Zoning Ordinance to better regulate temporary signs employed by businesses in Town. Specifically, add regulatory restrictions of banners, window signs and special event signs.
- I. *Historic District Expansion:* Staff will work closely with the Historic District Commission to finalize and propose the expansion of several existing districts and create new historic districts in the Town.
- J. *Trails:* Work closely with the Conservation Commission to solicit adopters for the recently created trails in the center of Town. Also, continue work on permitting for the trail entrance on South Pier Road with RIDEM staff. Coordinate work on trail entrance construction once State permit is in hand.
- K. *Streamlined Site Review Process:* Continue work with planning Board subcommittee to research the possibility of creating a steamlined process for review and approval of dimensional variances and special use permits that request minimal waivers and/or authorization for minor site amendments to existing developments. Staff and subcommittee will research the wording and intent of both State and Town regulations to identify circumstances under which a streamlined process may be legally implemented.



Narragansett Recreation Advisory Board

2015 Annual Report

Narragansett Town Hall
25 Fifth Avenue
Narragansett, RI 02882
www.narragansettri.gov
(401) 789-1044

RECREATION ADVISORY BOARD

Chair

Keith B. Kyle

Vice-Chair

Roxann Pereira

Members

Keith B. Kyle

Roxann Pereira

Thomas J. O'Rourke III

James Pereira

Rick Lema

Winter Hames

Pat Brady

Council Liaison

Ray Ranaldi

School Committee Liaison

Frank White

Attendance:

The committee met on the below listed dates in the year 2015:

January	September
April	October
May	November
June	December
August	

Topics Discussed:

- Discussed the joint work session with the Town Council regarding the Beach Policies and Fees.
- Review Beach Policies for 2016 season.
- Discuss and review the Beach Mission Statement to determine if changes need to be made.
- Discuss and review Narragansett League agreements.
- Review the Narragansett League Field and Court Fee schedule.
- Receive a presentation on the Long Term Beach Sustainability Plan.
- Review the Beach Fee Policy.
- Updated on meeting involving Town Manager, Solicitor and Council President with the Narragansett Little League Board in regards to building at field and fee payment.
- Pass a motion to make recommendations for the Town Council to increase the cost of adult, youth and season parking passes.
- Review and discuss financial information for the 2015 beach season.
- Discussed and approved the Annual Report for the P/R Department.
- Review the Capitol Projects relative to the beach.
- Propose a fee for people that request to be placed on the cabana waiting list.
- Presentation provided from resident Diane Peretti about the parking problems at the South Pavilion regarding non-residents.
- Review materials and prepare for the September joint Town Council work session.
- Discussed proposed changes to the South County Museum property.
- Kinney Bungalow/Sunset Farm parking area concerns were discussed.

- Obtain information about costs and other related information to have the Narrow River dredged.
- Parking and possible solutions to relieve the parking issue of residents being shut out from parking in the North Cabana lot.
- Recommend to the Town Council that Veterans receive free season passes.
- Term limits for cabana leasing.
- Propose to the Town Council a transferable pass for purchase by a resident season pass holder at the request of Councilman Wilkens.
- Discuss about what role if any will the Recreation Advisory Board have in the future NCAC once the project is completed.
- Proposal to renovate the older cabana's if the finances are available.
- Look at proposing the possibility of fencing around Town owned Parks and Recreation fields.

Respectfully submitted,



James Pereira

Secretary

Recreation Advisory Board



TOWN OF NARRAGANSETT

Town Hall • 25 Fifth Avenue • Narragansett, RI 02882-3699
Tel. (401) 789-1044 TDD (401) 782-0610 Fax (401) 783-9637

Tax Assessment Board of Review

John Sheil, Chairman
Joseph Robenhymer
David Archambault

2015 Annual Report

The Tax Assessment Board of Review held nine (9) hearing dates for the calendar year 2015. One (1) of these meetings was scheduled as an organizational meeting for the upcoming Tax Appeals for 2015.

Each hearing date consisted of approximately five (5) to fourteen (14) appointments for taxpayer appeals to the Board.

A total of fifty-eight (58) appeals were heard in front of the Board in 2015.

New Board member, David Archambault, was appointed by the Town Council on March 2, 2015 to serve a three (3) year term; and Joseph Robenhymer was re-appointed on November 2, 2015 to also serve a three (3) year term.

Meeting Date

Members present

7/15/15	John Sheil, Joe Robenhymer & David Archambault <i>(Also present Allan Booth, Interim Tax Assessor)</i>
9/16/15	John Sheil, Joe Robenhymer & David Archambault <i>(Also present Allan Booth, Interim Tax Assessor)</i>
9/25/15	John Sheil, Joe Robenhymer & David Archambault <i>(Also present Allan Booth, Interim Tax Assessor)</i>
10/7/15	Joe Robenhymer & David Archambault <i>(Also present Allan Booth, Interim Tax Assessor)</i>
11/4/15	Joe Robenhymer & David Archambault <i>(Also present, Allan Booth, Interim Tax Assessor)</i>
11/18/15	John Sheil, Joe Robenhymer & David Archambault <i>(Also present, Allan Booth, Interim Tax Assessor)</i>

12/1/15

John Sheil & Joe Robenhymer
(Also present, Allan Booth, Interim Tax Assessor)

12/14/15

John Sheil, David Archambault & Joe Robenhymer
(Also present, Allan Booth, Interim Tax Assessor)

12/22/15

John Sheil & Joe Robenhymer
(Also present, Allan Booth, Interim Tax Assessor)

Respectfully submitted,



John Sheil, Chairman

Town of Narragansett Zoning Board 2015 Annual Report

Overview

The Zoning Board of Review (Zoning Board), which also serves as the Platting Board, and the Building Code Board of Appeals has the power to hear and decide appeals, to grant special use permits, use variances and dimensional variances, in accordance with the specific provisions called out in the Narragansett Zoning Ordinance under RIGL 45-24 et seq. The following report provides a description of the key accomplishments of the Zoning Board, the Platting Board, and the Building Code Board of Appeal for the 2015 calendar year.

Support Staff

The Zoning Board is supported by Building Inspections Office and the Department of Community Development through administrative staff. Organizationally, the Building Inspections Office staff consists of six employees - the Building/Zoning Official, the Assistant Building Inspector, two (2) part-time Community Housing Officers, the Building Inspection Clerk and a Rental Registration Clerk. The Community Development staff consists of four employees – the Director, the Environmental Planning Specialist, the Planning Technician and the Administrative Assistant. Each staff person in the Community Development office provides some level of assistance to the Zoning Board with application review.

2015 Key Highlights

Single Family Improvements – The Zoning Board heard 43 separate applications for single family development – new construction, additions, demolition and rebuilding, lot creation or an improvement to an existing dwelling. Of those applicants, two projects were denied.

Commercial Approvals – The Zoning Board heard and approved several commercial projects in 2015. Several small businesses received approvals including the Bike Stop Café, DMF Realty/Flood Ford The Bakery Coffee Shop on Boon Street and Southwind Inc./The Coast Guard House. The Break Hotel (approved in 2007 and revised in 2013), was also approved for additional improvements to the project.

Institutional Approvals – The Planning & Zoning Boards approved a new synthetic turf multi-purpose athletic field and accessory structures for the Narragansett Community Athletic Complex, as well as an expansion of the Middlebridge School to include an art studio.

Site Review Applications – During the 2015 calendar year, the Department of Community Development received fifty (50) Site Review applications.

Statistical Highlights:

- **21 Scheduled Zoning Board Meetings** - 14 Meetings held
 - (9 Regular Monthly Meetings, 5 Special Meetings)
 - (7 meetings were cancelled or postponed due to lack of quorum)
- **3 Building Code Board of Appeals Meetings**
- **62 Zoning Board Public Hearing Agenda Items**
 - (several of these items were continuations of a previous Public Hearing, or they required rescheduling due to time conflicts)
- 48 Project Approvals
- 2 Project Denials

Board Membership

Long time Zoning Board member Robert Mulligan turned in his resignation August 20, 2015 citing his need to focus more on personal matters. Mr. Mulligan served for 10 years. A new alternate member, Mr. Colin Hynes was appointed on October 5, 2015. Joseph Paglia was moved from First Alternate to a full member, and John Kennedy moved from Second Alternate to First Alternate on the same day.

2016 Outlook

With the completion of the Comprehensive Plan for Narragansett anticipated in 2016, there will be Zoning Ordinance changes to coincide with the new goals of the Plan. The Board also anticipates participation in one or more training programs to enhance efficiency in conduct of public hearings, deliberations and formulation of decisions.

2015 NARRAGANSETT ZONING BOARD MEETINGS

(Cancelled meetings are highlighted in yellow)

1/8: Special Meeting – Cancelled due to lack of quorum, continued to 1/15.

1/15: Special Meeting – Cancelled due to lack of quorum, continued to 1/22.

1/22: Regular Meeting: Absent Mr. Mulligan & Mr. Kennedy

2/2: Continued to February 19th because of the blizzard.

2/19: Meeting rescheduled to 3/2 due to lack of a quorum.

3/2: **Special:** Absent Mr. Mulligan

3/19: Regular Meeting: Absent Mr. Mulligan and Mr. Brunetti

3/23: **Special:** Absent Mr. Mulligan and Mr. Kennedy recused himself.

3/24: **Special:** Absent Mr. Mulligan and Mr. Kennedy recused himself.

4/9: **Special:** Absent Mr. Mulligan

4/23: Regular Meeting: Absent Mr. Mulligan & Mr. Paglia

5/21: Regular Meeting: Absent Mr. Mulligan

6/18: Regular Meeting: Absent Mr. Mulligan

7/23: Meeting cancelled due to lack of SOS Notification. Continued to 8/6/15.

8/6: **Special:** Absent Mr. Mulligan and Mr. Brunetti

8/20: Meeting was rescheduled to September 3rd due to lack of a quorum.

9/3: Meeting rescheduled to due lack of quorum.

9/17: Regular Meeting: Full House

10/22: Regular Meeting: Absent Mr. Paglia

11/19: Regular Meeting: Absent Mr. Ferraro and Mr. Kennedy

12/17: Regular Meeting: Full House

Number of Regular Meetings held: 9

Number of Special Meetings held: 5

Meeting cancelled due to lack of quorum: 7

ATTENDANCE STATISTICS:

- James Manning: Attended all meetings
- Geraldine Citrone : Attended all that were held - (2 meetings were rescheduled because she was ill.
- Anthony Brunetti: Missed 2
- Robert Mulligan : Missed 11
- Robert Ferraro: Missed 1
- Joseph Paglia moved up from Alternate I in October – Missed 2
- John Kennedy – Alternate I : Missed 2
- Colin Hynes – Alternate II – first meeting was 10/22/15

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 05

Amend No. _____

Date Prepared: April 8, 2016
Council Meeting Date: April 18, 2016

TO: Jeffry Ceasrine, PE., Acting Town Manager
FROM: Michael P. DiCicco, Director of Public Works
PREPARED BY: Susan W. Gallagher, Purchasing Manager
SUBJECT: Purchase of Street Sweeper Replacement Brooms

RECOMMENDATION:

That the Town Council approves the purchase of Street Sweeper Replacement Brooms from Atlantic Broom Service, Inc., at \$112.00/gutter broom and \$385.00/main broom for a one-year period, ending March 27, 2017.

SUMMARY:

The Department of Public Works has reviewed quotations received for Street Sweeper Replacement Brooms and determined that Atlantic Broom Service, Inc., submitted the lowest price that meets the specifications required. Two vendors submitted quotations with lower prices. However, the brooms offered in their quotes failed to meet the required specifications. The department utilizes two Elgin Pelican sweepers as part of its operations and replacement brooms are purchased as needed throughout the year. The pricing will be held for a one-year period, ending March 27, 2017.

RFQ's were solicited and posted on the Town of Narragansett and State Purchasing Division websites. Six vendors were solicited and three responded (one vendor offered two options). The attached spreadsheet lists the results from the solicitation.

Funding is available in the Fleet Maintenance Operating Account # 1735 50504, Vehicle Maintenance and Repair.

ATTACHMENTS:

1. March 24, 2016 solicitation spreadsheet for RFQ.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 06

Amend No. _____

Date Prepared: April 4, 2016
Council Meeting Date: April 18, 2016

TO: Jeffry Ceasrine, Acting Town Manager
FROM: Michael DeLuca, Director of Community Development
PREPARED BY: Susan W. Gallagher, Purchasing Manager
SUBJECT: Reject bids – Property Appraisal Services

RECOMMENDATION:

That the Town Council rejects the bids for “Property Appraisal Services” and authorizes the Purchasing Manager to solicit new bids or RFQs with modifications made to the specifications.

