

**NARRAGANSETT TOWN COUNCIL  
REGULAR MEETING  
AGENDA**

**JANUARY 3, 2017**

**7:30 p.m.**

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

**Posted 12-29-16**

**NARRAGANSETT  
TOWN COUNCIL**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:**

- October 17, 2016 Regular Meeting
- November 28, 2016 Work Session Meeting

**SHOWCASE/PRESENTATIONS:**

**OPEN FORUM:**

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

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

A **PUBLIC HEARING** on a Petition from Trio Restaurant, 15 Kingstown Road, Plat C Lot 181-2A to relocate the interior bar and amend the plan in an Urban Renewal Area.

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

President  
Susan Cicilline-Buonanno

President Pro Tem  
Matthew M. Mannix

Members  
Jill A. Lawler  
Michael T. Moretti  
Patrick W. Murray

Town Manager  
James M. Manni

Town Clerk  
Anne M. Irons, CMC

Town Solicitor  
Dawson T. Hodgson, Esq.

**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 purchase of Ocean Lifeguard Materials for the Beach from the lowest vendor Marine Rescue Products, Inc., in the amount of \$3,134.00.
2. A **MOTION** to APPROVE, RATIFY and CONFRIM the emergency repairs to a broken hydrant at the Parks Garage, completed by George Sherman Sand & Gravel Co. Inc., in the amount of \$5,900.00.
3. A **MOTION** to APPROVE Contract Amendment #3 with Northeast Collaborative Architects for Supplemental Fire Alarm Design Services for the Public Safety Building Improvements Projects, in the amount of \$6,317.50.
4. A **MOTION** to APPROVE the one-year contract extension for OEM Plow Parts for the Public Works Department with Dejana Truck Equipment at their percentage discount off list prices of 25.1%, under the same terms and conditions as the original contract.
5. A **MOTION** to APPROVE the request from the National MS Society for their annual Bike Tour Fundraiser to be held on Saturday June 10, 2017, subject to approval of state and local regulations.
6. A **MOTION** to APPROVE the request from the Narragansett Running Association for the 4th Annual Half Marathon Road Race to be held on Sunday October 22, 2017, subject to approval of state and local regulations.

**OLD BUSINESS:**

**NEW BUSINESS:**

7. A **MOTION** to ADOPT a Resolution Authorizing the Town to Issue up to \$5,800,000 General Obligation Bonds or Notes for the Library project.
8. A **MOTION** to REFER to the Land Conservancy Trust for review the agreed contract for Middlebridge Paddle Sports Business Concession with Narrow River Kayaks with the Town of Narragansett, at the annual payment of \$32,500.00, for a five-year period.
9. A **MOTION** to ADOPT A Resolution amending the Official List of Designated Stop Intersections and the Official Stop Sign Map in accordance with Narragansett Code of Ordinances.
10. A **MOTION** to APPROVE the purchase of three (3) portable radios and accessories from Motorola Solutions Inc., pursuant to the State of Rhode Island Master Price Agreement, in the total amount of \$14,620.59.

11. A [MOTION](#) to AWARD the bid for Tax Sale Title Search to the lowest bidder, Taft & McSally, LLP, at their quoted bid prices (\$95.00 per title exam; \$75.00 per collector deed; and \$7.50 per postage/notice) for the 2017 tax sale.
12. A [MOTION](#) to RESCHEDULE a work session with the URI Student Issues Ad Hoc Subcommittee on Parking to January 23, 2017.
13. A [MOTION](#) to SCHEDULE a work session with the Finance Committee.
14. A [MOTION](#) to APPOINT/REAPPOIN one (1) individual to the Juvenile Hearing Board for a two (2) year term to expire on November 1, 2018 and one individual for a one (1) year term to expire on November 1, 2017.
15. A [MOTION](#) to APPOINT/REAPPOINT seven individuals to the Pension Board for two year terms to expire on November 1, 2018.

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

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

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**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

**Date Prepared:** December 20, 2016  
**Council Meeting Date:** January 3, 2017

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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.

- October 17, 2016 Regular Meeting
- November 28, 2016 Work Session Meeting

**SUMMARY:**

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

**NARRAGANSETT TOWN COUNCIL  
REGULAR TOWN COUNCIL MEETING  
OCTOBER 17, 2016 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on  
Monday, October 17, 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.

**APPROVAL OF MINUTES**

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to  
approve the minutes of the July 5, 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 minutes of the July 18, 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 minutes of the August 1, 2016 Regular Meeting 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 minutes of the August 9, 2016 Public Hearing Meeting as presented.

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

**ANNOUNCEMENTS/PRESENTATIONS:**

Annual Snow Plow Rodeo and American Public Works Association

(APWA) Winter Snow and Ice Conference – Jason Teolis & Mike Nally

On Sept. 14 Jason Teolis and Mike McNally competed in the State level Snow Plow Rodeo and came in first out of 12 teams competing held by the Rhode Island Public Works Association (RIPWA). On Sept. 27 thru Oct. 1, Jason Teolis and Michael Nally

attended the Annual Snow Plow Rodeo and American Public Works Association (APWA) Winter Snow and Ice Conference in Loveland, Colorado.

Jason and Michael attended a 2-day Winter Storm Supervisor Workshop which is a nationally accredited certificate. As a team they also competed in the Single Axle Truck Snow Plow Event and placed 31 out of 48 nationally. They also competed in the Tandem Axle Truck Snow Plow Event to Place 42 out 50 nationally. And lastly, Jason competed in the Frontend Loader Skills event and he placed 2<sup>nd</sup> out of 75 national competitors. It was great achievement for not only the State of Rhode Island, but for the Department of Public Works here in Narragansett. This was an all-expense paid for opportunity for these employees by the Rhode Island Public Works Association (RIPWA).

Susan Bush, representing Narragansett Historical Preservation Society and Matthew Gray, representative from Gray Matter. Mr. Gray presented a check in the amount of \$6,500 which was a portion of the proceeds from the Ocean Road 10K to the Narragansett Historical Society.

**OPEN FORUM:**

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

Raymond Kagels of Kenyon Farms Road thanked resident Paul Zonfrillo for bringing to his attention that pictures of his campaign signs in front of house that had been “orange stickered” were posted on social media; Paul Zonfrillo of Winward Circle thanked the

town council for the recent outstanding appointments in their tenure and their dedication to the town for the past two year; Gloria Roman of Wheatfield Cove thanked Councilor Christopher Wilkens for his recent support in the newspaper for the Library bond question on the ballot as well as a new library. She also thanked all the council members for their support; Karen Shabshelowitz of Wanda Street commented that she had been upset for the past few weeks on a number of issues. She spoke on her displeasure that she was not allowed to attend a “meet the candidates” sponsored by a neighborhood association as she was not a member and that an email she sent to the government was forwarded to that neighborhood association board members; Stanley Wojciechowski of Narragansett thanked the council for their service. He also thanked the town manager for his comment in the newspaper of rigorous enforcement of the four unrelated ordinance. He commented that disturbing the peace and drunk and disorderly should be a top priority not unrelated people. He believed it was against his civil rights to search his home for 4 unrelated people; Chris Goglia of Kingstown Road apologized to Karen Shabshelowitz for the distress she had however the meet and greet can be seen on YOUTUBE.

**PUBLIC HEARINGS:**

**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.**

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.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to SCHEDULE a Show Cause hearing on Sand Hill Associates Ltd "Charlie O's Tavern on the Point" to October 24, 2016.

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

**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)**

Currently the Tax Assessor classifies all ratable property in four classes. It has been proposed 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.

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

Raymond A. Ranaldi addresses the council on the proposed ordinance. He summarized that in 2003 the town council at that time passed by a 3/2 vote to change the single tax rate to a two tier tax rate after 115 years. He explained the purpose for the change was to equilibrate the discrepancy between the assessments of commercial properties as related to residential properties. It was noted that the General Assembly gave municipalities the option to go up to 150 percent of residential properties for the taxation of commercial properties. It was further noted that mills had not been assessed for decades and when assessed the mills moved out and there was loss of tax revenue in those communities which made the residential values go up so the 150 percent differential was put in place. Councilor Ranaldi remarked that the entire taxable value be divided into the budget to come up with the tax rate and multiply the properties by the rate and that is a fair tax system. He said the town does show empathy to the elderly and veterans and maybe the town may want to show empathy to those that live in town all year round with a homestead exemption.

Councilor Ranaldi remarked that the vote was taken with no numerical quantification, no numerical compilation only a vote and the commercial properties for the past 13 years have been paying the price and it was time for it to be changed.

Councilor Patrick Murray commented that he has been talking about it since 2012 and it was time to correct it and with the new 35,000 tangible tax break it would help the local businesses and promote job growth and produce more revenue.

Susan Cicilline-Buonanno commented that she supported the businesses in town and was not completely opposed to the one single tax rate however it was not been vetted enough and maybe the commercial rate can go down but the next council should continue the conversations on it.

Councilor Wilkens moved, Patrick Murray seconded and it is unanimously so voted to move Item #8 up on the agenda to vote on after the public hearing.

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

Proponent and Opponents are called and the following individuals and sworn in and address the council:

Christine Quigley, Chris Laccinole, Dianne Mann, Michael Riley, Kevin Durfee, Ray Kagels, Stephen Glazer, George Lenihan, Jerry Fortin, Stanley Wojciechowski, Robert Ferraro, Duane, Boucher, Laurie Kelly, Michael O'Connor, Christopher Westcott, Margaret Rogers, Joe Lembo, Andrew Giannetto, Joseph Paglia, Robert Flanders, Maggie Salvatore, Timothy Lenihan, Richard VanGermeersch, Dennis Lynch, Paul Zonfrillo, Karl Midunsky, Winter B. Hames, III, John Miller, Carol Stuart, Steve Ferrandi, Karen Shabshelowitz.

