

**NARRAGANSETT TOWN COUNCIL  
REGULAR MEETING  
AGENDA**

**October 17, 2016**

**7:30 p.m.**

Posted 10-14-16

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

Town Manager

James M. Manni

Town Clerk

Anne M. Irons, CMC

Town Solicitor

Dawson T. Hodgson, Esq.

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:**

- July 5, 2016 Regular Meeting
- July 18, 2016 Regular Meeting
- August 1, 2016 Regular Meeting
- August 9, 2016 Public Hearing Meeting

**ANNOUNCEMENTS/PRESENTATIONS:**

Annual Snow Plow Rodeo and American Public Works Association  
(APWA) Winter Snow and Ice Conference – Jason Teolis & Mike Nally

**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 [PUBLIC HEARING](#) on An Ordinance in Amendment of Chapter 70 of The Code Of Ordinances of the Town of Narragansett, Rhode Island, Entitled Taxation & Finance. (Classification Combination)

A [PUBLIC HEARING](#) on An Ordinance in Amendment of Chapter 70 the Code of Ordinances, of the Town of Narragansett, Rhode Island, entitled Taxation and Finance. (New Subdivision VII - Tax Credit for Historic District properties)

A [MOTION](#) to ADOPT The Harbor Management Plan, 2016.

A [PUBLIC HEARING](#) on the Renewal of Alcoholic Beverage Licenses for the license period of December 1, 2016 to November 30, 2017.

A [MOTION](#) to SCHEDULE a Show Cause Hearing on Sand Hill Associates Ltd "Charlie O's Tavern on the Point" for possible violations of the alcoholic beverage licensing statutes and regulations.

**CONSENT AGENDA:**

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

1. A [MOTION](#) to APPROVE the request from the Narragansett Chamber of Commerce to sponsor the 3rd Annual Calamari Festival Saturday on September 9, 2017 from 11:00 am to 6:00 pm at Veteran's Memorial Park and Gazebo Park subject to state and local regulations.
2. A [MOTION](#) to APPROVE the list of Real Estate abatements in the amount of \$976.07 and the list of Motor Vehicle abatements in the amount of \$4.31.
3. A [MOTION](#) to APPROVE the purchase of CAD to third party XML Interface for the Fire Department from TriTech Software Systems (formerly Information Management Corporation, IMC), in the amount of \$2,950.00 and authorizes the Town Manager to sign the contract after review by the Town Solicitor.
4. A [MOTION](#) to APPROVE the contract with Daniel Dyer Construction in the amount of \$7,810.00 for building renovation services of 7 Elm Avenue, Narragansett.
5. A [MOTION](#) to APPROVE the annual service agreement for the water meter reading system from Itron, Inc. in the amount of \$6,187.51.
6. A [MOTION](#) to AWARD the contract for the Festival of Lights Holiday Fireworks Display to Pyrotecnico Fireworks, Inc., in the amount of \$3,500.00 and authorizes the Town Manager to sign the contract after review by the Town Solicitor.
7. A [MOTION](#) to REFER a request from Gary Moore (and others) for a waiver of the Sewer Policy for Plat N-R, various lots, Sebago and Allagash Trails, to the Sewer Policy Committee for review.

**OLD BUSINESS:**

## **NEW BUSINESS:**

8. A [MOTION](#) to ADOPT An Ordinance in Amendment of Chapter 70 of The Code Of Ordinances of the Town of Narragansett, Rhode Island, Entitled Taxation & Finance. (Classification Combination)
9. A [MOTION](#) to RECEIVE and PLACE on FILE the financial three year forecast.
10. A [MOTION](#) to APPROVE the recommendations of the Sewer Policy Committee relative to the following properties: Plat N-R, Lots 672-673 (11 Cross Road), Plat N-A, Lots 30 & 190 (vacant land), Plat N-S, Lot 514 (86 Bayberry Road), and Plat Z, Lot 4-2, Gibson Avenue (vacant land).
11. A [MOTION](#) to APPROVE the request from the Parks and Recreation Department to conduct a pilot program to offer a liquor liability option for smaller groups of 50 or more along with offering an option of a cash bar at Kinney Bungalow and the North Beach Clubhouse for one full year starting January 1, 2017 through December 31, 2017 subject to state and local regulations.
12. A [MOTION](#) to APPROVE, RATIFY and CONFIRM the purchase and installation services of MDT tablets in three new Police vehicles from Island Tech Services, LLC in the amount of \$17,249.00.
13. A [MOTION](#) to ACCEPT a reimbursable Assistance to Firefighters Grant totaling \$232,000.00 from the Federal Emergency Management Agency and the Department of Homeland Security Assistance to Firefighters Grant Program and for the Town Manager to sign acceptance of said grant.
14. A [MOTION](#) to AWARD the bid for Miscellaneous Road Construction to the lowest bidder, D'Ambra Construction Co. Inc., at their quoted bid prices for a three (3)-year period and to authorize the Town Manager to sign the contract after review by the Town Solicitor.
15. A [MOTION](#) to AWARD the bid for Professional Stenographic Reporting Services to four bidders: Alesha Cerrito, Lisa Thacker, Allied Court Reporters, and Diane Edson at their quoted rates/prices, in order to have a pool of qualified stenographers available for public hearings of the Town Council and various boards.
16. A [MOTION](#) to INTRODUCE, READ, PASS AND ACCEPT as a First Reading, An Ordinance Relating to Comprehensive Planning for the Town of Narragansett.
17. A [MOTION](#) to ADOPT 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 Section 7.3 (Accessory Structures and Uses) and Section 7.6(f), (Fences).
18. A [MOTION](#) to REAPPOINT an individual to the Tax Assessment Board of Review for a three year term to expire on November 1, 2019.
19. A [MOTION](#) to APPOINT an individual to the Towers Committee as Narragansett Historical Society Representative a for two-year term to expire on August 1, 2018.
20. A [MOTION](#) to RECEIVE and PLACE on FILE a report from the Town Clerk on Town Licensing Fees.

## **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:** October 13, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James M. Manni, 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.

- July 5, 2016 Regular Meeting
- July 18, 2016 Regular Meeting
- August 1, 2016 Regular Meeting
- August 9, 2016 Public Hearing Meeting

**SUMMARY:**

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

**NARRAGANSETT TOWN COUNCIL  
REGULAR TOWN COUNCIL MEETING  
JULY 5, 2016 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on  
Tuesday July 5, 2016 at 7:30 p.m., at the Narragansett Town Hall.

Present: Matthew M. Mannix, President,

Susan Cicilline-Buonanno, President Pro Tem

Patrick W. Murray, Member

Raymond A. Ranaldi, Member

Christopher Wilkens, Member

Jeffry Ceasrine, Acting 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 regular minutes of the January 4 , 2016 Regular Meeting Minutes and Work Session Meeting Minutes as presented.

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

**ANNOUNCEMENTS/PRESENTATIONS:**

Mathew Mannix announced that the Independent newspaper had the incorrect information on the Homestead Ordinance stating that tonight was the public hearing when in fact tonight was to schedule the public hearing only.

**OPEN FORUM:**

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

Stanley Wojciechowski spoke on liberty and justice for all. He spoke of an article in read in the newspaper about pay increases for the members of the General Assembly of a .1% increase. He spoke of the town's budget increase and believed it was about 19 times more than was appropriate. He asked that it does not happen in next year's budget and the council should not consider a bond in the amount of \$5.8 Million Dollars. Brian Cahoon commended the firefighters for their tremendous effort in the plan crash rescue in Bonnet; Katherine Celeberto spoke on the CDBG monies and did not believe the town monies should be controlled by the consortium and it should be with town staff; Doug DeSimone spoke on the Homestead Exemption legislation and asked how the council can adopt an exemption if it does not go into effect until December 31, 2016. He suggested checking with the town solicitor.

**CONSENT AGENDA**

**The consent agenda is voted on with one motion.**

- 1. A MOTION to APPROVE the annual preventative maintenance contract for the Fire Department's Plymovent Source Capture Emergency Vehicle Exhaust Fuel Removal System with Air Cleaning Specialists of New England, LLC, in the amount of \$2,700.00 and authorizes the Acting Town Manager to sign the contract after review by the Town Solicitor.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 2. A MOTION to APPROVE the annual contract for technical support for the Fire Department's computer software system with TriTech Software Systems (formerly Information Management Corporation/IMC), in the amount of \$4,741.25 and authorizes the Acting Town Manager to sign the contract after review by the Town Solicitor.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 3. A MOTION to APPROVE a one-year contract extension for Street Sweepings Disposal and Miscellaneous Trucking Services with Rambone Brothers, LLC at their bid prices for a one-year period, ending May 3, 2017.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 4. A MOTION to APPROVE the SCADA (telemetry and status monitoring system) upgrades at the Stanton Avenue Pump Station by Electrical Installations, Inc., in the amount of \$6,108.50.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 5. A MOTION to APPROVE RATIFY, and CONFIRM the purchase and installation of a new fire alarm panel by Encore Fire Protection, in the total not-to-exceed amount of \$8,360.00.**

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

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

**6. A MOTION to REFER a REQUEST from Robert T. Murphy for a waiver of the Sewer Policy for Plat N-S, Lot 514, 86 Bayberry Road, to the Sewer Policy Committee for review.**

REFERRED (Cicilline-Buonanno-Ranaldi 5/0)

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

**PUBLIC HEARING:**

**A MOTION to SCHEDULE a PUBLIC HEARING on the proposed amendment to Chapter 70 of the Code of Ordinances of the Town of Narragansett, Rhode Island, Entitled “Taxation and Finance”.**

At the June 6, 2016 town council meeting a first reading was held on a proposal for a single tax rate ordinance. The passage of this ordinance would restore Narragansett’s property tax system to one that would tax ALL properties based solely on their appraised value.

The second reading and adoption of the proposed ordinance was scheduled for the June 20, 2016 town council meeting. However, on June 20, 2016, as in accordance with the Town Charter Section 2-1-9, a petition signed by 53 residents was filed requesting a public hearing be held on the proposed ordinance amendment to Sec. 70-4 entitled Taxation and Finance.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to SCHEDULE the PUBLIC HEARING to on the proposed amendment to Chapter 70 of the Code of Ordinances of the Town of Narragansett, Rhode Island, Entitled “Taxation and Finance” to August 1, 2016 at 8:00 p.m.

Finance Committee Member, Richard VanGermeersch read an email from Harris Chorney, Chair of the Finance Committee asked to review and collect data before a scheduling.

Residents Stanley Wojciechowski, Raymond Kagels an unidentified woman, Paul Zonfrillo

A discussion ensues on a single tax rate and a homestead exemption.

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

Christopher Wilkens aye, Matthew M. Mannix nay

**OLD BUSINESS:**

NONE

**NEW BUSINESS:**

**7. A MOTION to ADOPT a RESOLUTION approving the waiver of interest for a taxpayer due to extenuating circumstances.**

The Town Council adopted an Ordinance on September 20, 2010, that allows the waiver of interest penalties for taxpayers in certain circumstances. Under the current ordinance, taxpayers who are residents of the town and can demonstrate that they have had five years of on time tax payments are eligible to request a one-time waiver.

The waiver of interest cannot exceed \$500. The ordinance authorizes the Town Council to waive interest for taxpayers who request the waiver and meet the following conditions:

1. The property subject to the overdue property tax or utility payment is the residence of the taxpayer and has been for the five years immediately preceding the property tax or utility payment which is overdue.
2. The request for a waiver of interest is in writing, signed and dated by the taxpayer.
3. The taxpayer has made timely payments of property taxes and, as applicable, utility bills to the town for the five years immediately preceding the tax and/or utility bill payment which is overdue. The burden of proof of timely payments shall be upon the taxpayer.
4. The bill for which the property tax or utility bill payment is overdue was issued less than two years prior to the date of the request for a waiver of interest. The effective date for the first waiver of interest for utility billing is the billing issued in July 2014.

The Town Council is being asked to abate the interest penalty for the following taxpayer due to extenuating circumstances and this approval will not make a precedent for future requests:

Hope Walsh  
1029 Boston Neck Road #7  
Narragansett RI 02882

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to ADOPT a RESOLUTION approving the waiver of interest for a taxpayer due to extenuating circumstances.

**A RESOLUTION AUTHORIZING A WAIVER OF INTEREST ON  
OVERDUE QUARTERLY PROPERTY TAX  
RESOLUTION NO. 2016-12**

**WHEREAS**, pursuant to Rhode Island General Law §44-5-8.1 authority is granted to authorize to waive interest on one quarter's overdue real property tax payment; and

**WHEREAS**, pursuant to Section 70-90 of the town ordinances, the Finance Director, subject to approval of the Town Manager is authorized to waive interest on one quarter's overdue real property tax payment and/or utility bills, subject to four (4) terms and conditions; and

**WHEREAS**, the following property owner does not meet all the terms and conditions and are requesting the Town Council to waive interest due to extenuating circumstances:

Hope Walsh  
1029 Boston Neck Road #7  
Narragansett RI 02882

**NOW THEREFORE BE IT RESOLVED**, the Narragansett Town Council authorizes to waive interest for the above property owner due to extenuating

circumstances.

**ADOPTED** this 5<sup>th</sup> day of July, 2016.

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

**ATTEST:**

S/Anne M. Irons, CMC Town Clerk

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

**8. A MOTION to APPROVE the 2015 – 2018 Towers Operating Plan**

**submitted by The Towers Committee and ADOPT the Towers Enabling  
Resolution.**

The Towers Committee has prepared a revised and updated operations plan for The Towers facility for review and approval of the Town Council. This document identifies the important goals, objectives, and responsibilities of The Towers Committee and enumerates the manner in which the committee will carry them out over the next three years. Please refer to the attached *2015 – 2018 Towers Operating Plan* for details.

The Resolution, when adopted by the Town Council, provides authorization for the Towers Committee to carry out its responsibilities in accordance with this plan.

This item was on the March 15, 2015 town council meeting agenda and a motion was made to continue for further review by town Solicitor.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the 2015 – 2018 Towers Operating Plan submitted by The Towers Committee and ADOPT the Towers Enabling Resolution.

The Town Solicitor addressed the council on the plan and said he had an issue that volunteers manage town employees.

It was noted that the town council can change the Resolution at any time.

A discussion ensued on the plan.

Christopher Wilkens moved Susan Cicilline-Buonanno seconded to amend the Plan to accept the plan.

David Ousterhout, Chair of the Towers Committee addressed the council. He noted that the only change in the Plan is the date and the Committees have had no problems offer the year. He said the Towers Committee is not an outside entity as they are town volunteers. He said the Committee Members have been consistent over the years where there have been many town managers. He also noted the Town Manager is a voting member of the committee.

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

Christopher Wilkens moved Susan Cicilline-Buonanno seconded to ACCEPT the 2015 – 2018 Towers Operating Plan submitted by The Towers Committee and ADOPT the Towers Enabling Resolution.

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

A RESOLUTION AUTHORIZING TO CONTINUE THE OPERATION,  
MAINTENANCE AND RESTORATION OF THE TOWERS IN  
ACCORDANCE WITH 2015-2018 TOWERS OPERATING PLAN  
RESOLUTION NO.: 2016-13

WHEREAS, The Towers is an important historic symbol of the Town of Narragansett and has undergone significant renovations over the years; and

WHEREAS, The Towers has become a living part of the community open to the public since June of 1991; and

WHEREAS, since June of 2002, The Towers has been available for use year round; and

WHEREAS, the continuing operation, maintenance and restoration of The Towers are matters which need to be addressed by the Town of Narragansett; and

WHEREAS, these matters have been diligently attended to by the Town Council appointed Towers Committee since 1991,

NOW, THEREFORE BE IT RESOLVED by the Town Council for the Town of Narragansett as follows:

1. That there shall continue to be a Towers Committee which shall consist of twelve members appointed as follows:
  - Two representatives from the Friends of The Towers
  - Two representatives from the Narragansett Historical Society (or residents with a particular interest in the Town's history)
  - The Town Manager
  - Town Manager's designated Staff Member
  
  - Two members of the Town Council
  - Four interested Narragansett residents appointed by the Town Council
2. Members will serve two year staggered terms or until such time as the Town Council reappoints, replaces or disbands the committee.

3. The Towers Committee shall continue to be responsible for the maintenance, operation and restoration of The Towers.
4. The Towers Committee shall carry out its responsibilities in accordance with the 2015 – 2018 Towers Operating Plan approved by the Town Council.
5. The Town Manager and Town Finance Director will maintain a restricted account for the purpose of receiving Towers operating revenue, donations, grants, and appropriations from the Town General Fund or other funds. Expenditures from this account will be in accordance with an annual budget prepared by the Towers Committee, submitted to the Finance Department, and approval of the Towers Committee.
6. The Towers Committee will plan for the future of The Towers and obtain approval from the Town Council for all major capital repairs, renovations and improvements.

ADOPTED this 5<sup>th</sup> day of July, 2016.

**TOWN OF NARRAGANSETT**

S/Matthew M. Mannix

President

**ATTEST:**

S/Anne M. Irons, CMC

Town Clerk

**9. A MOTION to SCHEDULE a WORK SESSION with the Library Board of Trustees to discuss the formation of a Building Committee and other matters related to the proposed Library Building Project.**

With the recent passage in both the Senate and the House of the proposed Library Building Project bond referendum, it is appropriate to meet with the Library Board of Trustees to discuss the formation of a Building Committee, to review the appropriate level of public relations efforts prior to the November election, and other related matters.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to SCHEDULE a WORK SESSION with the Library Board of Trustees to discuss the formation of a Building Committee and other matters related to the proposed Library Building Project to August 15, 2016 at 6:30 p.m.

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

**10. A MOTION to APPROVE the replacement of a public safety dispatcher due to a retirement.**

One of the current public safety dispatcher is retiring on July 26th. The Police Chief is requesting authorization to fill the position as soon as possible to allow for training and minimize overtime due to minimum staffing contractual obligation.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the replacement of a public safety dispatcher due to a retirement.

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

The Council thanked Donna Seta for his service to the town.

Karen Shabselowitz spoke.

**11. A MOTION to APPROVE the renewal of a two-year service agreement**

**for the Fire**

**Department's LifePak defibrillators and Lucas chest compression systems from Physio-Control, Inc., in the amount of \$17,952.50, payable in annual installments of \$8,976.25 and to authorize the Acting Town Manager to sign the contract after review by the Town Solicitor.**

On July 20, 2015, the Town Council approved a contract extension for the annual preventative maintenance agreement for Instrumentation, Control Programming & SCADA Equipment/System with Electrical Installations, Inc. (EII). Similar to our other service contracts, this process allows us to complete minor repairs and system upgrades, with hourly rates and multipliers for equipment and materials that are held for a one (1) year period. Electrical Installations, Inc. has held this contract for over ten (10) years and is very familiar with our facilities, having designed and installed most of our current SCADA systems.

The scope of work under this item includes planned upgrades to the existing SCADA system at the Stanton Avenue Pump Station, including the installation of a redundant backup control. This is the station that recently had the emergency standby power generator added, and this work is complementary to that installation.

The proposal from EII is for \$6,108.50 for this scope of work. The Engineering Department has reviewed the estimate along with the hourly rates and multipliers, and is satisfied that this represents a fair value for the intended work.

Under the current Council policy, projects with a value of over \$4,000.00 under this format require Town Council approval.

Funding is available in the Wastewater Enterprise Fund Capital Account #0032 50628, Pump Station Repairs.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the renewal of a two-year service agreement for the Fire Department's LifePak defibrillators and Lucas chest compression systems from Physio-Control, Inc., in the amount of \$17,952.50, payable in annual installments of \$8,976.25 and to authorize the Acting Town Manager to sign the contract after review by the Town Solicitor.

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

**12. A MOTION to AUTHORIZE an appropriation from the Town's Contingency Fund to the South Kingstown Dog Park Light the Dog Park Campaign Fund in the amount of \$1,000.**

The South Kingstown Dog Park Association has requested a donation from the Town of Narragansett to help fund night lighting at the dog park in Wakefield as many residents from Narragansett bring their pets to the dog park. Councilor Buonanno recommends that the council approve an appropriation from the current fiscal year contingency fund in the amount of \$1,000 to the South Kingstown Dog Park "Light the Dog Park Campaign" fund.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to AUTHORIZE an appropriation from the Town's Contingency Fund to the South Kingstown Dog Park Light the Dog Park Campaign Fund in the amount of \$1,000.

Brian Cahoon addressed the council on the dog park made possible by all volunteers. Raymond A. Ranaldi aye, Susan Cicilline-Buonanno aye, Patrick W. Murray nay, Christopher Wilkens nay, Matthew M. Mannix aye.

**13. A MOTION to DIRECT the Acting Town Manager and staff to explore local or regional options for a council on aging.**

As demographics indicate there is an increasing elderly population. I would like to explore ways to assist elder residents to enhance the quality of life and other areas to

meet the needs and interest of our aging population through services and programs and activities. Areas of assistance would include local and regional transportation, nutritional needs; help with retaining home ownership, home repairs and grant opportunities to support these activities.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to DIRECT the Acting Town Manager and staff to explore local or regional options for a council on aging.

Raymond A. Ranaldi addressed the council on the proposal. He believed the council would help in grants for the elderly

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

Resident Stanley Wojciechowski, Karen Shabshelowitz, Don Chernick and Carol Stuart spoke

**14. A MOTION to DIRECT the Acting Town Manager and staff to explore the consolidation of all town rental venues and to develop a business model that would coordinate same into a single management portfolio.**

The Town of Narragansett owns and manages (with a combination of full time and part-time staff) a number of high profile and iconic “event venues”, including the Towers, Kinney Bungalow, the North Beach Clubhouse, and the Gazebo. These venues host activities and events ranging from weekly musical performances during the summer, to

birthday parties, to high end weddings and corporate parties. There is a degree of uniqueness about each of the venues. The purpose of this review is to consider options for consolidating the operation and management of these facilities under a single entity – whether a full time Town employee or a private event management company. The Town’s overarching mission here is to both protect yet fully utilize our assets by providing access to our residents and then to other members of the public at large. The scope of work for this review would include organizational and operational issues, a discussion of management models (employee-based v. private sector event management), advantages and disadvantages of each model, creation of an Enterprise Fund for accounting purposes, and a review of the standing committees associated with each venue and their role(s) in management and operations.

Item # 14 was pulled from the agenda

- 15. A MOTION to APPROVE the use of the Council Chambers and camera equipment for access for live coverage for nine (9) Meet the Candidates Nights sponsored by the League of Women Voters of South County.**

The League of Women Voters of South County has requested to utilize the Council Chambers for nine (9) Meet the Candidate Nights this fall. The meetings are slated to take place at 6:30 p.m., August 3, 2016, August 24, 2016, August 30, 2016, August 31, 2016 and September 28, 2016, October 5, 2016, October 26, 2016, November 1, 2016 and November on Tuesday, September 30, Wednesday October 8, Tuesday, October 14

and Monday October 27. The candidate forums will be televised so that citizens can view the candidates from home. The League of Women Voters has requested to utilize a camera operator to operate the live television camera and feed to PEG Access in Westerly.

**Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the use of the Council Chambers and camera equipment for access for live coverage for nine (9) Meet the Candidates Nights sponsored by the League of Women Voters of South County.**

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

**16. A MOTION to APPOINT/REAPPOINT an individual to the Zoning and Platting Board/Minimum Housing Board of Review for a five-year term to expire on July 1, 2021, and APPOINT/REAPPOINT two alternate members for one-year terms to expire on July 1, 2017.**

The Zoning and Platting Board/Minimum Housing Board of Review has three seats available for appointment/reappointment. Geraldine Citrone, Colin Hynes, and John C. Kennedy have indicated that they interested in reappointment. There are currently applications on file from Joseph L. Pattie, Christopher Almon, Joseph Lembo III, and Sylvan J. Vaicaitis. The following indicates the original board appointment and expiration dates.

Name	Appointed	Expiration Date
Geraldine D. Citrone	8/1/2011	7/1/2016
John C. Kennedy, Alternate	8/17/2015	7/1/2016
Colin T. Hynes, Alternate	10/5/2015	7/1/2016

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 so voted to REAPPOINT Geraldine D. Citrone for a five-year term to expire on July 1, 2021.

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

Residents Carol Stuart, Meg Rogers, Harry Schofield, Katherine Celebreto and Geraldine D. Citrone spoke.

Susan Cicilline-Buonanno Moved, Raymond A. Ranaldi Seconded and it is so voted to Reappoint John C. Kennedy to the Alternate 1 position.

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 Christopher Almon as the second alternate position.

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

Matthew Mannix moved, Susan Cicilline-Buonanno seconded to APPOINT Colin T. Hynes, to an Alternate position.

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

**17.A MOTION to APPOINT/REAPPOINT two individuals to the Harbor**

**Management Commission for three-year terms to expire on June 30, 2019.**

The Harbor Management Commission has two member seats and two alternate member seats available for reappointment. Mark Melchiori is interested in being reappointed.

Mark F. Maroni and Jerome A. Tartaro have declined reappointment. John A.

Thompson would like to move from the alternate seat to the member seat. There are currently no applications on file. The following indicates the original board appointment date and expiration date.

Name	Appointed	Expiration Date
Mark F. Maroni	8/5/2013	6/30/2016
Matthew E. Melchiori	10/21/2013	6/30/2016
John A. Thompson	7/6/2015	6/30/2016

Jerome A. Tartaro

1/19/2016

6/30/2016

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 so voted to REAPPOINT Matthew E. Melchiori to the Harbor Management Commission for three-year terms to expire on June 30, 2019.

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

Raymond A. Ranaldi moved, Susan Cicilline-Buonanno seconded and it is unanimously so voted to John A. Thompson to the Harbor Management Commission for three-year terms to expire on June 30, 2019.

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

**18. A MOTION to SCHEDULE a WORK SESSION to conduct interviews for  
a seat on the Planning Board.**

The Planning Board has one seat available due to the resignation of Robin I. Plaziak.

There are two applications on file for Joseph Lembo III and Breta M. Combs.

These two candidates are currently both serving on the Economic Development Committee. 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>
Robin I. Plaziak	10/5/2015	11/1/2020

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to CONTINUED the MOTION to SCHEDULE a WORK SESSION to conduct interviews for a seat on the Planning Board to July 18, 2016.

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

**ADJOURNMENT:**

The meeting adjourns at 9:40 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>

**NARRAGANSETT TOWN COUNCIL  
REGULAR TOWN COUNCIL MEETING  
JULY 18, 2016 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on  
Monday, July 18, 2016 at 7:33 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

Jeffrey Ceasrine, Acting 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.

**MOMENT OF SILENCE:**

In respect to the slain officers of Baton Rouge and Dallas a Moment of Silence was held.

President Mannix also thanked the members of the Narragansett Police Department for their work and dedication to the citizens of Narragansett.

**APPROVAL OF MINUTES:**

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the regular minutes of the January 19, 2016 Regular Meeting Minutes as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to  
approve the regular minutes of the January 27, 2016 Meeting Minutes  
as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to  
approve the regular minutes of the February 1, 2016 Meeting Minutes  
as presented.

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

**ANNOUNCEMENTS/PRESENTATIONS:**

**Probationary Firefighter Kyle Gagne - Firefighter 1<sup>st</sup> Class**

Matthew M. Mannix, Council President swore in Kyle Gagne as Firefighter 1<sup>st</sup> Class

A five minute recess was held to congratulate Firefighter Gagne.