SUMMARY:

Bids were solicited for property appraisal services for the purpose of carrying out a National Park Service “6f” conversion process that would result in transferring the open space regulatory constraints from the land occupied by the South County Museum to the vacant land behind Narragansett Elementary School. Completion of this conversion will free the Town and the Museum from limits on the further development of the Museum site and will encumber the school property to use as conservation, recreation and/or open space. The School Department has no objection to this proposal.

The request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Five vendors were solicited and only one responded. The attached spreadsheets list the results from the solicitation. The sole bidder submitted a proposal which exceeds the funds budgeted for the project. In addition, the staff would like to modify the specifications to eliminate certain tasks within the scope of work which will hopefully reduce the project cost.

ATTACHMENTS:

1. Solicitation spreadsheet for March 28, 2016 bid opening.

Town of Narragansett, RI
Property Appraisal Services, B16023
Community Development Department
Bid Opening - Monday, March 28, 2016 - 10:00 am

Vendor 1

Peter M.

Scotti & Associates

Price

- | | |
|----------------------------|------------|
| 1. Estimated project cost: | \$5,000.00 |
| a. - per hour | |
| b. - per hour | |
| c. - per hour | |
| d. - per hour | |
| e. - per hour | |
| f. - per hour | |

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 07

Amend No. _____

Date Prepared: April 5, 2016
Council Meeting Date: April 18, 2016

TO: Jeffry Ceasrine, Acting Town Manager

FROM: Michael DeLuca, Community Development Director

SUBJECT: Approval of Omnibus Amendments to text of Zoning Ordinance

RECOMMENDATION:

That the Town Council INTRODUCES, READS, PASSES AND ACCEPTS as a First Reading, "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", to approve various omnibus text amendments.

SUMMARY:

This is the first time since 2007 that a series of unrelated "omnibus" revisions have been proposed. These amendments are intended to correct or update minor flaws in language, add efficiency and/or correct local provisions that are affected by changes in state or federal regulations. Some merely correct typographical errors.

The Planning Board took this item under review at their regular meeting on September 15, 2015, and again on October 20, 2015, but noted that some of the items might require detailed discussion. As a result the list was reduced from the original 15 to just 9 provisions that may be considered merely housekeeping corrections / clarifications. The Planning Board revisited the new shorter list at their January 20, 2016 meeting and made an updated recommendation with final edits.

The Town Council held its public hearing on this ordinance on April 4, 2016 and voted unanimously to approve the proposal with no text revisions or amendments.

ATTACHMENTS:

1. Final Draft – Omnibus Ordinance

TOWN OF NARRAGANSETT

CHAPTER _____

AN ORDINANCE IN AMENDMENT OF CHAPTER 731 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND, ENTITLED, “ZONING”.

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

SECTION 1: Section 2.2 of the Zoning Ordinance entitled ‘Definitions is amended by including the new /revised definitions as follows:

Building envelope. A 3-dimensional space within which a structure is permitted to be built on a lot and which is defined by regulations governing building setbacks, maximum height, and bulk; by other regulations; and/or any combination thereof.

SECTION 2: Section 2.2 of the Zoning Ordinance entitled ‘Definitions is amended by deleting the following definition:

Frontage. See lot width

SECTION 3: Section 4.8.1 of the Zoning Ordinance entitled Breakwater Village Special District is amended by incorporating the wording below in place of the specified subsection:

Subsection 6(1). Sundecks. Sundecks of up to ten (10) percent of the proposed GFA shall be allowed without counting toward the property’s gross floor area. Any sundeck or portion thereof that exceeds the ten (10) percent area allowance shall count toward the property’s gross floor area.

SECTION 4: Section 6.1 of the Zoning Ordinance entitled Table of Use Regulations is amended by incorporating the wording and designations below in place of the specified subsection:

Use Code 113. Horticultural Nursery – Permitted in the R-80 Zone (P)

SECTION 5: Section 6.4 of the Zoning Ordinance entitled dimensional Regulations is amended by incorporating the wording and designations below in place of the specified subsection:

The reference to Dimensional Regulations for multi-family dwellings for Zoning Districts R-40, R-20, R-10 and R-10A shall read: “(See Section 17 for regulations)”.

SECTION 6: Section 7.7 of the Zoning Ordinance entitled Supplementary Drainage Requirements is amended by incorporating the wording and designations below in place of the specified subsection:

(1) *Stormwater management.* The stormwater management system for any site shall be designed to offset the increase in the rate of stormwater resulting from the proposed development. It shall implement the techniques and measures recommended in the most current revision of or supplement to "Urban Hydrology for Small Watersheds, Technical Release No. 55," prepared by the United States Department of Agriculture, Soil Conservation Service or the Rational Method as may be deemed appropriate by the Town Engineer based on the size and characteristics of the property under review.

SECTION 7: Section 16 of the Zoning Ordinance entitled Staff Reviews is amended by deleting the following text of Subsection 16.2(f).

(f) Activities subject to Section 4.5, high water table limitations overlay district, where the wet season water table is demonstrated to be no closer than 30 inches to the soil surface.

SECTION 7: Section 17.1 of the Zoning Ordinance entitled Development Standards for residential cluster developments is amended by deleting the entirety of the second paragraph under Section 17.1.

The zoning board of review may grant approval for multifamily development pursuant to Section 12.8 of this ordinance in an R-40, R-20, R-10 and r-10A zone, provided the proposed development complies with all the applicable requirements contained therein.

SECTION 8: Section 4.5 of the Zoning Ordinance entitled High water table limitations overlay district is amended by revising the paragraph after subsection (e) by adding a new subsection header and revising the table headers as follows:

(f) **Site Coverage Standard:** Structures, paving, and other impervious surfaces shall cover no more than the following percentages of the area of any lot in a high water table limitations overlay district:

<u>Zone</u>	<u>District/use</u>	<u>Maximum Site Coverage (percent of lot area)</u>
-------------	---------------------	--

SECTION 9: 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 M. Irons, CMC, Town Clerk

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 08
Amend No. _____

Date Prepared: March 31, 2016
Council Meeting Date: April 18, 2016

TO: Jeffry Ceasrine, Acting Town Manager
FROM: Susan W. Gallagher, Purchasing Manager
SUBJECT: Contract Extension for Seasonal Sidewalk & Public Area Trash Receptacle Rubbish Removal

RECOMMENDATION:

That the Town Council approves the contract extension for "Seasonal Sidewalk & Public Area Trash Receptacle Rubbish Removal" for the Public Works Department with K. Scott Construction at their quoted bid prices for one additional season, ending October 11, 2016.

SUMMARY:

The Department of Public Works maintains approximately thirty-nine (39) rubbish containers at various sidewalks and other public locations in Galilee, the Pier and Jerusalem. During the off season, the receptacles are emptied by department staff. During the peak usage period from early May to mid-October, the receptacles are emptied seven (7) days a week by the selected contractor. In order to maintain a neat appearance, the contractor is also required to pick up material on the ground in close proximity to the receptacles (10' radius). All work must be done daily between 5 AM and 10 AM. There is also a provision that allows the Department of Public Works to add or delete containers at the contractor's quoted unit price. All refuse containers are provided by the Department of Public Works. The contractor is responsible for providing the service and disposal of all material collected in accordance with the contract requirements.

The original bid was for two years/seasons, with an optional third year extension. Year 1 (2014) cost \$24,203.40 with a unit price for adding or deleting receptacles of \$5.35. Year 2 (2015) cost \$31,032.30, with a unit price for adding or deleting receptacles of \$5.45. The optional Year 3 (2016) will be at the same costs as Year 2.

Town Council awarded the original bid on June 16, 2014. K. Scott Construction has agreed to the extension for one additional season at the same rates, mark ups, terms and conditions as Year 2. The one year contract extension ends on October 11, 2016.

Funding is available in two accounts:

- the Galilee Landing Fund Account #0505 50206, Solid Waste Disposal for the approximately 13 Galilee receptacles
- the Highway Division Operating Account #1730 50206, Solid Waste Disposal for all of the other receptacles.

ATTACHMENTS:

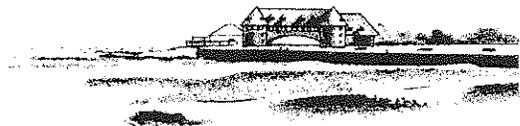
1. Solicitation spreadsheet for May 28, 2014 bid opening
2. Contract extension letter signed by K. Scott Construction.

Town of Narragansett, RI
 Seasonal Sidewalk & Public Area Trash Receptacle Rubbish Removal- B14035
 Public Works Department

Bid Opening: Wednesday, May 28, 2014, 11:00 AM

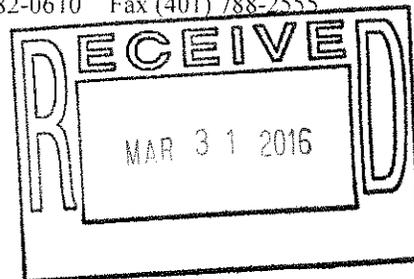
Item	Vendor 1 Tidy-Up, Inc.	Vendor 2 K. Scott Construction
1. Total bid price Year 1 (06/14 - 10/14)	\$27,294.93	\$24,203.40
1A. Unit price per recetacle per day 2014	\$5.69	\$5.35
2. Total bid price Year 2 (05/15 - 10/15)	\$32,176.95	\$31,032.30
2A. Unit price per recetacle per day 2015	\$5.69	\$5.45
TOTAL - 2 years	\$59,471.88	\$55,235.70

B14035/SG



Town of Narragansett

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



March 24, 2016

K.Scott Construction
Attention: Kenneth DiCicco, Owner
433 1/2 Greenville Avenue
Johnston, RI 02919

RE: Bid – Seasonal Sidewalk and Public Area Trash Receptacle Rubbish Removal

Dear Mr. DiCicco,

The Narragansett Town Council awarded the referenced bid on June 16, 2014 for a two-year period. Within the contract documents, there is an option to renew the bid annually for a third year with Year 2 pricing upon agreement between the vendor and the Town. This optional one-year extension will be from May 27, 2016 – October 11, 2016 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. 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.

K SCOTT Construction
(Company Name)

hereby agrees to an extension of the contract for the period through October 11, 2016.

Kenneth DiCicco
(Signature)

3-28-16
(Date)

Or

~~_____~~
(Company Name)

hereby declines an extension of the contract for the period through October 11, 2016.

~~_____~~
(Signature)

~~_____~~
(Date)

Sincerely,

Susan W. Gallagher

Susan W. Gallagher, MBA
Purchasing Manager

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 09

Amend No. _____

Date Prepared: March 31, 2016
Council Meeting Date: April 18, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager
FROM: Steve Wright, Director Parks and Recreation
SUBJECT: Approval of 2016 RI Philharmonic Concert Sponsorship

RECOMMENDATION:

That the Town Council approves the sponsorship agreement with Citizens Bank as per attached for the 2016 RI Philharmonic Concert Sponsorship.

SUMMARY:

For the 8th consecutive year the Parks Department has entered into preliminary agreement with Citizens Bank to help sponsor the RI Philharmonic Concert on the beach in the amount of \$10,000.00. This is the Town's premiere event of the season with thousands of people in attendance. This year the concert is scheduled for Friday July 8, 2016 with a rain date of Saturday July 9, 2016.

Funding for this event is being paid by Citizens Bank, parking fees after 5:00 pm, donations, VIP tickets sales and funding from the Beach Enterprise Fund, Contract Services Account # 0034-50202. (In Fiscal Year 2016/2017)

ATTACHMENTS:

1. 2016 Premier Sponsorship Contract with Citizen's Bank



DEPARTMENT OF PARKS & RECREATION

Town of Narragansett, Rhode Island

170 Clarke Road, Narragansett, RI 02882

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

Citizens Bank
One Citizens Plaza
Providence, RI 02903

Rebecca Knapp LeBlanc
Assistant Vice President,
Sponsorships Manager Citizens Bank
401-282-3608

2016 - 40th Annual Philharmonic concert on the beach will be held on **Friday, July 8th 2016** - with a rain date of **Saturday, July 9th 2016**. The Narragansett Parks & Recreation Department will provide the following package of amenities to Citizens Bank as our Platinum Sponsor.

2016 Platinum Sponsorship

\$10,000.

- 70 tickets to the private VIP cocktail & dinner party
- 7 private tables in the VIP area to enjoy the concert
- 15 reserved parking spaces in the North Beach Clubhouse parking lot with printed passes
- 60 reserved parking spaces in the North lot (if the attendees arrive before 6:00pm)
- Opportunity to pass out promotional material at the event to the general public (items to be approved)
- Citizens signage on speaker towers, clubhouse deck, parking lot fence (signage to be approved)
- Listed as title sponsor in the pre & post press releases with local media
- Listed as title sponsor on all promotional material created for the event
- Ability to decorate the 7 private tables in the VIP area with Citizens Bank Promo Material
- A representative from Citizens Bank will be able to speak to the crowd during the introductions
- Exclusivity as Financial Institution sponsor

*The Narragansett Parks & Recreation Dept. will need to pre-approve all items being handed out to the public and all signage to be hung on Town property.