Raymond Ranaldi noted that the percentage that would be transferred was 1.6 % which is \$985,000, it's not 10% it is 1.6%, \$985,000.

The council recessed for ten minutes.

Raymond A. Ranaldi moved, Susan Cicilline-Buonanno 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 nay

Susan Cicilline-Buonanno suggested continuing the public hearing to have it vetted it further.

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is so voted

CONTINUE.

Raymond Ranaldi commented that he did not want to continue it. He commented that people were afraid to comment because they were afraid of retribution. He then spoke of the Boston Tea Party and quoted from the Declaration of Independence. "If there is something wrong and you have the ability to make it right, then you have the responsibility to make it right.

Patrick Murry commented that all he wanted to make it right for the businesses. It was noted that earlier business owners said they would be able to increase their part time

employees to full time, there was employment and rent stabilization. He said he was going to keep pushing in something he believed.

The motion to CONTINUE failed.

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

**PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS**

#8 was then voted on as follows:

Raymond Ranaldi moved, Patrick Murray seconded and it is so voted 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)

Christopher Wilkens commented that the though the ordinance was pro-business however the vote was not primarily pro-business by design but by default. He said it treats all taxpayers equally, not some more equally than others, but equally. He said it transcends the slogans of being either pro-business or anti-business, but his opinion was it simply corrects an injustice against a very small business community that provides goods, services, health care and employment for the town and not to mention the fisherman. He further commented that if the ordinance prevails, it is fair to all and the Narragansett property taxpayers will equally share the property tax burden solely based on the value of their properties. He said it is a decision between two very difference core principles, equal taxation under the law, or unequal taxation under the law. He said just tax policy is fairness and equity and the ordinance aims to restore both.

Councilor Wilkens remarked that he had been warned that voting in favor of restoring the single property tax rate was a very bad political move because it would increase taxes next July and opponents would tap into voter fear and anger in the remaining election season. He said he would rely on the voters' sense of fairness and good judgment and whatever the outcome so be it because doing the right thing is far more important to him than the politically correct thing. He commented that Narragansett was a small town with one people and there should be one tax.

President Mannix thanked the business community for attending the meeting and their contribution to the community. He commented that he believed it should have been in tandem with the budget in order to see real numbers and not the current budget.

President Mannix said he has shown his commitment to the taxpayers both residential and commercial by scraping and scrimping and has actually voted against a budget.

He said if the 50% relief is given on the commercial side how is the town going to pay for that and will it be on the residents back, reduce the pension pay off year to year. He asked what will be done, reduce the school allocation? He said it needed to be done with the real budget.

President Mannix stated that the tangible property relief for under \$35,000 was a good idea and was targeted to the small businesses. He said that the town was the 7<sup>th</sup> best commercial tax rate out of the 39 communities. He noted that Narragansett was pro-business. Mr. Mannix spoke of the EDC Homestead versions and the enabling legislation

for the Homestead Exemption. He said bottom line it will raise taxes and it was being done in a vacuum and he could not support it.

Mr. Ranaldi commented that if it was brought up at budget time it would confuse the issue even more. He said this was basic and the right thing to do for all the right reasons.

Mr. Ranaldi commented that the indebtedness right now was 4% plus \$672,000. He said taxes are going up next year and it should go up by 4% which would have to go before the General Assembly. He said if both were discussed something would get lost and that it would get pushed down the road again.

Matthew Mannix commented that he didn't believe that taxes should go up 4% next year.

The motion passed 3/2

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

## TOWN OF NARRAGANSETT

### CHAPTER 1029

#### 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 6<sup>th</sup> day of September, 2016.

Second reading read and passed in the Town Council meeting legally assembled the 17<sup>th</sup> day of October, 2016.

ATTEST:

S/Anne Irons, Town Clerk

**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)**

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 at a workshop on March 28th and a follow-up presentation at the Town Council's regular meeting on June 20th.

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

Michael DeLuca, Community Development Director addressed the council on the proposed ordinance and reviewed a PowerPoint Presentation.

He gave the background of the research done by the committee members of the Historic District Commission. He explained the reason for considering the ordinance for the historic homes is that they have somewhat of a higher cost than other homes to repair. He said the work takes more time and more costly. It was noted that RIGL Law 44-4-1 allows the tax exemption. He explained to qualify for the exemption the home is required

to be either in a historic district, on the state register or designated by the town as an individual structure subject to the regulations. The minimum \$10,000 expenditure to the exterior of the home would be a minimum criteria and the owner would receive a tax credit of a maximum of 20% of the documented costs of the work under the authority of the Historic District Commission. It was noted that a \$50,000 project would get a \$10,000 tax credit which would be the maximum, it was non transferrable and it could not be claimed if expenditures qualify for other federal tax credits under the IRS Code 47 or under the Mill Building Revitalization Act under RIGL 42-64-7.

Mr. DeLuca explained the application process would be through the Assessor's office with an application fee of \$100.00 for any projects less than \$25,000 and projects exceeding \$25,000 the fee would be \$200.00. The members of the HDC would review the application and backup information and they would make the determination on the tax credit.

Keith Lesarbeau, Chair of the Historic District Commission addresses the council. He explains that it would not be a burden or a decrease to the tax base as it was actually a credit towards a larger influx of income that would be realized by the town by the projects as there would be an increase in the value of the properties. He said the tax rate from the increased assessment more than outweighs the credit that is given and would be an increase in revenue for the town.

Mr. Lescarbeau explained that the applicants have a burden as they have to wait 24 hours for an administrative approval, they have to attend an HDC meeting, the work that is done to the property needs to be appropriate for the historic structure and those were all burdens for the applicant and the tax break would give them a break towards the additional taxes they will be paying.

Mr. Lescarbeau reviewed the work that the Historic District Commission had done over the past five years

Proponents and opponents are called and the following testify.

Raymond Kagels and Dennis Lynch were both previously sworn in.

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

The first reading of the proposed ordinance will be placed on the next agenda.

**A MOTION to ADOPT The Harbor Management Plan, 2016.**

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

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is so voted to ADOPT The Harbor Management Plan, 2016.

A discussion was held on the no wake zone in the East Pond being changed from 200 feet to 1200 feet. Michael DeLuca will check with the Harbor Management Plan for clarification. It was also noted that the Harbor Management Ordinance had already been adopted at an earlier meeting.

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

**A PUBLIC HEARING on the Renewal of Alcoholic Beverage Licenses for the license period of December 1, 2016 to November 30, 2017.**

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).

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

President Mannix reads the advertisement

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

**TOWN OF NARRAGANSETT  
PUBLIC HEARING  
ALCOHOLIC BEVERAGE LICENSE**

NOTICE is hereby given by the Town Council of the Town of Narragansett, it being the Licensing Board of said Town, that the following named 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:

**ALCOHOLIC BEVERAGE LICENSES - RENEWALS 2016-2017**

**CLASS A ALCOHOL BEVERAGE LICENSES - RENEWALS (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 – 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”

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to renew the (4) Class A Alcohol Beverage Licenses, subject to compliance with local and state regulations.

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

Christopher Wilkens aye, Matthew M. Mannix aye

**CLASS B VICTUALING LIMITED ALCOHOL BEVERAGE LICENSES -  
RENEWALS (6)**

Aunt Carrie's Inc. s/s Ocean Road #1240 “Aunt Carries”

JB Coffee Company LLC s/s Kingstown Road #18 “Cool Beans Café”

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

Michael Maxon n/s Narragansett Avenue #83 “The Bed & Bistro”

Casey Montanari e/s Boon Street #148 “The Bike Stop Café”

Shoobies LLC s/s Sand Hill Cove Rd#12 “Shoobies”

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to renew the (6) Class B Limited Alcohol Beverage Licenses, subject to compliance with local and state regulations.

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

#### CLASS B-TAVERN ALCOHOL BEVERAGE LICENSES RENEWALS (4)

INP Beverage Services - w/s Ocean Road, #113 - "Ocean Rose Inn" d/b/a Turtle Soup

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

d/b/a The Sandbar

Narragansett Recreation Partners LLC w/s Beach Street #1 d/b/a "Aqua Blue Hotel" d/b/a  
Oceanside at the Pier/Maharaja Restaurant/Amalfi Catering

The Break LLC e/s Ocean Road #1208 "The Break Hotel" d/b/a Chair 5

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to renew the (4) Class B Tavern Alcohol Beverage Licenses, subject to compliance with local and state regulations.

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

**CLASS B-VICTUALING ALCOHOL BEVERAGE LICENSES - RENEWALS (22)**

BamKelPeg1112 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"

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

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

"George's of Galilee"

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, #221 - "Portside Restaurant"

Sagg’s Enterprises LLC – e/s Boon Street, #135 – “P.J.’s Pub”

Sand Hill Associates Ltd - s/s Sand Hill Cove Road, #2 -

"Charlie O's Tavern on the Point"

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"

Wheelhouse LLC w/s Great Island Road, #294 - "Wheelhouse LLC"

Raymond A. Ranaldi moved, Susan Cicilline-Buonanno seconded and it is unanimously so voted to renew the (22) Class B Victualling Alcohol Beverage Licenses, subject to compliance with local and state regulations.