John Kaufman, Principal of the Middlebridge School addressed the council on the school  
and the involvement of students in the community.

**OPEN FORUM:**

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

Richard Van Germeersch commented that the quality of the room needs to be addressed

as it was hard to hear the discussion with the fans going during the meeting. He also

spoke on the town holding a debate for the council candidates before the September

Primary; Robert Traeger spoke of the traffic situation on Succotash Road in South

Kingstown with the beach traffic. He said he spoke with the Narragansett Police

Department and was told it was a South Kingstown issue. He explained his business was

in Narragansett and it was difficult situation for him. Stanley Wojciechowski addressed

the council on student rental problem and he believed the AdHoc committee lost their

focus on their charge. He said if the students were disorderly the police should charge

them. He also said that the University of Rhode Island should make the students live on

campus; Camilla Weiner thanked the town for the repaving of Central Street. She also

commented that the Senior Citizens do not need any help with taxes;

Karen Shabshelowitz commented that statement was stereotyping and that speaker cannot

speak for all seniors

**PUBLIC HEARINGS:**

**A MOTION to CONSIDER an additional Alcoholic Beverage License and**

**SCHEDULE a Public Hearing for a Class BV-LIMITED Liquor License from the**

**Shoobie's LLC, Maria Dolos, President, 12 Sand Hill Cove Road, Plat N, Lot 275,**

**Narragansett, RI.**

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to consider an additional Beverage License and SCHEDULE the PUBLIC HEARING to August 1, 2016.

Raymond Ranaldi addressed the council on the applicant and believed the business would be an enhancement in the town. He noted that the applicant has been through the zoning process.

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

**A MOTION to DISCUSS & RECIEVE advisement re:**

**Class BV-LIMITED Liquor License - Bed and Bistro, Michael Maxon, President, 83 Narragansett Avenue, Plat C, Lot 344B, Narragansett, RI.**

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to DISCUSS & RECIEVE advisement re: Class BV-LIMITED Liquor License - Bed and Bistro, Michael Maxon, President, 83 Narragansett Avenue, Plat C, Lot 344B, Narragansett, RI.

Dawson Hodgson, Town Solicitor noted that the Bed and Bistro had received approval for a beer and wine license however the notice to abutters was defective. He explained that it was not sent by certified mail. He said to attempt to accommodate the business owner he was asked to send a subsequent notice that the hearing had taken place and if

there was an issue to contact the town. He advised the council that there was no action to be taken this evening but he would advise if an abutter did not receive a notice and was previous to the license the public hearing would be necessary again. There were no objections received on the matter.

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

## **CONSENT AGENDA**

**The consent agenda is voted on with one motion with the exception of #2.**

- 1. A MOTION to APPROVE the software maintenance/service agreement for the Judicial Case Management System (JCMS) used by Municipal Court from Curia Systems, Inc., in the amount of \$6,169.00 for FY 2016/2017.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 2. A MOTION to APPROVE the professional engineering services for the proposed design of a crosswalk and sidewalk at the location of the High School entrance and Thayer Avenue from BETA Group, Inc., in the amount of \$8,460.00.**

A discussion ensued on the safe routes to schools grant and the cost for the crosswalks was too high for the grant and the request for the design phase was local money.

It was noted that supplemental money in the TIP Program has been requested and if approved that could be used for the project.

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

Residents Bill Gardiner and Karen Shabshelowitz spoke.

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

- 3. A MOTION to APPROVE the emergency replacement of a Variable Frequency Drive (VFD) at the Scarborough Wastewater Treatment Facility (WWTF), to be completed by E.W. Audet & Sons, Inc., in the amount of \$9,275.00**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 4. A MOTION to APPROVE a one (1) year extension of the annual preventative maintenance agreement for Instrumentation, Control Programming & SCADA Equipment/System for Fiscal Year (FY) 2016-17 from Electrical Installations, Inc., in the amount of \$9,900.00 and at their quoted hourly rates.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 5. A MOTION to APPROVE the Boston Chapter of BMW CCA Rhode Island Group's request for a Show & Shine Car Show at Veterans Memorial Park on Sunday, September 4, 2016, subject to state and local laws.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 6. A MOTION to APPROVE the FirmMan Half Iron Triathlon scheduled for Sunday September 11, 2016 from 7:00 a.m. to 5:00 pm subject to approval of state and local regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

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

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

8. **A MOTION to APPROVE, RATIFY and CONFIRM a Miscellaneous License application for a One Day Peddler License for July 9, 2016, July 10, 2016, July 16, 2016, July 17, 2016 and APPROVE a Miscellaneous License application for a One Day Peddler License for July 23, 24, 29, 31 and August 6, 7, 8, 13, 14, 20, 21, 27, 28, 2016 and September 3, 4, 5, 10, 11, 2016 to Tim Bristow & Colby Blanchet d/b/a Yea Dog of Narragansett Rhode Island, subject to local and state regulations.**

APPROVED, RATIFIED and CONFIRMED & APPROVED

(Cicilline-Buonanno-Ranaldi 5/0)

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

**NEW BUSINESS:**

9. **A MOTION to APPOINT James Manni as the Town Manager and to APPROVE the contract securing his employment.**

In late January of 2016, our town manager Pamela Nolan sadly and unexpectedly passed away. After her passing, the town council, with the assistance of HR Director Susan Healy began a search for a new town manager.

The town council reviewed dozens of applicant resumes and ultimately chose to interview nine candidates for the position. After that first round of interviews, the

council selected four finalists for follow-up interviews. These interviews covered a range of topics, including the qualifications of the candidates, the challenges faced by Narragansett in recent years and the candidates' knowledge of and familiarity with those challenges.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPOINT James Manni as the Town Manager and to APPROVE the contract securing his employment.

Matthew M. Mannix summarized the selection process for the town manager position. After the result of that process James Manni has been selected to be the Town Manager. He gave a brief description of Mr. Manni's background. He noted the swearing in for the town manager will be held on August 1, 2016 and a Meet and Greet will be held on August 4, 2016. Mr. Mannix also thanked the Human Resource Manager, Susan Healy for her work on the selection process.

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

James Manni, Town Manager Candidate addressed the council and assembly.

Jeffery Ceasrine, Acting Town Manager was acknowledged for his stepping up to plate and being the Acting Town Manager for the past six months

**10. A MOTION to ADOPT a Resolution approving placement of a referendum bond question authorizing the Town of Narragansett to finance the acquisition and renovation of real estate and related equipment on the ballot for the November 8, 2016 General Election.**

The General Assembly approved House Bill H-8182 and Senate Bill S-2967 which authorizes the Town to place a bond referendum question on the November 2016 general election ballot that would authorize the Town of Narragansett to issue not more than \$5.8 million in bonds and notes for the purchase and/or construction of a new Library.

The next step in the process is to adopt a resolution requesting the Secretary of State, Elections Division to place the referendum question on the ballot for the voters to decide the fate of the bond referendum in November 2016.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to to ADOPT a Resolution approving placement of a referendum bond question authorizing the Town of Narragansett to finance the acquisition and renovation of real estate and related equipment on the ballot for the November 8, 2016 General Election.

Library Board Member addressed the council on the bond issue and the need for a new library

Residents Stanley Wojciechowski, Karen Shabshelowitz, Richard VanGermeersch, Robert Traeger and Mary Wojciechowski spoke

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

**A RESOLUTION AUTHORIZING THE PLACEMENT OF A LIBRARY BOND  
ISSUE QUESTION TO FINANCE THE ACQUISITION AND RENOVATION OF  
REAL ESTATE  
AND RELATED EQUIPMENT ON THE BALLOT FOR THE NOVEMBER 8,  
2016 GENERAL ELECTION  
RESOLUTION NO. 2016-14**

WHEREAS, the Narragansett Town Council orders that the following question shall be placed on the ballot at the General Election to be held on November 8, 2016:

**BALLOT QUESTION**  
(Chapter 237 and Chapter 285 Public Laws of 2016)

Shall an act, passed at the 2016 session of the General Assembly, entitled “AN ACT AUTHORIZING THE TOWN OF NARRAGANSETT TO FINANCE THE ACQUISITION AND RENOVATION OF REAL ESTATE AND/OR INTERESTS OR RIGHTS THEREIN AND RELATED EQUIPMENT FOR A LIBRARY AND TO ISSUE NOT MORE THAN \$5,800,000 BONDS AND NOTES THEREFOR” be approved?

(YES or NO)

ADOPTED this 18<sup>th</sup> day of July, 2016.

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

ATTEST:  
Anne M. Irons, CMC – Town Clerk

- 11. A MOTION to APPROVE the contractual agreement between the Town of Narragansett and James Harris to perform plumbing and mechanical inspections for the Building Official’s Office from July 1, 2016 to June 30, 2017.**

This is a renewal of Mr. Harris' contract which expired on June 30, 2016. This contract will expire on June 30, 2017 and has an annual salary of \$15,000.00. There is no increase in salary for this position.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPROVE the contractual agreement between the Town of Narragansett and James Harris to perform plumbing and mechanical inspections for the Building Official's Office from July 1, 2016 to June 30, 2017.

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

12. **A MOTION to RESCHEDULE a WORK SESSION with the Library Board of Trustees to discuss the formation of a Building Committee and other matters related to the proposed Library Building Project.**

With the recent passage in both the Senate and the House of the proposed Library Building Project bond referendum, it is appropriate to meet with the Library Board of Trustees to discuss the project and to review the appropriate level of public relations efforts prior to the November election, and other related matters. At the July 5, 2016 town council meeting the work session was scheduled for Monday, August 15, 2016 at 6:30 p.m. The Friends of the Narragansett Library are having a kickoff event to support

the November bond issue for the new library on August 16, 2016 from 6:00 to 8:00 pm at the Towers for a kickoff event, "Shout Out" to Your Library and are unable to meet on August 15<sup>th</sup> with the council.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to RESCHEDULE a WORK SESSION with the Library Board of Trustees to discuss the formation of a Building Committee and other matters related to the proposed Library Building Project to August 22, 2106 at 8:00 p.m.

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

- 13. A MOTION to SCHEDULE a WORK SESSION to review and discuss beach fees, policies, parking near and around the town beach and capital projects for the 2016 season with the staff, Parks & Recreation Director and the Recreation Advisory Committee.**

The beach work session is to review the 2016 beach season with the Parks and Recreation Director. The day to day operations, policies, parking, events and finances will be addressed at the work session.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to SCHEDULE a WORK SESSION to review and discuss beach fees, policies, parking near and around the town beach and capital projects for the 2016 season with the staff, Parks & Recreation Director and the Recreation Advisory Committee to September 26, 2016 at 6:00 p.m.

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

**14. A MOTION to DISCUSS the use of the Rhode Island Energy Challenge \$5,000  
Grant Award.**

On March 7th, the town council adopted a Resolution supporting the Rhode Island Energy Challenge sponsored by National Grid.

By adopting the Resolution the Town Council committed to meeting the goals of the Rhode Island Energy Challenge that 5% of households participate in the challenge in order to earn the designation as a Rhode Island Energy Champion and receive a grant towards energy efficiency measures for a designated public building or site.

Malinda Howard, Senior Community Outreach Manager and staff members from SmartPower have diligently signed up over 5% of the required households in Narragansett promising to reduce their energy use. We now anticipate the grant of \$5,000 will be awarded to the town and we will need to make a decision on how to use the energy grant money.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to DISCUSS the use of the Rhode Island Energy Challenge \$5,000 Grant Award.

Susan Cicilline-Buonanno addressed the members on the grant award and noted the challenge was met. She asked now what should the town do with the award money.

Jeffrey Ceasrine suggested that the staff should review the capital projects and submit a proposal to the council.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to CONTINUE the matter until August 1, 2016.

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

**ADJOURNMENT:**

The meeting adjourns at 9:12 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>

**NARRAGANSETT TOWN COUNCIL  
REGULAR TOWN COUNCIL MEETING  
AUGUST 1, 2016 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on  
Monday, August 1, 2016 at 7:30 p.m., at the Narragansett Town Hall.

Present: Matthew M. Mannix, President,

Susan Cicilline-Buonanno, President Pro Tem

Patrick W. Murray, Member

Raymond A. Ranaldi, Member

Christopher Wilkens, Member

James M. Manni, 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.

Matthew M. Mannix, President thanked the Narragansett Lions Club and all the town staff that helped out with the Blessing of the Fleet Road Race and event. He also commented that it was another successful year for the Lions Club.

Councilor Ranaldi noted that there were no major injuries this year. He also remarked that it has been going strong for 45 years.

**APPROVAL OF MINUTES:**

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is voted to approve the February 16, 2016 Work Session Meeting Minutes as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to approve the February 16, 2016 Regular Meeting Minutes as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the March 7, 2016 Work Session Meeting Minutes as presented.

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to approve the March 7, 2016 Regular Meeting Minutes as presented.

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

**ANNOUNCEMENTS/PRESENTATIONS:**

**SWEARING IN CEREMONY** – James M. Manni, Town Manager

Matthew Mannix, President swore in James M. Manni as Town Manager and read a Proclamation from the Attorney General.

James M. Manni, Town Manager addressed the council and assembly.

Matthew Mannix announced that a “Meet and Greet” will be held on August 4, 2016 at the North Beach Club House for the residents to meet the new town manager.

**OPEN FORUM:**

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

Carl Marchand addressed concerns on assessments that are done on real property and the town needs a full time assessor for accuracy. He believes there are many errors on assessments; Winn Hames spoke on the assessment of the Salt Pond Shopping Center; Carol Stuart commented that the town would have more tax money if the assessments were done correctly.

Dawson Hodgson spoke on the Motion to Continue the Public Hearing to a date uncertain and that was not an appropriate means of concluding a public hearing as it was a publicly noticed event. He explained that Councilor Wilkens questioned what the mechanism was to procedurally guarantee it would be done. He explained he advised Councilor Wilkens that as a member of prevailing vote it was his prerogative to reconsider the motion and that a decision to date uncertain could be vacated and a motion could be done with a date certain.

A five minute recess was called.

**PUBLIC HEARINGS:**

**A MOTION to RESCCHEDULE the time of the PUBLIC HEARING on the draft Harbor Management Plan on August 22, 2016.**

On June 20, 2016, a public hearing was scheduled for August 22, 2016 at 6:30 p.m. to discuss the proposed Harbor Management Plan.

The Town Council has now scheduled a work session to be held after the hearing with the Maury Loontgens Library Board members on August 22, 2016 as well.

It has been suggested to move the public hearing time from 6:30 p.m. to 6:00 p.m. in order to hear all testimony on the proposed changes of the Harbor Management Plan.

The public hearing on the Plan will be held until 8:00 p.m. and if needed continued to another night. The council will then meet with the Library Board following the public hearing.

Raymond A. Ranaldi moved, Susan Cicilline-Buonanno seconded and it is so voted to RESCHEDULE the PUBLIC HEARING to 6:00 p.m. on August 22, 2016

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

Christopher Wilkens aye, Matthew M. Mannix aye

**A MOTION to SCHEDULE a PUBLIC HEARING for text revision of Section 7.3 (Accessory Structures and Uses) and 7.6(f), (Fences) of the Zoning Ordinance of the Town of Narragansett.**

The Community Development Department originally submitted a proposed text revision for each of these sections of the Zoning Ordinance as part of the “omnibus “regulatory changes in 2015. Following review by the Planning Board at two separate meetings, these proposed amendments were removed for more in-depth deliberations.

Draft 2 of each proposal was brought to the Board in May resulting in one last set of minor revisions.

On June 21, 2016, the Planning Board reconsidered the two sections with final revisions, and voted unanimously to recommend approval and transmittal to the Town Council for public hearing. Staff suggests a public hearing date of September 6, 2016.

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously so voted to SCHEDULE a PUBLIC HEARING for text revision of Section 7.3 (Accessory Structures and Uses) and 7.6(f), (Fences) of the Zoning Ordinance of the Town of Narragansett to September 6, 2016 at 8:00 p.m.

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

**A PUBLIC HEARING for a Class BV-LIMITED Liquor License from Shoobie’s LLC, Maria Dolos, President, 12 Sand Hill Cove Road, Plat N, Lot 275, Narragansett, RI.**

Shoobie's LLC located on 12 Sand Hill Cove Road currently holds a victualing license with the town. The applicant filed for a special use permit with the Zoning Board of Review in order to serve beer and wine. On July 7, 2016 the applicant received final approval by the Board and submitted the attached application for a Class BV Limited Alcoholic Beverage License.

A BV Limited Liquor license will allow the serving of beer and wine to the customers of Shoobie's. The public hearing was advertised and the abutters within 200 feet of any point of the premises were notified.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted OPEN the PUBLIC HEARING for a Class BV-LIMITED Liquor License from Shoobie's LLC, Maria Dolos, President, 12 Sand Hill Cove Road, Plat N, Lot 275, Narragansett, RI.

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

Maria Dolos, owner of Shoobie's, LLC is sworn in by the Town Solicitor and testifies. She explained that she has a restaurant with 30 seats on Sand Hill Cove Road and is open for breakfast, lunch and dinner. She commented that she would like to serve beer and wine at dinner time.

Councilor Ranaldi questioned the closing time of the restaurant and was told it would be 10:00 p.m. and she would not serve alcohol outside on the deck or have entertainment on the premises.

Maria Dolos explained that everything is homemade and made from scratch in her restaurant.

Proponent and opponents are called and no speaks:

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

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

Christopher Wilkens moved, Susan Cicilline-Buonanno seconded and it is so voted to APPROVE the Class BV-LIMITED Liquor License from Shoobie's LLC, Maria Dolos, President, 12 Sand Hill Cove Road, Plat N, Lot 275, Narragansett, RI, subject to local and state regulations.

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

**PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS**

**A Public Hearing - In Amendment of Chapter 70 of the Code of Ordinances of the Town of Narragansett, Rhode Island, Entitled "Taxation and Finance".**

At the June 6, 2016 town council meeting a first reading was held on a proposal for a single tax rate ordinance. The passage of this ordinance would restore Narragansett's property tax system to one that would tax ALL properties based solely on their appraised value

The second reading and adoption of the proposed ordinance was scheduled for the June 20, 2016 town council meeting. However, on June 20, 2016, as in accordance with the Town Charter Section 2-1-9, a petition signed by 53 residents was filed requesting a public hearing be held on the proposed ordinance amendment to Sec. 70-4 entitled Taxation and Finance.

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

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

Matthew M. Mannix, Council President remarked that in December 2015, the council voted to request enabling legislation for a homestead exemption for the town. The exemption would be up to 10%. The legislation was passed at the General Assembly. On the June 6th town council agenda an item was placed to link the homestead exemption to commercial tax relief. He stated that basically the motion read that if the homestead was

enacted the town would then go to a single tax rate. After the first reading was read a petition was filed by residents requesting a public hearing being held on the ordinance amendment... He asked people to be succinct in their comments and to focus on the merits of the particular item. He asked Councilors Raymond Ranaldi and Christopher Wilkens to proceed.

Councilor Ranaldi explained that he and Patrick Murray were in favor of a Homestead and the reason why that was because of the tax rate on commercial businesses was 150 percent. He gave a preview history of how that rate began in Narragansett.

He said a single tax rate for everyone would be the best. He remarked that on the table tonight was a one tier tax rate to a homestead exemption. He asked that everyone stay on point when making comments.

Councilor Wilkens explained that nothing but a homestead, per se was on the agenda, not about who gets it or what the qualifications will be for it. He said that was a whole separate subject. He said he believes in simple principles and practices of fair taxation, especially as it applies to real estate and should be linked to the value of the real estate. In the current tax structure the residential would have to be split into two components, owner-occupied residential and non-owner occupied residential.

Proponent and opponents are called and the following are sworn in and speak:

Betsy Cournoyer, Stanley Wojciechowski, Richard VanGermeersch, Joan Pilver, Thomas Rogers, Mary Beth Parsons, Dennis Lynch, Harry Schofield, Carl Midunsky, Representative Carol McEntee, Carol Stuart, Paul Zonfrillo,

After lengthy and heated discussions Councilor Ranaldi suggested to continue the public hearing in order to have more discussion for people to have a better understanding.

Raymond A. Ranaldi moved, Christopher Wilkens seconded and it is unanimously so voted to CONTINUE the PUBLIC HEARING

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

**PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS**

The council moved to Open Forum

**MOTION TO RECONSIDER:**

Christopher Wilkens moved, Raymond A. Ranaldi seconded and it was so voted to reconsider the previous continuation to vote on a motion with a date certain

Susan Cicilline-Buonanno suggested a work session.

Raymond Ranaldi said that if a presentation was done at the public hearing it would explain the proposal.

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

Christopher Wilkens moved, Raymond A. Ranaldi seconded and it was so voted to CONTINUE the PUBLIC HEARING to September 19, 2016 at 8:00 p.m.

Residents John Miller, Richard VanGermeersch and Stanley Wojciechowski spoke

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

## **CONSENT AGENDA**

**The consent agenda is voted on with one motion with the exception of #'S 2 and 6.**

- 1. A MOTION to APPROVE, RATIFY and CONFIRM the hiring of Amalfi Caterers to provide catering services for the VIP buffet for the 2016 RI Philharmonic Concert at the North Beach Clubhouse, in the amount of \$2,765.00.**

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

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

- 2. A MOTION to APPROVE a Miscellaneous License application for a One Day Peddler License for August 3, 5, 10, 12, 17, 19, 26, 2016 to Tim Bristow & Colby Blanchet d/b/a Yea Dog of Narragansett Rhode Island, subject to local and state regulations.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 3. A MOTION to APPROVE the list of Real Estate abatements in the amount of \$2,050.00 and the list of Motor Vehicle abatements in the amount of \$1,831.95.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 4. A MOTION to APPROVE the request from the Parks and Recreation Department to enter into a performance contract with Roomful of Blues to perform during Gansett Days for the amount of \$3,000.00.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 5. A MOTION to APPROVE the installation of a concrete ramp for the south gate within the South Lot at the Town Beach utilizing the Miscellaneous Repair and Construction Contract with George Sherman Sand and Gravel Co., Inc. in the amount of \$7,500.00.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

- 6. A MOTION to APPROVE the contract with PoliceApp.com d/b/a FireFighterApp.com for firefighter recruiting services at no charge to the Town and AUTHORIZE the Town Manager to sign the contract after review and approval of the Town Solicitor.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

Fire Chief Partington explained the applicant would pay the cost.

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

- 7. A MOTION to AWARD the bid for Stone Sealing - Various Roads to the lowest bidder, Dosch King Company, Inc., at their quoted unit price of \$1.70/square yard for a one-year period and authorizes the Town Manager to sign the contract after review and approval of the Town Solicitor.**

AWARDED (Cicilline-Buonanno-Ranaldi 5/0)

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

**OLD BUSINESS:**

None

**NEW BUSINESS:**

- 8. A MOTION to RECEIVE a REPORT from Police Chief Sean Corrigan on boating safety measures on the Narrow River.**

The Narrow River is widely used by all manner of recreational boaters, and its popularity has also led to on-water conflicts between power boats and non-powered water craft.

Councilmember Susan Cicilline-Buonanno requested Chief Corrigan to discuss his department's role in boating safety measures on the Narrow River accordingly.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to RECEIVE a REPORT from Police Chief Sean Corrigan on boating safety measures on the Narrow River.

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

Police Chief Sean Corrigan addressed the council on the Narrow River safety. He noted that in 2016 he only received one complaint and in 2013 and 2014 there were a total of 4 complaints and for 2015 there was one complaint. He said additional patrol details have been added with the Harbor Master. He said they have updated safety issues on social media. He spoke of the qualifications of the Harbor Master noting that he was highly qualified for the position. He noted that boating safety workshops were given early in the season by the Mettatuxet Yacht Club.

**9. A MOTION to APPROVE the purchase of one (1) replacement PowerEdge R730xd Server from Dell Marketing, LP, in the amount of \$12,219.48, utilizing the State of Rhode Island Master Price Agreement.**

This equipment is hardware necessary in order to complete Phase II for the Server Upgrade Project from FY 2016. This new replacement server has a life expectancy of five (5) years, fully warranted by Dell. The existing server is no longer covered under warranty and replacement parts are no longer available, thereby creating a security risk.

Bids were solicited and awarded by the State of Rhode Island, Office of Purchasing. The Town will be purchasing under the State Master Price Agreement (MPA) #345.

Funding is available in the Information Resources Capitol Projects Account #00200130 57070, Server Replacement Program.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to the purchase of one (1) replacement PowerEdge R730xd Server from Dell Marketing, LP, in the amount of \$12,219.48, utilizing the State of Rhode Island Master Price Agreement.

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

**10. A MOTION to APPROVE the annual software maintenance agreement with Vision Government Solutions, in the amount of \$16,450.00.**

This annual software support agreement is for the time period of July 1, 2016 – June 30, 2017. This agreement covers support and updates for the Towns' software systems including Utility Billing/Collection, Rental Registration, Building Official, and Tax Collection/Administration.

Since Vision Government Solutions 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, determined this to be a sole source item. Funding is available in the Information Technology Operating Account #0001350 50311, Licenses/Dues.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the annual software maintenance agreement with Vision Government Solutions, in the amount of \$16,450.00.

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

**11. A MOTION to APPROVE the purchase of four (4) Mohawk MP Series Mobile Columns (lift system) from Mohawk Resources Ltd. pursuant to Rhode Island MPA 405, in the amount of \$40,872.41.**

As part of the Department of Public Works ongoing efforts to improve productivity and the delivery of quality service to the community, all of the existing maintenance and service activities are periodically reviewed and analyzed. With the recent acquisition of bus maintenance from the School Department, it has been determined that to keep up with the constant work load of vehicle maintenance a second Mohawk Lift system is required. Currently, Fleet Maintenance conducts repairs or performs preventative maintenance inspections to over 180 vehicles and pieces of equipment. The new lift system will also be utilized in conjunction with the existing system to lift and perform repairs to the new 3-axle Fire Ladder truck we anticipate seeing by the end of this current year. The price of \$40,872.41 includes the purchase of four (4) mobile columns with

68,000 lb. capacity as well as delivery, set up, and training on the system.

Mohawk Resources Ltd holds a State Master Price Agreement (MPA # 405) for lifts, valid through December 31, 2016. Bids were solicited and awarded by the State of Rhode Island, Office of Purchasing. The Town can utilize the State MPA to take advantage of the purchasing power associated with a large state-wide procurement.

Funding is available in the Public Works Department Capital Projects Account #00200710 57071, Equipment Replacement.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the purchase of four (4) Mohawk MP Series Mobile Columns (lift system) from Mohawk Resources Ltd. pursuant to Rhode Island MPA 405, in the amount of \$40,872.41.

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

**12. 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 2017.**

This agreement covers hosting, updates, license fee, and support for the Towns' MUNIS software for Accounting/General Ledger, Purchasing, and Payroll. The renewal period is: July 1, 2016 – June 30, 2017.

This fee is paid quarterly in the amount of \$15,104.75 (the first quarterly invoice is attached). 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 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 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 2017.