Rebecca Knapp LeBlanc
Citizens Bank

Steve Wright
Parks and Recreation

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 10

Amend No. _____

Date Prepared: March 24, 2016
Council Meeting Date: April 18, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager
FROM: Steve Wright, Director Parks and Recreation
PREPARED BY: Susan W. Gallagher, Purchasing Manager
SUBJECT: Contract Agreement for the 2016 RI Philharmonic Orchestra

RECOMMENDATION:

That the Town Council approves the 2016 contract agreement for the 40th annual concert on the Beach with the R.I. Philharmonic Orchestra in the amount of \$21,300.00 and authorizes the Acting Town Manager to sign the contract after review by the Town Solicitor.

SUMMARY:

This agreement will enable the Town to provide its residents and visitors with the 40th annual concert on the Beach on Friday July 8, 2016 (rain date is Saturday July 9, 2016). This event with sponsorship assistance from Citizens Bank along with private donations continues to be the signature summer event at the Town Beach. The Orchestra has requested once again to work with the sound company "Bill Bracket Theatrical Productions, LLC" for this concert.

Town Solicitor Dawson Hodgson has reviewed and approved this contract and has concluded that it conforms to State and Federal laws.

Funding is available in the Beach Enterprise Fund Operating Account #0034 50202, Contract Services (In Fiscal Year 2016/2017).

ATTACHMENTS:

1. RI Philharmonic Contract; dated February 11, 2016.

CONTRACT

AGREEMENT, as follows, is made on February 11, 2016, by and between the RHODE ISLAND PHILHARMONIC ORCHESTRA ("RIPO") and TOWN OF NARRAGANSETT, ("SPONSOR"). Rhode Island Philharmonic will perform the following services:

<u>SERVICE</u>	<u>DAY/DATE</u>	<u>TIME</u>	<u>LOCATION</u>
PERFORMANCE	Friday, July 8, 2016	8:00 p.m.	Narragansett Beach
RAIN DATE	Saturday, July 9, 2016	8:00 p.m.	Narragansett Beach
COMPENSATION	Twenty One Thousand Three Hundred Dollars (\$21,300) Payable at scheduled performance time.		

1. **CONCERT DESCRIPTION:** The concert program duration will be roughly one hour and fifty minutes including a fifteen-minute intermission. The program consists of (but is not limited to) light classics, pops and patriotic favorites.
2. **OVERTIME:** Overtime is defined as concert duration in excess of two and one half hours from the scheduled starting time. Should overtime occur due to postponement outside the control of RIPO, overtime at the rate of Two Thousand Five Hundred Dollars (\$2,500) per half-hour segment, or fraction thereof, will be charged to SPONSOR.
3. **INCLEMENT WEATHER:** RIPO shall not be obliged to perform if RIPO determines that the weather is too inclement to begin or continue the concert. RIPO will consult with SPONSOR approximately twelve hours before the scheduled performance time if needed, and a decision to utilize the rain date or move the concert inside will be made at least six hours before the scheduled performance time.
4. SPONSOR agrees to furnish at his own expense:
 - a. a suitable performance facility or site,
 - b. clean and well-stocked restroom facilities nearby,
 - c. a 40' x 40' stage with a roof covering the entire stage,
 - d. Full concert lighting and a sound system (with a sound engineer) provided by mutually agreeable sources.
 - e. Two (2) stagehands available at least two hours prior to concert time to unload the equipment truck(s) and to set up the stage, and available after the concert to strike the stage and re-load the truck.
 - f. 60 straight-back, armless chairs for the musicians, as well as tables for instrument cases and security for same.
5. SPONSOR will provide the following hospitality for 65 people between the rehearsal and the performance: deli-style platter or sandwiches; veggies and dip or salad; chips; cookies and/or pastries; assorted soft drinks and juices; bottled water; coffee; and tea.
6. RIPO will provide musicians, conductor, music, music stands, percussion equipment and a stage manager who shall be considered in charge of setup and takedown.
7. SPONSOR will pay to RIPO's duly authorized representative the COMPENSATION in the amount and according to the schedule described above. RIPO is under no obligation to perform if payment is not forthcoming as described, and SPONSOR is liable to RIPO for the full amount due.
8. Except as outlined above, neither Sponsor nor RIPO shall be under any liability for failure to appear or perform in the event that such failure is caused by or due to physical disability, acts or regulations of public authorities, labor difficulties, civil tumult, strike, epidemic, interruption or delay of transportation service or any other cause beyond the control of RIPO.
9. No radio or recording apparatus or transmitting device shall be used during the concert without the written consent of RIPO.

RHODE ISLAND PHILHARMONIC



David Gasper, Director of Operations

date

RHODE ISLAND PHILHARMONIC

INVOICE to Town of Narragansett

July 8, 2016

July 8, 2016 concert in Narragansett

\$ 21,300.00

Please remit to: Rhode Island Philharmonic
667 Waterman Avenue
East Providence, Rhode Island 02914

Attn: David Gasper

A handwritten signature in black ink, appearing to read 'DNG', with a long horizontal line extending to the right from the end of the signature.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 11

Amend No. _____

Date Prepared: March 24, 2016
Council Meeting Date: April 18, 2016

TO: Jeff Ceasrine, P.E., Acting Town Manager
FROM: Steve Wright, Director Parks and Recreation
PREPARED BY: Susan W. Gallagher, Purchasing Manager
SUBJECT: Contract Agreement for Production Support Services for the 2016 RI Philharmonic Orchestra Concert

RECOMMENDATION:

That the Town Council approves the 2016 contract agreement for production support services with Bill Brackett Theatrical Productions, LLC for the 40th annual concert on the Beach, in the amount of \$11,000.00 and authorizes the Acting Town Manager to sign the contract after review by the Town Solicitor.

SUMMARY:

This agreement is for the production support services for the RI Philharmonic Orchestra (RIPO) concert on the Beach on Friday July 8, 2016 (rain date is Saturday July 9, 2016). The Orchestra has requested in writing to work with Bill Brackett Theatrical Productions, LLC as the sound company since the 2013 season. In the event of rain there are no additional charges if the decision is made prior to the start of the set-up of equipment. If the equipment is already set up and the date is postponed to the following day, an additional \$1,000.00 will be charged.

Liability Insurance naming the Town of Narragansett as additionally insured will be provided by Bill Brackett Theatrical Productions, LLC prior to the concert. Town Solicitor Dawson Hodgson has reviewed and approved this contract and has concluded that it conforms to State and Federal laws.

Funding is available in the Beach Enterprise Fund Operating Account #0034 50202, Contract Services (In Fiscal Year 2016/2017).

ATTACHMENTS:

1. Contract from Bill Brackett Theatrical Productions, LLC, dated February 29, 2016.

Bill Brackett Theatrical Productions, LLC

76 Wood Cove Drive
Coventry, RI 02816

office - 401.822.0965
cell - 401-486-7051
billtd_49@verizon.net

Steven Wright, Director
Department of Parks and Recreation
Town of Narragansett
170 Clarke Road
Narragansett, RI 02882
February 29, 2016

Dear Steve,

We propose to provide technical production of the Rhode Island Philharmonic Orchestra's performance in Narragansett, RI on July 8, 2016 with a rain date Of July 9, 2016.

Scope of Services:

- Professional sound system consisting of loudspeakers, consoles, processing equipment, microphones, stands and cables.
- 3 - Audio Engineers
- Lighting fixtures and dimmers to illuminate the orchestra.
- 2 - Lighting technicians
- Stage crew to load in, set up and breakdown all equipment furnished
- Generator, switch gear and generator technician.

Sub-contractors:

Bill Brackett Theatrical Productions will engage the services of the following sub-contractors:

For sound equipment and engineering – Sound Associates, Inc of Yonkers NY

For lighting, generators and general stage labor – High Output, Inc of Providence RI.

Rain date considerations:

In the event of rain there will be no additional charges to move the date to the rain date provided the decision is made prior to the start of the set up of equipment. If the equipment is set up and the date is postponed to the following date and additional fee of 10% (\$1000.00) will be charged.

Fee:

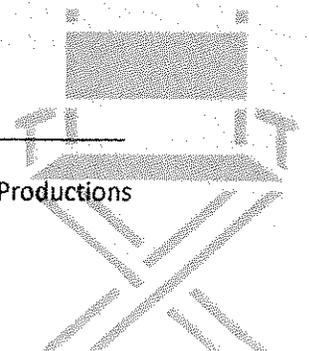
Our total fee for all services, including fees to sub-contractors is \$11,000.00 (eleven thousand dollars).

Fee is due on day of the event.

If these terms are agreeable please sign below. We are looking forward to working with you.

For the Town of Narragansett

For Bill Brackett Theatrical Productions



**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 12

Amend No. _____

Date Prepared: April 1, 2016

Council Meeting Date: April 18, 2016

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

FROM: Steve Wright, Director Parks and Recreation

SUBJECT: St. Thomas More Parish Prayer Service at Gazebo Park

RECOMMENDATION:

That the Town Council approves the request from St. Thomas More Parish for a prayer service followed by a gathering around a fire pit at Gazebo Park on Tuesday June 21, 2016 from 7:00 pm to 11:00 pm. Subject to state and local regulations.

SUMMARY:

St. Thomas More Parish is requesting to conduct a prayer service and gathering around a fire pit at Gazebo Park if weather conditions warrant on Tuesday June 21, 2016. The fire ring will be 30 inches in diameter and installed in a controlled setting. It will be lit only under strict weather restrictions and under the control of a Fire Department employee. The Fire Marshall has inspected the site and approved this event with final approval for weather conditions on the day of the event.

ATTACHMENTS:

1. Application for Special Use



Narragansett Parks & Recreation

170 Clark Road
Narragansett, RI 02882
401-782-0658

Organization (If applicable): St Thomas More Parish

Contact Person: Anne Marie Silveira Phone: 742-5242 Fax: _____

Email: bonnet244@yahoo.com Date of Birth: 5/4/54

Address: 50 Camden Rd Town: Narr Zip: 02882

Time requested must include preparation and cleanup. Facility request is not approved until you receive signed confirmation from the Parks and Recreation Department.

Event: Fire Pit at Gazebo Number of Participants: 100

Dates: June 21, 2016 Start Time: 7:00 End Time: 11:00

Please give a brief description of your event (Please attach further documentation if needed):
Fr Taylor will have a prayer service; following will be a fire pit w/ a fireman on site

Requested Facility(s)	
<input type="checkbox"/> Big Sprague	<input type="checkbox"/> Tennis Building
<input type="checkbox"/> Clarke Road	<input type="checkbox"/> Christofaro Park
<input type="checkbox"/> Little Sprague	<input type="checkbox"/> George C
<input type="checkbox"/> Boon Street	<input type="checkbox"/> Town Beach
<input type="checkbox"/> Eastwood Look	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> Lights will be needed at the facility I am requesting	

Area(s) Requested	
<input type="checkbox"/> Baseball Field	<input type="checkbox"/> Basketball Court
<input type="checkbox"/> Lower Soccer Field	<input type="checkbox"/> Tennis Court
<input type="checkbox"/> Upper Soccer Field	<input type="checkbox"/> Playground Area

Participation Waiver

In consideration of the use of a Narragansett Parks and Recreation Facility, I hereby waive, release and discharge any and all claims for damages for death, personal injury, or property damage which I may have, or which hereafter accrue to me as a result of my use of the reserved facility. This release is intended to discharge in advance the Town of Narragansett, and all of its officers, agents and employees from and against any and all liability arising out of or connected with the use of said facility. It is understood by my signature below that I have agreed that this waiver, release and assumption of risk is to be binding on my heirs, personal representatives, next of kin, spouse and assigns. The signature below indicates the requesting group or individual it is in agreement with all Narragansett Parks and Recreation facility use procedures and the participation waiver.

Note: Permit may be revoked at any given time by this department

In consideration of the issuance of this permit, the above agrees to pay for any and all damages that may be incurred in connection with use of same.

Fee Due: N/A

Signature: Anne Marie Silveira Date: 3/30/16

Director's Signature: _____ Date: 4/1/16

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 13

Amend No. _____

Date Prepared: April 5, 2016

Council Meeting Date: April 18, 2016

TO: Jeff Ceasrine, Acting Town Manager

FROM: Scott Partington, Fire Chief

SUBJECT: Multi-Community Shelter Plan Agreement

RECOMMENDATION:

That the Town Council approves the Multi-Community Shelter Plan Agreement with the Towns of South Kingstown, North Kingstown, Red Cross and the Town of Narragansett, and a motion to authorize the Acting Town Manager to sign said agreement.