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

Christopher Wilkens aye, Matthew M. Mannix aye

#### **CLASS D CLUB ALCOHOLIC BEVERAGE LICENSES - RENEWALS (6)**

Bonnet Shores Beach Club Assn. - 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 Assoc. - w/s South River Drive, #30

- "Mettatuxet Yacht Club"

Pettaquamscutt Lake Shores Improvement Association - w/s Woodsia Road –

"Pettaquamscutt Lake Shores Improvement Association"

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

- "Point Judith Country Club"

Raymond A. Ranaldi moved, Susan Cicilline-Buonanno seconded and it is unanimously so voted to renew (6) Class D Alcohol Beverage Licenses, subject to compliance with local and state regulations.

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

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

#### **CONSENT 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.**

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 list of Real Estate abatements in the amount of \$976.07 and the list of Motor Vehicle abatements in the amount of \$4.31.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

Christopher Wilkens aye, Matthew M. Mannix aye

3. **A MOTION to APPROVE 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.**

APPROVED (Cicilline-Buonanno-Ranaldi 5/0)

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

Christopher Wilkens aye, Matthew M. Mannix aye

4. **A MOTION to APPROVE the contract with Daniel Dyer Construction in the amount of \$7,810.00 for building renovation services of 7 Elm Avenue, Narragansett.**

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

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 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.**

AWARDED (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 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.**

REFERRED (Cicilline-Buonanno-Ranaldi 5/0)

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

Christopher Wilkens aye, Matthew M. Mannix aye

**OLD BUSINESS:**

None

**NEW BUSINESS:**

This item was addressed in the beginning of the meeting and passed 3/2.

**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)**

On September 6, 2016 the First Reading was held on the 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.

The motion passed 3/2 See under PUBLIC HEARING

**9. A MOTION to RECEIVE and PLACE on FILE the financial three year forecast.**

At the August 15, 2016 Town Council meeting, it was directed to prepare a three year forecast projection. A report was prepared by Laura Kenyon, Finance Director.

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

Raymond Ranaldi asked that the report be sent to the Finance Committee. He noted that since the Maury Loontgens time the town has kept the taxes well below the consumer price index increase and that takes a toll on the town and the buildings. He spoke of the roof needing replacing, new fire apparatus such as a rescue and many items are not in the CIP, the pointing of the town hall building, improvements of other buildings retirees benefits, financial obligations of OPEB, Pensions and the financial obligations should be looked at this time as there is a one-time shot of looking to increase the taxes by 4% and all the indebtedness such as the road, school athletic field and public safety building bond and now the library bond. He said all of those will add up to \$672,000 in additional debt. He said the town would have to bond to pay and if the town would only increase the taxes by 4% which was a 40 cents increase. He said it all should be vetted out and it should be done before the budget process it should be discussed with the finance department

experts and senior management team at the beginning of the next council and not at the budget time as that would be too late. Matthew Mannix remarked that it was a forecast and should be done at the budget time. He noted that the budget that was passed in his first term which came in at 3.9 however 3.2% was adopted budget and the following year the budget came in at 3.8% but 2.5% was adopted and last year 1.9% was proposed and 1.4% was adopted. He said it's the job of the council to look out for the taxpayers and it's just a forecast.

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

**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).**

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

Christopher Wilkens had a concerned of capacity and the rules were only for exceptions and there seems to be a lot of exceptions before the council.

Jeffry Ceasrine said the engineering department was comfortable with the recommendations.

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 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.**

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.

Matthew Mannix asked for the motion to be amended to read “50 or less” and not “50 or more”.

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

Resident Karen Shabshelowitz spoke.

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

Christopher Wilkens aye, Matthew M. Mannix aye

**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.**

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.

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

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

### **EXTEND MEETING TIME**

Christopher Wilkens moved Susan Cicilline-Buonanno seconded and it is unanimously so voted to extend the meeting up to 15 minutes.

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

**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.**

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.

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

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 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.**

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. 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.

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

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

**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.**

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 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.

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

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

**16. A MOTION to INTRODUCE, READ, PASS AND ACCEPT as a First Reading, An Ordinance Relating to Comprehensive Planning for the Town of Narragansett.**

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.

Susan Cicilline-Buonanno moved, Raymond A. Ranaldi seconded and it is unanimously so voted to INTRODUCE, READ, PASS AND ACCEPT as a First Reading, An Ordinance Relating to Comprehensive Planning for the Town of Narragansett.

It was noted that the ordinance was required by state law.

The town clerk was directed to add the adoption of the Comprehensive Plan to October 24, 2016

Susan Cicilline-Buonanno moved to amend to include schedule the 2<sup>nd</sup> reading, Raymond A. Ranaldi seconded and it is unanimously so voted to add the second reading and adoption to the same night as the Show Cause Hearing on October 24, 2016.

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

**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).**

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.

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

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

**TOWN OF NARRAGANSETT  
CHAPTER 1030**

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-conforming 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 3<sup>rd</sup> day of October, 2016.

Second reading, read and passed in the Town Council meeting legally assembled the 17<sup>th</sup> day of October, 2016.

ATTEST:

S/Anne Irons, CMC Town Clerk

**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.**

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

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.

Christopher Wilkens moved, Susan Cicilline-Buonanno seconded and it is unanimously so voted to REAPPOINT John Sheil to the Tax Assessment Board of Review for a three year term to expire on November 1, 2019.

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

**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.**

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.

<b>Name</b>	<b>Appointed</b>	<b>Expiration Date</b>
<u>Vacant, Narragansett</u>	<u>12/15/2014</u>	<u>8/1/2016</u>

Historical Society Representative

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.

Christopher Wilkens moved, Raymond A. Ranaldi seconded and it is unanimously so voted to APPOINT Shirley Eastham to the Towers Committee as Narragansett Historical Society Representative a for two-year term to expire on August 1, 2018.

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

**20. A MOTION to RECEIVE and PLACE on FILE a report from the Town Clerk on Town Licensing Fees.**

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.

Christopher Wilkens moved, Susan Cicilline-Buonanno seconded and it is unanimously so voted to RECEIVE and PLACE on FILE.

Raymond Ranaldi commented that he hoped the next council addresses the report.

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

**ADJOURNMENT:**

The meeting adjourns at 11:02 p. m.

ATTEST:



Anne M. Irons, CMC  
Council Clerk

MINUTES ACCEPTED AS  
PRESENTED/AMENDED

Anne M. Irons, CMC  
Council Clerk

A digital format is made a part of the record for a complete account of the council meeting.

**NARRAGANSETT TOWN COUNCIL  
WORK SESSION MEETING  
NOVEMBER 28, 2016 MINUTES**

At a Work Session Meeting of the Town Council of the Town of Narragansett held on Monday, November 28, 2016 at 6:30 p.m., at the Narragansett Town Hall.

Present: Susan Cicilline-Buonanno, President

Matthew M. Mannix, President Pro Tem

Jill A. Lawler, Member

Michael T. Moretti, Member

Patrick W. Murray, Member

James M. Manni, Town Manager

Dawson T. Hodgson, Town Solicitor

AnneMarie Silveira, Ad Hoc Committee member

Jeffrey Dentler Ad Hoc Co-Chair

Jose Santos Ad Hoc Committee member

Jeffrey R. Tkacs Ad Hoc Committee member

Susan Cicilline-Buonanno, President thanked the committee for their hard work on the recommendations that were submitted to the council in 2015. She summarized the formation of the committee and where the council should go next regarding the recommendations. She commented that all stake holders should be protected. She noted that if any council member wanted to sponsor any of the ideas it would be placed on a council agenda for a vote.

She noted that the work session will be held until 8:30 p.m. and asked everyone to be respectful to all. She asked the Town Solicitor to update the council on the 4 unrelated ordinance and enforcement of that ordinance.

Dawson Hodgson, Town Solicitor addressed the council on the enforcement of the unrelated ordinance. He noted that the ordinance was amended in the spring. He explained that currently he is tracking 11 open cases in municipal court for violators of the ordinance and more will follow. He said summonses have been given out to appear in municipal court and most landlords are hiring an attorney to represent them in court. He explained that Attorney Melish from the ACLU has been hired by a number of landlords to represent them in court. He said it was indicated that Mr. Melish will try to have the cases thrown out as being unconstitutional. He said the Judge will entertain the argument and briefs are due at the end of February or early March. He said the Judge will make a ruling after that time. He said if the town prevails the court will impose the \$500.00 fine. He said it may be appealed to Superior Court. He believed the town had a very strong case. He said the timing of how the ordinance came into effect with syncing with the academic year was not ideal. He said that many leases were signed in advance of the current academic year and before the ordinance was in effect. He said he has been saying that he will dismiss the case for the current year if a new lease for the next year will only be for 4 unrelated people. He explained that certain properties would be

eligible for a rooming house license with a special use permit in certain zones and appropriate fire codes are followed.

He again commented that Narragansett has a strong case if litigation does come forward.

Jeff Tackas, subcommittee chair addressed the council on the history of subcommittee.

He noted that the 4 unrelated ordinance was not in effect when the committee started and they did work with the parking subcommittee and enforcement subcommittee to come up with recommendations to try to assist the town staff and government in providing a greater body of knowledge of the rental home data in the town. He said they reviewed the former URI Coalition recommendations and other towns' laws as well as information from residents.

Jeff Tackas reviewed the following recommendations for the rental registration form:

The Tax Assessor Property ID # should be included

# of bedrooms and square footage of each bedroom

# of bathrooms and type of sewer system

Type of rental

Property owners' addresses, phones and email information

Property Manager or Rental Agent contact information

Home inspection or professional engineering signing off

List Parking spaces provided

Property Owner signature should be notarized

Annmarie Silveira commented that it was suggested that every tax bill should include ordinances on rental properties.