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

**13. A MOTION to APPROVE the purchase of one (1) Toolcat 5600 G-Series Utility Work Machine from Clark Equipment Company d/b/a Bobcat Company and delivered from Bobcat of Rhode Island at their quoted price of \$67,536.98, pursuant to the NJPA Contract.**

As part of the Department of Public Works ongoing efforts to improve productivity and the delivery of quality service to the community, all of the existing maintenance and service activities are periodically reviewed and analyzed. As the Town Council is well aware of personnel from the Highway and Parks Divisions work diligently removing snow from various roadways and sidewalks. This piece of equipment would be able to streamline the post cleanup effort with the “safe routes to school” sidewalks. Many times snow must be removed from the sidewalk to the travel lane and then scooped up with a backhoe and loaded into dump trucks and hauled away causing a need for flaggers, multiple pieces of equipment and multiple trucks. With this piece of equipment, one operator will be able to proceed along the sidewalk casting snow directly into various dump trucks as a continuous moving operation with minimal disruption to traffic.

Various alternatives for procurement of this equipment were considered and Public Works selected the National Joint Powers Association (NJPA) contract. The Town will be purchasing this item under the competitively procured NJPA contract#042815-CEC effective thru 5/19/2019 with Bobcat in order to take advantage of the purchasing power associated with a large nationwide procurement. The Town joined the alliance to take advantage of these competitive bids with large-volume buying power. The department budgeted \$76,000.00 for this purchase. Funding is available in the Public Works Capital Projects Account #00200730 57071, Equipment Replacement.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to APPROVE the purchase of one (1) Toolcat 5600 G-Series Utility Work Machine from Clark Equipment Company d/b/a Bobcat Company and delivered from Bobcat of Rhode Island at their quoted price of \$67,536.98, pursuant to the NJPA Contract.

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

**14.A MOTION to AWARD the bid for the Scarborough WWTF Flood Proofing Project to the lowest bidder, Blakeslee Arpaia Chapman, Inc. in the amount of \$1,352,759.00.**

The Scarborough WWTF is a Town of Narragansett-owned secondary wastewater treatment facility located on the Atlantic Ocean coast at 990 Ocean Road, Narragansett. This is an active facility which must remain in a fully functional mode at all times. Following Hurricane Sandy, sea water was on the plant grounds for the first time and the staff began to study flood proofing options for the facility. The engineering firm of RT Group, Inc. (North Kingstown, RI) was hired to prepare a feasibility study for flood proofing options. The results of that study indicated that the most appropriate long term solution would involve the following - the General Scope of Work for this project includes, but is not limited to approximately 393 linear feet of driven steel sheet piling

(with steel cap), and approximately 178 linear feet of formed and poured in place reinforced concrete sea wall, designed to provide flood proofing for the referenced facilities. Stone riprap will be placed on the seaward side of the wall, and an earthen berm on the landward side. A drainage filtration system will be installed on the landward side of the wall. Existing utility penetrations in the proposed wall area will be sleeved under this contract.

As part of this project, staff applied to FEMA for a Flood Zone Map Amendment – once the project has been completed, the town will formally petition FEMA to remove that protected portion of the property from the flood zone, as it will be protected by the new sea wall. This will save on insurance costs, and will allow completing other facility improvement projects without having to secure flood zone variances. FEMA has given the town a conditional approval based on the design plans. The design of this project was several years in the making. Various design options were considered and reviewed with local contractors for “constructability”. Numerous meetings and conversations with various regulatory authorities were held. Ultimately, this project was approved by CRMC, and it’s the first project in Rhode Island to have a sea level rise component factored into the final design.

The request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Nineteen vendors received the specifications (some are sub-contractors) and ten responded. Staff was pleased with the outcome of the bidding process – all ten (10) bidders submitted bids below the

Engineers Estimate, and the tight competitive spread can be seen by looking at the three (3) lowest bidders in particular. The Town clearly benefitted by a strong bidding climate and a well-prepared and comprehensive set of contract documents. The Engineering Department and the RT Group evaluated the bids and recommends an award accordingly to the lowest bidder, Blakeslee Arpaia Chapman (BAC), Inc. out of Branford CT.

BAC is a multi-million dollar heavy and marine contractor, and this project should fit well within their capabilities. This project is being funded in part with a CDBG post-Hurricane Sandy Disaster Recovery (DR) grant in the amount of \$1 million. \$10,000 is for grant administration costs, and the remaining \$990,000 can be applied directly to offset this award. Funding for the town portion is available in the Wastewater Enterprise Fund Capital Projects Account #0032 50617, Scarborough WWTF Flood Proofing.

At the August 15, 2016 Town Council meeting, a contract amendment with the RT Group for professional engineering services during construction, including shop drawing review, payment request review, and contract documents interpretation will be on the agenda. The Staff will still be working with the RT Group to identify the final scope of services that they can or should provide as the project engineers, versus what the town can provide at the staff level.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to AWARD the bid for the Scarborough WWTF Flood Proofing Project to the lowest bidder, Blakeslee Arpaia Chapman, Inc. in the amount of \$1,352,759.00.

Resident Stephen Ferrandi spoke.

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

**15. A MOTION to AUTHORIZE the use of the Miscellaneous Repair &  
Construction Services Contract with George Sherman Sand & Gravel Co.,  
Inc. to perform Hot Patch repairs of selected roads, in an amount not to  
exceed \$50,000.00.**

As part of the Department of Public Work's (DPW) Pavement Management Program, roads are inspected and assigned a score (RSR) based upon their pavement condition. That score determines if the road is a candidate for deferral of pavement maintenance, crack filling, surface treatment (stone sealing), pavement overlay, pavement replacement or total reconstruction. As part of the Pavement Management Program, some of the crack filled roads have also been selected for surface treatment which will consist of either a single or double "stone seal" which involves the application of a modified emulsion and application of 3/8" crushed stone. Prior to completing this road surface treatment, all significant areas of pavement deterioration, such as old utility cuts and localized pavement break outs, must be properly repaired with "hot mix" asphalt. While the Highway Division has the ability to perform "hot asphalt" repair work and has already completed some of the work, there is more work required than time and resources to do it. To expedite the repair work and ensure completion in time for the surface

treatment work, some of the repair work needs to be completed with contracted services.

George Sherman Sand & Gravel, Inc. is currently under contract for this type of work and has assisted the department in the past.

George Sherman holds the Miscellaneous Repair and Construction Contract for utility and general site work. The most recent contract extension with Sherman was approved by the Town Council on May 2, 2016 (valid through December 31, 2016). In accordance with the current Town Council policy, work under this contract requires Town Council approval for all work that exceeds \$4,000.00 and this contract may be used with Council approval for work up to \$50,000.00 in value. DPW staff will mark out all of the required repairs, supervise all of the work, and verify all charges. Funding is available in the Public Works Capital Projects Account #00200710 57002, Pavement Management.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to AUTHORIZE the use of the Miscellaneous Repair & Construction Services Contract with George Sherman Sand & Gravel Co., Inc. to perform Hot Patch repairs of selected roads, in an amount not to exceed \$50,000.00.

Resident Richard VanGermeersch spoke

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

Christopher Wilkens aye, Matthew M. Mannix aye

16. A MOTION to ADOPT a Resolution supporting the \$35 Million Dollar Green Economy Bond Referendum.

The General Assembly enacted a \$35 Million Green Economy Dollar Bond referendum question for the November 2016 ballot. This bond will be used for open space protection, parks and bikeway development, stormwater management and brownfield restoration program.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to ADOPT a Resolution supporting the \$35 Million Dollar Green Economy Bond Referendum.

Resident Rosemary Smith, Stanley Wojciechowski and Richard VanGermeersch spoke  
Susan Cicilline-Buonanno aye, Patrick W. Murray aye, Raymond A. Ranaldi aye,  
Christopher Wilkens aye, Matthew M. Mannix aye

A Resolution in Support of the Green Economy Bond  
Resolution No.: 2016-14A

WHEREAS, state partnership programs to help municipalities protect their special places and farmland, develop parks, establish bike paths, and remediate/redevelop contaminated brownfields sites have long been effective in helping Narragansett make important economic and quality of life investments in our community's future; and

WHEREAS, the Comprehensive Community Plan for the Town of Narragansett documents the Town's objectives for open space protection, parks and outdoor recreation facilities, transportation infrastructure, stormwater management and flood prevention; and

WHEREAS, investments in land conservation, parks and bike paths are fundamental to Narragansett quality of life, strengthen our communities, and enhance the health of our community's residents; and

WHEREAS, protected open spaces and parks are a cornerstone of our tourism and outdoor recreation industry that attracts visitors and supports businesses and employment in our community; and

WHEREAS, protecting the remaining farmland in Narragansett is critical to providing healthy, locally grown food for our residents and retaining the character of our community; and

WHEREAS, completing the state's network of bike paths will: enhance connections between communities, workplaces and parks; promote health and fitness; and increase the State's appeal as a tourist and outdoor recreation destination expanding this sector of our economy; and

WHEREAS, our community needs to leverage public and private resources to improve stormwater management and better protect the waters of Narrow River, Salt Pond, our lakes, ponds, drinking water reservoirs, bay and coastal waters and to prevent and manage flooding; and

WHEREAS, funding for remediation and redevelopment of brownfield sites in our state will create jobs, protect public health, and help us to revitalize our town by transforming liabilities and underused or abandoned properties into productive places generating increased local tax revenue; and

WHEREAS, the citizens of the Town of Narragansett overwhelmingly voted in November 2012 to approve by a margin of 73.6% in favor the Farmland, Open Space Conservation, Parks and Bay Restoration Bond; and in November 2014 overwhelmingly voted to approve by a margin of 68.7% in favor of the Clean Water Open Space and Healthy Communities Bond; and

WHEREAS, municipal projects financed in part with past state Open Space and Recreation Bond funds have enabled the Town to implement our adopted Comprehensive Community Plan, preserve our community character and enhance our quality of life by protecting the special places and improving parks and outdoor recreation facilities in our community including The Narragansett Community Athletic Center.

WHEREAS, the 2017 Rhode Island budget includes a \$35 million Green Economy Bond referendum for open space protection, parks and bikeway development, stormwater management and brownfield restoration programs;

THEREFORE BE IT RESOLVED: that the Narragansett Town Council fully supports the \$35 million Green Economy Bond referendum enacted by the General Assembly for voter consideration in the November 2016 General Election.

Adopted this 1<sup>st</sup> day of August, 2016.

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

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

**17. A MOTION to DIRECT the Town Solicitor to prepare an amendment to Narragansett's Ordinances to allow retired police officers to be reemployed by the town for more days than the current ordinances permits, provided that additional reemployment is not paid by the town, but reimbursed by third-party vendors.**

The Town Ordinances, specifically Chapter 58, Section 58-34, allows retired town employees to be reemployed by the town without any reduction in retirement benefits if the retired employee works no more than 75 days. In recent months, the demand for police details by third parties has increased significantly. Payment for such details comes from those third parties, not from town funds. This amendment would allow retired police officers and other town employees to be reemployed by the town if the payment for their services came from outside sources, not town funds.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to DIRECT the Town Solicitor to prepare an amendment to Narragansett's Ordinances to allow retired police officers to be reemployed by the town for more days than the current ordinances permits, provided that additional reemployment is not paid by the town, but reimbursed by third-party vendors.

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

**18. A MOTION to SCHEDULE a Work Session to interview candidate(s) for an appointment to the Planning Board.**

Due to the recent resignation of Planning Board Member Robyn I. Piziak, an unexpired term expiring on November 1, 2020 is available for appointment.

According to the town's rules for commission, committee and board appointments, selection process of members #4, the town council shall conduct interviews for any new vacancies on the Planning and Zoning Board of Review.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to SCHEDULE a Work Session to interview candidate(s) for an appointment to the Planning Board to

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

**ADJOURNMENT:**

The meeting adjourns at 10:31 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.

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**NARRAGANSETT TOWN COUNCIL  
PUBLIC HEARING MEETING  
AUGUST 9, 2016 MINUTES**

At a Public Hearing Meeting of the Town Council of the Town of Narragansett held on Tuesday August 9, 2016 at 6:30 p.m., at the Narragansett Town Hall.

Present: Matthew M. Mannix, President,

Susan Cicilline-Buonanno, President Pro Tem

Patrick W. Murray, Member

Raymond A. Ranaldi, Member

Christopher Wilkens, Member

James M. Manni, Town Manager

Dawson T. Hodgson, Town Solicitor

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

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it was unanimously so voted to OPEN the PUBLIC HEARING on the amendments to the Narragansett Comprehensive Plan.

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

Terry Fleming, Chair of the Planning Board addressed the council on the past process of drafting the revised Comprehensive Plan since 2012. He spoke of the 29 public hearings that were held and the public outreach and comments that were received and vetted by the Planning Board. He noted that the Board continued to meet with the consultants and staff to incorporate their suggestions in the Plan. He said the Comp Plan is a blue print; it's the goals and directions and drills down to a certain level. It is not to be specific as the legislative body then enacts specific ordinances within the goals and policies of the Plan. He said the Board has been guided by the staff, the consultants, the council and the board members and the Plan represents the best in all direction for everyone in the community and not just certain interest. He explained that it wasn't to address the needs of neighborhood associations or renters, students or businesses it is to represent everyone and balance the needs of everyone and the Board believes it does.

Mr. Fleming asked the council to move on the Plan as the town does not have one in place and Narragansett was not the only one past the deadline but that didn't make it right that the town was past the deadline. He stated it shouldn't be delayed any longer.

Mr. Fleming commented that it was appropriate to have a two block of Boon Street as mixed use zoning though it seemed to have a great deal of opposition. He explained that it was already commercial and if people believed mixed-use zoning will hasten the

Commercial development on that street it's not factual. He said people got up and spoke at the public hearing and misrepresented that even though the consultant, Mr. Deluca, Mr. Ceasrine and me all explained it. He said people think mixed use zoning is a Trojan horse to bring in more affordable housing and that is not the case. He said another meeting cannot be spent just on mixed use the plan needs to move on. He said the Planning Board continues to support mixed use zoning. He suggested the council deal with it quickly as possible and not spend a whole lot of time on it and get some resolution, pass it, adopt it, reject it, modify it but it needs to be moved on as the town needs a Plan.

It was noted that the deadline was 2011 and the state needs to approve it also and they will also take public comment.

Matthew Mannix asked the council what the thoughts were on the mixed use zoning.

Susan Cicilline-Buonanno answered that she would completely adopt the Plan but mixed use zoning should be ruled out.

Raymond Ranaldi agreed but suggested that it could be worded somehow so it wouldn't go away as a lot of work had gone into it.

Christopher Wilkens said the plan should move forward and not be denied on mixed use zoning. He said the 98% of general public will go for it and if mixed use is dropped he was fine with that.

Patrick Murray said he agreed with Chris Wilkens however the planning and zoning process should be made easier for the businesses and relive some of the restrictions; however he was ready to ditch the mixed use zoning.

Susan Cicilline-Buonanno moved, Raymond Ranaldi seconded and it is unanimously so voted to remove mixed use zoning from the Comprehensive Plan.

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

Matthew Mannix asked for public comment and requested people are succinct in their comments.

The following people were sworn in and testified.

Susan Bush, Sue Cesareo, Karen Shabshelowitz and Raymond Kagels, Bob Donaldson, Density issues in the Pier area were discussed as well as mixed use references in the Roadmap and Action Plan, and elderly services.

Councilor Wilkens suggested to close the public hearing and schedule a date for a decision and go over the things that have been said.

Raymond Ranaldi asked for the elimination of mixed use references in the Action Plan be removed.

Susan Cicilline-Buonanno commented that a lot of changes were made throughout the process and the council should take the comments under advisement and adopt the plan.

**RECESS:**

The Town Council took a five minute recess.

**MOMENT OF SILENCE:**

A moment of silence was held in respect for John Hickey who passed away.

Michael DeLuca, Community Development Director requested that the council also authorize the changes that were submitted to the council by Memo on July 29, 2016.

He said they were factual information that brought it up to date on the community services and facilities chapter. He noted that there was also a map change for property that was zoned public when in fact it had a residential house on it. He also noted that there were several suggestions from Carol Stuart in the Action Plan and if the council was going to instruct to make changes to also authorize that they be added.

Mr. DeLuca then reviewed the memo to the council and the attachments

1. List of issues raised since closure of the Planning Board's hearing on the Comprehensive Plan. I have added brief staff comments to each.
2. Map of Plat H, Lot 37 on Rodman Street that is a clear mismatch between zoning and land use but was missed during earlier study.
3. Map of Boon Street area showing parcels suggested by the Planning Board for mixed-use designation. Provided at the request of Councilman Murray.
4. A list of definitions of "Mixed-use" from various sources.

**PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS**

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded to CLOSE the PUBLIC HEARING.

Christopher Wilkens moved to amend the motion to include a decision to be set for the date certain of September 19, 2016.

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

Matthew Mannix asked for a vote on the main motion with the amendment included and the vote was as follows:

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

**ADJOURNMENT:**

The meeting adjourns at 8:02 p. m.

ATTEST:



Anne M. Irons, CMC  
Council Clerk

MINUTES ACCEPTED AS  
PRESENTED/AMENDED

Anne M. Irons, CMC  
Council Clerk

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

COMPREHENSIVE PLAN

Date: July 29, 2016

To: Town Council Members, Town Manager, Town Solicitor

From: Michael DeLuca, Planning Director

**RE: Comprehensive Plan - Public Hearing Continued**

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Attached for your review are four documents related to the continued public hearing to be held on the Comprehensive Plan on August 9, 2016.

1. List of issues raised since closure of the Planning Board's hearing on the Comprehensive Plan. I have added brief staff comments to each.
2. Map of Plat H, Lot 37 on Rodman Street that is a clear mismatch between zoning and land use but was missed during earlier study.
3. Map of Boon Street area showing parcels suggested by the Planning Board for mixed-use designation. Provided at the request of Councilman Murray.
4. A list of definitions of "Mixed-use" from various sources.

Additionally, I have included the list of Key Issues raised in earlier Council workshops that were already addressed in Draft 3 (the current copy) for your reference.

Please take a look at these documents to bring yourself up to date on the final draft of the Plan and feel free to contact me with any questions you may have. Thanks.

## ISSUES RAISED SINCE CLOSURE OF PLANNING BOARD HEARING AND DECISION TO APPROVE THE PLAN ON FEBRUARY 25, 2016.

**Land Use: Requested map changes (p. 27)** The following changes are in addition to those provided in the previous Key Issues list.

1. **Plat H/ Lot 37:** Residential property that has been zoned "Public" since 1998. It is asserted by the owner that this land was mistakenly added to the list of lots on which the Middle School resides. Staff research indicates the parcel was zoned residential from the 1930's to the late 1990's. Staff agrees this is a mistake and could be designated "Residential – Moderate Low to Low Density" and targeted for return to R-40 residential zoning. See attached map.
2. **Plat D / Lots 157, 158, 159, 159-A, 160, 161, 162-A, 163, 164, 164-1, 174, 175, 181, 182, 182-A, 183, 184-A, 221, 221-B :** Boon Street lots located in the reduced 2-block area targeted for mixed-use and fronting on Boon Street. These lots are currently zoned BB – Business and were supported by Planning Board prior to Feb 25, decision for re-designation "Commercial" to "Mixed –Use". Included here for purposes of noting that several lots in the Special District have been omitted from mixed-use designation as can be seen on the attached map.

**Community Services & Facilities** The following comments were received from Jeff Ceasrine.

3. **Page 47 Section D, Public Safety** – the bond referendum passed in 2014, and the renovations are underway and about 50% complete. Update text.
4. **Page 54 Section K, Municipal Energy Consumption** – the Lighting upgrades at the Community Center have been completed, and we did boiler conversions there as well in 2015. We have a pending solar energy power generation project with South Kingstown and URI at the 2 former Superfund sites (Rose Hill and Plains Road), and a pending street light acquisition \ LED conversion project with National Grid. Engineering Dept. can provide a complete synopsis. These also tie into the Goals and Policies on Page 60. Update text.
5. **Page 55 Policy CSF 3.2 (c)** – School bus maintenance has migrated to DPW facility on Westmoreland Street as of January 1, 2016. Update text.

**Natural Hazards** – The following comments were received from Jeff Ceasrine.

6. **Page 62 C 3 – Wastewater** – Scarborough WWTF Flood Proofing Project – design and permitting complete; was advertised for construction May 2016. Bid awarded. To be and constructed 2016-17. Update Text
7. **Page 65 third bullet and NH 1.2 (c)** on the same page. Note that Town has incorporated a 2 foot in 50 year sea level rise component in the design, per CRMC review process. Update text.

**Action Plan** The following proposed actions were critiqued by one member of the public and suggested for revised wording and/or prioritization:

- **Policy LU 2.2 a** - Revise priority from mid-term to short-term. Staff does not object.
- **Policy LU 2.5 g** - Revise priority from mid-term to short-term. Staff does not object.
- **Policy LU 2.6 a** - Revise from long-term to short-term. Staff finds this to be difficult to complete in the short term although some elements may be possible.
- **Policy ED 2.1 d** - Revise priority from long-term to short-term. Staff does not object but anticipates this may be a task that becomes an ongoing activity.
- **Policy H 1.1** - Revise and strengthen wording to *“Ensure that there is timely response to concerns for issues related to student renters and an effort to develop resolutions”*. Staff is not opposed to strengthening language but suggests this proposal be refined with input from Planning Board and consultant.
- **Policy H 1.2 b** - Revise priority form mid-term to short-term. Staff does not object.
- **Policy H 1.4 a** - Revise priority from short-term to ongoing. Staff does not object.

# KEY ISSUES RAISED & DISCUSSED SINCE PLANNING BOARD / TOWN COUNCIL WORKSHOPS IN 2015.

(Page references are from the “track-change version of Draft 3 dated February 16, 2016)

- The following topics address major areas where text and/or mapping was amended from Draft 2B to Draft 3 of the Comprehensive Plan. Several minor revisions that clarify intent or expand a concept were also added to the Plan but not described here.

## **Land Use:**

p. 22 – Pier Area Special District – Noted opportunity to manage on-street parking with special permits or timed regulations.  
(from Town Council workshop)

p. 22 – Pier Area Special District – Eliminated reference to mixed –use designation for Pier Village or Narragansett Avenue.  
(from Town Council workshops and PB Hearing)

p.24 – Ted Wright Rotary / Caswell Corner – Added text noting need for upgrading Walt’s Way Industrial Area and improved design standards.  
(from Town Council workshops & deliberation by Planning Board)

p. 31 – Updated table of parcels requiring zone change to reflect removal of 3 out of 4 areas targeted for mixed use designation. (from deliberation by Planning Board)

p. 27 - LU Map – Eliminated sites in Bonnet Shores, Pier Village and on Point Judith Road from mixed use designation. Reduced but retained a 2-block area of Boon Street. Limited mixed use designation to 18 lots with frontage on Boon Street currently zoned “BB – Business”. (from deliberation by Planning Board)

Also, resolved outstanding questions related to 15 specific sites – 4 recommended for change; 11 recommended for no change.

(from numerous individual property owners, Planning Dept staff & Planning Board)

## **Economic Development:**

p. 38 – Added text emphasizing importance of Town Beach to local economy  
(suggested by Beach Sustainability Committee)

p. 40 – Added a bullet to emphasize the focus on growth of small & mid-sized business.  
(from PB deliberations)

p. 43 – Added policy ED 1.3 c – to emphasize types of business to solicit & support.  
(from Town Council Workshop & PB deliberations)

**Community Services & Facilities:**

p. 56 – Added policy CSF 4.1 b – to seek solutions addressing the integration of student housing with the Town & ensure sufficient law enforcement services are available for all.  
(from numerous commenters during PB deliberations)

P 57 – Expanded Policies CSF 5. 2 & CSF 5.3 to address the need for new Library facility to meet increasing demand and ADA requirements.  
(from Library Board)

**Natural Hazards:**

p. 62 – Added text for protecting natural resources and cross-reference to Hazard Mitigation plan. (from Planning Director)

**Transportation & Circulation:**

p. 70 – Added paragraphs on local transit opportunities including potential for use of school buses for seasonal programs and need for expanded service for seniors.  
(from Planning Board and public comment)

P 72 – Added reference to pedestrian and bicycle improvements along Boston Neck Road, Narragansett Avenue and Point Judith Road at Ocean Road intersection.  
(from Town Council workshops & public comment)

**Housing and Neighborhoods:**

p. 75 – Added a context-setting opening paragraph. (from Planning Director)

p. 76 – Revised text of “Neighborhood Character and Design” section to strengthen regulatory standards and clarify the potential use of new tools to ensure appropriate scale of development. (from Planning Board)

**Natural Resources:**

- P. 99 – Added paragraph acknowledging private and non-profit organizations that may assist the Town in studying and advocating for protection of major waterbodies.  
(from NRPA)
- p. 101 – Added text to include reference to recent studies of storm impacts on the Town Beach  
(from Beach Sustainability Committee)
- p. 103 – Added reference to NRPA, Salt Ponds Coalition and URI Watershed Watch as potential partners in water quality monitoring and achieving protection of Town water resources.  
(from NRPA)
- p. 103 – Added four policies for ensuring the protection Town natural resources including beach profile, analysis of sea level rise, maintenance of the Seawall and pursuit of dredging options for the Narrow River mouth.  
(from NRPA, Beach Sustainability Committee)

**Recreation and Open Space:**

- p. 107 – Added text encouraging recreational facilities be required in sizable new developments by the owner. (from Planning Board)
- p. 108 – Added text noting need for safety measures at rocky shoreline locations accessible to the public. (from Town Council)
- p. 108 – Added text strengthening the need for the Town to be involved in State decisions regarding use or disposal of State-owned recreational and open space assets.  
(from Planning Board)
- p. 109 – Added text emphasizing the role of the Town Beach being central to the local economy  
(from Beach Sustainability Committee)
- p. 110 – Added policy to work more closely with state and federal agencies to improve access to the Narrow River in the vicinity of the Sprague Bridge.  
(from NRPA)
- p. 111 – Added policy to complete a master plan for the Middlebridge property.  
(from Planning Board)

The very first line of the comprehensive plan states that “The Narragansett Comprehensive Plan establishes a roadmap for land use and local government policy over the next 20 years.” It states that it is “first and foremost a policy document created with the public that describes a **shared vision** of the community at large. Goals and policies are established to help decision makers determine, among other things, how development looks and where it happens.”

- Words are important – people will (and have) use the comp plan to support projects/development
- Yet – some terms extremely vague, undefined, open to interpretation, euphemisms.

**Page 44 of the Roadmap:**

**Policy ED3.3: Explore more sophisticated “place-based” regulatory approaches for different districts.**

**Consider allowing housing types such as top of the shop and cottage style units into areas around the Pier, Boon Street and off the edges of Boston Neck Road commercial properties.**

Continue to revisit zoning related to allowable uses, parking, dimensional standards and other requirements in specific districts to ensure **there are no roadblocks to quality redevelopment.**

- What is “cottage style?” – Are we now dictating styles? I see nothing in the town ordinances about style. My gut tells me this means a smaller home that will be crammed in somewhere – it’s not about a quaint, benevolent-sounding style.
- What is “quality redevelopment?” Subjective term – and “roadblocks” or at least public input and transparency – a chance for neighbors/abutters to weigh in – should be welcome, not avoided.

I see these special considerations are targeted **around the Pier, Boon Street, and off the edges of Boston Neck Road commercial properties.** The Pier is highlighted as a place to densely develop – nothing more.

**b. Explore the possibility of introducing form-based zoning elements on various streets in the Pier area.**

Q3) What are **form-based zoning elements**? Again, this is only in the Pier area – please define – uncertain if this is something desirable – don’t know what they are.