SUMMARY:

This Multi-Community Shelter Plan Agreement between the Town of Narragansett and the Town of North Kingstown, Town of South Kingstown and the RI Red Cross is a shared sheltering plan. The communities would consolidate resources and share the cost of staffing and the sharing of community volunteers in conjunction with support from the RI Red Cross.

This sheltering would be utilized in the event of large events/storms; such as hurricanes, blizzards etc., where the impact would be geographically significant.

ATTACHMENTS:

1. Multi-Community Shelter Coordination Plan.

Multi-Community Shelter Coordination Plan

Participating Agencies:



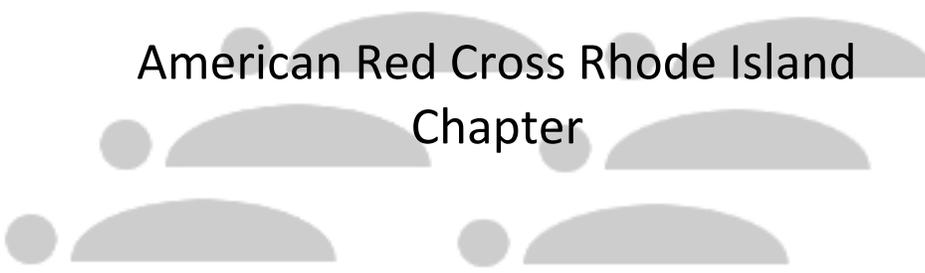
Town of South Kingstown



Town of Narragansett



Town of North Kingstown



American Red Cross Rhode Island
Chapter

Last Amended March 2016

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I. Introduction

Many disasters and emergency situations cause Rhode Island residents to seek shelter. Local municipalities execute sheltering activities in coordination and with the assistance of other organizations and agencies. Disasters that affect multiple municipalities have the potential to cause a great need for sheltering.

Local and state government, nonprofit organizations and other partners have determined that there is a need to more closely coordinate sheltering resources. Upon review of the human and material resources available during a large-scale disaster, the historical data regarding those who seek shelter in New England, and the duplication of resources that occurs when opening shelters in each jurisdiction, it was determined that collaboration between municipalities would improve the efficiency of local emergency sheltering activities. Coordination will improve the services available to residents in shelters and increase the capacity to sustain sheltering operations that may last for an extended period of time.

The ***Municipalities Sheltering Coordination Plan***, developed with input from local and state government agencies, as well as non-government agencies who are stakeholders in sheltering, has been developed to improve coordination and combine resources needed to build capacity and to provide the best possible service to local residents in the most efficient manner.

A. Purpose

This plan outlines the operational concepts, responsibilities, procedures, and organizational arrangements necessary to support municipalities sheltering for the participating agencies of South Kingstown, Narragansett, and North Kingstown for Regional activations, and RIEMA. It is designed to provide a stand-alone guideline and serve as a support annex to supplement the overarching procedures and responsibilities outlined in the ***Local Municipal Emergency Operations Plan*** (EOP) and provide best practice through the use of Mass Care Sheltering-specific guidelines available from various resources.

B. Situation

A disaster occurs or threatens Rhode Island that creates the potential for a significant amount of persons to seek shelter in the local municipalities under this agreement. The disaster may affect participating municipalities with anticipated need for sheltering in all municipalities participating in this agreement. Emergency Managers in each municipality are expected to coordinate efforts in multiple areas, including Mass Care Sheltering of residents who are dependent on items, such as power to provide life-sustaining needs, or are located in evacuation/unsafe locations.

C. Assumptions

1. Local municipal leaders or the Governor has declared a State of Emergency affecting the participating jurisdictions.
2. Local Emergency Operation Centers have been activated.
3. Participating municipalities will agree to share resources across jurisdictions to support sheltering operations (i.e. mutual aid plans for police, EMS, and other support services).
4. Pre-determined facilities will be available for sheltering, have a functional generator, and be ADA compliant
5. Shelter facilities have been surveyed by the Red Cross and/or municipal officials prior to an event and found suitable for use as a municipal shelter
6. Preparedness Messaging has been put into place to alert residents to the locations of municipalities and/or local shelters.
7. Emergency Managers in each community will alert residents as they see fit.
8. In this document the term municipalities will refer to South Kingstown, Narragansett, North Kingstown and other partners as designated in the plan.

II. Concept of Operations

A. General

1. Upon the determination that an event is expected to affect the participating municipalities, with an anticipated need to shelter residents in participating municipalities, the local emergency managers will coordinate with the American Red Cross and participating municipalities in impacted areas to assess the need to open municipal shelters based on any or all of the triggers defined below.

Triggers to Activate Shelter Coordination Plan

- Anticipation of a large-scale catastrophic event such as a hurricane.
 - Events that affect two participating municipalities, or where local resources are expected to be insufficient to meet the need.
 - Events affecting more than one municipality where a significant sheltering need is anticipated.
 - When impacted municipalities and responding agencies determine that if the needs for response can be best met by consolidating resources.
2. Municipal shelters should be considered based on pre-designated locations (See Attachment 2). Designated municipal personnel will coordinate with impacted municipalities to monitor and adjust municipalities-wide shelter capacity and locations based on one or more of the following:
 - ❖ Number of residents seeking shelter for the event vs. capacity of the designated shelters.
 - ❖ Post-disaster impact and proximity of those most affected.
 - ❖ Change of status of the predetermined shelter (i.e. safety of the shelter).
 3. Each municipality may open their own Locally-Initiated Overnight Shelters (LIOS) as

South Kingstown-Narragansett-North Kingstown Multi-Community Shelter Agreement

needed, or in consultation with participating municipalities, elect to enact a Locally-Initiated Multi-Community Shelter (LIMS) plan. Should participating municipalities decide to enact the LIMS protocol, it is assumed American Red Cross will support all LIMS shelters and participating municipalities will make effort to provide American Red Cross additional paid or volunteer staff to manage each facility. ***[Note- Should municipalities choose not to enact the LIMS protocol and open their own separate LIOS, American Red Cross based upon available resources may or may not be able to support each municipalities' sheltering needs]*** Staff for the shelter will be made up of American Red Cross paid and volunteer staff, ARC-RI - trained municipal volunteers and/or staff, municipality and local partners, state agency partners with specific responsibilities (i.e. mental health) or other shelter trained partners. Host municipalities will provide a liaison to assist ARC-RI with local EOC communication and to address municipality related challenges. Participating municipalities are urged to have sufficient personnel available should staffing by the American Red Cross be inadequate to meet the needs of the shelter.

4. All impacted municipalities will coordinate police, EMS, and other municipal resources to support municipal shelters within South Kingstown, Narragansett, and North Kingstown. RIEMA will be contacted to support municipal requests and coordinate resources if necessary.
5. All municipal shelters must be open to everyone and must include all of the following:
 - a) Meet ARC operational standards
 - b) Meet ADA guidelines
 - c) Have generator capability (Preferably generators will power areas of the shelter open to residents and outlets that can be used to power equipment for those on electrically dependent assistive devices)
 - d) Allow service animals
 - e) Provide assistance based on FEMA Functional Needs Support Services (FNSS) Guidance
6. Participating municipalities will coordinate with residents who do not have any means of transportation to provide transport to the Municipal shelters. Each participating community should have a dedicated transportation means that can be utilized on a rotating basis. For example, each town would provide a senior bus with driver for an assigned shift.
7. Feeding support to participating Mass Care Shelters shall be coordinated through designated personnel from each jurisdiction. Should LIMS activation occur this may be coordinated by American Red Cross, based on ARC-RI Standard Operating Procedures. It is recommended that each participating municipality be prepared to support food service operations at the shelter.
8. During statewide shelter protocol activation, the participating municipalities will coordinate with Emergency Support Function 8 (ESF 8) to address the public health, medical and behavioral health needs of individuals in the shelters. Through ESF 8, participating

municipalities can request from RI-Emergency Management (RIEMA) that RI DMAT/MRC provide medical personnel to shelters, such as nurses, as they will for DMAT/MRC/FAST team medical providers. Participating municipalities may request material and human resources to address the functional and access needs of individuals in the shelters, as needed.

9. Participating municipal resources will be used to coordinate animal sheltering activities. The South Kingstown Animal shelter at 132 Asa Pond Road South Kingstown has been designated as the area's pet sheltering facility.

Triggers for Transitioning of Municipal Shelters:

The closing or transitioning of municipal shelters affects multiple municipalities. To ensure that needs of municipalities are met:

- The Shelter Manager and/or designee will contact the **participating municipalities' designee** with the desire to close a shelter when all of the following conditions have been met:
 - a) It is anticipated that the shelter population will decrease substantially.
 - b) Plans are in place for current residents to have somewhere to go.
 - c) No immediate hazard that will potentially cause a greater need for residents in the impacted area to seek shelter.
- The **participating municipalities' designee** will gather essential elements of information in order to determine the status of emergency needs in surrounding municipalities, the anticipated need for sheltering in surrounding municipalities, and any situations that may prohibit the closing of the municipal shelter.
- Once all participating municipalities have been contacted, and in coordination with supporting entities, the **participating municipalities' designee** will determine that the shelter will close.
- Notification of shelter closings should be made with enough notice for the partners, general public, and shelter residents to effectively plan for their recovery. Participating **municipalities' designee** will aim to provide sufficient notice when closing a shelter.

10. Participating municipalities may decide to open shelters and or evacuation centers separate and apart from those outlined in this Multi-Community Shelter Coordination plan or the State of RI Shelter and Coordination Plan-2015; however, LIMS and State Supported Multi-Community Shelters (SSMS) will have priority for ARC and State of Rhode Island resources. These resources will ONLY be provided to support local municipality sheltering efforts once resources are determined not to be needed in support of Multi-Community Shelters and if municipalities agree to follow shelter guidelines established above. Should a participating municipality need to open a shelter for reasons unique to that municipality, partners shall be contacted if sheltering supplies are needed or utilized.

B. Organization

1. The sheltering plan shall be coordinated by **participating municipalities'** with representatives of each jurisdiction for the purposes of preparedness and response activities. Municipal shelters are predetermined based on that committee, the presence of bridges, and other potential impediments for residents to seek shelter.
2. All participating municipalities are responsible for providing coordination and support of the full scope of activities specific to sheltering and feeding.
3. ARC-RI will set up a headquarters (ARC-RI HQ) to support ARC operations. Shelter and feeding support will be established at ARC-RI HQ to assist in coordination of shelter activities.
4. Shelter managers will seek guidance, provide shelter counts at pre-established intervals or as requested, and seek material and human resources by contacting the participating **municipalities' designee, who** will be responsible for reporting and coordinating with supporting entities. Shelter Managers are also responsible for maintaining communications with the participating **municipalities' designee** and ensuring that local emergency managers are kept apprised of potential shelter issues that may affect their municipality.

C. Notifications

Notifications will be conducted in accordance with the procedures outlined in the **participating municipalities' EOP**. Communications methods will be further defined in the communications section of the Incident Action Plan and the redundant sources established with the EOC Operations.

D. Actions

Participating municipalities', agencies, and non-profit organizations will work together to coordinate sheltering activities in preparedness, response, recovery, and mitigation.

1. Preparedness

- a) Maintain Sheltering Coordination Plan and implement coordinating procedures through periodic engagements with stakeholders in planning, training, exercises, and after action review.
- b) Identify areas of improvement and execute revision to plans and procedures.
- c) Maintain a list of municipal assets and identify gaps and shortfalls.
- d) Build human and material resource capacity within government and nonprofit agencies to support and respond to municipalities sheltering needs.
- e) Work with municipality leaders to develop an understanding for the need for coordination.

- f) Maintain agreements with all stakeholders.
- g) Work with residents to build awareness around municipalities sheltering and self-preparedness.

2. Response

- a) Activate the plan and related components based on conference call and other triggers outlined in the Concept of Operations portion of this plan.
- b) Coordinate within municipalities to provide sheltering for all impacted persons that require a shelter.
- c) Provide Functional Needs Support Services based on FEMA Guidance.
- d) Ensure at least 2 meals per day are provided in all municipal shelters. Snacks and drinking water should also be provided for use in shelters.
- e) Coordinate opening, closing or transition of municipal shelters to provide support and meet the needs of all impacted municipalities.

3. Recovery

- a) In an effort to facilitate the shelter residents' return home, assist in assessing whether the homes of people sheltering in the municipalities shelter(s) are habitable.
- b) Provide case management through established agencies as necessary to facilitate client recovery.
- c) Work with RIEMA and other agencies to facilitate transition to transitional sheltering through available Federal, State and non-governmental disaster assistance programs.