Michael Moretti questioned if the current rental registration data base acknowledges new ordinances and does the town have the number of rental registrations in town as well as how many property owners live in town.

It was noted that 76% of the rental registrations live out of town.

A discussion was held on the accuracy of the number of bedrooms listed on the tax assessor's field cards versus the rental registration forms.

The Town Solicitor noted that any misinformation given on the form by the property owner would be subject to sanctions.

Jeffrey Dentler commented that the proposed form was to stepping stone to tie in all the issues such as if there were 4 bedrooms there should be enough parking spaces to accommodate. He also noted that the town has taken a check without a form being filled out and filed.

Michael Moretti said it was important for the town to know the number of bedrooms and the notary was fine with him. He said if the property has five or more bedrooms it should be inspected then and he wasn't sure of having an engineering inspection.

Jill Lawler commented that the town should have the same consistent rules as the University of Rhode Island does for their dormitory bedrooms.

Matthew Mannix commented that simplicity would be the best for the rental registration form. He said what needs to be emphasized more if the property owner is not truthful more than a notary clause. He said people are lax when filling out the forms and the enforcement rules should be dovetailed with the form. He commented that the reason of the work session was the disrespect that has been given to the residents.

A discussion was held on the enforcement of the lack of the lease being posted at the door of the rental property as required by the town ordinance.

Jill Lawler suggested a meeting should be held with property managers. She also spoke of public safety, egress, smoke detectors and fire inspections done by the town.

A discussion is held on compliance, enforcement and fairness for all property owners.

Susan Cicilline-Buonanno, President again thanked the members for their work on the recommendations and commented that the council will take them into consideration.

The following individuals spoke:

Steven Ferrandi, Stanley Wojciechowski, Robert Shields, Carol Stuart, Raymond Kagels

The work session meeting adjourns at 8:31 p.m.

ATTEST:



Anne M. Irons, CMC  
Council Clerk

MINUTES ACCEPTED AS  
PRESENTED/AMENDED

Anne M. Irons, CMC  
Council Clerk

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** December 21, 2016  
**Council Meeting Date:** January 3, 2017

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**TO:** James M. Manni, Town Manager  
**FROM:** Anne M. Irons, CMC - Town Clerk  
**SUBJECT:** Hold a Public Hearing on a Petition from Trio Restaurant,  
15 Kingstown Road, Plat C Lot 181-R2A to relocate the interior bar.

**RECOMMENDATION:**

That the Town Council holds a public hearing on a Petition from Trio, LLC, to amend the Class BV Liquor License by increasing the size of the interior bar from 11 seats to 24 seats and decrease the amount of seating in the lounge area and to amend the site plan in an Urban Renewal Area.

And the Town Council receives and places on file the recommendation from the Planning Board.

**SUMMARY:**

Trio, LLC, filed a request to amend the original site plan that was submitted at the public hearing on November 7, 2007 when the Class BV Liquor License was granted. According to the town's liquor license rules and regulations to expand any area that has been previously authorized a public hearing shall be held with notice by advertising and given notice to abutters.

Trio Restaurant is located in the Urban Renewal Area and according to the Town's Supplementary Zoning Regulations, Section 7.1 Urban Renewal Zone (b) the Town Council has the right to review and approve all changes to any previously plan, site plan, construction or other work done with the Urban Renewal Zone and also review and approve all new construction projects, site plan changes or any other work with that zone.

Also according to Section 7.1 Urban Renewal Zone (c) all applications submitted to the town council for review and approval pursuant to either subsection 7.1 (b) or any other provision of the redevelopment plan referenced in 7.1(a) shall be referred to the Planning board for their review and recommendation to the town council.

The zoning portion was referred to the Planning Board for a recommendation which is attached.

**ATTACHMENTS:**

1. Advertisement
2. Petition Letter from Trio LLC with Application and Site Plan
3. Current Site Plan
4. Zoning Ordinance Section 7.1
5. Planning Board Recommendation w/ NPD-NFD comments

Legal Notices



TOWN OF NARRAGANSETT PUBLIC HEARING

ALCOHOLIC BEVERAGE LICENSE

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

Trio LLC, d/b/a Trio  
15 Kingstown Road,  
Narragansett, RI  
Plat C Lot R2A

The Petitioner is requesting to amend the site plan by relocating the bar to the center of the lounge bar area and increasing seating at the bar from 11 seats to 24 seats and decreasing seating in the lounge area from 22 seats to 6 seats.

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

The above-named application will be in order for hearing at 8:00 PM, Tuesday, January 3, 2017 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.

Legal Notices



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By Order of the Town Council of the Town of Narragansett.

Anne M. Irons, CMC

Ken Dussinger  
Newport Harbor Corporation  
300 Metro Center Boulevard  
Warwick RI 02886  
401 848 70 10 Office  
401 318 4660 Cell  
[kdussinger@newportharbor.com](mailto:kdussinger@newportharbor.com)

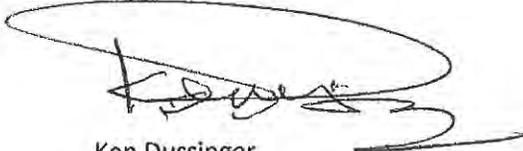
Department of Building Inspection  
25 Fifth Avenue  
Narragansett, RI 02882

October 31, 2016

Re: Bar Relocation  
Trio Restaurant  
15 Kingstown Road  
Narragansett, RI 02882

To whom it may concern,  
We are proposing and seeking approval for relocate our existing bar from its current location as shown on the original seating plan to the center of the lounge bar area. Please see original and proposed new location plans for clarity. This would increase our bar seats from 11 to 24, but decrease our lounge seats from 22 to 6. Should you have any question, please feel free to call or email me directly.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Dussinger', is written over a large, hand-drawn oval scribble.

Ken Dussinger

TOWN OF NARRAGANSETT

APPLICATION for Liquor Class B - Victualer

LIQUOR LICENSE FEE: 1,000.00
ADVERTISING FEE: NEW - 400.00 RENEWAL - 25.00

Office Use Only
Amount Paid \_\_\_\_\_ Date \_\_\_\_\_

TO BE COMPLETED BY CORPORATION

Corporation Name TRIO LLC
State Incorporated RHODE ISLAND Date Incorporated 6-5-2007
Name, Address, Date of Birth and Telephone Number of all Officers:
President MANAGING MEMBER - PAUL O'REILLY
Vice President
Secretary 76 CLINTON AVE.
Treasurer JAMESTOWN RI 02835
DOB 8-28-66
Name, Address and Date of Birth of All Directors or Board Members: PH 401 889 5700 x121

N/A

Classes of Stock:
Amount of Each Authorized: N/A Amount of Each Issued:

Names and Addresses of All Registered Owners of Each Class and amount owned: (attach list if necessary)
NEWPORT HARBOR CORP. (PARENT COMPANY)
300 METRO CENTER BLVD. S. 100, WARWICK, RI 02886
If any of the above stock is hypothecated or pledged provide details: 401 889 5700 x121

TO BE COMPLETED BY INDIVIDUAL OR PARTNERSHIP

Name, Address, Date of Birth and Telephone Number of each owner

Indicate if anyone is not a US Citizen or if any owner was Naturalized, the date and Court where admitted.

CLASS D - CLUB INFORMATION

- 1. Name and address of steward or person in charge of bar:
2. Number of members Annual dues Salary fixed by Board
3. Club own kitchen equipment? 4. When meetings held
5. Is there a record of meetings? 6. Date of annual meeting
7. Does anyone other than club derive profits from sale of alcoholic beverages?
8. If so, name and address
9. Is club operated solely for members benefit?
10. Are proper financial records kept? 11. Is there a roster of members?
12. Record of dues payments? 13. Membership cards issued?

**TO BE COMPLETED BY ALL**

Name of Premise (DBA) TRIO

Address of Premise 15 KINGSTOWN RD.

Telephone Number of Premise 401 792 4333

RI Sales Tax Permit # 61153162 400

If application is in behalf of undisclosed principal or party in interest, give details: N/A.

Does Applicant Own Premises? NO Is Property Mortgaged? NO Is Property Leased? YES

Give Name and Address of Mortgagee or Lessee and Amount of Extent

Does premises have a Draught System? YES

Have any Officers, Board Members or Stockholders ever been arrested or convicted of a crime? NO

If yes please explain:

If DUI, did the incident result in property damage or loss of life? NO

If yes, please explain:

Is any other business to be carried on in Licensed Premises? NO If yes please explain:

Is any Officer, Board Member or Stockholder engaged in any manner as a Law Enforcement Officer? NO

If yes please explain:

Is Applicant or any of its Officers, Board Members or Stockholders interested directly or indirectly, as principle or associate, or in any manner whatsoever, in any retail license issued under Chapter 3-7 of the General Laws of Rhode Island, 1956, as amended? YES If yes please explain: SEE ATTACHED

Is Applicant the owner or operator of any other business? NO If yes please explain:

State amount of capital invested in the business: \$500,000.