**Page 29 of the Roadmap:**

**Description of land use--**

**a) Residential – High to Moderate Density**

Residential areas identified as high to moderate density are primarily the older neighborhoods in Narragansett and contain both single family and multi-family developments. **The minimum required lot sizes in the associated zoning districts are 10,000 to 20,000 square feet; however, many neighborhoods contain legal non-conforming lots of less than 10,000 square feet. Densities up to 5,400 square feet per acre are acceptable in these areas where the historic development pattern is reinforced.**

- Is this inviting, approving 5400 square foot lots? This is ludicrous. I recommend deleting this. People will see this as permission to develop additional homes on their lots. Unacceptable.
- When property owners buy property, speaking from the perspective of a resident, not a developer who rolls the dice buying an undersized lot, KNOWING the zoning – expectation of 10,000 square foot lots (except for legally non conforming). This is unfair to those of us who purchase homes with an understanding/expectation of zoning. It is there to protect us – protect our neighborhoods. In fact, people had to merge lots if they were adjoining and undersized – this is a huge step backwards.

Our ordinances state: “the General Assembly of RI and the town of Narragansett recognize certain purposes and value, EACH WITH EQUAL PRIORITY, that are protected by zoning: (among others):

- Providing for the control, protection, of the natural, historic, cultural, and scenic character of the city or town or areas therein
- Providing for the preservation of ....**open space**.
- Pier Merger district – **“MERGER OF LOTS IS APPROPRIATE TO RETAIN THE CHARACTER OF THE HISTORIC BUILT ENVIRONMENT.”**

So now we’re talking about essentially the OPPOSITE? – Huge step backwards

**Protecting natural resources and open space – limited to other parts of town – CRMC-protected areas – NOT THE PIER --**

**Policy LU2.3, Guide Development to Protect and Enhance the Town’s Natural Resources – Page 33 of the Roadmap – and LU2.4 focuses on the Greenbelt...**

- **Nothing about protecting open space in the Pier.** I see historic preservation, but nothing about preserving open space, trees, and grass.
- **The Plan presents the Pier as just a place to cram housing.** WHY do we need to expand housing base? Is this about tax \$? If so, short sighted – shooting ourselves in foot.
- **We need to protect open space, grass, trees in the PIER – support that –Huge problem with stormwater runoff, and we see horrible crammed development that looks like poor planning – driven by greed and short-sightedness – planning/zoning should STOP this – not encourage/allow it. The comp plan is a place to do that. Examples:**
  - Condos on Rockland Street/Kingston Ave.
  - Flagpole lots on Earl’s Court –
- **Density is changing the character of the Pier – supposed to be protecting it. Yes, historic preservation is mentioned (this is good) but the character also needs to be maintained – avoid overdeveloping and encourage trees/plantings/greenspace.**
- **Pier – seen as a place to cram more low and moderate income housing -- where the transportation center is. If that’s true, why are there bus shelters all over town?**

Bottom line – the Pier is more than just a place to CRAM housing – we need to protect it! Not JUST the historic buildings – also the character. Protecting individual buildings will do NOTHING if the character of the Pier is not protected by encouraging/preserving open space, grass, plantings – **NOT CRAMMING MORE DENSITY. The Pier is built out.**

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

**Date Prepared:** August 29, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** Honorable Town Council  
**FROM:** Raymond A. Ranaldi, Council Member  
**SUBJECT:** Proposal for Single Tax Rate Ordinance

**RECOMMENDATION:**

That the Narragansett Town Council HOLDS a PUBLIC HEARING on An Ordinance in Amendment of Chapter 70 of the Code of ordinances of the Town of Narragansett, Rhode Island, entitled "Taxation and Finance".

**SUMMARY:**

Currently the Tax Assessor classifies all ratable property in four classes. I propose the town council combines, Class 2 the commercial and industrial real estate, with the residential real estate which would be identified as Class 1. The ratable tangible personal property would be known as Class 2. And all motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws would be recognized as Class 3.

By combining classes, all commercial, industrial and residential real estate or more, would no longer be taxed at 150%.

Also the Tax Assessor would no longer have the need to allocate a percentage of each allocation for real property that is used for more than one purpose.

The first reading was held on September 6, 2016 and the council agreed to hold a schedule a public hearing.

**ATTACHMENTS:**

1. Advertisement
2. Proposed Ordinance
3. Deletions in Blue – Changes in Red
4. RIGL§44-3-29-1

## TOWN OF NARRAGANSETT NOTICE OF PUBLIC HEARING

ON AN AMENDMENT TO CHAPTER 70 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT ENTITLED "AN ORDINANCE IN RELATION TO TAXATION AND FINANCE"

Public Notice is hereby given that the Town Council of the Town of Narragansett will hold a Public Hearing on the proposed amendment to Chapter 70 of the Code of Ordinances of the Town of Narragansett entitled Taxation and Finance, on **Monday, October 17, 2016 at 8:00 p.m.** in the Town Council Chamber, Town Hall, 25 Fifth Avenue, Narragansett, RI 02882.

The passage of this proposed ordinance amendment would combine the classifications and all commercial, industrial and residential real estate or more would no longer be taxed at 150% and would read as follows:

### ARTICLE I. - IN GENERAL

#### Sec. 70-1. - List of ratable property.

(a) A system of classification of taxable property is hereby adopted by the town in which all ratable property in the town shall be classified by the assessor as follows:

- (1) *Class 1:* All commercial and industrial real estate and all residential real estate including all mobile/manufactured homes.
- (2) *Class 2:* All ratable tangible personal property.
- (3) *Class 3:* All motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws of Rhode Island.

(b) The finance director with the approval of the town council shall have the authority to apply different rates of taxation to each property class and to determine the tax due and payable on the property; provided however, that such rates of taxation shall be uniform within each class.

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.

The proposed ordinance will be available for public review at the Town Clerk's office on October 7, 2016 through October 17, 2016 from 8:30 a.m. to 4:00 p.m.

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 of the Town of Narragansett

Anne M. Irons, CMC  
Town Clerk

## TOWN OF NARRAGANSETT

### CHAPTER

#### AN ORDINANCE IN AMENDMENT OF CHAPTER 70 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND, ENTITLED "TAXATION & FINANCE"

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

**Section 1:** Article I, (In General), of Chapter 70 of the Code of Ordinances of the Town of Narragansett, entitled "Taxation & Finance" is hereby enacted and amended to read as follows:

#### ARTICLE I. - IN GENERAL

Sec. 70-1. - List of ratable property.

- (a) A system of classification of taxable property is hereby adopted by the town in which all ratable property in the town shall be classified by the assessor as follows:
- (1) *Class 1:* All commercial and industrial real estate and all residential real estate including all mobile/manufactured homes
  - (2) *Class 2:* All ratable tangible personal property.
  - (3) *Class 3:* All motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws of Rhode Island.

Sec. 70-2. - Duties of assessor and finance director.

- (a) The assessor of the town, on or before June 15 of each year, shall make a full and fair cash valuation of all the estate, real and personal, including motor vehicles and trailers, subject to taxation, and determine the assessed valuation of each property class.
- (b) The finance director with the approval of the town council shall have the authority to apply different rates of taxation to each property class and to determine the tax due and payable on the property; provided however, that such rates of taxation shall be uniform within each class.

Sec. 70-3. - Tax levy determination.

The assessor shall provide to the finance director and the town council a list containing the full and fair cash valuation of each property class. The finance director shall, with the approval of the town council, annually determine the percentages of the tax levy to be apportioned each class of property and shall annually apply tax rates sufficient to produce the proportion of the total tax levy.

Sec. 70-4. - Compliance with state law.

- (a) All property in Class 2, which is classified as inventory, shall be taxed in accordance with § 44-3-29.1 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.
- (b) All property in Class 3 shall be taxed in accordance with Chapter 34.1 of Title 44 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.

Secs. 70-5—70-20. - Reserved.

**Section 2:** This ordinance shall take effect upon its final passage, and all other ordinances or parts of ordinances inconsistent herewith are hereby repealed.

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

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

ATTEST:

Anne Irons, Town Clerk

## ARTICLE I. - IN GENERAL

### Sec. 70-1. - List of ratable property.

- (a) A system of classification of taxable property is hereby adopted by the town in which all ratable property in the town shall be classified by the assessor as follows:
- (1) ~~Class 1: All residential real estate which consists of not more than five dwelling units and all residential real estate that consists of six dwelling units in which at least one unit is owner occupied. Class 1 includes all mobile/manufactured homes.~~ All commercial and industrial real estate and all residential real estate including all mobile/manufactured homes.
  - (2) ~~Class 2: All commercial and industrial real estate and all residential real estate which consists of six dwelling units in which no units are owner occupied and all residential real estate which consists of more than six dwelling units.~~ All ratable tangible personal property.
  - (3) ~~Class 3: All ratable tangible personal property.~~ All motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws of Rhode Island.
  - (4) ~~Class 4: All motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws of Rhode Island.~~
- (b) ~~Where real property is used or held for more than one purpose and the uses result in different classifications, the assessor shall allocate to each classification the percentage of true and fair cash value to the property devoted to each use.~~

(Ch. 836, § 1, 6-30-2003)

### Sec. 70-2. - Duties of assessor and finance director.

- (a) The assessor of the town, on or before June 15 of each year, shall make a full and fair cash valuation of all the estate, real and personal, including motor vehicles and trailers, subject to taxation, and determine the assessed valuation of each property class.
- (b) The finance director with the approval of the town council shall have the authority to apply different rates of taxation to each property class and to determine the tax due and payable on the property; provided however, that such rates of taxation shall be uniform within each class. ~~; and provided further that for each year, Class 2 property rates shall not be more than 150 percent of Class 1 property tax rates.~~

(Ch. 836, § 1, 6-30-2003)

Sec. 70-3. - Tax levy determination.

The assessor shall provide to the finance director and the town council a list containing the full and fair cash valuation of each property class. The finance director shall, with the approval of the town council, annually determine the percentages of the tax levy to be apportioned each class of property and shall annually apply tax rates sufficient to produce the proportion of the total tax levy.

(Ch. 836, § 1, 6-30-2003)

Sec. 70-4. - Compliance with state law.

- (a) All property in Class ~~3~~ 2, which is classified as inventory, shall be taxed in accordance with § 44-3-29.1 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.
- (b) All property in Class 4 3, shall be taxed in accordance with Chapter 34.1 of Title 44 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.

(Ch. 836, § 1, 6-30-2003)

Secs. 70-5—70-20. - Reserved.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** October 7, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James Manni, Town Manager  
**FROM:** Michael DeLuca, Community Development Director  
**SUBJECT:** Historic Properties -Tax Credit for approved repairs

**RECOMMENDATION:**

That the Town Council HOLDS A PUBLIC HEARING on an ordinance to adopt a temporary tax credit to be applied to certain properties that receive Historic District Commission approval for exterior repairs, renovations and additions.

**SUMMARY:**

Since the establishment of the Narragansett Historic District Commission there has been an interest in identifying ways in which the Town can encourage the preservation and proper maintenance of the historic structures located in the Town's five locally regulated Historic Districts. One way to enhance the situation for owners of older homes is to provide a temporary tax break when they remodel or repair the exterior of their homes. The reason for this is that the cost of sympathetic repair to historic houses is somewhat higher than more recently built homes, due mostly to the time it takes to delicately remove deteriorated sections of wall, trim or roofing and to splice, piece-in or repair those components.

The Historic District Commission, in concert with the staff, has researched the State Law which enables such action, (RIGL 44-4.1), and drafted an ordinance they believe is both helpful to these homeowners and reasonable to the Town and its other taxpayers. The maximum tax credit would be capped at \$2,000 per year or a total of \$10,000 for the maximum five years of relief for a project exceeding \$50,000 in construction cost. At the end of the tax credit period, the full tax obligation as required per the updated value and assessment would then be perpetually assigned.

A copy of the draft was previously sent to Council members which was addressed in a workshop on March 28<sup>th</sup> and a follow-up presentation at the Town Council's regular meeting on June 20<sup>th</sup>.

Staff suggests a public hearing date of September 6, 2016.

**ATTACHMENTS:**

1. Draft Ordinance text

## **TOWN OF NARRAGANSETT NOTICE OF PUBLIC HEARING**

Public Notice is hereby given that the Town Council of the Town of Narragansett will hold a Public Hearing on **Monday, October 17, 2016 at 8:00 p.m.** in the Town Council Chamber, Town Hall, 25 Fifth Avenue, Narragansett, RI 02882 for the purpose of amending the following sections within Article II Chapter 70 of the Code of Ordinances of the Town of Narragansett entitled "Taxation and Finance" to include a temporary tax credit for properties in an Historic District.

### **SUBDIVISION VII - TAX CREDIT FOR HISTORIC DISTRICT PROPERTIES**

**SECTION 141. AUTHORIZED**

**SECTION 142. HISTORIC DISTRICT REVIEW REQUIRED**

**SECTION 143. DEFINITIONS**

**SECTION 144. TAX CREDIT**

**SECTION 145. RESTRICTIONS AND CARRYOVERS**

**SECTION 146. COMPLIANCE WITH OTHER AUTHORITIES**

**SECTION 147. APPLICATION AND CERTIFICATION GUIDELINES**

**SECTION 148. REVIEW OF COMMISSION DETERMINATIONS**

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.

The proposed ordinance will be available for public review at the Town Clerk's office on October 7, 2016 through October 17, 2016 from 8:30 a.m. to 4:00 p.m.

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 of the Town of Narragansett

**Anne M. Irons, CMC**  
Town Clerk

# REVISED DRAFT FINAL

## CODE OF ORDINANCES, NARRAGANSETT RI ARTICLE II, CHAPTER 70 – TAXATION AND FINANCE

### SUBDIVISION VII - TAX CREDIT FOR HISTORIC DISTRICT PROPERTIES\*

[\***Charter references:** Tax collector, art. 6, ch. 3; assessment, art. 6, ch. 4.

**State law references:** Taxation, G.L. 1956, title 44; power to tax property, G.L. 1956, §45-2-2; local taxes, G.L. 1956, §44-5-1 et seq.; levy and assessment of local taxes, G.L. 1956, §44-5-1 et seq.; exemptions, G.L. 1956, §44-3-3; exemptions in Town of Narragansett, G.L. 1956, §44-3-23; exemption of railroad property in Town of Narragansett, G.L. 1956, §44-3-11.]

### SECTION 141. AUTHORIZED

In accordance with [Chapter 4.1 of Title 44 of the Rhode Island General Laws], the town council may by ordinance provide a property tax credit with respect to certain real property situated in the designated historic districts of the town to encourage maintenance and rehabilitation of the structures in such districts.

### SECTION 142. HISTORIC DISTRICT REVIEW REQUIRED

No credit will be allowed by the Tax Assessor unless the qualifying owner of a Historic Structure shall have been granted a certificate of appropriateness or recommendation of compatibility by the Town of Narragansett for the maintenance or rehabilitation work.

### SECTION 143. DEFINITIONS

In general, definitions and regulations set out in the Town of Narragansett Zoning Ordinance Section 5 (Historic Districts) will be used in administering the historic district property tax credit unless a different meaning is clearly intended. Definitions set forth in RIGL 44-4.1 -2 are incorporated into this chapter by reference. The following definitions are added for clarity in the exercise of this chapter.

- A. “Maintenance or Rehabilitation” means any construction, alteration, rehabilitation, repair, moving or demolition subject to regulation by the Historic District Commission of the Town of Narragansett.
- B. “Commission” means the Historic District Commission of the Town of Narragansett.
- C. “Historic Structure” means a historic residential or commercial structure which is
  - (i) Listed individually in the state register of historic places; or

- (ii) Located in a district listed in the state register of historic places and certified by the commission as contributing to the historic character of that district; or
- (iii) Located in a local historic district zone as designated by a city or town under chapter 24.1 of title 45 and certified by the commission as contributing to the character of that historic district zone; or
- (iv) Designated by a city or town as an individual structure subject to regulation by a local historic district commission under chapter 24.1 of title 45.

AND

is not of a character subject to federal depreciation allowance, except that a Historic Structure may contain a non-depreciable owner-occupied residential unit and also one (1) or two (2) depreciable rental units also owned by the structure's owner-occupant..

- D. "Owner" means a person or persons who hold legal title to the property.
- E. "Person" means an individual, estate, partnership, corporation (including a business trust), joint stock company, trust, unincorporated association, joint venture, limited liability company or other entity, or a government or any political agency or subdivision thereof.
- F. "Tax Assessor" means the Tax Assessor of the Town of Narragansett.

**SECTION 144. TAX CREDIT**

**A. Effective Date**

Maintenance or Rehabilitation of Historic Structures occurring after [date] are eligible for the tax credit.

**B. Filing Date**

The tax credit shall initially be claimed in the calendar year the Maintenance or Rehabilitation work is completed.

**C. Minimum Expenditure**

In order to qualify for the tax credit, an Owner must spend at least Ten Thousand Dollars (\$10,000) on the Maintenance or Rehabilitation.

**D. Calculation Of The Credit**

- (1) The credit shall equal twenty percent (20%) of the documented cost of the Maintenance or Rehabilitation.
- (2) The value of unpaid labor or unpaid materials shall not be considered in calculating the tax credit. Only documented actual costs of the project will be considered in calculating the credit.
- (3) No tax credit will be allowed for the cost of any project work which is outside of the scope of the Commission's approval authority. For the purpose of this clause a Maintenance or Rehabilitation project which is eligible for administrative review by the

Staff of the Town of Narragansett is considered to be within the scope of the Commission's approval authority.

## **SECTION 145. RESTRICTIONS AND CARRYOVERS**

### **A. Maximum Credit In One Year**

The maximum tax credit which may be used by any taxpayer in a single year shall be Two Thousand Dollars (\$2,000).

### **B. Carryover**

Amounts of unused tax credit may be carried over for four (4) successive years following the initial year in which a credit is taken, or such shorter period until the entire credit has been used.

### **C. Transferability**

### **D. The tax credit may be claimed by the initial eligible Owner only and cannot be transferred to any subsequent owner.**

### **E. Other Restrictions**

[(1) A taxpayer may not claim the tax credit for expenditures that qualified for federal tax credits for Rehabilitation of certified historic structures in accordance with Internal Revenue Code section 47.]

[(2) A taxpayer may not claim the tax credit for expenditures that qualified for Rhode Island tax credits in accordance with the mill building and economic revitalization act, Rhode Island General Law 42-64.7.]

3. Restrictive Covenant - No historic residence, or historic commercial structure, maintained or rehabilitated may benefit from the provisions of this chapter unless the owner of the historic residence, or historic commercial structure, grants a restrictive covenant to the commission, agreeing that the historic residence, or historic commercial structure, shall retain its use and be maintained in a manner which preserves the historic character of the historic residence or historic commercial structure's rehabilitated portions historic character for a period equal to the length of the property tax reduction or until title to the property is transferred.

4. Forfeiture. – In the event of the failure of the owner to keep the property nondepreciable or to maintain the property according to the commission's guidelines during the period of the tax reduction, the owner forfeits the property tax reduction retroactive to the date the reduction commenced. All differences in the amount of taxes that were paid and those that would have been due but for the reduction are payable together with interest of twelve percent (12%) per annum from the dates that the payments would have been due and are a lien against the historic residence. If the property is transferred to a new owner within the period that the tax reduction applies, the tax reduction shall cease, and not be applied to the new owner.

## **SECTION 146. COMPLIANCE WITH OTHER AUTHORITIES**

Applicants for the tax credit shall conform to appropriate local, state or federal standards for construction or rehabilitation. Nothing contained herein shall be interpreted to authorize any person to violate any ordinance or law relating to building materials, construction methods, design review, or use.]

## **SECTION 147. APPLICATION AND CERTIFICATION GUIDELINES**

### **A. Forms**

Applications for certificates of appropriateness or recommendations of compatibility shall be filed on the official form designated by the Town. Forms are available from the Town of Narragansett website <http://www.narragansettri.gov/>. Upon completion of maintenance or rehabilitation for which the owner of a historic residence, or historic commercial structure, seeks property tax reduction, the owner shall apply to the tax assessor for relief under this chapter. Upon receiving the application, the town tax assessor shall notify the commission.

### **B. Documentation**

The Commission will require sufficient documentation or other evidence to ascertain eligibility, and the cost of the Maintenance or Rehabilitation that qualifies, for the tax credit.

- (1) The applicant shall document his or her ownership of the Historic Residence by providing the Commission with sufficient evidence that he or she is a party named as an Owner on the current deed to the property.
- (2) The applicant shall document that he or she resides at the property, and whether the property is subject to federal depreciation allowance and shall document the use of any portions of the property not occupied as the Owner's residence.
- (3) The Commission shall have the right to inspect the property (subject to reasonable advance request to the Owner) for the purpose of investigating and confirming eligibility and qualifying costs.

The applicant shall provide documentation to the Tax Assessor about the Maintenance or Rehabilitation work including:

- (a) color photographs, showing the property before the work was started and after the work was completed;
- (b) written descriptions of the work, its purpose, and how the work affected the exterior of the existing building, component elements, materials, and structural systems;
- (c) documentation of the costs incurred in the Maintenance or Rehabilitation work;
- (d) if needed, professionally prepared architectural plans and specifications;

- (e) if needed, historical evidence that changes made to the exterior of the building, its component elements, materials, and structural systems returned the building to an earlier, documented historic appearance without destroying historically significant later additions;
  - (f) if needed, documentation of compliance with appropriate local, state, or federal standards for construction or Rehabilitation, particularly the approval of the local building official and the local historic district commission;
  - (g) a statement certifying that the information provided in the application is accurate, and acknowledging the certification requirements.
- (4) In order to defray the additional costs of evaluating and certifying eligibility for the tax credit, an administrative fee will be charged to any applicant seeking to claim a tax credit. The fee for projects of less than \$25,000 will be \$100. The fee for projects of \$25,000 and over will be \$200.

**C. Certification**

(1) Review of Costs

The Commission will review the applicant's statement of costs for the Rehabilitation or Maintenance work. Applicants are required to document claimed costs by presenting copies of canceled checks. If canceled checks are not available to document claimed costs, the Commission may consider other types of documentation such as itemized receipts for payments made. The Commission may request advice from the Finance Department regarding the review of claimed costs. Costs which cannot be documented shall not be allowed in calculating the tax credit.

(2) Issuance of Certification

If the Commission determines that the requirements of these regulations have been met, the Commission shall issue a written certification which shall state the total amount of the tax credit based upon the Owner's statement of costs. This certification shall be filed by the Owner with the Owner's property tax payment when requesting the tax credit from the Tax Assessor.

**SECTION 148. REVIEW OF COMMISSION DETERMINATIONS**

The determination of the Commission as to eligibility for and amount of a tax credit applied for, shall be final and non-appealable; provided, that if the Commission is alleged by an Owner to have acted in an arbitrary and capricious manner, appeal may be taken to the Town Council.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** October 7, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James M. Manni, Town Manager  
**FROM:** Michael DeLuca, Community Development Director  
**SUBJECT:** Approval of updated Harbor Management Ordinance

**RECOMMENDATION:**

That the Town Council ADOPTS “The Harbor Management Plan, 2016”.

**SUMMARY:**

The Plan has been under review and revision by the Harbor Management Commission since 2014. A public hearing was held on the revised Harbor Management Plan on August 22, 2016.

Specifically, this updates policies of the Town for public access, water quality, mooring management and storm preparedness. The vast majority of amendments are minor in nature reflecting updated definitions and procedures. The major revisions are in the following categories:

- a. Removal of references to “anchorage areas”
- b. New “no-wake” zone in the East Pond
- c. Installation of best management practices and other stormwater management regulations.
- d. Improved water quality and mooring databases
- e. Revised /improved mooring inspection cycles
- f. Policy to minimize impacts associated with public access to shoreline areas.
- g. Fines
- h. Process of hearing appeals of Harbormaster decisions
- i. Updated standards for mooring tackle
- j. Definition and regulation of “Outhauls”.
- k. Updated inspections procedures.
- l. Application Fees

**ATTACHMENTS:**

1. Final Draft – Harbor Management Plan (sent under separate cover)

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** October 12, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James M. Manni, Town Manager

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

**SUBJECT:** Liquor License Renewals 2016-17

**RECOMMENDATION:**

To hold a public hearing on the renewal of Alcoholic Beverage Licenses for the license period of December 1, 2016 to November 30, 2017.

**SUMMARY:**

In accordance with Rhode Island General Laws 3-5-1, the Town Council is the licensing board for the approval of granting a liquor license. All licenses shall be renewable on December 1 each year in accordance with the state law and the town's liquor license rules and regulations.

The holder of a license is entitled to have the license renewed, provided:

The license renewal application is complete and submitted timely.

The applicant meets all the criteria for issuance of the initial license.

The Town Council may refuse to renew the license for cause. Cause shall include:

- One or more incidents of disorderly conduct within the licensed premises or outside the licensed premises if the conduct can be shown to have its genesis within the premises;
- Failure to comply with State and local health and safety laws, codes, ordinances, rules and regulations;
- Failure to comply with State and local alcoholic beverage laws, codes, rules and regulations;
- Delinquency of applicant in payment of municipal taxes and user fees in accordance with Section 9-14 of the Town Code; and
- Failure to furnish a Certificate of Good Standing from the Rhode Island Division of Taxation.

Failure of the Town Council to act on a license renewal application, timely submitted and fully completed and executed, shall cause the existing license to be extended until such time as the Town Council acts on the application (Rhode Island General Laws Section 42-35-14).