4. Mitigation

- a) Determine priority needs and roles in each municipality prior to an event through outreach to lead agency and municipalities emphasizing the importance of collaboration in pre-disaster planning.
- b) Develop media and public education campaigns that encourage the public to undertake preparedness activities in their homes.
- c) Develop standardized public education and media messaging to use before, during, and after disaster events.
- d) Provide public notification in conjunction with all agencies as early as possible prior to event so that residents and visitors can make alternate plans for sheltering.

III. Responsibilities

Rhode Island Emergency Management Agency

- a) Coordinate activities in accordance with ESF-6 policies and procedures.
- b) Support **municipalities'** sheltering operations with ARC-RI, ESF 6 partners and municipal officials.
- c) Coordinate and facilitate human and material resources between

South Kingstown-Narragansett-North Kingstown Multi-Community Shelter Agreement

municipalities.

- d) Acquire State and Federal assets as needed to support **municipalities'** operations.
- e) Support ARC-RI and other volunteer agencies to recruit and maintain volunteers to support **municipalities'** sheltering effort.
- f) Work with municipality leaders to understand responsibilities with regard to hosting a municipal shelter.

American Red Cross

- a) Build capacity by increasing resources needed for **municipality's** shelters.
- b) Maintain and coordinate distribution of ARC-RI resources to Shelters.
- c) Manage **municipalities'** shelters by appointing a Shelter Manager that reports into ARC-RI HQ at each site.
- d) Coordinate feeding to municipalities shelters.
- e) Provide volunteers to staff shelters.
- f) Work with municipality leaders to understand responsibilities with regard to hosting **a municipality's** shelter.
- g) Open an ARC Headquarters to facilitate support to sheltering and feeding operations.
- h) Provide a liaison to the state EOC for ESF-6 activities.
- i) Partake in the process of determining the closing and opening of ARC-RI shelters.
- j) Provide information on shelter counts, opening and closings and other essential elements of information.
- k) Report numbers on Web EOC and in the National Shelter System.
- l) Coordinate communication operations between shelters and with the State Emergency Operation Center.
- m) Assist with decision-making in the opening, closing and transition of municipal shelters.

Participating Municipalities

- a) Open shelter as determined by participating municipalities.
- b) Maintain operation of shelter to ensure closing only after all **municipalities'** sheltering needs are met.
- c) Provide police, EMS, and other support services necessary throughout all hours of shelter operations
- d) Facilitate distribution of 800 MHZ Radios and other communication devices to shelter managers as necessary
- e) Work with municipality leaders to understand responsibilities with regard to hosting a municipal shelter.
- f) Ensure that the integrity of facility generator remains in place which includes a plan for routine generator testing.
- g) Work to recruit and maintain volunteers to support the **municipalities'** sheltering effort.

- h) Provide volunteers to staff shelters
- i) Assist with decision-making regarding opening, closing and transition of municipal shelters.
- j) Provide a liaison from each participating municipality to assist with access issues, local communication, etc.
- k) Maintain plan for sheltering pets at regional pet shelter, and for service animals that must remain with owners.
- l) Coordinate transportation of residents who do not have any means of transportation to and from the municipal shelters as the shelter opens and closes.
- m) Work with community leaders to better understand municipalities sheltering concepts.
- n) Maintain facilities that can be utilized as back-up and overflow shelters as needed.
- o) Maintain plan for sheltering pets per Federal policy.

IV. Financial Management

Financial Management of municipal shelters will be handled through generally accepted practices as directed by municipal guidelines. All agencies/departments will maintain records of any costs associated with the incident following activation. Voluntary agencies should maintain documentation of expenses incurred in any disaster relief activities.



V. Authorities and References

- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §§ 5121-5206, as amended.
- Federal Disaster Assistance, 44 C.F.R. pt. 206.
- The Homeland Security Act of 2002, 6 U.S.C. §§ 101-557, as amended.
- Post-Katrina Emergency Management Reform Act of 2006
- Title VI of the Department of Homeland Security Appropriations Act, 2007, Pub. L. 109-295, 120 Stat.1355 (2006)
- Title VIII of the Civil Rights Act of 1968 (“Fair Housing Act”), as amended, 42 U.S.C. §§ 3601-3631.
- Discriminatory Conduct Under the Fair Housing Act, 24 C.F.R. pt. 100
- The Architectural Barriers Act of 1968, as amended, 42 U.S.C. §§ 4151-4157. Construction and Alteration of Public Buildings, 41 C.F.R. pt. 101-19.
- Homeland Security Presidential Directive 5
- Homeland Security Presidential Directive 8: National Preparedness
- Pets Evacuation and Transportation Standards Act of 2006
- Public Health Service Act, as amended
- Social Security Act of 1935, as amended
- Americans With Disabilities Act of 1990
- The Congressional Charter of 1905, 36 U.S.C. §§ 300101-300111 (2007), establishes the American Red Cross and its chapters as a corporation responsible for maintaining a system of domestic and international relief
- R.I.G.L. Chapter 30-15, Rhode Island Emergency Management Act
- R.I.G.L. 42-12-1
- Rhode Island Executive Order 34
- Rhode Island State Shelter and Coordination Plan-2015
- Rhode Island State Emergency Operations Plan ESF #5, Emergency Management
- Rhode Island State Emergency Operations Plan ESF #8, Public Health and Medical Services
- Rhode Island State Emergency Operations Plan ESF #11, Agriculture and Natural Resources
- Rhode Island State Emergency Operations Plan ESF #15 External Affairs

Glossary

Agency – A division of government with a specific function offering a particular kind of assistance. In the Incident Command System, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Governmental organizations are most often in charge of an incident, though in certain circumstances private-sector organizations may be included. Additionally, nongovernmental organizations may be included to provide support.

Americans with Disabilities Act (ADA) – A law enacted by the U.S. Congress in 1990 and later amended in 2008. It is a wide-ranging civil rights law that prohibits discrimination based on disability. A shelter facility is ADA compliant will have met strict standards identified in the ADA to ensure physical, communication, and programmatic accessibility for individuals with disabilities.

American Red Cross (ARC) – The ARC is a nongovernmental organization (NGO) that provides mass care and shelter support during emergencies.

Comprehensive Emergency Management Plan (CEMP) – An ongoing plan for responding to a wide variety of potential hazards.

Concept of Coordination – A system of coordination from the perspective of the stakeholder or stakeholders that will use that system; a means to communicate system characteristics.

Consumable Medical Supplies (CMS) – Generally non-prescribed, non-durable, and/or disposable, single-use medical supplies that are most beneficial to persons with a disability, illness, injury or functional need to maintain their level of independence.

Disaster Medical Assistance Team (DMAT) – A 501(c) (3) surge capacity team of licensed medical volunteers who respond to medical needs in times of disaster. Demobilization of this facility takes place once the hazard has been removed and the Regional Shelter can be accessed and utilized.

Disaster Survivor – Any person that was affected by an emergency/disaster.

Durable Medical Equipment (DME) – Multiuse medical equipment for the benefit of a person who has an illness, injury, disability or functional need to maintain their level of independence.

Emergency – Any incident, whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Management Assistance Compact (EMAC) – A congressionally ratified

organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster-affected State can request and receive assistance from other member States quickly and efficiently, resolving two key issues up front: liability and reimbursement.

Emergency Operations Center (EOC) – The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, medical services), by jurisdiction (e.g., Federal, State, regional, tribal, city, county), or by some combination thereof.

Emergency Public Information – Information that is disseminated primarily in anticipation of or during an emergency. In addition to providing situational information to the public, it frequently provides directive actions required to be taken by the general public. The Joint Information Center (JIC) Plan and RIEMA External Affairs SOP include the communications plan for notifying the public before, during, and after an emergency.

Evacuation – The organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Evacuation Center – A designated location where the public can go when an evacuation order has been declared.

Functional Assessment Support Team (FAST) – The purpose of the FAST is to provide staff to conduct assessments of people with access and functional needs whose needs cannot be met by the shelter residents' service providers (e.g. home healthcare agencies, oxygen providers). This assessment will evaluate the needs of individuals, including behavioral health needs, and determine whether they can be supported within the general population shelter.

Functional Needs Support Services (FNSS) – Functional Needs Support Services is a FEMA term. FNSS are services that enable individuals to maintain their independence in a general population shelter. FNSS includes: reasonable modification to policies, practices, and procedures; durable medical equipment (DME); consumable medical supplies (CMS); personal assistance services (PAS); other goods and services as needed.

- Individuals requiring FNSS may have physical, sensory, mental health, and cognitive and/or intellectual disabilities affecting their ability to function independently without assistance.
- Others who may benefit from FNSS include women in the late stages of pregnancy, seniors, and people who use bariatric equipment.

Hazard – Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Host Municipality – The municipality where the Locally-Initiated Multi-Community Shelter (LIMS) is located

Host Municipality Liaison – a dedicated individual(s) identified to be a point of contact for visiting municipalities and ARC to assist with access issues, communications, logistics and etc.

Impacted Municipality – a municipality that has experienced physical, psychological, and/or economic ramifications as a result of a disaster.

Incident – An occurrence, natural or manmade, that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Commander (IC) – The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Jurisdiction – A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., Federal, State, tribal, local boundary lines) or functional (e.g., law enforcement, public health).

Long-term Sheltering – Any sheltering activities expanding past 72 hours.

Medical Reserve Corps (MRC) - MRC consists of medical and non-medical volunteers who contribute and provide support to local health initiatives.

Mitigation – Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

Municipalities – A geographic area established along current Local Emergency Planning Committee (LEPC) lines that serves to facilitate resource sharing and efficiency in shelter operations.

Mutual Aid Agreement or Assistance Agreement – Written or oral agreement between and among agencies/organizations and/or jurisdictions that provides a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.

National Incident Management System – A set of principles that provides a systematic, proactive approach guiding government agencies at all levels, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from,

and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

National Response Framework – A guide to how the Nation conducts all-hazards response.

Pets Evacuation and Transportation Standards Act of 2006 (PETS) – Requires states seeking FEMA assistance to accommodate pets and service animals in their plans for evacuating residents facing disasters.

Preparedness – A continuous cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective action in an effort to ensure effective coordination during incident response. Within the National Incident Management System, preparedness focuses on the following elements: planning; procedures and protocols; training and exercises; personnel qualification and certification; and equipment certification.

Recovery – The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental, and public assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

Response – Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Service Animal – Any guide dog, signal dog, or other animal individually trained to assist an individual with a disability. A service animal's jobs include, but are not limited to:

- Guiding individuals with impaired vision
- Alerting individuals with impaired hearing
- Pulling a wheelchair
- Retrieving dropped items
- Alerting people of impending seizures
- Assisting people who have mobility disabilities with balance or stability

Shelter Manager – a dedicated individual(s) responsible for maintaining smooth shelter operations including communications and reporting. They have been trained by ARC-RI in all aspects of shelter operations.

Shelter Types:

- **Personal Care Sites (PCS):** These provide limited services such as warming/cooling assistance, limited food and water/snacks (including special dietary needs), functional needs support services (FNSS), and electricity or charging stations. PCS operations do **not** include overnight accommodations or dormitory services. The number of individuals using a PCS and the information gathered from these individuals helps local decision makers determine whether a local overnight shelter is needed.
- **Locally-Initiated Overnight Shelters (LIOS):** These provide full dietary, dormitory, and/or other FNSS for a single community.
- **Locally-Initiated Multi-Community Shelters (LIMS):** These provide full dietary, dormitory, and/or other FNSS for multiple communities. This occurs when several communities come together and provide shelter services for multiple communities. This can be accomplished through the use of MOU/memoranda of agreement (MOA) to form shelters that support multiple local communities and share costs/resources.
- **State Supported Multi-Community Shelters (SSMS):** These can serve multiple communities and are initiated at the request of local government(s) or when the State determines that additional sheltering capability is warranted. When initiated, the State leads the coordination effort for SSMS location, staffing, training and delivery of resources. SSMS can be supported by local, state and NGOs depending on the available requirements and resources and are designed to provide a large-scale sheltering solution when local resources are exceeded or are projected to be exhausted, and/or to meet expected demand. This method of shelter is intended to allow the State to insert flexibility and mobility to shelter based on demand and local needs. SSMS also allows the State to prioritize and maximize the use of limited resources (including staffing) during a large scale emergency. These shelters will provide dietary services, dormitory services, and FNSS. Pet services may be provided at separate facilities in accordance with PETS Act of 2006 and the **State's Animal Disaster/Animal Care Plan of 2014**.

Short-term Sheltering – Human sheltering for less than 72 hours.