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

[Signature]  
APPLICANT

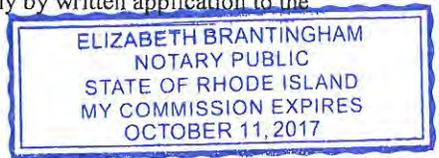
12-22-16.  
DATE

[Signature]  
Witness of Licensing Board or Notary Public

12-22-16  
Date of Witness or Notary Expiration

1. Every question on application form must be answered. Any false statement made by the Applicant will be sufficient grounds for denial of the application or the revocation of the license in case one has been granted.
2. Corporations having 25 or more stockholders need not file a list of names and addresses of stockholders
3. Attention is called to the requirements of the 1963 amendment of Section 3-5-10 of the General Laws.
  - (a) All newly elected officers or directors must be reported to the Board of License Commissioners within 30 days.
  - (b) Any acquisition by any person of more than ten percent (10%) of any class of corporate stock must be reported within 30 days.
  - (c) Any transfer of fifty percent (50%) or more of any class of corporate stock can be made only by written application to the licensing board subject to the procedures for a transfer of a license.
4. Submit with this application a copy of proposed menu and layout of storage of liquor.

**All Licenses Expire December 1st**



(COPY SHALL BE FORWARDED TO LIQUOR CONTROL ADMINISTRATION BY CITY CLERK)

## STARTERS

*raw bar:*

SHRIMP COCKTAIL 2.95 each | EAST COAST OYSTER\* 2.75 each  
LITTLENECKS ON THE HALF SHELL 1.75 each

NEW ENGLAND CHOWDER / 6.75  
traditional style clam chowder, native clams, bacon,  
fresh dill, potatoes

MOULES FRITES / 12.95  
mussels, vermouth, leeks, fresh cut fries, roasted garlic aioli

SHRIMP TAPAS / 10.95  
spicy shrimp, garlic oil, chorizo

FRIED GALILEE CALAMARI / 10.95  
garlic butter, hot peppers

FRITO MISTO / 14.95  
fried scallops, broccolini, artichokes, olives, lemon aioli

TRIO MEATBALLS / 8.95  
marinara, whipped ricotta, garlic bread

CHICKEN + GRAPE SALAD / 7.95  
crostini, arugula, grilled red onion, pistachios, balsamic glaze

ANTIPASTO / 15.95  
"Ri Soupy", prosciutto, fresh mozzarella, Divine Providence,  
pepper jam, crostini, marinated olives

FETTUCCINI / 7.95  
asparagus, tomato confit, black pepper,  
shaved parmesan

CAESAR / 8.50  
romaine, garlic crouton, parmesan, Caesar dressing

CHOPPED / 8.95  
romaine, cucumber, tomatoes, red onion, chickpeas,  
olives, crispy prosciutto, feta, creamy lemon  
oregano dressing

ARUGULA / 8.00  
shaved fennel, radicchio, frisee, strawberries, toasted  
pine nuts, shaved parmesan, lemon juice and olive oil

MIXED GREENS / 7.00  
grape tomatoes, radish, rainbow carrots,  
white balsamic vinaigrette

COBB / 14.95  
mixed greens, bacon, avocado, hard boiled egg, corn,  
tomatoes, cucumber, diced chicken, blue cheese, red  
wine vinaigrette

*companions to any salad:*

CHICKEN 4.95 | SALMON\* 12.95 | SHRIMP (4) 11.95  
SCALLOPS 14.95 | LOBSTER SALAD 14.95

## PASTA

RIGATONI / 18.95  
braised veal, beef and pork, tomato, red wine,  
cream, ricotta salata, basil

FETTUCCINI + CLAMS / 18.95  
littlenecks, chopped clams, pancetta, onion, garlic,  
white wine clam broth

SEMELLI / 17.95  
chicken, lemon pesto, roasted red peppers,  
sun dried tomatoes, onions, toasted pine nuts, parmesan

LOBSTER + PORCINI TORTELLONI / 24.95  
lobster, pearl onions, oyster mushrooms, peas,  
grape tomatoes, pea greens, lemon olive oil

## PIZZA

THE GARDENER / 12.95  
grilled zucchini, summer squash, red onion, tomatoes,  
rocket pesto, mozzarella, roasted garlic cream cheese

MARGUERITE / 10.95  
grilled pizza crust, tomato sauce,  
fresh mozzarella, basil

FIG + PROSCIUTTO / 14.95  
prosciutto, fig jam, goat cheese, mozzarella,  
arugula, garlic oil, truffle oil

SPINACH CALZONE / 12.95  
mozzarella, roasted garlic, baby spinach,  
olive oil, ricotta, feta

CARNE / 15.95  
meatball, bacon, pepperoni, sausage,  
tomato sauce, mozzarella

## DISHES

SEARED SCALLOPS + SHRIMP / 26.95  
corn puree, fingerling potatoes, bacon,  
pearl onions, grape tomatoes, romano beans

PAN-ROASTED FLOUNDER / 27.95  
lobster sweet pea risotto, fennel, tomato tarragon broth

LOBSTER ROLL / 19.95  
lemon herb Narragansett Creamery Greek yogurt,  
bibb lettuce, grilled roll, salted vinegar potato chips

FISH & CHIPS / 17.95  
local sole, lightly battered, dill vinegar fries,  
red cabbage coleslaw, lemon caper tartar

SUNSET FARM ALL AMERICAN BURGER\* / 13.95  
lettuce, tomato, cheddar cheese, pickles,  
brioche bun, fresh cut fries

CHICKEN PICCATA / 18.95  
broccolini, wild rice, lemon caper sauce

PORK MILANESE / 21.95  
bone-in breaded pork chop, arugula, radicchio,  
heirloom potatoes, grape tomatoes, shaved parmesan,  
lemon, balsamic glaze

STEAK FRITES\* / 22.95  
marinated flat iron steak, fries, mixed greens salad,  
creamy horseradish blue cheese sauce

SIRLOIN\* / 29.95  
spice rubbed, herbed heirloom potatoes,  
grilled asparagus, herbed butter

## Simply Grilled

SWORDFISH / 26.95 SCALLOPS / 26.95 SALMON\* / 22.95  
SHRIMP / 21.95 CHICKEN / 17.95

served with herb roasted potato and seasonal vegetable

## Sides

ROASTED HEIRLOOM CARROTS - honey, thyme

FRESH CUT FRIES

GRILLED ASPARAGUS - tarragon butter

GRILLED BROCCOLINI - garlic, lemon

HERB ROASTED POTATOES

all sides / 6.00

*The culinary staff at TRIO feels the necessity to inform our guests on the issue of mercury in seafood. Some types of seafood can contain elevated levels of mercury, which could be detrimental to the health of certain individuals. Please inquire with your server for details.*

*\*Raw meat and shellfish, or products not cooked to recommended internal temperatures, can increase your risk of illness.*

*If you have any food allergies please notify your server.*

MENU AUTHORS: Walter Slater, William Jones

Salads



TOWN OF NARRAGANSETT  
25 Fifth Ave  
Narragansett, RI 02882  
401-782-0603

Date 12-22-16

Please illustrate below the number of bars in your establishment and location of same.