Liquor License Renewals  
October 17, 2016  
Page 2

The following license holders have outstanding issues and need to be addressed before November 30, 2016:

GFL Inc. "Pancho O'Malley's"  
140 Point Judith Road

Hank's Down South LLC "Hank's Down South"  
33 State Street

Mainland Narragansett RI Inc. "Narragansett Grill"  
1200 Ocean Road

Pelly's Properties LLC "Pelly's Place"  
909 Boston Neck Road

The Breaker's Pub LLC "The Breaker's Pub"  
140 Point Judith Road

Sand Hill Associates LTD.  
"Charlie O's Tavern on the Point"  
2 Sand Hill Road

**ATTACHMENTS:**

1. Advertisement
2. Liquor License Spread Sheet

**ALCOHOLIC BEVERAGE  
LICENSES  
RENEWALS 2016-2017**

**CLASS A (4)**

Bonnet Spirits Inc. - e/s  
Boston Neck Road, #965  
"Bonnet Liquors"

O'Neil's Package Store Inc. -  
s/s South Pier Road, #366  
"O'Neil's Package Store"

Pier Liquors Inc. - n/s Pier  
Market Place, #29  
"Pier Liquors"

Schwabby's Wine and Spirits  
Inc. - w/s Point Judith Road,  
#855  
"Schwabby's Wine and Spirits"

**CLASS B-VICTUALING  
LIMITED (6)**

Aunt Carrie's Inc. - s/s Ocean  
Road, #1240  
"Aunt Carrie's"

JB Coffee Company LLC -  
s/s Kingstown Road, #18  
"Cool Beans Café"

Juleo's LLC - e/s Boston Neck  
Road, #909  
"Leo's Pizza"

Shoobies LLC - s/s Sand Hill  
Cove Road, #12  
"Shoobies"

Michael Maxon - n/s  
Narragansett Avenue, #83  
"The Bed and Bistro"

Casey Montanari - w/s Boon  
Street, #148  
"The Bike Stop Café"

**CLASS B-TAVERN (4)**

INP Beverage Services LLC -  
w/s Ocean Road, #113  
"Ocean Rose Inn" dba Turtle  
Soup

Pri X Beverage Services LLC  
- e/s Great Island Road, #307  
"Lighthouse Inn"  
dba The Sandbar

Narragansett Recreation LLC  
- w/s Beach Street, #1  
"Aqua Blue Hotel" dba  
Oceanside at the Pier/Maharaja  
Restaurant/Amalfi Catering

The Break, LLC - e/s Ocean  
Road, #1208  
"The Break Hotel" dba Chair 5

**CLASS B-VICTUALING (22)**

BamKelPeg 1112 LLC - e/s  
Great Island Road #265  
"Buster Krab's Burger Shack"

Catarina's Italian Restaurant  
Inc. - e/s Boston Neck Road,  
#945  
"Catarina's Italian Village"

Champlin's Seafood Deck Inc.  
- w/s Great Island Road, #256  
"Champlin's Seafood Deck"

Diamond Arturo Corp. - e/s  
Point Judith Road, #140  
"Arturo Joe's"

George's Galilee Restaurant  
Inc. - s/s Sand Hill Cove Road,  
#250  
"George's of Galilee"

GFL Inc. - e/s Point Judith  
Road, #140  
"Pancho O'Malley's"

Hammerhead Grill Inc. - e/s  
Ocean Road, #1230  
"Bon Vue Inn"

Mainland Narragansett RI  
Inc. - e/s Ocean Road, #1200  
"Narragansett Grill"

Mariner Grille Inc. - e/s Point  
Judith Road, #140  
"Mariner Grille"

New Dragon Inc. - e/s Point  
Judith Road, #80  
"New Dragon"

Pelly's Properties LLC - e/s  
Boston Neck Road, #909  
"Pelly's Place"

Pier Inc. - e/s Great Island  
Road, #321  
"Portside Restaurant"

Sand Hill Associates Ltd. - s/s  
Sand Hill Cove Road, #2  
"Charlie O's Tavern on the  
Point"

Sagg's Enterprises LLC - e/s  
Boon Street, #135  
"P.J.'s Pub"

Southwinds Corporation - e/s  
Ocean Road, #40  
"Coast Guard House"

Spain of Narragansett Inc. -  
e/s Ocean Road, #1144  
"Spain Restaurant"

The Breaker's Pub LLC - e/s  
Point Judith Road, #140  
"The Breaker's Pub"

TRG II Inc. - w/s Point Judith  
Road, #91  
"T's Narragansett"

Trio LLC - n/s Kingstown  
Road, #15  
"Trio"

Twin Willows Inc. - e/s  
Boston Neck Road, #865  
"Twin Willows"

Whale Rock Restaurant  
Group LLC - n/s Pier Market  
Place, #21  
"Tortuga Restaurant"

Wheel House LLC w/s Great  
Island Road, #294  
"Wheel House"

**CLASS D CLUB (6)**

Bonnet Shores Beach Club  
Association - s/s Bonnet Point  
Road, #175  
"Bonnet Shores Beach Club"

Dunes Corporation - e/s  
Boston Neck Road, #137  
"The Dunes Club"

GBC Association - s/s Sand  
Hill Cove Road, #220  
"Galilee Beach Club"

Mettatuxet Improvement  
Association - w/s South River  
Drive, #30  
"Mettatuxet Yacht Club"

Pettaquamscutt Lake Shores  
Improvement Association -  
w/s Woodsia Road, #50  
"Pettaquamscutt Lake Shores  
Improvement Association"

Point Judith Country Club -  
s/s Windemere Road, #150  
"Point Judith Country Club"

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

The above-named applications will be in order for hearing at 8:00 p.m. on MONDAY, OCTOBER 17, 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.

By Order of the Town Council of the Town of Narragansett

Anne M. Irons, CMC  
Town Clerk

**TOWN OF  
NARRAGANSETT**

**PUBLIC HEARING  
ALCOHOLIC BEVERAGE  
LICENSES**

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 have applied for the Renewal of their Alcoholic Beverage Licenses 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:





## 2016-2017 ALCOHOLIC BEVERAGE LICENSE RENEWALS

AS OF OCTOBER 11, 2016

**CLASS**

**COMPLIANCE \***

CLASS B-VICTUALING (23)

FEES BLDG FIRE POLICE TOWN TAX RI TAX SERVER TRAINING CORP CGS HEALTH MENU

<b>BAMKELPEG 1112 LLC "BUSTER KRAB'S"</b> 265 GREAT ISLAND ROAD	X	X	X	X	X		X	X	X	X
<b>CATARINA'S ITALIAN RESTAURANT INC "CATARINA'S ITALIAN VILLAGE"</b> 945 BOSTON NECK ROAD	X	X	X	X	X		X	X	X	X
<b>CHAMPLIN'S SEAFOOD DECK INC "CHAMPLIN'S SEAFOOD DECK"</b> 256 GREAT ISLAND ROAD	X	X	X	X	X		X	X	X	X
<b>DIAMOND ARTURO CORP "ARTURO JOE'S"</b> 140 POINT JUDITH ROAD	X	X	X	X	X					
<b>GEORGE'S GALILEE RESTAURANT INC "GEORGE'S OF GALILEE"</b> 250 SAND HILL COVE ROAD	X	X	X	X	X		X	X	X	X
<b>GFL INC "PANCHO O'MALLEY'S"</b> 140 POINT JUDITH ROAD	E	X	X	X						
<b>HANK'S DOWN SOUTH LLC "HANK'S DOWN SOUTH"</b> 33 STATE STREET <b>NO RESPONSE -- NOT ADVERTISED FOR RENEWAL</b>		X	X	X	X					
<b>HAMMERHEAD GRILL INC "BON VUE INN" (BISTRO 1230 OCEAN)</b> 1230 OCEAN ROAD	X	X	X	X	X		X		X	X
<b>MAINLAND NARRAGANSETT RI INC. "NARRAGANSETT GRILL"</b> 1200 OCEAN ROAD	X	X	X	X	X					
<b>MARINER GRILLE INC "MARINER GRILLE"</b> 140 POINT JUDITH ROAD	X	X	X	X	X		X	X	X	X
<b>NEW DRAGON INC "NEW DRAGON"</b> 80 POINT JUDITH ROAD	X	X	X	X	X		X	X	X	X

## 2016-2017 ALCOHOLIC BEVERAGE LICENSE RENEWALS

AS OF OCTOBER 11, 2016

**CLASS**

**COMPLIANCE \***

CLASS B-VICTUALING (continued)

FEES BLDG FIRE POLICE TOWN TAX RI TAX SERVER TRAINING ISSUED

**PELLY'S PROPERTIES LLC "PELLY'S PLACE"**

909 BOSTON NECK ROAD

X X X X X

**PORTSIDE RESTAURANT INC "PORTSIDE"**

321 GREAT ISLAND ROAD

X X X X X X

**SAGG'S ENTERPRISES LLC "PJ'S PUB"**

135 BOON STREET

X X X X X X

**SAND HILL ASSOCIATES LTD "CHARLIE O'S TAVERN ON THE POINT"**

2 SAND HILL COVE ROAD

X [REDACTED] X [REDACTED]

**SOUTHWINDS CORPORATION "COAST GUARD HOUSE"**

40 OCEAN ROAD

X X X X X X

**SPAIN OF NARRAGANSETT INC "SPAIN RESTAURANT"**

1144 OCEAN ROAD

X X X X X X

**THE BREAKER'S PUB LLC "THE BREAKER'S PUB"**

140 POINT JUDITH ROAD

E X X X [REDACTED]

**TRG II, INC "T'S NARRAGANSETT"**

91 POINT JUDITH ROAD

X X X X X

## 2016-2017 ALCOHOLIC BEVERAGE LICENSE RENEWALS

AS OF OCTOBER 11, 2016

CLASS	COMPLIANCE *							
CLASS B-VICTUALING (continued)	FEES	BLDG	FIRE	POLICE	TOWN TAX	RI TAX	SERVER TRAINING	ISSUED
TRIO LLC "TRIO" 15 KINGSTOWN ROAD	X	X	X	X	X		X	
TWIN WILLOWS INC "TWIN WILLOWS" 865 BOSTON NECK ROAD	X	X	X	X	X		X	
WHALE ROCK RESTAURANT GROUP LLC "TORTUGA RESTAURANT" <span style="color: red;">E</span> 21 PIER MARKET PLACE	X	X	X	X	X		X	
WHEEL HOUSE LLC "WHEEL HOUSE" (FKA "CLAM JAMMERS") 294 GREAT ISLAND ROAD	X	X	X	X	X		X	
CLASS D (6)	FEES	BLDG	FIRE	POLICE	TOWN TAX	RI TAX	SERVER TRAINING	ISSUED
BONNET SHORES BEACH CLUB ASSN "BONNET SHORES BEACH CLUB" 175 BONNET POINT ROAD	X	X	X	X	X			
DUNES CORPORATION "THE DUNES CLUB" 137 BOSTON NECK ROAD	X	X	X	X	X		X	
GBC ASSOCIATION "GALILEE BEACH CLUB" 220 SAND HILL COVE ROAD	X	X	X	X	X			
METTATUXET IMPROVEMENT ASSOC "METTATUXET YACHT CLUB" 30 SOUTH RIVER DRIVE	X	X	X	X	X		X	
PETTAQUAMSCUTT LAKE SHORES IMP ASSN "PETTAQUAMSCUTT LAKE SHORES" 50 WOODSIA TRAIL	X	X	X	X	X		X	
POINT JUDITH COUNTRY CLUB "POINT JUDITH COUNTRY CLUB" 150 WINDEMERE ROAD	X	X	X	X	X		X	

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

**Date Prepared:** October 11, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James M. Manni, Town Manager  
**FROM:** Scott Partington, Fire Chief  
**SUBJECT:** Sand Hill Associates Ltd "Charlie O's Tavern on the Point"  
2 Sand Hill Cove Road, Narragansett

**RECOMMENDATION:**

That the Town Council schedules a Show Cause Hearing on Sand Hill Associates Ltd "Charlie O's Tavern on the Point" for possible violations of the alcoholic beverage licensing statutes and regulations.

**SUMMARY:**

The Narragansett Fire Department has responded to a number of Fire Code related issues involving Charlie O's Tavern on the Point. Primary concern remains the April 10, 2014 decision from the Rhode Island Fire Safety Board of Appeal and Review directing the installation of an automatic sprinkler system. The Fire Marshal has been working with Mr. Chris Simon for more than a year with no resolution in sight.

Due to the seriousness of the situation and in consulting with the Town Solicitor and the Rhode Island State Fire Marshal's Office it is recommended that the Town Council schedule a Show Cause hearing to address the town's concerns.

**ATTACHMENTS:**

1. None

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 1**

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

**Date Prepared:** October 5, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**SUBJECT:** 3<sup>rd</sup> Annual Narragansett Chamber of Commerce RI Calamari Fest

**RECOMMENDATION:**

That the Town Council approves the request from the Narragansett Chamber of Commerce to sponsor the 3rd Annual Calamari Festival. The event is scheduled for Saturday September 9, 2017 from 11:00 am to 6:00 pm at Veteran's Memorial Park and Gazebo Park subject to state and local regulations.

**SUMMARY:**

This request from the Narragansett Chamber of Commerce is for a well-organized family event at Veteran's Memorial Park and Gazebo Park. The event is an opportunity to highlight Galilee's prominence in the New England fishing community as well as Narragansett being the first community to celebrate the "official state appetizer."

The event will mimic the traditional Narragansett Chamber's Summers End Festival and will include beer and wine sales, food trucks, a vendor market area, a band, children's activities. The highlight of the day will be the 3<sup>rd</sup> Annual Calamari Challenge, where local restaurants will compete with their premier calamari appetizers to be named the Calamari Challenge Champion. This Challenge spotlights the Official Rhode Island Appetizer as well as the Port of Galilee and all it has to offer. To participate in the contest, visitors will pay \$10 to enter the competition tent with a ballot, sample and vote.

The set-up of Veteran's Park will be similar to the Narragansett Lions Blessing of the Fleet Festival. Compliance to fire code will be adhered to and the Narragansett Fire Department will be consulted during the layout and set-up of the event. Police details will be requested to help ensure safety. We request that Memorial Square be closed for the food trucks and the RV. Porta-Johns will be provided. Gazebo Park will be dedicated this year for a children's area.

3<sup>rd</sup> Annual Narragansett Chamber of Commerce RI Calamari Fest  
October 17, 2016  
Page Two

The costs of the event will be covered by ticket sales for the Calamari Challenge, beer and wine sales, sponsorships and vendors. The Chamber will provide Certificates of Insurance from all participants that are required to have them as well as General Liability Insurance naming the Town of Narragansett as additionally insured.

The Chamber will also investigate the possibility of running a shuttle from a designated spot outside of the Pier to reduce the impact on parking for any events at The Towers.

**ATTACHMENTS:**

1. Request letter



To: The Honorable Narragansett Town Council

From: The Narragansett Chamber of Commerce  
PO Box 742  
Narragansett, RI 02882  
401-783-7121

Re: 3<sup>rd</sup> Annual RI Calamari Fest

Where: Veterans Memorial Park

When: Saturday, September 9, 2017 from 11 a.m. – 6 p.m.

Why: The event is an opportunity to highlight Galilee's prominence in the New England fishing community as well as Narragansett being the first community to celebrate the "official state appetizer."

How: The event will mimic the traditional Narragansett Chamber's Summers End Festival and will include beer and wine sales, food trucks, a vendor market area, a band, children's activities.

The highlight of the day will be the 3<sup>rd</sup> Annual Calamari Challenge, where local restaurants will compete with their premier calamari appetizers to be named the Calamari Challenge Champion. This Challenge spotlights the Official Rhode Island Appetizer as well as the Port of Galilee and all it has to offer. To participate in the contest, visitors will pay \$10 to enter the competition tent with a ballot, sample and vote.

The set-up of Veteran's Park will be similar to the Narragansett Lions Blessing of the Fleet Festival. Compliance to fire code will be adhered to and the Narragansett Fire Department will be consulted during the layout and set-up of the event. Police details will be requested to help ensure safety. We request that Memorial Square be closed for the food trucks and the RV. Porta-Johns will be provided.

We request the use of Gazebo Park for this year's festival as well. We would like to set up a more dedicated children's area.

The costs of the event will be covered by ticket sales for the Calamari Challenge, beer and wine sales, sponsorships and vendors. The Chamber will provide Certificates of Insurance from all participants that are required to have them as well as General Liability Insurance naming the Town of Narragansett as additionally insured.

The Chamber will also investigate the possibility of running a shuttle from a designated spot outside of the Pier to reduce the impact on parking for any events at The Towers.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC:     2      
Amend No.**

**Date Prepared:** October 6, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James Manni, Town Manager  
**FROM:** Laura Kenyon, Finance Director  
**SUBJECT:** Real Estate/Tangible and Motor Vehicle Abatements

**RECOMMENDATION:**

That the Town Council approves the list of Real Estate abatements in the amount of \$976.07 and the list of Motor Vehicle abatements in the amount of \$4.31.

**SUMMARY:**

These Real Estate/Tangible abatements concern:

- (1) An appeal was filed with the Tax Assessor; upon review an adjustment was made to the account and a change to this property will be applied for the 2016 tax period.
- (2) A business was assessed for tangible assets for several years in the Town of Narragansett; verification that this business is no longer in our jurisdiction was verified by the Tax Assessor and abatements to these tax periods were generated.

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.

**SUMMARY:**

This Motor Vehicle abatement concerns:

- (1) Sufficient evidence was provided to the Tax Assessor's office showing documentation that a motor vehicle was registered in another town.

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

**ATTACHMENT:** Copy of spreadsheet for real estate & motor vehicle abatements.





**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 3**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** September 30, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James M. Manni, Town Manager  
**FROM:** Scott Partington, Fire Chief  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Purchase of CAD to third party XML Interface

**RECOMMENDATION:**

That the Town Council approves the purchase of CAD to third party XML Interface for the Fire Department from TriTech Software Systems (formerly Information Management Corporation, IMC), in the amount of \$2,950.00 and authorizes the Town Manager to sign the contract after review by the Town Solicitor.

**SUMMARY:**

This purchase will provide the ability to export Computer Aided Dispatch-CAD data from TriTech to the fire department's record management system- StationSmarts and our EMS electronic patient care reporting software- ImageTrend.

The interface will offer the ability to exchange CAD information across all fire department functions within a single unified database synced across all devices and fully compatible with PCs, laptops, MDTs, iPhones, and iPads. The CAD to 3<sup>rd</sup> Party XLM Software has a one-time licensing fee of \$2,500.00 with annual maintenance fees of \$450.00.

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 Fire Department Operating Account #0001521 50320, PC Software/Programs.

**ATTACHMENTS:**

1. Quotation from TriTech, dated September 6, 2016.

**Proposal/Sales Quotation**

Quotation QUO-93223-8YEGF8	Quotation Date: 9/6/2016
----------------------------	--------------------------

General & Client Information	
<p>Agency Name: Narragansett Police Department</p> <p>System Description: Narragansett RI, PD - CAD XML Download</p> <p>Client Contact: Anthony Rotelli</p> <p>Contact Phone: (401) 789-1091</p> <p>Contact Email: <a href="mailto:trotelli@narragansettri.gov">trotelli@narragansettri.gov</a></p> <p>Expiration Date: Quote Valid for 180 Days</p> <p>Presented By: Mark Baranowski</p>	<p><b>Bill To:</b>            Narragansett Police Department            40 Caswell St            Narragansett RI            02882</p> <p><b>Ship To:</b>            40 Caswell St            Narragansett RI            02882</p>

**Project Products & Services**

**Perform CAD System**

Perform CAD Software	Unit Price	Qty	Total Price
CAD to 3rd Party XML-1st Destination Folder 1-5 Users	\$2,500.00	1	\$2,500.00

**Perform CAD System Total:**                     \$2,500.00

**Annual Maintenance Fee(s) (Year 1)**

Product Name	Support level	Total Price
CAD to 3rd Party XML-1st Destination Folder 1-5 Users	Perform	\$450.00

**Annual Maintenance Fee(s) (Year 1) Total:**                     \$450.00

<b>Project Total: \$2,950.00</b>
----------------------------------

Estimated Sales Tax: (State: at %)	Taxable sales: \$0.00	Subtotal: \$2,950.00
		Sales Tax Amount: \$0.00
		<b>Quote Total: \$2,950.00</b>

### **Summary Information & Project Notes**

The project management services included with this quotation, if any, will be considered completed upon client Go-live, unless otherwise stated. Training class size is up to 6 students for database training. All other training listed is up to 12 students. The training quoted is to be held at Perform unless On-site is referenced in the above item description section.

### **Terms and Conditions**

#### **Payment terms are as follows:**

All invoices are due Net 30 days from the invoice date unless otherwise specified in this quote.

The software & support will be invoiced upon software delivery.

The training will be invoiced upon the completion of the first scheduled training class.

The data extraction, conversion and merge services will be invoiced 50% upon quote acceptance and 50% upon conversion and merge services.

The software modifications will be invoiced 50% upon quote acceptance and 50% upon software modification delivery.

The installation services will be invoiced upon service completion.

The service fee for the portable classroom will be invoiced upon the completion of the first training class.

The project management will be invoiced 50% upon quote acceptance and 50% upon go live.

#### **Software License Terms:**

Installing and using the TriTech Perform software application(s) signifies acceptance of the terms and conditions of the End User License Agreement that accompanies the Software.

Software fees shall be invoiced in full upon delivery, which is defined as the earliest of the dates the software is either: a) delivered on a CD by a TriTech consultant, b) downloaded or installed to a computer at client location (remotely or onsite) or c) delivered on a CD by common carrier (such as FedEx or UPS).

All fees for Installation and On Site Assistance Services shall be invoiced upon completion of such services or monthly if such services are performed over a period exceeding one month. All fees for Training shall be invoiced upon completion of the first scheduled Training Class. All training purchased must be completed within one year of the department's go live date, or the date the training is purchased, whichever is later. Training not completed within one year will be forfeited.

The initial term of annual Software Support shall begin, and fees shall be due on the earlier of: i) live operation (Go-Live); or ii) 180 days after software installation, and shall continue for a period of twelve (12) months thereafter. Software Support is renewable on an annual basis. Support fees for additional software licenses purchase subsequent to initial system installation shall be invoiced upon delivery of the Software. The Annual Software Support fees for additional software licenses purchased subsequent to the initial installation shall be pro-rated to coincide with the current support term. Acceptance: When "acceptance" is specified in the quote as the criteria for invoicing or another milestone, a Task Completion Report will be provided by TRITECH to Client for sign-off upon completion of installation or other services. Client shall have ten (10) business days after installation to notify TRITECH in writing of any deficiencies, defined herein as critical errors in software or that the software is not functioning substantially in accordance with the written documentation. TRITECH shall use commercially reasonable efforts to correct the deficiencies within ten (10) business days of such notice and resubmit to Client for sign-off. This process shall be repeated as necessary and appropriate. If Client fails to return the signed Task Completion Report and has not provided written notice of deficiency within the time period specified herein, the Software shall be deemed accepted. Conversion Services: Data conversion services, further described in the attached TRITECH Data Conversion Checklist, shall include one pre Go-Live deliverable (database training) and one post Go-Live deliverable and shall be limited to the items listed on this quote. Data Extraction fee is due in two increments; 50% upon quote acceptance and 50% upon 1st data extraction before database training. All fees for conversion services shall be payable in two increments; 50% upon quote acceptance and 50% at post Go-Live delivery. A Task Completion Report will be provided by TRITECH to Customer for sign-off upon completion of conversion services deliverable. Customer shall have ten (10) business days after installation to notify TRITECH in writing of any deficiencies. TRITECH shall use commercially reasonable efforts to correct the deficiencies within ten (10) business days of such notice and resubmit to Customer for sign-off.

This process shall be repeated as necessary and appropriate. If Customer fails to return the signed Task Completion Report and has not provided written notice of deficiency within the time period specified herein, the conversion services shall be deemed accepted. Prices quoted for all On-site and Customer Site Services do not include travel expenses. Travel expenses will be billed separately as incurred, due Net 30 day terms and shall include actual costs for airfare, lodging, ground transportation and meals. NOTE: This quote includes the Perform software applications and services only; however additional 3rd party elements may be required. It is the sole responsibility of the customer to provide all such 3rd party elements to ensure the proper installation and operation of the Perform software.

<b>Quotation Issued by: Mark Baranowski</b> <b>Email: mark.baranowski@tritech.com</b> <b>Phone: 978-215-2270</b>	<u>Send Purchase Orders To:</u>  <b>TriTech Software Systems</b> <b>313 Boston Post Rd. West, Suite 140</b> <b>Marlborough, MA 01752</b>  <b>Or Email: <a href="mailto:salesadmin@tritech.com">salesadmin@tritech.com</a></b> <b>Or Fax: (978) 215-2299</b>
	<u>Remit Payments To:</u>  <b>TriTech Software Systems</b> <b>PO Box # 203223</b> <b>Dallas, TX 75320-3223</b>

**Accepted for Client**

By signing below, you are indicating that you are authorized to obligate funds for your organization. To activate your order, check the appropriate box below and, either, (i) attach a copy of this quotation to your purchase order when it is remitted to TriTech, or, (ii) if no additional authorizing paperwork is required for your organization to accept and pay an invoice, sign below and fax this quotation to 1-(508) 597-8374 or email to mark.baranowski@tritech.com to indicate your acceptance.

Purchase Order required and attached, reference PO# \_\_\_\_\_ on invoice.  
 No Purchase Order required to invoice.

**Please check one of the following:**

I agree to pay any applicable sales tax.  
 I am tax exempt. Please contact me if TriTech does not have my current exempt information on file.

**Note: Travel Expenses and Shipping costs are billed at actual expense per Terms & Conditions above.**

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**Client Agency/Entity Name** \_\_\_\_\_

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**Client Authorized Representative** \_\_\_\_\_ **Title** \_\_\_\_\_

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**Signature Client Authorized Representative** \_\_\_\_\_ **Date** \_\_\_\_\_

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 4**

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

**Date Prepared:** October 3, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James Manni, Town Manager  
**FROM:** Laura K. Kenyon, Finance Director  
**SUBJECT:** Approval of Contract Dyer Construction – Rehab Grant Program

**RECOMMENDATION:**

That the Town Council approves the contract with Daniel Dyer Construction in the amount of \$7,810.00 for building renovation services of 7 Elm Avenue, Narragansett.

**SUMMARY:**

This agreement is in conjunction with the Community Development Consortium and funded through the Town of Narragansett's Community Development Rehabilitation Grant Program. The contract is in association with the Community Development Consortium, Geoff Marchant and the Town's grant program for rehabilitation and renovation of property meeting the program's requirements.

The project has been competitively bid by the Consortium and will be managed by the Consortium. The application for the funds were reviewed and approved by the Town Manager and Finance Director as stated in the program requirements. The funding is from the monies available in the Community Development fund.

**ATTACHMENTS:**

1. Bid Summary



# Town of East Greenwich

Community Development Consortium  
125 Main Street  
P.O. Box 111

East Greenwich, RI 02818

Office: (401) 886.3213

Fax: (401) 886.8625

*East Greenwich, West Greenwich, Exeter, Hopkinton, North Kingstown, Charlestown, Richmond, Narragansett, South Kingstown*

## BID SUMMARY

September 21, 2016

To: Contractors

Bids were opened for the project for:

**Ann Durante**

NARR 14-02

7 Elm Avenue

Narragansett, RI 02882

The following bids were submitted:

	SIDING	ELECTRICAL	HEATING	TOTAL
CONTRACTOR	Item #1	Item #2	Item #3	
Daniel Dyer	\$1,800	\$310	\$5,700	\$7,810
Sam Bliven Jr. Plumbing & Heating Inc.	\$0	\$0	\$5,845	\$5,845

I accept low bidder, **Daniel Dyer** as the contractor to do the required work.

<i>Ann A. Durante</i>	9/25/16
OWNER	DATE
SECRETARY	BOARD

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 5**

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

**Date Prepared:** October 5, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager  
**FROM:** Jeffry Ceasrine, P.E., Town Engineer  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Annual Service Agreement for Water Meter Reading System

**RECOMMENDATION:**

That the Town Council approves the annual service agreement for the water meter reading system from Itron, Inc. in the amount of \$6,187.51.

**SUMMARY:**

This service agreement covers the hardware and software needed for the remote water meter reading system. The service agreement covers the charging/download racks, mobile data collector, handheld programmer, and operating software necessary to run the meter system. The agreement also includes preventive maintenance, loaner equipment and software upgrades. Itron, Inc. is the original manufacturer and sole supplier of this system. The service contract is for twelve (12) months. It should be noted that the price for this service year period is higher than in the past; the three (3) year warranty has expired, and certain service charges had been covered for free under that warranty.

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

The time period of this agreement is: January 1, 2017- December 31, 2017.

Funding is available in the Water Fund Operating Account #0030 50505, Office Equipment Maintenance and Repair.