Situation Report – Confirmed or verified information regarding the specific details relating to an incident.

Threat – Natural or manmade occurrence, individual, entity, or action that has or indicates the potential to harm life, information, operations, the environment, and/or property.

WebEOC – An on-line computer software tool that provides situational awareness during emergencies and facilitates a common operating picture throughout the event while serving as an information repository.

Annex A: Shelter Locations and Capacity

Appendix 1: Shelter Locations and Capacity

South Kingstown

Broad Rock Middle School 351 Broad Rock Rd. – Alternate Shelter
South Kingstown Senior High School 215 Columbia St. – Primary Shelter
High School 215 Columbia St.
Curtis Corner Middle School 301 Curtis Corner Rd.

Narragansett

Narragansett High School 245 South Pier Rd. – Primary Shelter
Narragansett Pier School 235 South Pier Rd. – Alternate Shelter

North Kingstown

North Kingstown High School 150 Fairway Dr. – Primary Shelter
Wickford Middle School 250 Tower Hill Rd. – Alternate shelter

Appendix 2: Pet Shelter Locations and Capacity

Pawtucket Animal Shelter	Slater Park, 401 Newport Avenue Pawtucket
Potter League for Animals	87 Oliphant Lane Middletown
South Kingstown Animal Shelter	132 Asa Pond Road South Kingstown
Westerly Animal Shelter	33 Larry Hirsch Lane Westerly

Shelter Plan Signature of Agreement

Town Manager, Town of South Kingstown

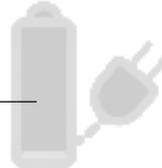
Date: _____



Town Manager, Town of Narragansett



Date: _____



Town Manager, Town of North Kingstown

Date: _____

CEO, American Red Cross Rhode Island Chapter

Date: _____

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 14

Amend No. _____

Date Prepared: April 5, 2016

Council Meeting Date: April 18, 2016

TO: Jeff Ceasrine, Acting Town Manager

FROM: Scott Partington, Fire Chief

SUBJECT: Red Cross MOU Renewal

RECOMMENDATION:

That the Town Council approves the MOU renewal agreement with the Red Cross and the Town of Narragansett, and to authorize the Acting Town Manager to sign said agreement.

SUMMARY:

This memorandum of understanding agreement between the Town of Narragansett and the Red Cross is required should we have to open our own local shelter affecting our immediate community.

ATTACHMENTS:

1. Red Cross Letter of Agreement.

Letter of Agreement
Between the
Town of Narragansett
and the
American Red Cross
Rhode Island Chapter

LETTER OF AGREEMENT

This is a **Letter of Agreement** between the **Town of Narragansett** and the **American Red Cross Rhode Island Chapter**.

I. PURPOSE

The purpose of this Letter of Agreement (LOA) is to provide for the cooperation, collaboration and coordination between the **Town of Narragansett** and the **American Red Cross Rhode Island Chapter** (hereinafter “**Red Cross**”) in carrying out their respective responsibilities in the event of a natural or man-made disaster.

II. DEFINITION OF A DISASTER

A disaster is defined as an occurrence such as those outlined below that causes human suffering and creates needs that the victims cannot meet without assistance. There are two classifications of emergencies with Mass Care Requirements:

1. **Local Emergency or Disaster**- a natural or technological disaster limited to one neighborhood or scattered neighborhoods where the effect on residents and property is not widespread, but necessitates the use of a limited number of facilities as shelter, and or centers.
2. **Statewide or Major Disaster**- a natural or technological disaster resulting in general widespread destruction of property, with the concurrent loss of private shelter (homes/apartment buildings, etc.) necessitating the opening of a number of pre-designated facilities to serve as Multijurisdictional shelters and/or centers.

Note: A situation caused by economic, political and social maladjustment, including the occupational risks of industry and agriculture, is not a “disaster” applicable to this Letter of Agreement; nor is the lack of housing, food, clothing, etc. due to personal crises including, but not limited to evictions, cut-off of utilities, landlord-tenant disputes, lack of proper building maintenance, indebtedness, and misconduct.

Types of Mass Care Facilities

“**Shelters**” are safe places intended to provide overnight lodging for individuals and families. A basic shelter should include: a place to sleep or rest; basic nutrition, including snacks, beverages, cold or hot meals; and sanitation facilities, including toilets, and if possible, showers. Basic first aid resources should also be available.

“**Centers**” are an alternative to overnight shelters that may serve any combination of needs such as warming center, cooling center, respite center, personal care center, etc. They may offer electricity, snacks, meals, information, showers, cellular phone and other electronic device charging stations, etc.

Shelters and centers can be co-located.

III. OVERVIEW OF RED CROSS DISASTER SERVICES

The American **Red Cross Rhode Island Chapter** is headquartered at 105 Gano Street in Providence, Rhode Island. The Chapter has a Senior Director of Emergency Services who is responsible for the Red Cross activities within their jurisdiction utilizing a large cadre of trained volunteers.

A. Authority and Legal Status

Federal, state and local laws require that the federal, state and local governments establish a system of mitigating, preparing for and responding to disasters.

The Chapter is a chartered unit of the American National Red Cross, an instrumentality of the United States Government, codified at 36 U.S.C., Section 1 et seq., under which it is charged to "...carry on a system of national and international relief in time of peace and apply the same in mitigating the sufferings caused by pestilence, famine, fire, floods, and other great national calamities, and to devise and carry on measures for preventing the same." The authority of the Red Cross to provide disaster services were reaffirmed in the *1974 Disaster Relief Act* (PL 93-288) and the *1988 Robert T. Stafford Disaster Relief and Emergency Assistance Act*. Red Cross responsibilities in a commercial aviation disaster are further defined in the *Aviation Disaster Family Assistance Act of 1996* (PL 104-264) and the *Federal Family Assistance Plan for Aviation Disasters* (April 1997).

The Chapter has the authority and responsibility for carrying out the purposes of the Red Cross, for delivering local Red Cross services, and for meeting other corporate obligations within its territorial jurisdiction.

B. Key Principles

1. Red Cross disaster assistance is provided to sustain human life, reduce harsh physical and emotional distress and promote recovery. It is based on the premise that those affected by disaster are ultimately responsible for their own recovery. It is provided in a uniform fashion using nationwide standards and does not routinely duplicate assistance and services provided by other agencies.
2. Red Cross disaster assistance is extended in an equitable and impartial manner, based on the need of each individual family, without regard to economic status or racial, religious, political, ethnic or other affiliation to both those affected by a disaster and, where appropriate, to emergency workers in the disaster-affected area.
3. Red Cross disaster assistance is free and is made possible by voluntary contributions of time, materials, blood and money. When appropriate, an immediate public information campaign and appeal for financial and/or other support will be initiated; however, no fee, repayment or reimbursement will be sought or accepted from any disaster victim.
4. In carrying out its responsibilities the Chapter may operate appropriate shelter facilities and arrange for mass feeding and other support. In doing so, it will pay related costs only when such activities are under the administrative control of, or authorized by, the Red Cross.
5. In disasters with company or owner liability implications, Red Cross emergency services may be extended on a mass care or individual/family basis if such help is not or cannot be provided immediately by the owner of the facility or mode of transportation involved (examples include transportation accidents, fire in a theater, or a HAZMAT incident).
6. When the Chapter requires assistance to meet the emergency needs of disaster victims, additional Red Cross resources will be made available from adjacent chapters or other Red Cross assets throughout the country. In such circumstances, management of the incident's Red Cross disaster response activities may be assumed by non-chapter personnel.

C. Disaster Services

During a disaster, our first priority is to ensure that people have a safe place to stay, food, and emergency supplies. The Red Cross works with government and community partners to open shelters where residents will find comfort with a hot meal, recovery information, and a place to rest. For emergency workers and people returning to their homes, the Red Cross mobilizes emergency response vehicles from which disaster workers distribute food, water, and essential clean-up items that might not be immediately available in the community.

Following a disaster, whether natural or human-made, the Red Cross may provide some or all of the following services:

1. **Mass Care:** Operation of temporary shelters and fixed/mobile feeding services; bulk distribution of relief supplies and commodities to disaster victims.
2. **Client Services:** Emergency assistance (clothing, food, medicines, personal care items, temporary shelter for less than five families, etc.) and recovery information to affected individuals and families; and referrals to government and/or non-governmental agencies.
3. **Disaster Health Services:** Provision of first-aid type health services in Red Cross facilities; arrangement of emergency and/or additional medical assistance to meet individual or family health needs.
4. **Disaster Mental Health Services:** Provision of disaster-related mental health services; collaboration with community mental health providers to ensure appropriate resources are available to meet the emergency and/or long-term emotional needs of affected individuals, families, and the community.
5. **Disaster Welfare Inquiry:** Initiation of and response to inquiries by/from immediate family members inside/outside the disaster area about the health and well-being of other family members; collection of information about such persons as it becomes available to facilitate reunification.
6. **Disaster Assessment:** Assessment of the size, scope and geographical boundaries of a disaster; determination of the level of damage to affected dwellings; development of statistical data related to the effects of the disaster and the demographics of the affected population. Red Cross workers must have access to affected areas. The Red Cross is primarily interested in residential damage only, either by house number or defined area. Disaster assessment for purposes of governmental reimbursements is the responsibility of the City or Town.
7. **Government Liaison:** Coordination of relief activities with federal, state and local authorities.
8. **Advocacy/Mitigation/Education:** Advocacy for effective federal, state and local government programs and legislation which mitigate disaster damage and loss of life and seek to meet the needs of disaster victims; community disaster mitigation, education and preparedness activities.
9. **Other disaster-related assistance** may be provided on a case-by-case basis, if deemed appropriate by the Chapter and in accordance with Red Cross policy. Assistance may also be provided in non-defined emergencies, especially those involving large numbers of people with evident human needs.

D. Limitations

1. The Red Cross is not responsible for the transportation of disaster victims or non-Red Cross emergency workers.
2. Red Cross shelters will not be used for people evacuating from hospitals, nursing homes or from other such situations where the individuals require skilled, ongoing medical attention. However, technical support may be provided, along with a shelter manager, if appropriate competent medical

support staff is available to adequately care for people in these situations and the Red Cross has available disaster staff.

3. Only bona-fide service animals will be allowed in Red Cross shelters. Pet owners must make their own arrangements for the care of their animals.
4. Red Cross services will not be provided in an area/facility unless qualified authorities have declared it safe from the effects of a particular disaster or causative agent.
5. Red Cross personnel will not engage in decontamination activities, nor accept responsibility for management of decontamination sites or reception centers. However, limited services, such as liaison, may be provided at reception centers. Anyone requesting access to Red Cross facilities must have undergone any necessary decontamination before being admitted.
6. Red Cross personnel will not provide estimates of the dollar impact of a disaster. Furthermore, the Red Cross is not responsible for Disaster Assessment for an event where a Presidential Declaration has been requested.

IV. SCOPE OF ACTIVITY

By law, local government has the responsibility to protect the health, welfare and safety of its residents when disasters occur.

The Red Cross is committed to working as *apartner* with the cities and towns in its service area to support this process. There are key elements to the partnership:

1. ***Assigned written agreement*** [known as the “Letter of Agreement”] between the Town and the Red Cross, which defines how the municipality and the Red Cross will work together in the event of a local and/or major disaster.
2. A completed ***Shelter Survey*** (Revised 8-15-11) of the facility(s) that are identified as possible shelters using the Red Cross Shelter Survey. Red Cross volunteers will do this at the invitation of the Town/City. Evaluate each facility for appropriateness as a ***HurricaneEvacuation Shelter*** using the Red Cross “Standards for Hurricane Evacuation Shelter Selection.” ARC 4496
3. Review, complete and sign a ***Shelter Agreement*** (Revised 12-07) between the legal owner of the prospective shelter facility and the Red Cross. Review all the terms and conditions with special attention to the feeding plan.
4. Red Cross representatives will be consulted by the appropriate municipal officials in emergency planning by the Town, invited to participate in exercises in support of this planning, and invited to attend Emergency Planning Committee meetings.
5. The Red Cross will be provided with a controlled copy of the Town’s Emergency Operations Plan [EOP] or its equivalent.
6. The Town will use its best efforts to recruit town residents, employees and CERT members who would be trained by the Red Cross to provide certain Red Cross services in their town when needed.
7. The Town will sign a Regional Shelter Letter of Agreement between Red Cross and participating towns.

In the event of a catastrophic situation, such as a transportation accident, chemical spill, etc., requiring mass sheltering and feeding, the Red Cross can administer these functions subject to prior notification and agreement.