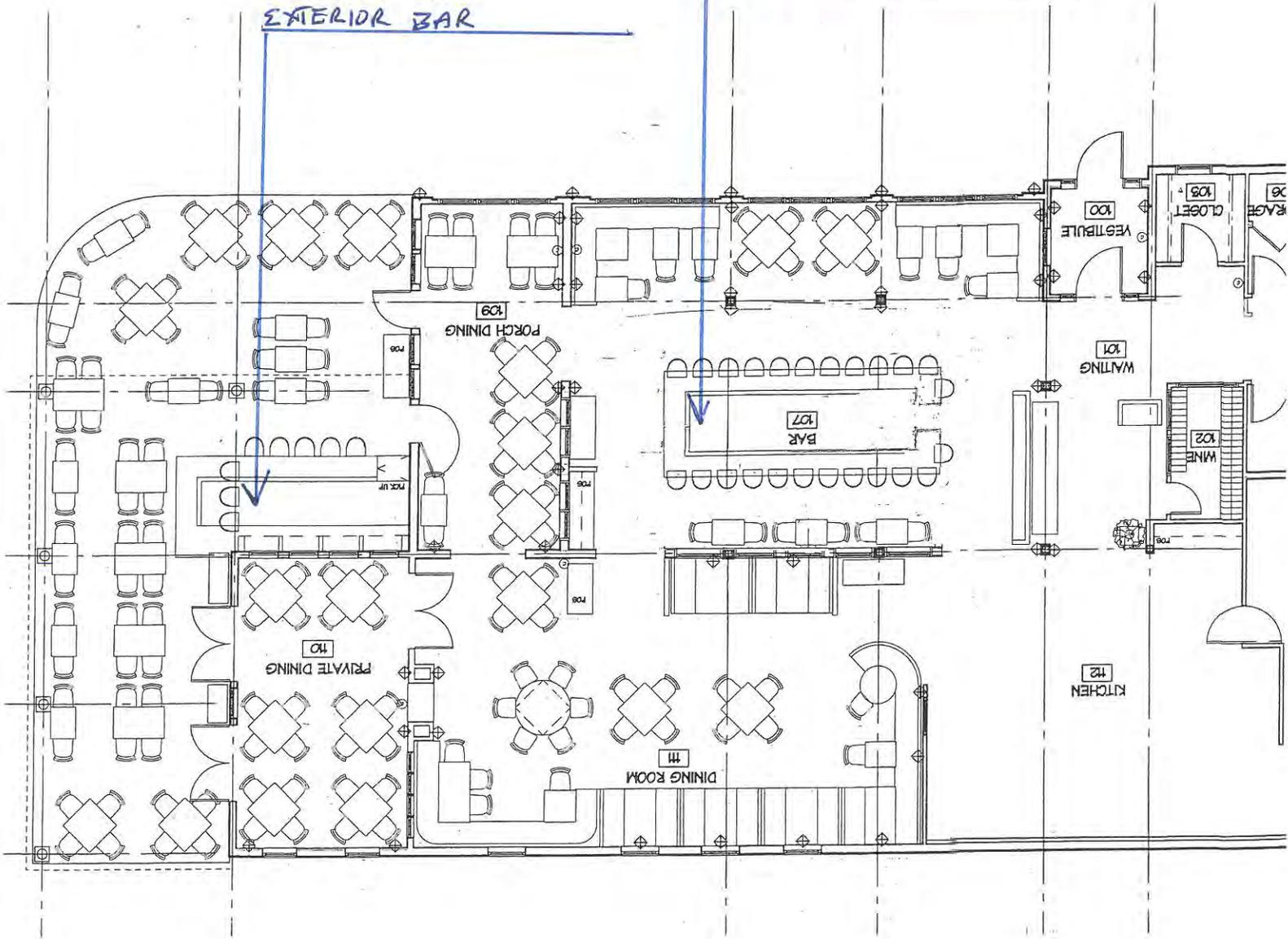
SEE ATTACHED

Business Name: TRIO LLC

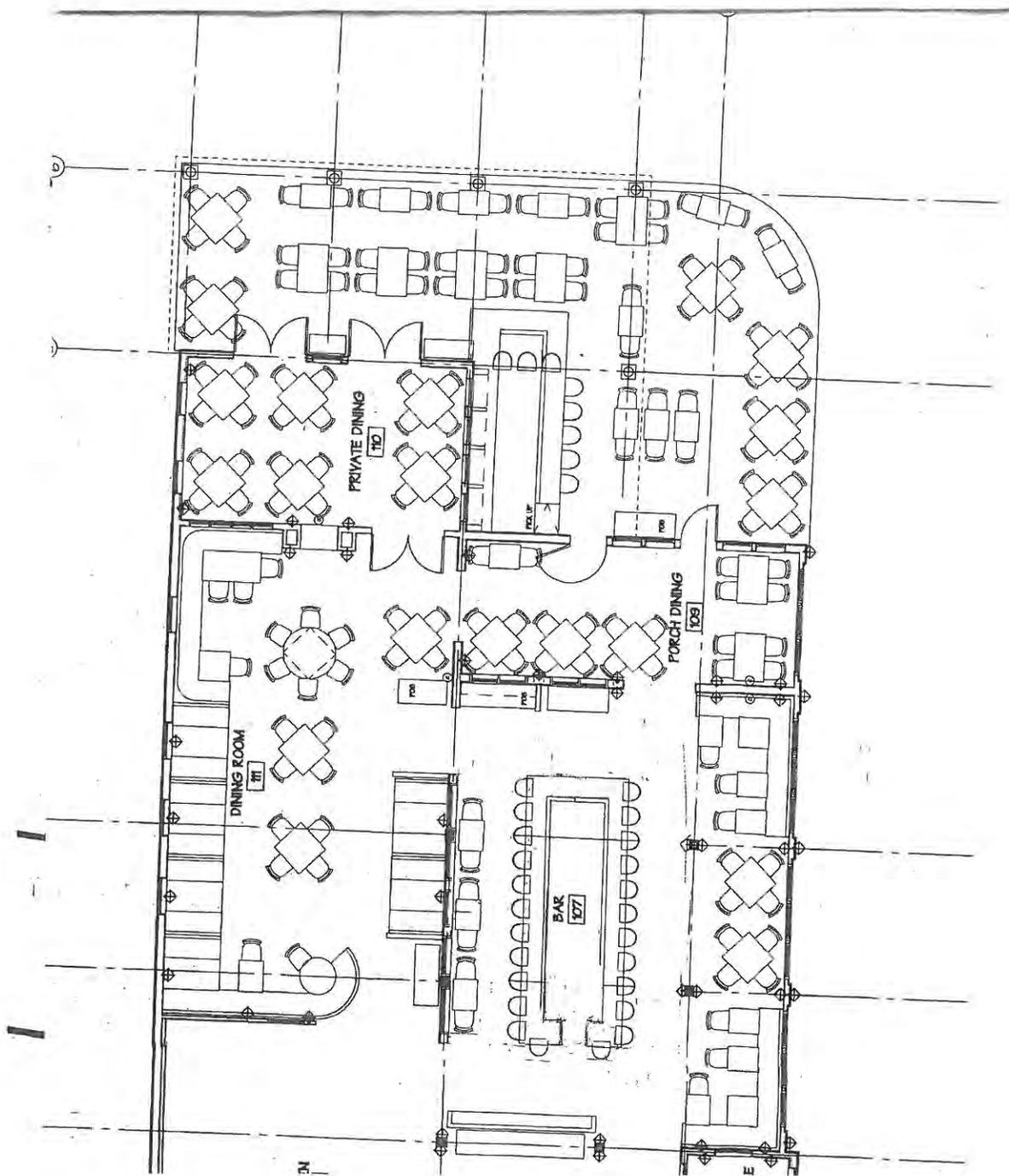
Signature: \_\_\_\_\_

EXTERIOR BAR

NEW BAR LOCATION



PROPOSED  
SITE PLAN



SHE PLAN 8007

SEATING	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
BAR	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200
POOL TABLE	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300
STAIRS	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400
RESTROOMS	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500
OFFICE	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600
RECEPTION	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700
STORAGE	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800
MEETING	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900
CONFERENCE	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000
RECEPTION	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1037	1038	1039	1040	1041	1042	1043	1044	1045	1046	1047	1048	1049	1050	1051	1052	1053	1054	1055	1056	1057	1058	1059	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1070	1071	1072	1073	1074	1075	1076	1077	1078	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100
OFFICE	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1200
RECEPTION	1201	1202	1203	1204	1205	1206	1207	1208	1209	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1220	1221	1222	1223	1224	1225	1226	1227	1228	1229	1230	1231	1232	1233	1234	1235	1236	1237	1238	1239	1240	1241	1242	1243	1244	1245	1246	1247	1248	1249	1250	1251	1252	1253	1254	1255	1256	1257	1258	1259	1260	1261	1262	1263	1264	1265	1266	1267	1268	1269	1270	1271	1272	1273	1274	1275	1276	1277	1278	1279	1280	1281	1282	1283	1284	1285	1286	1287	1288	1289	1290	1291	1292	1293	1294	1295	1296	1297	1298	1299	1300
OFFICE	1301	1302	1303	1304	1305	1306	1307	1308	1309	1310	1311	1312	1313	1314	1315	1316	1317	1318	1319	1320	1321	1322	1323	1324	1325	1326	1327	1328	1329	1330	1331	1332	1333	1334	1335	1336	1337	1338	1339	1340	1341	1342	1343	1344	1345	1346	1347	1348	1349	1350	1351	1352	1353	1354	1355	1356	1357	1358	1359	1360	1361	1362	1363	1364	1365	1366	1367	1368	1369	1370	1371	1372	1373	1374	1375	1376	1377	1378	1379	1380	1381	1382	1383	1384	1385	1386	1387	1388	1389	1390	1391	1392	1393	1394	1395	1396	1397	1398	1399	1400
RECEPTION	1401	1402	1403	1404	1405	1406	1407	1408	1409	1410	1411	1412	1413	1414	1415	1416	1417	1418	1419	1420	1421	1422	1423	1424	1425	1426	1427	1428	1429	1430	1431	1432	1433	1434	1435	1436	1437	1438	1439	1440	1441	1442	1443	1444	1445	1446	1447	1448	1449	1450	1451	1452	1453	1454	1455	1456	1457	1458	1459	1460	1461	1462	1463	1464	1465	1466	1467	1468	1469	1470	1471	1472	14																											

**7.1. Urban renewal zone.**

(a) The uses, controls, and restrictions contained in the official redevelopment plan Rhode Island General Laws R-24 as adopted by the town council on November 25, 1969, and as amended by the town council on June 28, 1972, on September 19, 1973, on March 21, 1983, on April 4, 1983, on July 18, 1983, on June 18, 1984, and on March 18, 1985, shall be deemed to be the zoning requirements for said urban renewal zone.

(b) Notwithstanding any other provisions to the contrary contained in this zoning ordinance or any other ordinance of the Town of Narragansett, the town council shall continue to exercise all of the rights, responsibilities, approvals, and authority granted to it or its predecessor-in-interest, the Narragansett Redevelopment Authority, as it relates to all of the uses, controls, restrictions, and approvals required or set forth in the redevelopment plan. This shall include, but not be limited to, the right of the town council to review and approve all changes to any previously approved plan, site plan, construction or other work done within the urban renewal zone and to also review and approve all new construction, projects, site plan changes or any other work proposed within the urban renewal zone.

(c) All applications submitted to the town council for review and approval pursuant to either subsection 7.1(b) or any other provision of the redevelopment plan referenced in subsection 7.1(a) shall be referred to the planning board for their review and recommendation to the town council.

*(Ch. 926, § 1, 11-16-2009)*



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

**DATE:** December 14, 2016

**TO:** Susan Cicilline-Buonanno, President  
Honorable Town Council

**FROM:** Dr. Joseph O'Neill, Vice Chairman  
Narragansett Planning Board

**SUBJECT:** Narragansett Pier Marketplace – Trio Restaurant  
Relocation of Interior Bar.

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The Town Council has referred this application from Trio Restaurant to relocate and reconfigure the interior bar which would increase bar seating from 11 to 24 but reduce lounge seating from 22 to 6 seats.