**ATTACHMENTS:**

1. Maintenance Renewal Quotation from Itron, Inc., dated September 6, 2016.



US\_001\_OU

Date Printed : 06-SEP-2016

Maintenance Renewal Quote

Page: 1 of 1

Customer Name: Town of Narragansett, Rhode Island  
Customer Number: 2351  
Bill To Contact: Kathy Taylor  
Customer Address: 25 Fifth Avenue  
Narragansett, RI 02882-3612

Contract Number: SC00001324  
Description: Town of Narragansett, Rhode Island

Contract Duration: 01-JAN-2017 - 31-DEC-2017

<u>Description</u>	<u>Serial Number</u>	<u>Start Date</u>	<u>End Date</u>	<u>Quantity</u>	<u>Total Amount</u>
<b>HARDWARE</b>					
MC3 RF	74006682	01-JAN-2017	31-DEC-2017	1	2,620.80
			<b>Subtotal :</b>	<b>1</b>	<b>2,620.80</b>
	<b>HARDWARE</b>		<b>Subtotal :</b>	<b>1</b>	<b>2,620.80</b>
<b>SOFTWARE</b>					
MOBILE COLLECTOR SOFTWARE		01-JAN-2017	31-DEC-2017	1	1,035.84
			<b>Subtotal :</b>	<b>1</b>	<b>1,035.84</b>
MVRS SOFTWARE		01-JAN-2017	31-DEC-2017	1	2,530.87
			<b>Subtotal :</b>	<b>1</b>	<b>2,530.87</b>
	<b>SOFTWARE</b>		<b>Subtotal :</b>	<b>2</b>	<b>3,566.71</b>
			<b>Contract Grand Total :</b>	<b>3</b>	<b>6,187.51</b>

NOTE: This is not an invoice

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 6**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** October 3, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Festival of Lights Holiday Fireworks Display

**RECOMMENDATION:**

That the Town Council awards the contract for the Festival of Lights Holiday Fireworks Display to Pyrotecnico Fireworks, Inc., in the amount of \$3,500.00 and authorizes the Town Manager to sign the contract after review by the Town Solicitor.

**SUMMARY:**

The Request for Quotation (RFQ) was solicited for a holiday fireworks display for the Festival of Lights on December 4, 2016. RFQ's were solicited and posted on the Town of Narragansett and State Purchasing Division websites. Five vendors were solicited and two responded. The attached spreadsheet lists the results from the solicitation.

Pyrotecnico has provided this service for the Town in the past for the summer 4<sup>th</sup> of July Fireworks display and included a higher number of shells for the same fifteen minute holiday show. The total shell count provided by Pyrotecnico was 474 with 180- 2.5" shells, 150- 3" shells and 144- 4" shells. Atlas PyroVision Entertainment Group, Inc. proposed a total of 434 shells with 180-2.5" shells, 150- 3" shells and 104- 4" shells.

Funding is available in the Parks & Recreation Programs Operating Account # 0001830 50359, Fireworks.

**ATTACHMENTS:**

1. September 29, 2016 solicitation spreadsheet for RFQ.



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 7**

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

**Date Prepared:** October 7, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** Anne Irons, CMC, Town Clerk

**FROM:** Jeffry Ceasrine, P.E., Town Engineer

**SUBJECT:** Sewer Policy Committee Referral, Plat N-R, Various Lots, Sebago and Allagash Trails

**RECOMMENDATION:**

That the Town Council refers a request from Gary Moore (and others) for a waiver of the Sewer Policy for Plat N-R, various lots, Sebago and Allagash Trails, to the Sewer Policy Committee for review.

**SUMMARY:**

The attached letter received September 16, 2016 from Gary Moore requests permission to install sewers on Allagash Trail, which would require waivers of the Sewer Policy. The following information is provided about each of the individual applicants in this case. It should be noted that the applicant that is coordinating this request, Gary Moore, has already had his appeal denied at the staff level, the Sewer Policy Committee (SPC) level, and the Town Council level.

Gary & Lynn Moore Plat N-R, Lot 1154, Sebago Trail (vacant lot)  
Denied at staff level (12/30/15), denial upheld by SPC (05/02/16), denial upheld by Town Council (05/16/16)

Anne Marie Bader Plat N-R, Lot 1140, 21 Sebago Trail  
Denied at staff level 09/16/10 and 08/24/15

Edward & Edwina McElroy Plat N-R, Lot 1143, 27 Sebago Trail  
Denied at staff level 08/24/15

William Counihan III Plat N-R, Lot 1152, Sebago Trail (vacant lot)  
Denied at staff level 06/13/00

Carol O'Donnell (Emmy LLC) Plat N-R, Lot 1142, 23 Sebago Trail  
Denied at staff level 09/16/10

Paul Boyce (d\bla PAB Properties), Plat N-R, Lots 1148 & 1149 (32 Sebago Trail, 52 Allagash Trail)  
No previous application on file.

James Choquette Plat N-R, Lot 1146, 44 Allagash Trail  
No previous application on file.

Roger Rosen, Plat N-R, Lot 1151, Sebago Trail (vacant lot)  
No previous application on file.

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

**ATTACHMENTS:**

1. Cover letter from Gary Moore (received September 16, 2016).

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 8**

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

**Date Prepared:** August 29, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** Honorable Town Council  
**FROM:** Raymond A. Ranaldi, Council Member  
**SUBJECT:** Proposal for Single Tax Rate Ordinance

**RECOMMENDATION:**

That the Narragansett Town Council ADOPTS on An Ordinance in Amendment of Chapter 70 of the Code of ordinances of the Town of Narragansett, Rhode Island, entitled "Taxation and Finance".

**SUMMARY:**

On September 6, 2016 the First Reading was held on the attached proposed ordinance and a public hearing was scheduled for October 17, 2016.

Currently the Tax Assessor classifies all ratable property in four classes. I propose the town council combines, Class 2 the commercial and industrial real estate, with the residential real estate which would be identified as Class 1. The ratable tangible personal property would be known as Class 2. And all motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws would be recognized as Class 3.

By combining classes, all commercial, industrial and residential real estate or more, would no longer be taxed at 150%.

Also the Tax Assessor would no longer have the need to allocate a percentage of each allocation for real property that is used for more than one purpose.

**ATTACHMENTS:**

1. Proposed Ordinance
2. Deletions in Blue – Changes in Red
3. RIGL§44-3-29-1

## TOWN OF NARRAGANSETT

### CHAPTER

#### AN ORDINANCE IN AMENDMENT OF CHAPTER 70 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND, ENTITLED "TAXATION & FINANCE"

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

**Section 1:** Article I, (In General), of Chapter 70 of the Code of Ordinances of the Town of Narragansett, entitled "Taxation & Finance" is hereby enacted and amended to read as follows:

#### ARTICLE I. - IN GENERAL

Sec. 70-1. - List of ratable property.

- (a) A system of classification of taxable property is hereby adopted by the town in which all ratable property in the town shall be classified by the assessor as follows:
- (1) *Class 1:* All commercial and industrial real estate and all residential real estate including all mobile/manufactured homes
  - (2) *Class 2:* All ratable tangible personal property.
  - (3) *Class 3:* All motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws of Rhode Island.

Sec. 70-2. - Duties of assessor and finance director.

- (a) The assessor of the town, on or before June 15 of each year, shall make a full and fair cash valuation of all the estate, real and personal, including motor vehicles and trailers, subject to taxation, and determine the assessed valuation of each property class.
- (b) The finance director with the approval of the town council shall have the authority to apply different rates of taxation to each property class and to determine the tax due and payable on the property; provided however, that such rates of taxation shall be uniform within each class.

Sec. 70-3. - Tax levy determination.

The assessor shall provide to the finance director and the town council a list containing the full and fair cash valuation of each property class. The finance director shall, with the approval of the town council, annually determine the percentages of the tax levy to be apportioned each class of property and shall annually apply tax rates sufficient to produce the proportion of the total tax levy.

Sec. 70-4. - Compliance with state law.

- (a) All property in Class 2, which is classified as inventory, shall be taxed in accordance with § 44-3-29.1 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.
- (b) All property in Class 3 shall be taxed in accordance with Chapter 34.1 of Title 44 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.

Secs. 70-5—70-20. - Reserved.

**Section 2:** This ordinance shall take effect upon its final passage, and all other ordinances or parts of ordinances inconsistent herewith are hereby repealed.

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

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

ATTEST:

Anne Irons, Town Clerk

## ARTICLE I. - IN GENERAL

### Sec. 70-1. - List of ratable property.

- (a) A system of classification of taxable property is hereby adopted by the town in which all ratable property in the town shall be classified by the assessor as follows:
- (1) Class 1: ~~All residential real estate which consists of not more than five dwelling units and all residential real estate that consists of six dwelling units in which at least one unit is owner occupied. Class 1 includes all mobile/manufactured homes.~~ All commercial and industrial real estate and all residential real estate including all mobile/manufactured homes.
  - (2) Class 2: ~~All commercial and industrial real estate and all residential real estate which consists of six dwelling units in which no units are owner occupied and all residential real estate which consists of more than six dwelling units.~~ All ratable tangible personal property.
  - (3) Class 3: ~~All ratable tangible personal property.~~ All motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws of Rhode Island.
  - (4) ~~Class 4: All motor vehicles and trailers subject to the excise tax created by Chapter 34 of Title 44 of the General Laws of Rhode Island.~~
- (b) ~~Where real property is used or held for more than one purpose and the uses result in different classifications, the assessor shall allocate to each classification the percentage of true and fair cash value to the property devoted to each use.~~

(Ch. 836, § 1, 6-30-2003)

### Sec. 70-2. - Duties of assessor and finance director.

- (a) The assessor of the town, on or before June 15 of each year, shall make a full and fair cash valuation of all the estate, real and personal, including motor vehicles and trailers, subject to taxation, and determine the assessed valuation of each property class.
- (b) The finance director with the approval of the town council shall have the authority to apply different rates of taxation to each property class and to determine the tax due and payable on the property; provided however, that such rates of taxation shall be uniform within each class. ~~; and provided further that for each year, Class 2 property rates shall not be more than 150 percent of Class 1 property tax rates.~~

(Ch. 836, § 1, 6-30-2003)

Sec. 70-3. - Tax levy determination.

The assessor shall provide to the finance director and the town council a list containing the full and fair cash valuation of each property class. The finance director shall, with the approval of the town council, annually determine the percentages of the tax levy to be apportioned each class of property and shall annually apply tax rates sufficient to produce the proportion of the total tax levy.

(Ch. 836, § 1, 6-30-2003)

Sec. 70-4. - Compliance with state law.

- (a) All property in Class ~~3~~ 2, which is classified as inventory, shall be taxed in accordance with § 44-3-29.1 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.
- (b) All property in Class 4 3, shall be taxed in accordance with Chapter 34.1 of Title 44 of the General Laws of Rhode Island regarding the phasing out of taxes on said property.

(Ch. 836, § 1, 6-30-2003)

Secs. 70-5—70-20. - Reserved.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 09  
Amend No. \_\_\_\_\_**

**Date Prepared:** October 14, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** Honorable Town Council

**FROM:** James M. Manni

**SUBJECT:** Financial Forecast

**RECOMMENDATION:**

That the Town Council RECEIVES and PLACES on FILE the financial three year forecast.

**SUMMARY:**

At the August 15, 2016 Town Council meeting, it was directed to prepare a three year forecast projection. Attached please find report prepared by Laura Kenyon, Finance Director.

**ATTACHMENTS:**

1. 3 Year Projection

# 3 yr projection

- A projection of where the Town might stand at the end of 3 yrs was requested.
- Taking the personnel contracts, Capital Improvement plans, and Funding Improvement plans (retiree health and pensions) an analysis of the required tax rate was determined.
- The expenditures do not contain a “wish list” or even all necessary capital improvements. The capital improvements are all essential and critical in nature.
- The Town has limited resources. The State limits the tax levy increase to 4%.
- There are exceptions for tax increases above the 4% cap for NEW debt service.
- The Town has new debt for the VOTER approved Athletic Field, Public Safety Building and Road Improvements in FY 17/18 is \$686,000. This would be the only year in which the Town can request an exemption from the 4% cap. An exception of \$600,000 is being requested. (up to \$672,000 could be requested)
- It was determined that the maximum 4% tax levy is required AND an exemption for the new debt service in the amount of \$600,000 will be needed to fund all services in FY 17/18 and the continued 4% tax increase for at least 2 more years.
- IF the Town only had one tax rate the rates would be Fy 16/17 \$10.60 current, Fy 17/18 \$11.15 (5.2%), Fy 18/19 11.60 (4%), Fy 19/20 12.06 (4%). This is not the residential rate but only for comparison.
- One consideration might be to refer this projection to the Finance Committee for a report back to the Town Council prior to the FY 17/18 Budget work sessions.

Expenditures as Proposed CIP and FIP for Pension and OPEB

	FY 16/17	FY 17/18	FY 18/19	FY 19/20
salaries	28,139,979	28,702,779	29,276,834	29,862,371
pension	7,410,007	7,930,921	8,291,570	8,495,297
opeb	2,662,700	3,070,585	3,284,114	3,298,320
other benefits	7,032,088	7,172,730	7,316,184	7,462,508
operating budgets	10,099,118	9,749,279	9,908,565	10,071,037
debt service	2,842,081	3,373,515	3,691,346	3,751,936
capital	2,206,840	2,402,466	2,255,502	2,630,202
total	60,392,813	62,402,275	64,024,115	65,571,671

Revenues as Proposed CIP and FIP for Pension and OPEB

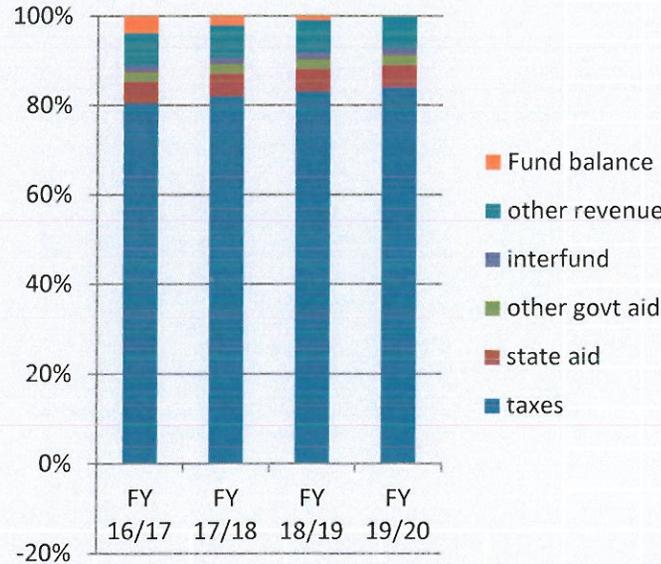
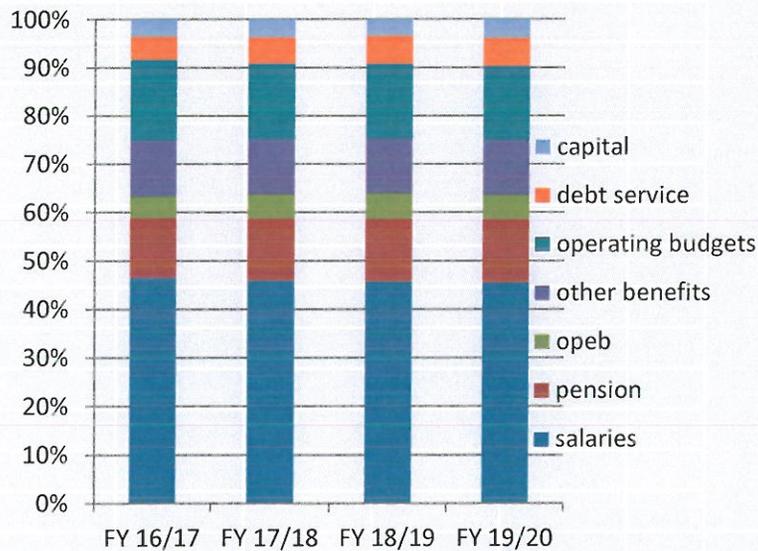
taxes 4% and 600K exemption FY 17/18

	FY 16/17	FY 17/18	FY 18/19	FY 19/20
taxes	48,586,127	51,129,572	53,174,755	55,301,745
state aid	2,895,836	3,156,291	3,207,848	3,274,305
other govt aid	1,331,640	1,361,863	1,390,285	1,420,614
interfund	802,582	903,532	956,848	971,359
other revenue	4,420,492	4,525,418	4,649,313	4,749,313
Fund balance	2,356,136	1,325,599	645,066	(145,666) 11.6% in FY 19/20
total	60,392,813	62,402,275	64,024,115	65,571,670

Revenues as Proposed CIP and FIP for Pension and OPEB

taxes 2% and no exemption FY 17/18

	FY 16/17	FY 17/18	FY 18/19	FY 19/20
taxes	48,586,127	49,557,850	50,549,007	51,559,987
state aid	2,895,836	3,156,291	3,207,848	3,274,305
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Fund balance	2,356,136	1,325,599	645,066	(145,666)
total	60,392,813	60,830,553	61,398,367	61,829,912
CUT		(1,571,722)	(2,625,748)	(3,741,758)



Revenues as Proposed CIP and FIP for Pension and OPEB

taxes 3% and no exemption FY 17/18

	FY 16/17	FY 17/18	FY 18/19	FY 19/20
taxes	48,586,127	50,043,711	51,545,022	53,091,373
state aid	2,895,836	3,156,291	3,207,848	3,274,305
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Fund balance	2,356,136	1,325,599	645,066	(145,666)
total	60,392,813	61,316,414	62,394,382	63,361,298
CUT		(1,085,861)	(1,629,733)	(2,210,372)

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Note:

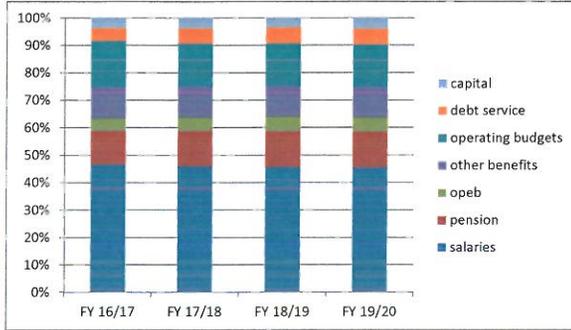
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then what?

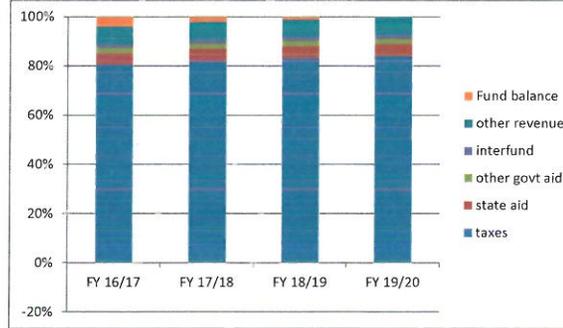
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CUT		(600,000)	(624,000)	(648,960)

Note:

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 Application to the 4% no exemption would equate to a cumulative effect of around \$.25 so \$.13 per year only until 2019  
 then what?

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 10**

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

**Date Prepared:** October 5, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager

**FROM:** Jeffry Ceasrine, P.E., Town Engineer

**SUBJECT:** Sewer Policy Committee Recommendations; Plat N-R, Lots 672-673 (11 Cross Road), Plat N-A, Lots 30 & 190 (vacant land), Plat N-S, Lot 514 (86 Bayberry Road), and Plat Z, Lot 4-2, Gibson Avenue (vacant land)

**RECOMMENDATION:**

That the Town Council approve the recommendations of the Sewer Policy Committee relative to the following properties: Plat N-R, Lots 672-673 (11 Cross Road), Plat N-A, Lots 30 & 190 (vacant land), Plat N-S, Lot 514 (86 Bayberry Road), and Plat Z, Lot 4-2, Gibson Avenue (vacant land)

**SUMMARY:**

The Sewer Policy Committee meets on an ad hoc basis to hear appeals from staff level decisions relating to the Town's Sewer Policy. The Committee met on October 3, 2016 to consider the following requests for relief, and made the recommendations noted therein.

**Applicant – Peter Barlow, Plat N-R, Lots 672 & 673, 11 Cross Road**

On August 15, 2016, the Town Council referred the appeal from this applicant to the Sewer Policy Committee. The property is developed as a single family home (owned and occupied by the applicant's mother), and is the next lot after the end of the nearest public sewer. There is one (1) other property that would benefit from this extension (if granted) in terms of now having sewer frontage. The property is in Bonnet Shores, and is in the area of Town serviced by the Regional Wastewater Treatment Facilities. Although the property is within a Sewer Area, under the current Sewer Policy, sewer extensions within this tributary area are specifically prohibited.

It was noted that the Town had previously (1983) prioritized this particular section as an area to be sewered. **As such, the Sewer Policy Committee recommends that the waivers be granted, subject to the standard conditions as noted herein.**

**Applicant – Ken Ventura, Plat N-A, Lots 30 & 190, Vacant Land**

On May 16, 2016, the Town Council referred the appeal from this applicant to the Sewer Policy Committee. The property is a large tract of vacant land.

The property is not within a Sewer Area as defined under the Sewer Policy, and is in an area of Town serviced by the Regional Wastewater Treatment Facilities. Under the current Sewer Policy, sewer extensions within this tributary area are specifically prohibited.

To-date, the applicant has not provided any information as to any compelling public good or undue hardship associated with this appeal. In addition, there has been no development plan presented, so we do not know the developer's intent in terms of number of units. We have traditionally held that the applicant (in the case of raw, undeveloped land that is more than just a single house lot) must proceed at least through the Master Plan stage of the development review process with Community Development before any sewer applicability issues are settled.

The applicant requested an amendment in the Sewer Area map only at this point in time, which he stated was necessary for his client to proceed with the development "due diligence" on this property. **After discussion, the Sewer Policy Committee recommended approval of the request to amend the Sewer Policy map to include the referenced property only – this does not imply any approval of future waivers that will be needed to connect the property to public sewers. It was noted that future waiver requests will be subject to the Policy provisions in place at the time of application, including affordable housing, ll removal, etc.**

**Applicant – Robert Murphy, Plat N-S, Lot 514, 86 Bayberry Road**

On July 5, 2016, the Town Council referred the appeal from this applicant to the Sewer Policy Committee. The property is developed as a single family home (owned occupied by the applicant), and is the next lot after the end of the nearest public sewer. There is one (1) other property that would benefit from this extension (if granted) in terms of now having sewer frontage. The property is in Bonnet Shores, and is in the area of Town serviced by the Regional Wastewater Treatment Facilities. Although the property is within a Sewer Area, under the current Sewer Policy, sewer extensions within this tributary area are specifically prohibited.

The applicant has claimed ongoing problems with the onsite wastewater disposal system. The Council has recently granted waivers to two (2) other applicants on this street, allowing a sewer extension to be brought to this property line. **As such, the Sewer Policy Committee recommends that the waivers be granted, subject to the standard conditions as noted herein.**

**Applicant – John and Lisa Goodwin, Plat Z, Lot 4-2, Gibson Avenue**

On April 21, 2014, the Town Council referred the appeal from this applicant to the Sewer Policy Committee. The property is a vacant lot on Gibson Avenue. The property is not within a Sewer Area as defined under the Sewer Policy, and is in an area of Town serviced by the Regional Wastewater Treatment Facilities. Under the current Sewer Policy, sewer extensions within this tributary area are specifically prohibited. The nearest public sewer is over 950 feet away, at Kendall Court.

To-date, the applicant has not provided any information as to any compelling public good or undue hardship associated with this appeal. In addition, the applicant already has an approved 4 bedroom design OWTS from RIDEM. **The Sewer Policy Committee recommends that this request be held without action, pending the submittal of further information by the applicant as to any hardship or compelling public good.**

When waivers have been granted, they often come with stipulated conditions, such as:

1. Any sewer extension must be designed and installed across the full frontage of the property in question.
2. All design and construction costs must be paid for by the applicant, and the sewer must be inspected and accepted by the Town before actual connection permits are issued.
3. Sewer Lot Development Fees (all areas) and Infiltration\Inflow Removal Fees (areas tributary to the Regional WWTF only) apply to each unit according to the Sewer Policy.
4. The Town has a ten (10) year cost recovery program that allows the applicant to recoup a pro-rata share of the installation cost from abutting property owners.
5. If a connection to a private sewer is under consideration, the applicant must present written approval to connect to same from the owner of said sewer as a condition of approval.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 11**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** September 27, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**SUBJECT:** Event Venue Liquor Liability Option Proposal

**RECOMMENDATION:**

That the Town Council approves the request from the Parks and Recreation Department to conduct a pilot program to offer a liquor liability option for smaller groups of 50 or more along with offering an option of a cash bar at Kinney Bungalow and the North Beach Clubhouse for one full year starting January 1, 2017 through December 31, 2017 subject to state and local regulations.

**SUMMARY:**

The Parks and Recreation Department has been working with the Town's Insurance carrier the RI Interlocal Trust to provide a solution for small groups of 50 people or less hosting meetings, birthday parties, reunions, anniversaries, etc. the opportunity to rent Kinney Bungalow and North Beach Clubhouse and provide beer and wine without the expense of caterers, special state licensing and the costs associated. Renters must provide host liquor liability insurance naming the Town of Narragansett as "additionally insured" using TULIP insurance available or homeowners\corporation coverage. Additional requirements as per attached.

**ATTACHMENTS:**

1. Event Venue Liquor Liability Option Proposal

# Event Venue Liquor Liability Option Proposal

## Pilot Program with evaluation after one year

Conduct meetings, birthday parties, reunions, anniversaries, etc. at North beach Clubhouse and Kinney Bungalow with beer and wine with the following conditions:

- Renter must provide host liquor liability insurance naming the Town of Narragansett as “additionally insured” using TULIP insurance available or homeowners\corporation coverage.
- Beer and wine only, no shots, no hard liquor
- Limit of 50 persons or smaller
- Alcohol is permitted within the footprint of the building only.
- Time limit: 2 hours and must be finished 1½ hours before end of event. Typical 5 hour events.
- Not applicable to events where a Class P or Class F or F1 license is required.

In addition, the staff proposes to create the option of allowing either a cash bar or an open bar with the applicable Class P, Class F or Class F1 license at all events for both North Beach Clubhouse and Kinney Bungalow. Presently open bars are only allowed.

October 17, 2016

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 12**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** September 30, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James M. Manni, Town Manager  
**FROM:** Sean Corrigan, Police Chief  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Emergency Purchase/Installation of MDT Tablets

**RECOMMENDATION:**

That the Town Council approves, ratifies and confirms the purchase and installation services of MDT tablets in three new Police vehicles from Island Tech Services, LLC in the amount of \$17,249.00.

**SUMMARY:**

Mobile Data Terminals are essential equipment for operations of a police cruiser. Two (2) of the three (3) new vehicles have been delivered to the Police Department but cannot be deployed to the road until the MDT's are installed.

Therefore, the Town Manager approved the emergency purchase and installation of the MDT (with accessories) and Purchase Order 20171722 was issued to Island Tech Services, in the amount of \$17,249.00. No additional cost resulted from the delay in approval.

Funding is available in the Police Department Capital Projects Account # 00200190 57008, MDT.

**ATTACHMENTS:**

1. Email from Town Manager giving approval, 9/28/16
2. Quotation from Island Tech Services, dated 9/28/16
3. Purchase Order #20171722 to Island Tech Services, LLC.