V. METHODS OF COOPERATION

In order for the resources of the Chapter and the Town to be coordinated and utilized to the fullest advantage in providing disaster relief, the following is agreed to:

Preparing for Disasters

The focus of disaster preparation work for the Town and the Red Cross to complete together includes:

1. Identifying appropriate facilities for shelters.
2. Identifying and contracting for food and beverages to be provided to the shelters, as well as to others affected by the disaster such as school food service workers and third party vendors.
3. Identifying and training town residents, employees and CERT members including nurses and crisis counselors to manage and staff these facilities.

The Town agrees to:

1. Identify one to three (1 to 3) facilities in its community as the *primary shelters*, which will generally be the first opened in the event of either a local or major disaster, and to help determine shelter capacities therein. *Each facility should have an adequate generator, and sufficient cots and blankets stored on-site or nearby to accommodate its sleeping capacity.* Preference should be given to facilities with onsite feeding capabilities, showers and meeting the highest standards for accessibility.
2. Make best efforts to insure there is an effective method to communicate the location of the shelter[s] to residents at the time of a disaster, and that residents have a list of items to bring if they need to evacuate (toiletries, changes of clothes, necessary medications, etc.).
3. Identify additional facilities for storage of bulk supplies during disasters (warehouses, airport hangars, stadiums, etc.).
4. Make plans to provide security and custodial support for the designated shelters.
5. Make plans in advance to house the pets of shelter residents.
6. Care for the functional needs of residents and identify agencies and personnel to support such needs.
7. Provide transportation for clients if necessary.

Working Together in Disaster Response

A. How the Town and the Red Cross work together during local disasters:

The Red Cross has *Disaster Action Teams (DAT)* of volunteers that are on-call and prepared to respond within 60 to 120 minutes of receiving notification to a local limited disaster at anytime, anywhere in the service area American Red Cross Rhode Island Chapter. Members of the DAT are trained to provide Red Cross services to meet the immediate, emergency-caused needs of disaster victims. DATs may also provide canteen support if requested by the Incident Commander for first

responders to the disaster expected to be in response for ***four hours or more***. The Town may support the Red Cross DAT response to insure its effectiveness as follows:

1. The Incident Commander should direct that the Red Cross Emergency Services Department be called ***ASAP***, when it becomes apparent that ***any*** Red Cross services may be needed for disaster victims, including their recovery. ***Delay only prolongs the suffering of the victims, and may even prevent some of them from becoming aware of the services we offer.***
2. As soon as the Red Cross is called, the Incident Commander should appoint someone at the scene as a liaison officer to the DAT who will:
 - a. Determine the names and addresses (and apartment numbers, when appropriate) of each individual or family affected by the incident, and determine who will speak for the family or household with the Red Cross.
 - b. Identify and/or arrange for a safe location for the Red Cross to conduct interviews with those affected by the disaster. Alternatives include the homes of neighbors, or a multi-passenger vehicle such as a bus or van owned or contracted for by the Town.
 - c. If any of the disaster victims do not have or cannot arrange for their own transportation, the liaison officer would arrange for transportation of that individual or family to the shelter identified by the Red Cross. ***The Red Cross does NOT provide transportation for disaster victims.***
 - d. Call the property owner or property manager if one or more of the affected properties is a rental, and identify him or her to the Red Cross when they arrive.
 - e. After the DAT arrives, they will need to complete a visual assessment of disaster-caused damage as soon as the affected property is safe to enter and permission has been granted by the Incident Commander or appropriate municipal official. ***This assessment must be completed by the DAT before certain Red Cross services can be provided.*** The liaison officer can assist by letting the DAT Leader know when it is safe to enter the premises.
 - f. If more than ***five families or 25 individuals*** are displaced from their homes by the disaster, the Red Cross, in collaboration with the Town, may decide to open a shelter. The liaison officer can assist by contacting the appropriate Town officials to open the facility designated by the Town as its primary shelter.

Under no circumstances should any Town official make any representations to individuals or families affected by the disaster of the nature or extent of Red Cross services. Furthermore, Town officials should not represent to any vendor that the Red Cross will pay for any services without getting confirmation from the Emergency Services Department of the Red Cross. Note that hotel rooms are only provided if there is a justified need, which must be determined by the Red Cross DAT on an individual basis.

B. How the Town and the Red Cross work together during major disasters:

The Red Cross has been working with municipalities and regions to identify strategically located Regional shelters to open during a major disaster. The goal is to serve the most people possible with the best use of resources. This Regional concept will bring together several agencies with a common goal of providing the Regional community with a safe and capable shelter system. More specifically, it must provide the capability to meet basic human needs of the general and

functional-needs populations and their pets in a disaster situation. Attached is a list of the Regional shelters. The list will be periodically revised and should be confirmed at time of operations.

1. Together the host Emergency Management Director (EMD) and the Red Cross determine the most appropriate shelters to open. In event of a Tropical Storm or Hurricane, ensure that the facility(s) selected meet the Red Cross “Standards for Hurricane Evacuation Shelter Selection,” ARC 4496. Identify a Facility Coordinator (such as a custodian) to coordinate with Red Cross Shelter Manager. Each participating Town should provide a Town Shelter Liaison to coordinate information, requests for support and coordination of client services in the shelter.
2. Town EMD advises appropriate town agencies of the intent to open a Red Cross shelter and the Town support services that will be needed, such as:
 - a. Transportation for clients
 - b. Security for shelter and traffic control
 - c. Supplemental health services
 - d. Town owned cots and blankets
 - e. Services for clients requiring additional assistance, including functional-needs support services
 - f. Activation of town plan for caring for pets (may use existing community Animal Shelter or co-locate a pet shelter near general shelter)
 - g. Be on standby for unusual social service problems such as unaccompanied minors
 - h. Communications between shelter and Town Emergency Operations Center (EOC)
3. Facility Coordinator and Red Cross Shelter Manager (or designees) conduct Pre-inspection Checklist review, using Red Cross Facility/Shelter Opening/Closing form (revised 3-2012) and conducting an inventory of supplies on hand (Revised 2-12). This is done when facility opens and closes.
4. Advise Public Health agency that shelter has opened and ask for its support ensuring that basic health standards are in place.

The Red Cross will perform the following duties/functions:

1. Provide a Shelter Manager and Shelter Workers.
2. Follow the Red Cross fundamental principles and administrative operating procedures (open to all, no screening for legal status)
3. Provide Health Services and Disaster Mental Health workers.
4. Be responsible for shelter operating costs per the Shelter Agreement (attached)
5. The Red Cross will provide liability coverage per the Shelter Agreement (attached).
6. Complete the Red Cross form titled “Pre-Inspection Checklist” prior to setting up operations at each facility
7. Set up shelter registration, dormitory, mental health, and health services areas for the shelter with Red Cross activity leads reporting to the Red Cross Shelter Manager

8. Negotiate a contract(s) for shelter feeding operations to include menu selection, food and supplies procurement and appropriate storage, meal preparation, meal distribution, kitchen cleanup and sanitization and trash removal
9. Provide for appropriate signage at each shelter
10. Coordinate with all partner agencies, as well as media and other support agencies, to ensure expectations are met and the community is informed of shelter locations and other important information needed depending on the type of event which will predicate information given.
11. Ensure all internal Red Cross paperwork (i.e., shelter registrations and other documents) is completed
12. Ensure shelter materials, such as cots, blankets, cambros etc. are inventoried yearly and/or post-event by the custodial unit as needed for correct quantity counts
13. In collaboration with the Town and State Animal Response Team, select location for co-locating of pets. Pet shelter may be co-located but is not under the supervision or liability coverage of the Red Cross.

Notes:

Daytime cooling and heating centers are considered to be a part of a normal community service and not an emergency. The Red Cross does not manage daytime centers unless they are part of an overnight shelter. The Red Cross may provide supplemental support to daytime cooling and heating centers if requested and if the resources are available.

Mass Casualty Disasters

In the event of a major disaster which involves mass casualties (whether from natural causes, atransportation incident, an act of terrorism, or the use of weapons of mass destruction) within the Town's/City's jurisdiction, the Town may need to open a Family Assistance Center(FAC).

The purpose of the FAC is to provide:

- a. Information to concerned family and friends about individuals they believe may be injured or killed as a result of the incident.
- b. Crisis counseling for family and friends at the FAC, as required.

The Red Crossmay provide, as needed and depending on resources available:

- a. Mass care (snacks and beverages) and typically at least one meal/day as families tend to stay.
- b. Crisis counseling support
- c. Family assistance services

The Town will provide:

- a. Security for the FAC, including access control by the public, if appropriate
- b. Access to Emergency Medical Assistance
- c. Information to the public about the location of the FAC
- d. Scheduled briefings [situation reports] at periodic intervals at the FAC.

1. In the event of an airplane crash that involves passenger planes with 20 passengers and above there are Federal laws which dictate that:
 - a. The airline(s) assumes financial and managerial responsibility for the FAC.
 - b. The Red Cross is the designated agency responsible for crisis and grief counseling.
 - c. The Red Cross will work with the Town and the airline(s) to assure that the families' needs are met.
 - d. The Red Cross may provide technical guidance but does not manage the FAC.

Public Health Disasters

In preparation for an event of disease outbreak where the state directs its public health offices/districts/mass vaccination regions to open facilities for mass prophylaxis, the Red Cross will provide requested technical support as it is able. The Red Cross should be advised of planning meetings, exercises, warnings, clinic activations, etc. related to these preparations.

In the event mass prophylaxis clinics are activated:

- a. Red Cross volunteers who agree to support mass prophylaxis clinics must be provided individual prophylaxis prior to the delivery of any Red Cross services, at no cost to the volunteer or the Red Cross.
- b. Red Cross nurses and mental health volunteers who decide to volunteer at clinics will work under the supervision of the local government authority and will not wear Red Cross identification. The Red Cross will not assume any liability arising from their service.

C. Financial Responsibility

The Red Cross will assume financial responsibility for certain expenditures in shelters as identified in the Shelter Agreement(see attached).

D. Data Gathering and Identification

The Town recognizes the need for orderly movement of Red Cross personnel, vehicles and equipment to the site of relief operations and the need for the collection of damage assessment data. The Town agrees to cooperate with such movement by recognizing the official Red Cross identification materials carried by such personnel and displayed on such vehicles and equipment. Persons and equipment not bearing the proper Red Cross identification shall not be recognized as agents or instruments of the Red Cross.

E. National Agreements with Other Agencies

It should be noted that the national office of the American Red Cross in Washington, DC, maintains various agreements with certain disaster relief organizations on a national level which would be implemented on a local level should the need arise.

F. Updating the Town Letter of Agreement

Representatives from the American Red Cross Rhode Island Chapter will meet with the Town as needed to review theLOA and discuss mutual concerns for thorough disaster preparedness and relief.

VI. CONTACTS

Contact the **Emergency Services Department** of the Red Cross as follows:

1. Call the Statewide Red Cross number at **877-287-3327** anytime, 24 hours a day, seven days a week.

VII. SIGNATURES

The LOA shall remain in effect for two years, or until terminated by written notification from one of the parties to the other. The LOA should be reviewed on an annual basis to ensure all phone numbers and names are correct.

For the American Red Cross:

X _____
Tempie Thompson
CEO
American Red Cross Rhode Island Chapter
Date: _____

For the Town of Narragansett

Name _____
Title _____
Date _____

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 15

Amend No. _____

Date Prepared: April 1, 2016
Council Meeting Date: April 18, 2016

TO: Honorable Town Council

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

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: Award of bid: Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF

RECOMMENDATION:

That the Town Council awards the bid for the Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF to the lowest bidder, Hart Engineering Corporation, in the amount of \$591,030.00.

SUMMARY:

The Allagash Trail and Mettatuxet Pump Stations are large stations, servicing Bonnet Shores and the Mettatuxet area, respectively. Both stations were originally constructed in the late 1970's, and many of the major components have reached the end of their useful life. Consistent with other major wastewater asset initiatives, we had programmed the upgrade of both pump stations into the Capital Improvements Program prior to any major system failures.

The scope of work includes all temporary pumping while the station is out of service, new main pumps, motors, controls, and ancillary equipment. Certain structural upgrades are planned as well.

The work at the Scarborough WWTF includes all new circuits and ground-fault protection breakers in the main panel that distributes power throughout the facility. These are out of code, and represent a potentially hazardous situation during times of power outages.

The request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Nine (9) vendors received the specifications and two (2) responded. The attached spreadsheet lists the results from the solicitation. The bids were reviewed by the Engineering Department and the project design engineer, James J. Geremia & Associates, Inc. Both recommend awarding the contract to the low bidder, Hart Engineering Corporation, at their bid price of \$591,030.00. Hart Engineering Corporation has performed similar work for us in the past, and we have been satisfied with their performance.

Funding is available in the Wastewater Enterprise Fund Capital Projects Account #0032 50628, Pump Station Repairs.