This request is located within lot R-2A on Tax Assessors Plat C. Zoning for this parcel is regulated by the URBAN RENEWAL DISTRICT dated November 25, 1969 and the Redevelopment Plan for the Narragansett Pier Urban Renewal Project, (Project No. RI-R-24), adopted as an amendment of the zoning ordinance at Section 7.1.

In support of this application Trio has provided a letter of request dated October 31, 2016 from Ken Dussinger, and attachments showing the existing and proposed floor plan of the restaurant with the new bar location and seating shown. The author and his/her specific licensing authority are not supplied. Staff notes that no correspondence from Gilbane Development Company citing support or objection has been submitted.

Planning Board reviewed the submitted documents and request at its regular meeting on December 13, 2016. Considering the application were Dr. O'Neill, who chaired the discussion, Mr. Indeglia and Mr. Leighton. Mr. Fleming recused and Mr. Glazer was absent with cause.

#### **BACKGROUND INFORMATION**

The original redevelopment plan for this site (R-24) was approved by the Town Council in Chapter 175 of the Town Code of Ordinances on November 25, 1969. In the ordinance they acknowledge the redevelopment plan for the project area dated October 22, 1969 which included maps and supporting documents. This plan conceived the site to be appropriate for multi-family uses and commercial uses. The ordinance ordained 23 distinct findings upon which the Redevelopment Plan was approved.

Among these findings, the ordinance noted the planning board had certified that the redevelopment plan "*conforms to the general plan for the locality as a whole.*" The area was determined to be deteriorated area within the provisions of Title 1 of the Housing Act of 1949. It

determined that the site requires clearance, replanning and redevelopment. It found that acquisition of property and abandonment of roadways was necessary. It found that redevelopment should focus on predominantly non-residential uses.

#### THE REDEVELOPMENT PLAN OF 1969

The Redevelopment Plan included among its objectives *to restore economic vitality by providing a unique and attractive environment for downtown businesses*. Duration of control was set for a period of forty (40) years. Rehabilitation of existing buildings was specifically not proposed in 1969. This site was then designated "Commercial" allowing the following uses:; *"Retail stores, and shops, personal service establishments, theaters or places of public assembly, professional and commercial offices, automobile service facilities, motel or hotel, eating and/or drinking establishments and off-street parking and landscaping related thereto"*.

Plan submissions were required to address the design, architecture, proposed distribution and intensity of uses, building materials, parking/loading facilities, landscaping and signage. Performance bonding for all new development in an amount equal to 5% of the estimated construction cost was required prior to commencement of construction. Site maintenance, extension of utilities, screen planting and sign regulation were also set forth.

#### FINDINGS OF FACT

A. The current petition proposes the following changes:

1. Relocate bar from rear wall of front room to the center of room.
2. Increase bar seating from 11 to 24.
3. Reduce lounge seating from 22 to 6

B. Planning Board review provides the following findings:

- 1. Indoor Bar Seating:** The floor plan identifies the indoor seating area showing location of tables and chairs without dimensions. However, testimony from the applicant asserted that the additional 13 seats would be accommodated within the current bar area by reducing the table seating by 16 seats. The Board notes that the parking requirement for eating and drinking establishments in the UR Commercial Zone is based on floor area not number of seats (1 space per 100 sf of gross floor area), thus, no additional parking area is required for the proposed bar expansion.

#### RECOMMENDATION

The submitted documents and floor plan provide enough information to determine the applicant's intent and is sufficient in detail to address any issues and concerns of the Board. Upon motion by Mr. Indeglia, seconded by Mr. Leighton, the Planning Board voted to recommend APPROVAL for this request stipulating the following:

- a. Provide a dimensioned floor/seating plan for the bar area for Police Department and Fire Marshal review and approval prior to issuance of a permit.



## TOWN OF NARRAGANSETT

Fire Department, 40 Caswell Street, Narragansett, RI 02882-3394 • Tel. 789-1000

Chief of Department  
Scott M. Partington

Fire Marshal  
David S. Arnold

16 December 2016

To whom it may concern,

Trio's restaurant at 15 Kingstown Rd. has a compliant fire alarm and sprinkler system. They are inspected at proper intervals and are in working order. The fire department does not have a problem with the proposed renovations requested in the bar area.

Respectfully,

Captain David S. Arnold  
Fire Marshal

## Anne Irons

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**From:** Sean Corrigan <scorrigan@narragansettri.gov>  
**Sent:** Thursday, December 22, 2016 9:06 AM  
**To:** Anne Irons  
**Cc:** James Manni; Tony Santilli; Scott Partington  
**Subject:** Trios

Anne,

The general manager of Trios, Toni Owens, called me requesting that I take a look at their plans to move the bar at Trios. I went over to Trios, viewed the plans and observed exactly where the bar will be moved. They plan to center the bar in the room and renovate it so that chairs can extend around the full diameter of the bar. They will be subsequently adjusting the floor seating to accommodate this.

I have reviewed our calls for service at Trios for the past three years and there have been no liquor incidents or issues of any note.

Trios has been a model culinary establishment in Narragansett and I have no objections to their plans. Please place this E-mail on file with their petition.

Respectfully,



Chief Sean Corrigan  
Narragansett Police  
40 Caswell St.  
(401) 789-1091 X 301

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 1**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 8, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Ocean Lifeguard Materials for the Beach

**RECOMMENDATION:**

That the Town Council approves the purchase of "Ocean Lifeguard Materials" for the Beach from the lowest vendor, Marine Rescue Products, Inc., in the amount of \$3,134.00.

**SUMMARY:**

This Request for Quotation (RFQ) was for the purchase of a variety of lifeguard ocean safety equipment and supplies that are needed annually for the safe operation of the Town Beach such as whistles, swim-fins, rescue board, mooring buoys, rescue reels, etc.

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. Marine Rescue Products, Inc. was the only vendor that quoted on every item.

Funding is available in two Beach Operating Accounts:  
#0034 50609, Equipment (\$1,080.00)  
#0034 50331, Operating Supplies (\$2,054.00).

**ATTACHMENTS:**

1. December 5, 2016 solicitation spreadsheet for RFQ.

Town of Narragansett, RI  
 Ocean Lifeguard Materials, Q17011  
 Parks & Recreation/Beach

Reply deadline: December 5, 2016

Item	Qty	Vendor 1		Vendor 2	
		Marine Rescue Products, Inc.		The Lifeguard Store, Inc.	
		Unit Price	Ext. Price	Unit Price	Ext. Price
Fox Classic Whistle (Neon Yellow)	50	\$2.95	\$147.50	\$2.90	\$145.00
Heavy Duty Lanyard 20" long (Navy Blue)	50	\$0.80	\$40.00	No Bid	No Bid
"DAFIN" swimfins	8	\$49.00	\$392.00	No Bid	No Bid
Trauma bag first aid bag	3	\$87.50	\$262.50	No Bid	No Bid
AMBU adjustable collar (adult)	2	\$11.50	\$23.00	\$12.00	\$24.00
AMBU adjustable collar (child)	2	\$11.50	\$23.00	\$12.00	\$24.00
Polypro line 1/4x1200'	2	\$44.00	\$88.00	No Bid	No Bid
10 X 50 Binoculars	7	\$47.00	\$329.00	No Bid	No Bid
10'6" Surf Rescue Board	1	\$945.00	\$945.00	No Bid	No Bid
No Swim Flag	3	\$30.00	\$90.00	No Bid	No Bid
Rescue Reel 800'	1	\$275.00	\$275.00	No Bid	No Bid
Kayak Strap Kit	2	\$15.00	\$30.00	No Bid	No Bid
2 in 1 CPR Mask in a soft pouch w/child adapter	10	\$9.85	\$98.50	No Bid	No Bid
Head Immobilizer	1	\$59.00	\$59.00	No Bid	No Bid
Spine Board	1	\$135.00	\$135.00	No Bid	No Bid
One-compartment collar bag	2	\$22.00	\$44.00	No Bid	No Bid
Loop Lock Spine Board Straps	10	\$6.00	\$60.00	No Bid	No Bid
Ten Point Straps with case	1	\$43.00	\$43.00	No Bid	No Bid
5"x12" Padded and lined radio case	3	\$16.50	\$49.50	No Bid	No Bid
<b>TOTAL</b>			\$3,134.00		\$193.00

SG, 12/6/16

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 2**

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

**Date Prepared:** December 8, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Emergency Hydrant Repairs at Parks Garage

**RECOMMENDATION:**

That the Town Council approves, ratifies, and confirms the emergency repairs to a broken hydrant at the Parks Garage, completed by George Sherman Sand & Gravel Co., Inc., in the amount of \$5,900.00.

**SUMMARY:**

The fire hydrant located within the Parks Garage compound at 51 Mumford Road required emergency repairs to stop a substantial leak. This leak was due to the old age of the hydrant. This serves as the only hydrant in this location for fire protection of the parks maintenance shop and the Community Center. Repairs needed to be done immediately and the Town Manager authorized the emergency work. Purchase Order # 2017168 was issued for this repair.

Funding is available in the Parks Maintenance Operating Account # 1820 50508, Grounds Maintenance.

**ATTACHMENTS:**

1. Purchase Order # 20171686
2. Invoice # 7453 for George Sherman
3. Quotation from George Sherman, dated September 26, 2016.



REPRINT

# Purchase Order

Fiscal Year 2017

Page 1 of 1

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

Purchase Order # **20171686-00**

Delivery must be made within doors of specified destination.