**Fwd: MDT'S**

Sean Corrigan

**Sent:** Wednesday, September 28, 2016 12:03 PM**To:** Staci Croy**Attachments:** image002.gif (1 KB) ; image003.png (12 KB)

Sent from my iPhone

Begin forwarded message:

**From:** James Manni <[jmanni@narragansetttri.gov](mailto:jmanni@narragansetttri.gov)>  
**Date:** September 28, 2016 at 11:58:51 AM EDT  
**To:** Sean Corrigan <[scorrigan@narragansetttri.gov](mailto:scorrigan@narragansetttri.gov)>  
**Subject:** RE: MDT'S

As per our telephone conversation, this request is approved....

Sincerely,  
Jim Manni

---

**From:** Sean Corrigan [<mailto:scorrigan@narragansetttri.gov>]  
**Sent:** Wednesday, September 28, 2016 11:25 AM  
**To:** James Manni  
**Subject:** MDT'S

Jim,

Two of our three new SUV's are in and the third will be here soon. There was a miscommunication on my end that led to the our vehicle MDT's not being included when I got approval for the cars.

I would like to do an emergency PO to buy the MDT's for them so that I can get them on the road immediately. I would like to use Island Tech. who did our MDT's last year. They are the only vendor that sells the MDT's , the mounts and does the installation service. They are also on the Massachusetts state MPA.

I have \$20,000 in a capital line for this purchase. Dean was able to do this last year so the council has approved this project in this manner before. Can we process an emergency PO with your permission?

Respectfully Submitted,

Chief Sean Corrigan  
Narragansett Police  
40 Caswell St.  
(401) 789-1091 X 301

# ISLAND TECH SERVICES

980 S 2nd Street, Ronkonkoma, NY 11779  
 Phone: 631-447-2442 Fax: 631-447-2514  
 www.islandtechservices.com

# QUOTE

Number ITSQ16719

Date Sep 28, 2016

Sold To
<b>Narragansett RI Police Department</b> Tony Rotelli 40 Caswell St Narragansett, RI 02882 United States  Phone (401) 789-1091 Fax

Ship To
<b>Narragansett RI Police Department</b> Tony Rotelli 40 Caswell St Narragansett, RI 02882 United States  Phone (401) 789-1091 Fax

Salesperson	P.O. Number	Contract Number	Ship Via	Terms
jdabella				NET 30

Qty	Description	Unit Price	Ext. Price
<b>** GETAC RUGGED TABLET **</b>			
3	F Series, G3 Intel Core i5-6200U Processor 2.3GHz, 11.6" + Webcam, Microsoft Windows 7 Professional x64 with default RAM 8GB, 256GB SSD, Sunlight Readable (LCD + Touchscreen), Multi Language + US Power, Camera, Wifi + BT + GPS + 4G LTE Multi + Passthrough, without any extra option, HD Webcam, 8MP Rear Camera, Low Temp -21°C, TPM 1.2, IP65, 3 Year Bumper to Bumper Warranty	\$2,895.00	\$8,685.00
<b>** MOUNTING/PERIPHERALS **</b>			
3	Getac F110 Vehicle Docking Station. TRI RF	\$600.00	\$1,800.00
3	Power Supply for Getac F110 Docking Stations	\$100.00	\$300.00
3	TG3 - BLT Series - 82 Key Backlit Illuminated Keyboard with Touchpad	\$275.00	\$825.00
3	ON-DASH MOUNT with Single Arm / Double Pivot and G.R.I.P. Tilt/Swivel for Display/Tablet and Keyboard Mount with Double Arm and G.R.I.P. Tilt/Swivel for Ford Police Interceptor UTILITY	\$460.00	\$1,380.00
3	Adaptor Plate for Docking Station for Getac F110 Tablet on Dashboard Mount	\$44.00	\$132.00
3	Havis - Chargeguard	\$80.00	\$240.00
3	Brother Printer Kit - Brother PocketJet 7 Direct Thermal Printer - Monochrome - Mobile - Brother Auto Adapter - Brother USB Cable - USB - 10ft	\$350.00	\$1,050.00
3	Vehicle Head Rest Mount for PJ7 Printer case	\$329.00	\$987.00
<b>** INSTALLATION SERVICES **</b>			
3	DMY Installation of Vehicle Mounted Equipment	\$550.00	\$1,650.00

To accept proposal in lieu of a PO, please sign and fax to 631-447-2514 or scan/email to jdabella@itsg.us.com.

<b>SubTotal</b>	\$17,049.00
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$200.00
<b>Total</b>	<b>\$17,249.00</b>

Signature: \_\_\_\_\_

WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE. DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.

REPRINT

# Purchase Order



Fiscal Year 2017

Page 1 of 1

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

Purchase Order # **20171722-00**

**B**  
**I**  
**L**  
**L**  
**T**  
**O**

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

Delivery must be made within doors of specified destination.

**V**  
**E**  
**N**  
**D**  
**O**  
**R**

Island Tech Services LLC  
P.O. Box 88  
Brookhaven NY 11719

**S**  
**H**  
**I**  
**P**  
**T**  
**O**

Police Department  
40 Caswell Street  
Narragansett RI 02882

Vendor Phone Number 631-447-2442	Vendor Fax Number 631-447-2514	Requisition Number 17001896	Delivery Reference Tony Rotelli
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Date Ordered 10/03/2016	Vendor Number 734	Date Required	Freight Method/Terms	Department/Location Police Department
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Item#	Description/Part No.	Qty	UOM	Unit Price	Extended Price
1	MDT's for new PD SUV's  The Above Purchase Order Number Must Appear On All Correspondence - Packing Slips And Bills Of Lading  GETAC Rugged Tablets with all Mounting/Peripheral Equipment and Installation services. See Quote #ITSQ16719. <b>00200190 - 57008</b>  <i>Department will place order. Approval from TM to order and then go before TC as Approve/Ratify/Confirm.</i>	3.0	EACH	\$5,683.000 Freight	\$17,049.00 \$200.00
					<b>\$17,249.00</b>

By *Quon W. Gallagher*  
Purchasing Manager

ACCOUNTING COPY

Total Ext. Price	\$17,049.00
Total Freight	\$200.00
<b>PO Total</b>	<b>\$17,249.00</b>

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 13**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** September 30, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James Manni, Town Manager  
**FROM:** Scott Partington, Fire Chief  
**SUBJECT:** Assistance to Firefighters Grant – Funding Award

**RECOMMENDATION:**

That the Town Council accepts a reimbursable Assistance to Firefighters Grant totaling \$232,000.00 from the Federal Emergency Management Agency and the Department of Homeland Security Assistance to Firefighters Grant Program and for the Town Manager to sign acceptance of said grant.

This grant will fund the purchase of (5) five new Lifepak 15 cardiac monitor/defibrillators and Department training.

**SUMMARY:**

The Fire Department was awarded a federal Assistance to Firefighters Grant (AFG) to purchase (5) five Lifepak 15 cardiac monitor/defibrillators that will replace the department's aging Lifepak 12 models and to provide for NFPA-1041 Fire Service Instructor Training. Grant funding is available from the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security (DHS).

The Federal share of this grant is 95% or \$220,953.00 of the approved amount and the non-federal or town's share of the costs is 5% or \$11,047.00. Town funding is from the Grant Match account.

**ATTACHMENTS:**

1. Grant award No. EMW-2015-FO-01261.
2. Physio-Control, Inc. quote#00050823.
3. Sole Source letter from Physio-Control, Inc.



# FEMA

Mr. Kevin Tuthill  
Narragansett Fire Department  
40 Caswell street  
Narragansett, Rhode Island 02882-3391

Re: Award No.EMW-2015-FO-01261

Dear Mr. Tuthill:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2015 Assistance to Firefighters Grant has been approved in the amount of \$220,953.00. As a condition of this award, you are required to contribute a cost match in the amount of \$11,047.00 of non-Federal funds, or 5 percent of the Federal contribution of \$220,953.00.

**Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system.** By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2015 Assistance to Firefighters Grant Notice of Funding Opportunity.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

**Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov).** As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

**Step 1:** Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

**Step 2:** If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Kamoie".

Brian E. Kamoie  
Assistant Administrator for Grant Programs



**Physio-Control, Inc**  
 11811 Willows Road NE  
 P.O. Box 97006  
 Redmond, WA 98073-9706 U.S.A.  
 www.physio-control.com  
 tel 800.442.1142  
 fax 800.732.0956

To Kevin Tuthill  
 NARRAGANSETT FD  
 25 5TH AVE  
 NARRAGANSETT, RI 02882  
 (401) 789-1000  
[ktuthill@gmail.com](mailto:ktuthill@gmail.com)

Quote Number 00050823  
 Revision # 1  
 Created Date 8/25/2016  
 Sales Consultant Crystale Perry  
 FOB Redmond, WA  
 Terms All quotes subject to credit approval and the following terms and conditions  
 NET Terms NET 30

Expiration Date 10/12/2016

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
99577-001957	LIFEPAK 15 V4 Monitor/Defib, Adaptive Biphasic, Manual & AED, Color LCD, 100mm Printer, Noninvasive Pacing, Metronome, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Carbon Monoxide, Bluetooth INCLUDED AT NO CHARGE: 2 PAIR QUIK-COMBO ELECTRODES PER UNIT - 11996-000091, TEST LOAD - 21330-001365, IN-SERVICE DVD - 21330-001486, SERVICE MANUAL CD- 26500-003612 (one per order) and SHIP KIT (RC Cable) 41577-000288 INCLUDED. HARD PADDLES, BATTERIES AND CARRYING CASE NOT INCLUDED.	5.00	34,960.00	-4,544.80	30,415.20	152,076.00
Trade-in product	Trade in of BSS2 towards the purchase of Power Supply	2.00	0.00	0.00	-200.00	-400.00
Trade-in product	Trade in of LIFEPAK 12 Biphasic - 3 Feature towards the purchase of Lifepak 15	5.00	0.00	0.00	-5,000.00	-25,000.00
11111-000018	12-Lead ECG Cable, 5ft Trunk cable with AHA limb leads	5.00	359.50	-46.74	312.77	1,563.83
11111-000022	12-Lead ECG Cable, 6-Wire Precordial Attachment (AHA)	5.00	144.50	-18.79	125.72	628.58
11113-000004	QUIK-COMBO therapy cable for use w/LIFEPAK 15	5.00	375.60	-48.83	326.77	1,633.86
11140-000015	AC power cord	5.00	77.70	-10.10	67.60	338.00
11140-000052	LP15 REDI-CHARGE Adapter Tray	1.00	198.50	-25.81	172.70	172.70
11140-000072	LP15 AC Power Adapter (power cord not included)	5.00	1,630.70	-211.99	1,418.71	7,093.55
11140-000080	Extension Cable (5ft 3 in)	5.00	293.00	-38.09	254.91	1,274.55
11141-000115	REDI-CHARGE Base (power cord not included)	1.00	1,470.00	-191.10	1,278.90	1,278.90
11160-000013	NIBP CUFF BAYONET-REUSEABLE,CHILD	10.00	24.00	-3.12	20.88	208.80
11160-000017	NIBP CUFF BAYONET-REUSEABLE,LARGE ADULT	10.00	33.00	-4.29	28.71	287.10
11171-000046	M-LNCS DCI, Adult Reusable Sensor, 1/box	10.00	301.00	-39.13	261.87	2,618.70
11171-000049	Rainbow DCI Adt Reusable Sensor, 1/box	10.00	637.00	-82.81	554.19	5,541.90

11220-000028	Carry case top pouch for use w/LIFEPAK 12 or LIFEPAK 15	6.00	54.60	-7.10	47.50	285.01
11240-000016	Strip chart recorder paper, 100mm 2rolls/bx (1-23)	5.00	19.40	-2.52	16.88	84.39
11260-000039	LIFEPAK 15 Carry case back pouch	6.00	79.20	-10.30	68.90	413.42
11577-000002	LIFEPAK 15 Basic carry case w/ right & left pouches. INCLUDED AT NO CHARGE WHEN ORDERED WITH DEVICE: 11577-000001 Shoulder Strap	6.00	309.20	-40.20	269.00	1,614.02
11996-000081	FilterLine Set Adult/Pediatric (box of 25)	2.00	285.60	-37.13	248.47	496.94
11996-000163	SmartCapnoLine Plus w/O2 delivery - Adult/Intermediate patients>44lbs, 25/box	2.00	357.00	-46.41	310.59	621.18
11996-000369	LIFEPAK Monitor to PC USB Cable	8.00	284.60	-37.00	247.60	1,980.82
21300-008147	NIBP HOSE BAYONET-LP15,9FT	10.00	62.00	-8.06	53.94	539.40
21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	20.00	453.60	-58.97	394.63	7,892.64
11996-000017	Electrode QUIK-COMBO w/REDI-PAK preconnect	12.00	42.80	-5.56	37.24	446.83
11996-000093	Electrode EDGE QUIK-COMBO pediatric RTS	6.00	45.90	-5.97	39.93	239.60
11160-000015	NIBP CUFF BAYONET-REUSEABLE,ADULT	5.00	30.00	-3.90	26.10	130.50
50999-000117	Zone1: (1 to 25Mi) or (1 to 40Km)	4.00	0.00	0.00	0.00	0.00
LP15-OSCOMP-4-POS	LIFEPAK 15 Service - 4 YEAR. On-site Comprehensive Coverage. Annual Payments.	5.00	6,720.00	-1,008.00	5,712.00	28,560.00

Subtotal	USD 192,621.21
Estimated Tax	USD 0.00
Estimated Shipping & Handling	USD 185.00

<b>Grand Total</b>	<b>USD 192,806.21</b>
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**Pricing Summary Totals**

List Price Total	USD 251,371.54
Total Contract Discounts Amount	USD -5,040.00
Total Discount	USD -28,310.33
Trade In Discounts	USD -25,400.00
Tax + S&H	USD 185.00

**GRAND TOTAL FOR THIS QUOTE**

USD 192,806.21

PHYSIO-CONTROL, INC. REQUIRES WRITTEN VERIFICATION OF THIS ORDER. A PURCHASE ORDER IS REQUIRED ON ALL ORDERS \$5,000 OR GREATER BEFORE APPLICABLE FREIGHT AND TAXES. THE UNDERSIGNED IS AUTHORIZED TO ACCEPT THIS ORDER IN ACCORDANCE WITH THE TERMS AND PRICES DENOTED HEREIN.

\_\_\_\_\_  
CUSTOMER APPROVAL (AUTHORIZED SIGNATURE)

\_\_\_\_\_  
NAME

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

**General Terms for all Products, Services and Subscriptions.**

Physio-Control, Inc. ("Physio") accepts Buyer's order expressly conditioned on Buyer's assent to the terms set forth in this document. Buyer's order and acceptance of any portion of the goods, services or subscriptions shall confirm Buyer's acceptance of these terms. Unless specified otherwise herein, these terms constitute the complete agreement between the parties. Amendments to this document shall be in writing and no prior or subsequent acceptance by Seller of any purchase order, acknowledgment, or other document from Buyer specifying different and/or additional terms shall be effective unless signed by both parties.

**Pricing.** Prices do not include freight insurance, freight forwarding fees, taxes, duties, import or export permit fees, or any other similar charge of any kind applicable to the goods and services. Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services unless Physio receives a copy of a valid exemption certificate prior to delivery. Discounts may not be combined with other special terms, discounts, and/or promotions.

**Payment.** Payment for goods and services shall be subject to approval of credit by Physio. Unless otherwise specified by Physio in writing, the entire payment of an invoice is due thirty (30) days after the invoice date for deliveries in the USA, and sight draft or acceptable (confirmed) irrevocable letter of credit is required for sales outside the USA.

**Minimum Order Quantity.** Physio reserves the right to charge a service fee for any order less than \$200.00.

**Patent Indemnity.** Physio shall indemnify Buyer and hold it harmless from and against all demands, claims, damages, losses, and expenses, arising out of or resulting, from any action by a third party against Buyer that is based on any claim that the services infringe a United States patent, copyright, or trademark, or violate a trade secret or any other proprietary right of any person or entity. Physio's indemnification obligations hereunder will be subject to (i) receiving prompt written notice of the existence of any claim; (ii) being able to, at its option, control the defense and settlement of such claim (provided that, without obtaining the prior written consent of Buyer, Physio will enter into no settlement involving the admission of wrongdoing); and (iii) receiving full cooperation of Buyer in the defense of any claim.

**Limitation of Interest.** Through the purchase of Physio products, services, or subscriptions, Buyer does not acquire any interest in any tooling, drawings, design information, computer programming, patents or copyrighted or confidential information related to said products or services, and Buyer expressly agrees not to reverse engineer or decompile such products or related software and information.

**Delays.** Physio will not be liable for any loss or damage of any kind due to its failure to perform or delays in its performance resulting from an event beyond its reasonable control, including but not limited to, acts of God, labor disputes, the requirements of any governmental authority, war, civil unrest, terrorist acts, delays in manufacture, obtaining any required license or permit, and Physio inability to obtain goods from its usual sources.

**Limited Warranty.** Physio warrants its products and services in accordance with the terms of the limited warranties located at <http://www.physio-control.com/Documents/>. The remedies provided under such warranties shall be Buyer's sole and exclusive remedies. Physio makes no other warranties, express or implied, including, without limitation, **NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND IN NO EVENT SHALL PHYSIO BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR OTHER DAMAGES.**

**Compliance with Confidentiality Laws.** Both parties acknowledge their respective obligations to maintain the security and confidentiality of individually identifiable health information and agree to comply with applicable federal and state health information confidentiality laws.

**Compliance with Law.** The parties agree to comply with any and all laws, rules, regulations, licensing requirements or standards that are now or hereafter promulgated by any local, state, and federal governmental authority/agency or accrediting/administrative body that governs or applies to their respective duties and obligations hereunder.

**Regulatory Requirement for Access to Information.** In the event 42 USC § 1395x(v)(1)(F) is applicable, Physio shall make available to the Secretary of the United States Department of Health and Human Services, the Comptroller General of the United States General Accounting Office, or any of their duly authorized representatives, a copy of these terms, such books, documents and records as are necessary to certify the nature and extent of the costs of the products and services provided by Physio.

**No Debarment.** Physio represents and warrants that it and its directors, officers, and employees (i) are not excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 USC § 1320a-7b(f); (ii) have not been convicted of a criminal offense related to the provision of healthcare items or services; and (iii) are not under investigation which may result in Physio being excluded from participation in such programs.

**Choice of Law.** The rights and obligations of Physio and Buyer related to the purchase and sale of products and services described in this document shall be governed by the laws of the state where Buyer is located. All costs and expenses incurred by the prevailing party related to enforcement of its rights under this document, including reasonable attorney's fees, shall be reimbursed by the other party.

**Additional Terms for Purchase and Sale of Products.**

In addition to the General Terms above, the following terms apply to all purchases of products from Physio:

**Delivery.** Unless otherwise specified by Physio in writing, delivery shall be FOB Physio point of shipment and title and risk of loss shall pass to Buyer at that point. Partial deliveries may be made and partial invoices shall be permitted and shall become due in accordance with the payment terms. In the absence of shipping instructions from Buyer, Physio will obtain transportation on Buyer's behalf and for Buyer's account. Delivery dates are approximate. Freight is pre-paid and added to Buyer's invoice. Products are subject to availability.

**Inspections and Returns.** Within 30 days of receipt of a shipment, Buyer shall notify Physio of any claim for product damage or nonconformity. Physio, at its sole option and discretion, may repair or replace a product to bring it into conformity. Return of any product shall be governed by the Returned Product Policy located at <http://www.physio-control.com/Documents/>. Payment of Physio's invoice is not contingent on immediate correction of nonconformities.

**No Resale.** Buyer agrees that products purchased hereunder will not be resold to third parties and will not be reshipped to any persons or places prohibited by the laws of the United States of America.

**Additional Terms for Purchase and Sale of Service Plans.**

In addition to the General Terms above, the following terms apply to all Physio Service Plans.

**Service Plans.** Physio shall provide services according to the applicable Service Plan purchased by Buyer and described at <http://www.physio-control.com/ServicePrograms.aspx> for the length of the subscription purchased and for the devices specified as covered by the Service Plan ("Covered Equipment").

**Pricing.** If the number or configuration of Covered Equipment changes during the Service Plan subscription, pricing shall be prorated accordingly. For Preventative Maintenance, Inspection Only, Comprehensive, and Repair & Inspect Service Plans, Buyer is responsible to pay for preventative maintenance and inspections that have been performed since the last anniversary of the subscription start date and such services shall not be prorated.

**Device Inspection Before Acceptance.** All devices that are not covered under Physio's Limited Warranty or a current Service Plan must be inspected and repaired (if necessary) to meet specifications at then-current list prices prior to being covered under a Service Plan.

**Unavailability of Covered Equipment.** If Covered Equipment is not made available at a scheduled service visit, Buyer is responsible to reschedule with the Physio Service Technician, or ship-in the Equipment to a Physio service depot. Physio reserves the right to charge Buyer a surcharge for a return visit. Surcharges will be based on then-current Physio list price of desired services, less 10% for labor and 15% for parts, plus applicable travel costs. The return visit surcharge will be in addition to the subscription price of the Service Plan. To avoid the surcharge, Buyer may ship devices to a Physio service depot. Buyer shall be responsible for round-trip freight for ship-in service.

**Unscheduled or Uncovered Services.** If Buyer requests services to be performed on Covered Equipment which are not covered by a Service Plan, or are outside of designated Services frequency or hours, Physio-Control will charge Buyer for such services at 10% off Physio-Control's standard rates (including overtime, if appropriate) and applicable travel charges. Repair parts required for such repairs will be made available at 15% off the then-current list price.

**Loaners.** If Covered Equipment must be removed from service to complete repairs, Physio will provide Buyer with a loaner device, if one is available. Buyer assumes complete responsibility for the loaner and shall return the loaner to Physio in the same condition as received, normal wear and tear exempted, upon the earlier of the return of the removed Covered Equipment or Physio's request.

**Cancellation.** Buyer may cancel a Service Plan upon sixty (60) days' written notice to Physio. In the event of such cancellation, Buyer shall be responsible for the portion of the designated price which corresponds to the portion of the Service Plan subscription prior to the effective date of termination and the list-price cost of any preventative maintenance, inspections, or repairs rendered after the last anniversary date of the subscription start date.

**No Solicitation.** During the Service Plan subscription and for one (1) year following its expiration Buyer agrees to not to actively and intentionally solicit anyone who is employed by Physio to provide services such as those described in the Service Plan.



Physio-Control, Inc. | Lifesaving starts here.™

**ADDRESS**

11811 Willows Road NE  
Redmond, WA 98052

**PHONE**

GENERAL  
425 887 4000  
TOLL-FREE  
800 442 1142

[www.physio-control.com](http://www.physio-control.com)

**August 26, 2016**

Physio-Control, Inc. is the sole-source provider in the Hospital (hospitals and hospital-owned facilities), Emergency Response Services and Emergency Response Training (paramedics, professional and volunteer fire) markets for the following products:

- New LIFEPAK® 15 monitor/defibrillators
- New LIFEPAK 20e defibrillator/monitors
- New LIFEPAK 1000 automated external defibrillators
- New LUCAS® 2 Chest Compression System
- TrueCPR™ Coaching Devices

Physio-Control, Inc. is the sole-source provider in all markets for the following products and services:

- RELI<sup>SM</sup> (Refurbished Equipment from the Lifesaving Innovators) devices
- LIFENET® System and related software
- Factory-authorized inspection and repair services which include repair parts, upgrades, inspections and repairs
- PulsePoint Agency Services
- HealthEMS® Software
- HomeSolutions.NET® Software
- ACLS (non-clinical) LIFEPAK defibrillator/monitors

Physio-Control is also the sole-source distributor of the following products for EMS customers in the U.S. and Canadian markets:

- McGRAT™ MAC EMS Video Laryngoscope
- McGRATH MAC Disposable Laryngoscope Blades
- McGRATH X Blade™

Physio-Control does not authorize any resellers to sell these products or services in the markets listed above. We will not fulfill orders placed by non-authorized businesses seeking to resell our products. If you have questions, please feel free to contact your local Physio-Control sales representative at 800.442.1142.

Sincerely,

PHYSIO-CONTROL, INC.

Allan Criss, Vice-President, Americas Sales

GDR 3321967\_E

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 14**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** October 5, 2016  
**Council Meeting Date:** October 17, 2016

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**TO:** James M. Manni, Town Manager  
**FROM:** Michael DiCicco, Director of Public Works  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Award of bid - Miscellaneous Road Construction

**RECOMMENDATION:**

That the Town Council awards the bid for "Miscellaneous Road Construction" to the lowest bidder, D'Ambra Construction Co. Inc., at their quoted bid prices for a three (3)-year period and to authorize the Town Manager to sign the contract after review by the Town Solicitor.

**SUMMARY:**

This bid consisted of unit prices for all work tasks that are necessary for road construction. BETA Group, Inc., has reviewed the bids and bid tabulations received and determined that there were no significant discrepancies in the bids and that the five (5) lowest bids appeared to be balanced and reflective of the items of work and that the lowest bidder, D'Ambra Construction Co. Inc., is qualified to carry out their responsibilities under this contract. While the bid document contained unit quantities for use in determining the low bidder, the contractor will be compensated based upon the actual quantities furnished.

The Miscellaneous Road Construction Services contractor will be used to continue work on the \$17million multi-year Roadway Improvement Project Phase 2. The first group of roads in Phase 2 will consist of drainage upgrades and full depth roadway reconstruction.

The Road Construction Services Contract is a three (3) year agreement with provisions to extend the contract. It is an open-scope, term based contract consisting of roadway construction and related work, including curbing and sidewalk construction and various ancillary items typically associated with roadway construction.

Request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Eight vendors picked up the specifications and six vendors responded. The attached spreadsheet lists the results from the solicitation. In addition, a detailed unit price spreadsheet has been forwarded to the Town Council under separate cover.

Funding is available in the Streets Improvement Fund from the appropriations authorized in Resolution 2013-14 and in Resolution 2013-6 for the improvement, replacement, construction, renovation, repair, reconstruction and/or restoration of

roadways, sidewalks and storm drains in the Town of Narragansett and all costs incidental thereto.

**ATTACHMENTS:**

1. September 29, 2016 solicitation spreadsheet for bid opening (with lump sum totals only)
2. Letter of recommendation from BETA Group, Inc., dated October 3, 2016.





ENGINEERING SUCCESS TOGETHER

October 03, 2016

Michael DiCicco – Director of Public Works  
Town of Narragansett  
260 Westmoreland Street  
Narragansett, RI 02882

**Re: Narragansett – Miscellaneous Road Construction (MRC) 2016  
Bid Tabulation Summary**

Dear Mr. DiCicco:

BETA Group, Inc. (BETA) has reviewed the bids received on September 29 and prepared the bid tabulation for the referenced project. Six (6) responsive bids were submitted, as follows:

<u>Bidder</u>	<u>Total Bid</u>
D'Ambra Construction Co., Inc.	\$5,331,980
Cardi Corporation	\$5,339,887
J.H. Lynch & Sons, Inc.	\$5,893,779
Narragansett Improvement Co., Inc.	\$6,020,166
T. Miozzi Inc.	\$6,405,873
Pawtucket Hot Mix Asphalt, Inc.	\$7,634,850

Based on our review, we have the following observations:

- There were no math errors in any of the bids.
- There is a wide variation between unit prices for a number of individual line items among all of the bids; however, this is to be expected on an open-scope contract such as the MRC. The more pertinent values to the evaluation are the bid totals.
- The highest total bid amount received (Pawtucket Hot Mix Asphalt, Inc.) is significantly higher than the mean (average) of all bids received when their bid is included (25.1%), and more so when their bid is not included (31.7%). This indicates that the highest total bid is not closely reflective of the true value of the work as bid by the other five (5) respondents. For this reason, the bid evaluation also includes comparisons of the individual total bid prices to the mean total bid price value exclusive of the high bid.
- The total bid amounts for the five (5) lowest responsive bidders were relatively close to one another, ranging from approximately eight (8) percent below to approximately ten (10) percent above the mean total bid price (exclusive of the highest bid). This indicates that the scope of the contract is clear and the overall pricing among the five (5) lowest respondents is generally consistent.
- The bid from D'Ambra was approximately eight (8) percent below the mean of the five (5) lowest bids, and was only 0.15% lower than the second lowest bid received from Cardi Corporation.
- The bid submitted by D'Ambra is balanced (no penny bid unit prices, costs not front-loaded), and the bid unit prices appear to be generally reflective of the actual values of the items of work.