Award of bid: Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF
Council Meeting Date: April 18, 2016
Page 2

ATTACHMENTS:

1. Solicitation spreadsheet for February 25, 2016 bid opening
2. Letter of Recommendation for Bid Award from James J. Geremia & Associates, Inc., dated March 15, 2016.



JAMES J. GEREMIA & ASSOCIATES, INC.
CONSULTING ENVIRONMENTAL ENGINEERS & SCIENTISTS

March 15, 2016

Mr. Jeffry Ceasrine, P.E.
Town Engineer
Town of Narragansett
25 Fifth Avenue
Narragansett, RI 02882

Re: Bid Results – Misc. Improvements to Allagash & Mettatuxet Pump Stations and WWTF (B16017)

Dear Mr. Ceasrine:

On 25 February 2016, the Town received bids for the Miscellaneous Improvements to Allagash & Mettatuxet Pump Stations and Wastewater Treatment Facility (B16017). The Town received bids from Hart Engineering Corporation and Biszko Building Systems, Inc.

	Name/Address of Bidder	Bid Amount
1.	Hart Engineering Corp., 800 Scenic Dr., Cumberland, RI 02864	\$ 591,030.00
2.	Biszko Building Systems, Inc., 20 Development St., Fall River, MA 02721	\$ 909,330.00

James J. Geremia & Associates, Inc. (JGA) has evaluated the bid on the basis of a general review of the bidders. The following are details of our evaluation.

A. General Review of the Bids: We reviewed the bids submitted by both contractors to determine if they had provided all documentation required by the contract documents. Our evaluation indicated that both contractors complied with all requirements.

Hart Engineering Corp.'s Capability to Carry Out this Project: Hart Engineering Corp. has completed many similar projects. They have successfully completed a number of projects for the Town over the past five years.

In conclusion, based on the above, we have determined that Hart Engineering Corp. submitted the most responsive and responsible bid. It is, therefore, JGA's recommendation that the Town of Narragansett award the contract for the Miscellaneous Improvements to Allagash & Mettatuxet Pump Stations and Wastewater Treatment Facility (B16017) Project in the sum of Five Hundred Ninety One Thousand Thirty and No/100 Dollars (\$591,030.00) to Hart Engineering Corp.

Z:\Clerical\My Documents\NARR\TOWN\B16017\BID RESULTS-ALLAGASH&METTATUXET.doc



Mr. Jeffrey Ceasrine, P.E.
Town Engineer
Town of Narragansett, RI

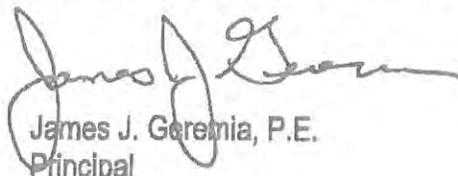
March 15, 2016

Page 2

If you have any questions, please do not hesitate to contact me.

Very truly yours,

JAMES J. GEREMIA & ASSOCIATES, INC.



James J. Geremia, P.E.
Principal

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 16

Amend No. _____

Date Prepared: April 1, 2016
Council Meeting Date: April 18, 2016

TO: Honorable Town Council

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

PREPARED BY: Susan W. Gallagher, Purchasing Manager

SUBJECT: Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF – Services During Construction

RECOMMENDATION:

That the Town Council award a contract for Services During Construction for the Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF Project to James J. Geremia & Associates, Inc. in an amount not to exceed \$48,560.00.

SUMMARY:

The Allagash Trail and Mettatuxet Pump Stations are large stations, servicing Bonnet Shores and the Mettatuxet area, respectively. Both stations were originally constructed in the late 1970's, and many of the major components have reached the end of their useful life. Consistent with other major wastewater asset initiatives, we had programmed the upgrade of both pump stations into the Capital Improvements Program prior to any major system failures. The work at the Scarborough WWTF includes all new circuits and ground-fault protection breakers in the main panel that distributes power throughout the facility. These are out of code, and represent a potentially hazardous situation during times of power outages.

This contract is with James J. Geremia & Associates, Inc. for services during construction for the referenced Project. These services include the review of interpretation of contract documents, shop drawings, periodic field inspections, review of payment requests, dispute resolution, and the preparation of record drawings. These services will supplement the in-house staff services that the Wastewater and Engineering Divisions can provide. It is customary and appropriate within this type of work for the firm that designed the improvements to also provide services during construction, so that there is continuity between the design and implementation phases. Geremia's proposal represents 8.2% of construction, which is a reasonable value for the scope of work. We have done multiple projects with this firm over the years, and have always found them to be professional and responsive.

The bid award for the construction contract for this project (to Hart Engineering Corp.) is pending Town Council approval on April 18, 2016.

Miscellaneous Improvements to Allagash and Mettatuxet Pump Stations and the Scarborough WWTF – Services During Construction
Council Meeting Date: April 18, 2016
Page 2

Funding is available in the Wastewater Enterprise Fund Capital Projects Account #0032 50628, Pump Station Repairs.

ATTACHMENTS:

1. Construction Administration Services Proposal from James J. Geremia & Associates, Inc., dated March 24, 2016.

March 24, 2016

Mr. Jeffry Ceasrine, P.E.
Town Engineer
Town of Narragansett
25 Fifth Avenue
Narragansett, RI 02882

Re: **Construction Administration Services**
Miscellaneous Improvements to Allagash & Mettatuxet Pump Stations and Wastewater Treatment Facility (B16017)

Dear Mr. Ceasrine:

At your request, we have prepared a man-hour budget related to Miscellaneous Improvements to Allagash & Mettatuxet Pump Stations and Wastewater Treatment Facility. The construction administration budget is based upon a one-year construction duration and periodic site visits by our office staff. On-site inspection will be performed by the Town.

The man-hour budget is as follows:

Project Manager	114 hours	\$ 19,380.00
Project Engineer	120 hours	12,420.00
Electrical Engineer	53 hours	8,215.00
CADD	28 hours	1,731.00
Clerical	70 hours	5,514.00
Printing and Mileage		<u>1,300.00</u>
	TOTAL	\$ 48,560.00

The Construction Administration will include the following tasks:

CONSTRUCTION ADMINISTRATION SERVICES

A. Shop Drawing Review:

1. Review and approve or reject, shop drawings, diagrams, illustrations, samples and schedules, the results of tests and inspections, and other data which the Contractor is required to submit to demonstrate conformance with the design concept of the PROJECT in writing. These reviews will be coordinated with the TOWN.
 - a. Approval shall only be for conformance with the Contract plans and Specifications, the design concept of the PROJECT, and compliance with the terms and conditions of the Contract Documents. The Contractor is responsible for all dimensions, quantities and performance requirements to be confirmed and correlated at the job site; for all information that pertains solely to the fabrication processes or to techniques of construction; and for all coordination of the work of all trades.
 - b. Approval of drawings of items will not relieve the Contractor of the responsibility for complying with all requirements of the Contract Documents.
 2. Review and approve, or reject, laboratory, shop and mill test reports of materials and equipment, including all items under miscellaneous testing services cited in the Contract Documents under "General Conditions", in writing.
 3. Review and approve, or reject, all Operations and Maintenance Manuals provided for each item of equipment for completeness, appropriateness and clarity, in writing.
 4. Report on the status of shop drawing review and other reviews specified in this Item 1 on a weekly basis with respect to timeliness of review, outstanding items for review, and schedules or reviews completed.
- B. Consult and Advise Construction Matters:**
1. Conduct a preconstruction conference.
 2. Coordinate with Contractor for needed control line and grade surveys.
 3. Provide consultation and advice on construction matters to the TOWN. Periodic visits to the construction site by the Project Manager and/or Project Engineer to observe the progress and quality of the executed work, and to determine if the work is proceeding in general accordance with the Contract Documents.
 4. Provide for necessary site visits by the home office staff of the ENGINEER.

5. Prepare and submit contract change orders to the TOWN for review.
6. Prepare preliminary sketches and supplementary sketches required to resolve actual field conflicts encountered.
7. Certify estimates for payments under the construction contracts, as approved by the Resident Inspector. The TOWN shall approve format of payment forms, which must show material on-site and category breakdown. Prepare supporting documentation required for State and Federal loan payments.
8. Provide specialists for checkout and final testing of equipment and other items in the PROJECT.
9. Make final technical inspection of the Project for compliance with the requirements of the Contract Documents. This final inspection will be made in company with the TOWN's representatives.
10. Prepare a written summary report each month to the TOWN on the status of construction and on the status of engineering services. Said report will advise the TOWN on observations, findings, problem areas and other relevant information gathered under items c, e, g, h and i of this subsection and other relevant aspects of the services provided under this contract.
11. Determine dates of substantial and final completion in consultation with the TOWN, assemble written guarantees and related documents which are to be provided by the Contractor, and issue the final certificate of payment. Final completion shall be construed to include accomplishment and acceptance of all punchlist items.

C. Testing of Materials:

1. Check and approve the construction contractor's plans of earthwork, dewatering and foundation operations.
2. Make periodic visits to the site during earthwork. Observe excavation for soil conformance with boring data.
3. The ENGINEER will have the right to reject any materials which do not meet minimum requirements or to require re-testing of any materials.

D. Record Drawings:

1. Procure the construction contractor's marked prints showing revisions during construction prepared as required under Record Plans of the General Requirements in the Contract Documents.
2. Prepare record drawings by revising the original AutoCAD design (supplied by the TOWN) to show the field measurements obtained during construction and all major changes in the work. Data for the record drawings will be taken from both the construction contractor's and the Resident Inspector's marked prints.
3. Furnish the TOWN with the revised AutoCAD drawings (one set of mylar drawings and two sets of blue-line prints).
4. From time to time during the construction period, the ENGINEER will review the construction contractor's marked prints to review the completeness and timeliness of data recorded thereon. The ENGINEER will notify the TOWN in the event the Contractor is not keeping good records of field measurements and major changes on these prints.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

JAMES J. GEREMIA & ASSOCIATES, INC.

James J. Geremia, P.E.
Principal

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____ 17 _____

Amend No. _____

Date Prepared: April 6, 2016
Council Meeting Date: April 18, 2016

TO: Honorable Town Council

FROM: Christopher Wilkens, Council Member

SUBJECT: Resolution on Proposed Parking Restrictions for Ocean Road

RECOMMENDATION:

That the Town Council introduces reads passes and accepts a resolution to implement timed seasonal parking restrictions on Ocean Road, between South Pier Road and Beach Street.

SUMMARY:

The subject of timed, seasonal parking on Ocean Road has been discussed between the Town Council, our residents, local business owners, and the staff for many years. In 2011, the Town commissioned a parking study that also recommended regulating the parking along the Ocean Road seawall. The advantages of this proposal are as follows:

1. Transient parking opportunities for local restaurants and commercial businesses will increase – under the current unregulated system, many of the approximately 206 parking spots along the seawall are occupied (during the summer) by daily visitors to the beach. These spots are often occupied throughout most of day, limiting parking availability for business and restaurant customers. The Narragansett Chamber of Commerce has expressed support for this proposal.
2. The seawall is one of Narragansett's prime attractions in the summer months. As stated above, the lack of parking restrictions in this area limits the opportunities for residents and guest alike that just want to walk the seawall from parking there during summer, as it has primarily become an off-site beach parking lot.
3. The Town Beach loses parking revenue by the fact that free all-day parking is currently available along Ocean Road between Beach Street and South Pier Road.
4. The proposed regulations would be complementary to the new Trolley Service.

This proposal recommends that the parking remain free of charge, but be restricted to three (3) hour parking, both sides, from the intersection of Ocean Road and South Pier Road to the intersection of Ocean Road and Beach Street, from June 20th to Labor Day (inclusive) of each year, between the hours of 7:00 AM and 5:00 PM. The Police Department would be charged with enforcing these restrictions, and the Department of Public Works would post seasonal signage accordingly.

As per Section 75-34 (b) of the Code of Ordinances, this Resolution may be introduced at this meeting, but cannot be adopted until a subsequent meeting at least seven (7) days thereafter. As such, this item will appear before the Town Council for a formal vote on May 2, 2016.

ATTACHMENTS:

1. Resolution Amending the Official List of Parking Restrictions

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

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

WHEREAS, the Town Manager has recommended, in accordance with Section 74-35(b), that the parking restrictions and regulations on the below listed street be amended.

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

Ocean Road: Three (3) hour parking, both sides, from the intersection of Ocean Road and South Pier Road to the intersection of Ocean Road and Beach Street, from June 20th to Labor Day (inclusive) of each year, between 7:00 AM and 5:00 PM.

ADOPTED this _____ day of _____, 2016.

TOWN OF NARRAGANSETT

Matthew M. Mannix
Town Council President

ATTEST:

Anne M. Irons, CMC
Town Clerk