Michael DiCicco – Director of Public Works  
October 03, 2016  
Page 2 of 2

Based on the preceding, D'Ambra Construction, Inc. has submitted the lowest responsive bid for the Miscellaneous Road Construction 2016 contract.

Should you have any questions and/or require any additional information, please do not hesitate to call us.

Very truly yours,  
BETA Group, Inc.



Michael Zavalia, P.E.  
Senior Project Engineer

cc: Jeffrey Ceasrine, P.E. – Town of Narragansett Town Engineer  
William P. McGrath, P.E. – BETA Associate  
Darren Hayward, P.E. – BETA Project Manager

Job No: 4511



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 15**

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

**Date Prepared:** October 3, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager  
**FROM:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Award of bid – Professional Stenographic Reporting Services

**RECOMMENDATION:**

That the Town Council awards the bid for “Professional Stenographic Reporting Services” to four bidders: Alesha Cerrito, Lisa Thacker, Allied Court Reporters, and Diane Edson at their quoted rates/prices, in order to have a pool of qualified stenographers available for public hearings of the Town Council and various boards.

**SUMMARY:**

In the past the Town Clerk’s Office and Community Development Department utilized a “team” of stenographers that could cover the meetings and hearings. There was no set pricing or approved contract with these individuals. Due to the fact that the Town spent approximately \$10,000 for stenography services last fiscal year, the Purchasing Manager, Town Clerk, and Director of Community Development developed specifications and solicited bids for this service. As standard in the industry, the bid consisted of a flat attendance fee; a price per ½ hour for time past the standard 3-hour window; as well as a price per page for bound, paper transcript with key word indices. The specifications noted that we reserve the right to award this bid to multiple bidders so that we can be assured a stenographer when services are needed.

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 four responded. The attached spreadsheet lists the results from the solicitation.

The intent of this process is to multi-award the bid so that a stenographer is available when needed. When one stenographer has a conflict with a public hearing, we can simply call one of the other awarded bidders. All bidders have passed the certification exam administered by the RI Superior Court Administrator’s Office and have successfully performed stenographic reporting services for the Town in the past. In addition, all bidders submitted comparable fees and rates.

The contract period is: November 1, 2016 – October 31, 2017 with two (2) optional one-year renewal periods.

Funding is available in the appropriate departmental or board operating account # 50201, Professional Services.

**ATTACHMENTS:**

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



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 16 \_\_\_\_\_  
Amend No. \_\_\_\_\_**

**Date Prepared:** September 29, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager  
**FROM:** Michael DeLuca, Community Development Director  
**SUBJECT:** Comprehensive Plan – Town Council approval of ordinance

**RECOMMENDATION:**

That the Town Council **INTRODUCE, READ, PASS AND ACCEPT** as a First Reading, “An Ordinance Relating to Comprehensive Planning for the Town of Narragansett”

**SUMMARY:**

This ordinance is proposed in conjunction with the complete re-write of the Narragansett Comprehensive Plan. The Plan has been under review and revision by the Planning Board since September, 2012. This Plan has been the subject of 32 public meetings between September 2012 and the present. It has been amended to address public concerns at the Planning Board level and again to address direction provided recently by the Town Council.

A public hearing was held and closed on the revised Plan on August 9, 2016. A cover memo dated September 8, 2016 describes the final edits incorporated in the Plan for Town Council deliberation. The Town Council officially approved the new Comprehensive Plan on September 19, 2016.

The accompanying ordinance formalizes the Town’s actions to date, describes that the plan shall serve as the governing basis for planning and zoning decision-making and acknowledges the need for approval by the State of Rhode Island. It is understood the Comprehensive Plan must still be forwarded to, and approved by, the Statewide Planning Program before being accepted as a policy document that may also direct and guide State-level decisions.

**ATTACHMENTS**

1. Comprehensive Plan ordinance
-

**TOWN OF NARRAGANSETT**

**CHAPTER \_\_\_\_\_**

**AN ORDINANCE RELATING TO COMPREHENSIVE PLANNING FOR THE TOWN OF NARRAGANSETT, RHODE ISLAND**

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

**SECTION 1.** The Amendments to the Narragansett Comprehensive Plan submitted for public hearing on August 9, 2016, having been prepared and publicly reviewed pursuant to Rhode Island General Laws, chapter 45-22-2 are hereby adopted and submitted to the State of Rhode Island and Providence Plantations for approval, upon which approval the said plan will become fully effective. For purposes of conforming municipal land use decisions, this plan shall become effective immediately. For the purposes of guiding state agency actions said plan shall not become effective until it is approved by the State of Rhode Island. The Comprehensive Plan, approved by the Town Council on September 19, 2016 and incorporated herein by reference shall also be kept on file in the Town Clerk's Office.

**SECTION 2.** The Town Council hereby adopts the Narragansett Comprehensive Plan as a governing statement of town policy in the interim period between Town and State approval, and shall employ the Comprehensive Plan as a basis for compliance with requirements and mandates of the Rhode Island Zoning Enabling Act of 1991, as amended, the Land Development and Subdivision Enabling Act of 1992, as amended, and other State laws, rules and regulations which require the application or compliance with the Town Comprehensive Plan.

That the following documents make up the approved Narragansett Comprehensive Plan:

- 1) **The Baseline Report**, dated February 25, 2016
- 2) **The Roadmap**, dated September 6, 2016
- 3) **The Action Plan**, dated September 6, 2016

**SECTION 3.** This Ordinance shall take effect upon its passage, and all other ordinances or parts of ordinances inconsistent herewith repealed. If any section, clause, provision or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity or constitutionality of any other portion of the ordinance.

First reading read and passed in Town Council meeting legally assembled the \_\_\_\_\_ day of \_\_\_\_\_.

Second reading read and passed in Town Council meeting legally assembled the \_\_\_\_\_ day of \_\_\_\_\_.

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

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 17 \_\_\_\_\_**

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

**Date Prepared:** October 6, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager

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

**SUBJECT:** Text Amendment to Zoning Ordinance – Public Hearing

**RECOMMENDATION:**

That the Town Council ADOPTS text revisions of Section 7.3 (Accessory Structures and Uses) and Section 7.6(f), (Fences) of the Zoning Ordinance of the Town of Narragansett.

**SUMMARY:**

The Community Development Department originally submitted a proposed text revision for each of these sections of the Zoning Ordinance as part of the “omnibus “regulatory changes in 2015. Following review by the Planning Board at two separate meetings, these proposed amendments were removed for more in-depth deliberations. Draft 2 of each proposal was brought to the Board in May resulting in one last set of minor revisions.

On June 21, 2016, the Planning Board reconsidered the two sections with final revisions, and voted unanimously to recommend approval and transmittal to the Town Council for public hearing.

A public hearing was held on September 6, 2016 and closed on October 3, 2016 with two text revisions:

- a. Increase height trigger for retaining walls to be designed by a licensed engineer.
- b. Add a landscaping requirement for retaining walls.

First Reading was also held on October 3, 2016 and passed by unanimous vote with the two revisions added above.

**ATTACHMENTS:**

1. Draft Ordinance – with revisions as noted.

## 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 SECTION 7.3 (Accessory Structures and Uses) AND SECTION 7.6(f), (Fences)

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 7.3.1, “Accessory Structures and Uses – Restrictions”,* is amended by adding thereto new text following the first paragraph as follows:

*Accessory buildings and structures not greater than 144 square feet in floor area and not more than 13 feet in height, measured from the average natural grade at the base to the highest point of the building or structure, shall be set back as distance at least equal to 1/3 of the side yard and rear yard dimensions specified in the Table of Dimensional Regulations in Section 6.4 of this ordinance. Such accessory buildings and structures shall comply with the front yard setbacks specified herein.*

*An accessory building or structure greater than 144 square feet in ground floor area or greater than 13 feet in height shall comply with the required front, rear, and side yard dimensions specified in the Table of Dimensional Regulations, and shall be limited in height to a maximum of 18 feet measured from the average natural grade at the base to the highest point of the building or structure.*

*An accessory building or structure over 1,500 square feet in ground floor area or greater than 18 feet in height shall constitute a special permit use and shall require site plan review and approval in accordance with the provisions of Section 18 of this ordinance.*

*Accessory buildings and structures of up to 80 square feet in floor area proposed for location on sites with non-confirming primary uses shall be exempt from the public hearing requirement of Section 11.3, provided no dimensional relief from setbacks or coverage is required.*

**SECTION 3:** *Section 7.6 (f) “Fences”* is amended by deleting the heading and text in its entirety and replacing it with the following new subsection heading and text:

*(f) Fences and Walls. The minimum front, side, and rear setbacks of this ordinance shall not apply to fences or walls that are installed for the purpose of delineating property bounds or to separate one area of a yard from another. All fences shall be constructed with the finished side facing outward and no property line wall or fence shall be more than seven feet in height. Walls installed for the purpose of retaining an existing or proposed area of higher grading shall not be allowed along the property boundary, but rather shall be set back a distance from the nearest lot line equal to or greater than the measurement of its highest elevation. All retaining walls exceeding 4 feet in height will require stamped drawings designed by a licensed engineer and a detailed landscape plan to visually buffer the view from neighboring properties. The Building Official may require stamped design drawings for walls of lesser height depending on soil conditions, anticipated loads and proposed wall construction methods or materials. Any drawing submitted by a licensed engineer shall be approved by the Town Engineer prior to issuance of a permit to fill and/or to construct on the property. Landscaping plans shall be approved by the Community Development Director.*

**SECTION 4.** 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 19<sup>th</sup> day of September, 2016.

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

ATTEST:

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Anne Irons, CMC Town Clerk

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 18**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** October 6, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager  
**FROM:** Anne M. Irons, CMC -Town Clerk  
**SUBJECT:** Tax Assessment Board of Review

**RECOMMENDATION:**

That the Town Council reappoint an individual to the Tax Assessment Board of Review for a three year term to expire on November 1, 2019.

**SUMMARY:**

The Tax Assessment Board of Review has one seat available for reappointment. John G. Sheil has requested reappointment and there are currently no applications on file. The following indicates the original board appointment date and expiration date.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
John G. Sheil	11/04/2013	11/1/2016

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

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

**ATTACHMENTS:**

1. Council Rules for Commission, Committee and Board Appointments



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

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

## TOWN OF NARRAGANSETT

### RULES FOR COMMISSION, COMMITTEE AND BOARD APPOINTMENTS

#### I. SELECTION PROCESS OF MEMBERS

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

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

## II. REQUIREMENT FOR MEMBERSHIP

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

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

### III. APPOINTMENT REVIEW PROCESS

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

Adopted February 1, 2010

Amended 11-15-10

Amended 11-18-13

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 19**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** October 4, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager  
**FROM:** Anne M. Irons, CMC -Town Clerk  
**SUBJECT:** Towers Committee Appointment

**RECOMMENDATION:**

That the Town Council appoint an individual to the Towers Committee as Narragansett Historical Society Representative a for two-year term to expire on August 1, 2018.

**SUMMARY:**

There is one seat available for appointment on the Towers Committee as Narragansett Historical Society Representative. There are two applications currently on file for Paul Selwyn as Resident at Large and Shirley A. Eastham as Narragansett Historical Society Representative. The following indicates the original board appointment date and expiration date for the current member.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
Vacant, Narragansett Historical Society Representative	12/15/2014	8/1/2016

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

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

**ATTACHMENTS:**

1. Council Rules for Commission, Committee and Board Appointments



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## TOWN OF NARRAGANSETT

### RULES FOR COMMISSION, COMMITTEE AND BOARD APPOINTMENTS

#### I. SELECTION PROCESS OF MEMBERS

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

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

## II. REQUIREMENT FOR MEMBERSHIP

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

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

### III. APPOINTMENT REVIEW PROCESS

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

Adopted February 1, 2010

Amended 11-15-10

Amended 11-18-13

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 20**

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

**Date Prepared:** October 12, 2016  
**Council Meeting Date:** October 17, 2016

---

**TO:** James M. Manni, Town Manager

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

**SUBJECT:** Town Licensing Fees Report 2016

**RECOMMENDATION:**

That the Town Council receives and places on file a report from the Town Clerk on Town Licensing Fees.

**SUMMARY:**

On September 6, 2016 the Town Council requested an updated licensing fees report. As the Town Council sits as the Licensing Board it would be beneficial for the council to review if they wished to update any fees.

**ATTACHMENT:**

1. 2016 License Fees Report

## NARRAGANSETT LICENSE/FEE REPORT SEPTEMBER 2016

LICENSES REQUIRED	STATUTORY REFERENCE	NARRAGANSETT FEE	SOUTH KINGSTOWN	NORTH KINGSTOWN <sup>7</sup>	WESTERLY
<b>Alcoholic Beverage</b>					
Class A (package store)	RIGL 3-7-3(b)	\$500	\$1,000	\$1,000	\$500
Class BH (hotel; "mini-bar")	RIGL 3-7-7.1(c)		\$100	\$2,000	\$250
Class BL (beer/wine with food)	RIGL 3-7-7(5)(b)	\$200	\$300	\$500	\$200
Class BM (brewpub/manufacturer)	RIGL 3-7-7.2		\$1,000	\$2,000	
Class BV (full service with food)	RIGL 3-7-7(5)(b)	\$1,000	\$1,500	\$2,000	\$1,000
Class BT (full service w/food & rooms)	RIGL 3-7-7(5)(b)	\$1,500	\$1,500	\$2,000	\$1,500
Extended Class B hours	RIGL 3-7-7(4)		\$200		\$200
Class C (bar; packaged snack food)	RIGL 3-7-8(b)		\$600	\$800	
Class D (club)	RIGL 3-7-11	\$400	\$400/full service \$200/beer & wine	\$500/full service \$400/beer & wine	\$400/full service \$200/beer & wine
Class E (medicinal)	RIGL 3-7-13		\$10		\$10
Class F (one day beer/wine; non-profit)	RIGL 3-7-14	\$15	\$15		\$15
Class F-1 (one day full svc. non-profit)	RIGL 3-7-14.1	\$35	\$35		\$35
Class J (convention)	RIGL 3-7-16	\$1,000		\$2,000	
Class T (legitimate theater)	RIGL 3-7-16.3		\$100		\$200
Amusements (see mechanical amusements)				1 -10: \$50 per machine over 10: \$25.00	\$50
Automobile Junkyard	Narra. 14-307	\$100	\$100	\$100	\$100
Automobile Parking	Narra. 14-418(b)	\$25 - 100 per lot (based upon # of spaces)			\$50 - \$100 per lot (based upon # of spaces)
Bagatelle	Narra. 14-138	\$50/first table \$25/each additional \$200 maximum			

## NARRAGANSETT LICENSE/FEE REPORT SEPTEMBER 2016

LICENSES REQUIRED	STATUTORY REFERENCE	NARRAGANSETT FEE	SOUTH KINGSTOWN	NORTH KINGSTOWN <sup>7</sup>	WESTERLY
Bathroom	Narra. 14-24	\$50 - \$100 (based upon # of units)			
Bathing Suit Rentals (see Sunday Sales)					
Bed and Breakfast			\$50 plus \$10/unit in excess of 2	\$75	
Billiard	Narra. 14-138	\$50/first table \$25/each additional \$200 maximum	\$50/table	\$50/first table \$25/each additional	\$60 per table \$20 additional for coin- operated
Bingo			\$5/day	\$5/day	
Bowling Alleys	Narra. 14-136	\$25	\$20/lane		
Casual Sales (see Yard Sales)					
Cesspool/Sewer cleaners	Narra. 14-216(b)	\$10			
Cook House	Narra. 14-46	\$25	\$50	\$75	
Dancehall	Narra. 14-139	\$100			
Dances	Narra. 14-140	\$50/year \$10/day	\$50	\$50 (including dance schools) \$2/day	
Dogs	RIGL 4-13-4 Narra. 6-41				
Spayed/Neutered		\$6	\$8	\$8	\$6
Unspayed/Unneutered		\$6	\$13	\$8	\$11
Late fee				\$25	\$25
Kennel	RIGL 4-13-10	\$25	\$25	\$25	
Duplicate tag			\$0.25	\$1	\$1

## NARRAGANSETT LICENSE/FEE REPORT SEPTEMBER 2016

LICENSES REQUIRED	STATUTORY REFERENCE	NARRAGANSETT FEE	SOUTH KINGSTOWN	NORTH KINGSTOWN <sup>7</sup>	WESTERLY
Entertainment				\$150/year \$15/day	\$300 Indoor; \$150 Outdoor; \$100 special one-time; \$10/day art festival, movies on beach, dance; \$0/fundraiser
Exhibition				\$25/per day	\$100
Exhibition with Vendors				1 - 10: \$150 11 -20: \$300 21 - 30: \$450 31 - 40: \$600 41 - 50: \$750 51 - 60: \$900 61 plus: \$1050	
Farmers Market				\$100/per season	\$0
Firearms & Ammunition			\$5		
Fireworks				\$5	
Flea Market				1 - 10: \$150 11 -20: \$300 21 - 30: \$450 31 - 40: \$600 41 - 50: \$750 51 - 60: \$900 61 plus: \$1050	1 - 10: \$150 11 or more: \$300

## NARRAGANSETT LICENSE/FEE REPORT SEPTEMBER 2016

LICENSES REQUIRED	STATUTORY REFERENCE	NARRAGANSETT FEE	SOUTH KINGSTOWN	NORTH KINGSTOWN <sup>7</sup>	WESTERLY
Florists & Nurseries					
Foundryman (melting metal into castings)	RIGL 5-21-1(a) Narra. 14-307	\$5			\$5
Game Room (3 machines maximum)	Narra. 14-172(d)	\$500 plus \$50/machine	\$200		
Garbage/Refuse Transportation	Narra. 14-236©	\$250 plus \$10/vehicle	\$1,000	\$35/vehicle	\$50/vehicle
Holiday/Sunday Sales	Narra. 14-4	\$50	\$50	\$50/year \$5/day	\$50
Hotels/Motels	Narra. 14-262(d)	\$25 & up (based upon # of rooms)	\$50 plus \$10/unit in excess of 2	\$150/10 rooms or less \$15/per room over 10	\$25/1 - 6 rooms \$50/7 - 25 rooms \$75/26+ rooms
Itinerant Vendors (in structure)	Narra. 14-348(b)	\$30 - \$100 (based upon inventory)			\$50/1 day to 1 week \$75/8 days to 2 weeks \$125/more than 2 weeks (not to exceed 3 months)
Karate & Jiu Jitsu School					
Laundromat/Dry Cleaning Plant	RIGL 5-16-2 Narra. 14-23	\$10	\$10	\$10	\$10 ea/\$20 both
Marina	Narra. 14-25	\$50			

## NARRAGANSETT LICENSE/FEE REPORT SEPTEMBER 2016

LICENSES REQUIRED	STATUTORY REFERENCE	NARRAGANSETT FEE	SOUTH KINGSTOWN	NORTH KINGSTOWN <sup>7</sup>	WESTERLY
Mechanical/Electronic Devices (see Game Room)	Narra. 14-156	\$50 each		1 - 10: \$50/machine over 10: \$25/machine	\$50 ea/per merry-go- round, bumper car, amusement ride, ferris wheel, batting cage; \$20 ea/coin-operated device (video game, pinball, jukebox, pool table, etc.)
Mobile Home Park				\$1,000	\$200
Mobile Home/Trailer Storage					\$25
Motion Picture Theatre			\$200		
Oyster House	Narra. 14-46	\$25	\$50	\$75	
Peddlers	Narra. 14-369	\$50/year \$25/day	\$50	\$25 plus \$200/per vehicle plus \$5/each additional driver <sup>6</sup>	\$50
Pharmacies					
Pool Tables	Narra. 14-138	\$50/first table \$25/each additional \$200 maximum	\$50/table	\$50/first table \$25/each additional	\$20 each (see Mechanical/Electronic Devices
Pools and Pool Supplies	Narra. 14-408				
Private Detective	RIGL 5-5-9	\$150	\$150	\$150	\$150 \$6 for ID card
Public Golf Course					
Rental Dwellings	Narra. Sec. 14-521	\$85 <sup>8</sup>			
Retail Sales		\$30 - door-to-door <sup>8</sup>		\$5 - door-to-door	\$35 \$10 - door-to-door

## NARRAGANSETT LICENSE/FEE REPORT SEPTEMBER 2016

LICENSES REQUIRED	STATUTORY REFERENCE	NARRAGANSETT FEE	SOUTH KINGSTOWN	NORTH KINGSTOWN <sup>7</sup>	WESTERLY
Rollerskating (see Sunday Roller Skating Hours)	Narra. 14-441(c)(1)	\$100			
Roominghouses/Boardinghouses	Narra. 14-462(c)	\$25	\$50 plus \$10/unit in excess of 2	\$150/10 rooms or less \$15/per room over 10	
Scippio	Narra. 14-138	\$50/first table \$25/each additional \$200 maximum			
Secondhand Goods Dealers Junk/Old Metals	Narra. 14-307	\$25	\$25	\$50	
Shooting Galleries	Narra. 14-137	\$15/first gallery \$2.50/each additional \$200 maximum	\$100		\$100
Shows & Exhibitions <sup>4</sup>			\$50 (carnival)		\$100
Soldiers & Sailors (Peddler)	Narra. 14-375	\$1		\$0	
Sunday/Holiday Sales	RIGL 5-23-2 Narra. 14-418(c)	\$50	\$50	\$50	\$50
Bathing Suit Rentals	Narra. 14-418(a)	\$5 minimum			
Golf Course	Narra. 14-418(b)	\$50			
Miscellaneous (i.e. liquor stores)	RIGL 3-8-1	\$50			
Parking	Narra. 14-418(b)	\$25 - 100 per lot (based upon # of spaces)			
Roller Skating	Narra. 14-441(c)(2)	\$50			
Tavern	Narra. 14-46	\$50	\$50	\$75	\$50/up to 40 rooms \$75/41+ rooms
Theatre	Narra. 14-139	\$100	\$100		
Tourist Camps/Trailer Parking Sites	Narra. 14-487(b)	\$1 per unit	\$50 plus \$10/unit in excess of 2		\$200 \$25/storage (see Mobile Home/Trailer)
Transfer Business License				\$50	\$100

## NARRAGANSETT LICENSE/FEE REPORT SEPTEMBER 2016

LICENSES REQUIRED	STATUTORY REFERENCE	NARRAGANSETT FEE	SOUTH KINGSTOWN	NORTH KINGSTOWN <sup>7</sup>	WESTERLY
Vending Machine					
Victualling	Narra. 14-46	\$50	\$50	\$75	\$50
Extended Victualling Hours				\$25	\$25
Yard Sale ("casual sale")	Narra. 14-196	\$0		\$5/residence \$10/group	\$5 (4 per year limit; only once within 3- month period, 2 consecutive day limit)
Zoning Book		\$15		\$45 \$25 - subdivision book	
<sup>1</sup> = game room is principle source of income; 1/2 to town & 1/2 to state					
<sup>2</sup> = many municipalities have enabling legislation to exceed prescribed fee					
<sup>3</sup> = in addition to state license fees					
<sup>4</sup> = performance, show, exhibition, concert, entertainment, moving picture exhibition, dance, ball, boxing, wrestling or sparring match (religious & charitable organizations exempt from fee)					
<sup>5</sup> = shellfish & farm produce: no fee					
<sup>6</sup> = Special Event Peddler: Non-Resident: \$100 Resident: \$75 Special Event: \$75/day					
<sup>7</sup> = North Kingstown charges application fees, in addition to the license fee (\$60 for alcoholic beverage [new, renewal, transfer], \$50 for entertainment [daily or annual], \$10 for farmers market, and \$30 for peddler [daily or special event])					
<sup>8</sup> = Fees collected by other departments (Rental Dwellings - Building Inspectors Dept., Retail door-to-door - Police Dept.)					

**NARRAGANSETT  
LICENSE/FEE REPORT  
SEPTEMBER 2016**

NOTE: Some municipalities also issue a business or retail license, renewable annually, to any other business that does not already fall into one of the above categories. Fees range from \$10 to \$50. The applicant must annually submit proof of their annual tangible inventory report to the Tax Assessor at the time they apply for the business/retail license.

**ZONING REVIEW  
REQUIRED**

Marine Related Uses  
Fishing and Commercial Vessel Berthing  
Commercial Marine Transport and Excursion (not ferries)  
Ferry Service  
Vessel Fueling and Sanitation Services  
Seafood Loading and Distribution  
Seafood Processing, Packing and Packaging  
Fabrication, Storage and Repair of Fishing Equipment  
Boat Engine Storage and Repair  
Outdoor Storage of Commercial Vehicles  
Marine Supplies and Bait  
Marine Office  
Marine Research, Education and Laboratory Facilities; Visitor Center  
Cargo Handling Facilities  
Boat Building  
Manufacturing of Marine Products  
Boat Storage and Repair  
Boat Liveries (small boat rentals)  
Inns and Bed and Breakfast Establishments  
Mobile Home Park  
Nursing Home  
Assisted Living Facility  
Veterinarian  
Animal Husbandry/Breeding  
Horticulture  
Landscape Services and Material Storage  
Commercial Hatcheries  
Stone Quarry  
Earth Removal  
Welding Shop  
Blacksmith  
Junkyard  
Outdoor Storage of Materials (above or under ground)  
Motor Vehicle Sales Lots (including motorcycles)  
Gasoline Service Station  
Nursery Schools and Private Schools  
Public Utilities Substations, Towers and Transmission Lines  
Manufacturing (non-marine)  
Taxi  
Horse-drawn Carriage  
Bicycle, Moped or Scooter Rental  
Hardware Supply  
Farm and Heavy Equipment Supply and Rental  
Retail Sale of Packaged Foods  
Auto Parts  
Furnishings, Floor Coverings and Accessories  
Musical Instruments, Television, Radio, Sound and Video Recordings

Sporting Goods and Gun Shops

Jewelry Store

Fuel Dealer

Gift, Souvenir, Tobacco and Newsstand

Pet Shop

Bank

Photography Studio

Beautician, Barber and Shoe Repair

Mortuary or Funeral Home

Caterer

Kennel

Travel Agency

Newspaper Office

Car Wash

Exercise Center

Waterslides/Wave Machines

Recreational Facility (Miniature Golf, Batting Cages, Driving Range)

Horseback Riding Boarding, Rentals and Lessons

Archery or Rifle Range

Marina