BILL TO

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

VENDOR

George Sherman Sand & Gravel Co Inc  
881 Curtis Corner Road  
Wakefield RI 02879

SHIP TO

P&R/Parks Division  
51 Mumford Road  
Narragansett RI 02882

Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference			
401-789-6304		401-789-8140		17001870					
Date Ordered		Vendor Number		Date Required		Freight Method/Terms		Department/Location	
09/28/2016		1234						Parks & Recreation	
Item#	Description/Part No.				Qty	UOM	Unit Price	Extended Price	
	B13011/ Emergency Repair Parks								
	The Above Purchase Order Number Must Appear On All Correspondence - Packing Slips And Bills Of Lading								
1	Emergency repair to broken hydrant that is leaking at the parks garage. <b>0001820 - 50508</b>				5900.0	EACH	\$1.000	\$5,900.00	
	<i>Town Council approved contract extension on 5/2/2016. Parks to schedule. Steve to write up for TC as an approve/ratify/confirm agenda. Approved by TM, see attached.</i>								

By Quon W. Gallagher  
Purchasing Manager

ACCOUNTING COPY

Total Ext. Price	\$5,900.00
<b>PO Total</b>	<b>\$5,900.00</b>

PO# 20171686

George Sherman Sand & Gravel Co., Inc.  
 881 Curtis Corner Road  
 Wakefield, RI 02879

# Invoice

Date	Invoice #
12/5/2016	7453

<b>Bill To</b>
Town of Narragansett Parks & Recreation Dept 25 Fifth Avenue Narragansett, RI 02882

P.O. No.	Terms	Project
20171686-00	net 30	

Serviced	Qty	Unit	Description	Rate	Amount
12/1/2016	1	hr	Hydrant Repair	35.00	35.00
	2	hr	Backhoe Operator	65.00	130.00
	2	hrs	Foreman	100.00	200.00
	4	hrs	Labor	40.00	160.00
	2	hrs	Utility truck	10.00	20.00
12/2/2016	8	hrs	Backhoe	35.00	280.00
	8	hrs	Operator	65.00	520.00
	8	hrs	Foreman	100.00	800.00
	8	hrs	Truck service	30.00	240.00
	16	hrs	Labor	40.00	640.00
	8	hrs	Utility truck	10.00	80.00
	2	hrs	Pumps	10.00	20.00
	30	lf	Saw cut	1.50	45.00
	2	yds	Stone	25.00	50.00
	8	yds	Process Gravel	18.00	144.00
	2.5	tons	Asphalt	80.00	200.00
			Material's	2,336.00	2,336.00

<b>Subtotal</b>				\$5,900.00
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Interest will be charged at the rate of 1-1/2% per month or 18% annually, Minimum \$0.50.  
 In addition to finance charge, debtor will be responsible for reasonable attorney fees if legal action is necessary.

<b>Sales Tax</b>	\$0.00
<b>Total</b>	\$5,900.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$5,900.00

  
 Inv# 7453 \$ 5,900.00  
 George Sherman Sand & Gravel Co Inc  
 12/05/2016 # Pages 4 FP4 D0C40S2458  
 PO# 20171686

GEORGE SHERMAN SAND & GRAVEL, CO., INC.

881 CURTIS CORNER RD.

WAKEFIELD, RI 02879

401-789-6304

September 26, 2016

Town of Narragansett Parks & Rec.

Parks Garage: Remove & Replace yard hydrant – saw cut, remove existing yard hydrant, install 2" brass tee, adapters, curb stop with roadway box, install new Trufflo TF200 post hydrant with 2" ball valve, backfill and asphalt patch.

Domestic Water – dig up existing curb stop, remove and replace using materials supplied by Suez Water and asphalt patch.

Price \$5900.00

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 3**

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

**Date Prepared:** December 19, 2016  
**Council Meeting Date:** January 3, 2017

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**TO:** James M. Manni, Town Manager  
**FROM:** Jeffrey Ceasrine, P.E., Town Engineer  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Contract Amendment for Supplemental Fire Alarm System Design Services – Public Safety Building Improvements Project

**RECOMMENDATION:**

That the Town Council approves Contract Amendment # 3 with Northeast Collaborative Architects for Supplemental Fire Alarm Design Services for the Public Safety Building Improvements Project, in the amount of \$6,317.50.

**SUMMARY:**

Northeast Collaborative Architects is the architectural/engineering firm that prepared the design plans and specifications for the Public Safety Building Improvement Project. At the time of the original design and bidding process for construction, the scope of work for the code-required fire alarm system upgrades was unknown. As you may recall, portions of this project are being handled on an on-going process, as both funding allows and as the demolition and reconstruction work allow for existing conditions to be more thoroughly evaluated. The project has now progressed far enough along to determine what the final scope of the fire alarm systems improvements are; as such, we need to authorize NCA and their mechanical sub-consultant RZ Design Associates to perform additional code-related design work accordingly. We have negotiated the scope of work and price with Northeast Collaborative Architects for these services at \$6,317.50 (see attached). The following is the summary of expenses related to the NCA's project design, bond referendum support, and services during construction phases of this project.

- Original Feasibility Study \$ 5,000.00
- Bond Promotional Materials \$ 1,720.00
- Design and Bidding Services \$100,900.00
- Services During Construction \$ 26,350.00
- Supplemental Mechanical Design \$ 7,065.00
- Sub – total (prior to this CA) \$141,035.00
- *Fire Alarm Design CA* \$ 6,317.50
- *New Total* \$147,452.50

Funding is available within the original \$2 million bond authorization and subsequent proceeds (Account # 00200190 57025, Building Renovation)+.

**ATTACHMENTS:**

1. Proposal (CA #3) from Northeast Collaborative Architects (November 8, 2016).



**NORTHEAST  
COLLABORATIVE  
ARCHITECTS**

500 Plaza Middlesex  
Middletown, CT 06457  
www.ncarchitects.com  
tel: 860.344.9332  
fax: 860.347.4075

**THIRD AMENDMENT TO LETTER OF AGREEMENT  
BETWEEN OWNER AND ARCHITECT:**

Northeast Collaborative Architects (NCA) and The Town of Narragansett

FOR:

Public Safety Building Improvements  
40 Caswell Street, Narragansett, RI 02882

The below signed Owner and Architect are parties to the Letter of Agreement  
Between Owner and Architect dated February 15, 2013

The Agreement noted above will be revised as follows:

1. The Owner has requested that NCA provide the following Additional Services. The Owner hereby APPROVES the following Additional Services and fees:
  - A. On behalf of the Owner, retain the services of RZ Design Associates, Inc. for the design of a new fire alarm system for the Public Safety Building as noted in the proposal from RZ Design Associates, Inc. dated November 7, 2016 (copy attached), for the following fee:
 

RZ Design Associates:	\$4,850.00
NCA Markup: (15%)	\$727.50
4 hours for NCA meeting and coordination time	\$740.00

TOTAL: \$6,317.50

The above Additional Services will be included on future invoices.

Except as modified by this Amendment and previous Amendments, the Agreement remains unmodified and in full force and effect.

The parties have executed this Amendment as of the last date noted below:

Northeast Collaborative Architects LLC      Town Of Narragansett

By: 

Date: 11/8/16

By: \_\_\_\_\_  
Date: \_\_\_\_\_



Main Office  
750 Old Main Street, Suite 202  
Rocky Hill, CT 06067

Branch Office  
31 Hayward Street, Suite A-1  
Franklin, MA 02038

Phone: (860) 436-4336 • Fax: (860) 436-4450  
[www.rzdesignassociates.com](http://www.rzdesignassociates.com)

November 7, 2016

Glenn Gardiner  
Principal  
NCA Architects  
38 Washington Square  
Newport, R.I. 02840

Re: Narragansett Public Safety

Dear Glenn,

We are very pleased to have this opportunity to provide to you this proposal for professional engineering services. It is our understanding that the project is best described as the design of a complete building fire alarm system for the Police and Fire Departments. To complete this work, the following items shall be considered as our "Scope of Services" (hereinafter called the "Project") and will be provided by our firm.

**SCOPE OF SERVICES -- INCLUDED**

1. Contract Documents: We will prepare Contract Documents that shall illustrate the installation of the following systems. These documents will be completed so that the owner can present them to contractors for bidding purposes.
  - A. Electrical Systems
    - 1) We will prepare plans and specifications for the installation of a new fire alarm system to service the building, complete with FACP, Enunciator Panel, devices and wiring.
  - B. We will attend two progress job meetings with the design professionals and owner's representative for coordination and progress review. Progress job meetings, which are above and beyond the stated number of visits, will be charged out at a "per-visit rate" of \$850.00 per job site visit.
  - C. We will expect AutoCAD compatible drawing files, from your office, for the work within our Scope of Work.
2. Bid Period and Construction Administration Services: We will provide the following bid period and construction administration services:
  - A. Answer questions during the bid period and issue necessary addenda.
  - B. Shop Drawing review and comment.

- C. Attend periodic job site visits to observe the progress of construction. We will be limiting the quantity of job site visits to one meeting. Construction administration job site visits, which are above and beyond the stated number of visits, will be charged out at a "per-visit rate" of \$850.00 per job site visit.
- D. Prepare a punch list inspection to confirm that the contractor has completed the necessary work.

### **SCOPE OF SERVICES -- EXCLUDED**

It is our understanding that the following items, in general, are not required by us and have therefore been excluded from our "Scope of Services". Any of these items can be added to our Scope of Services if you so desire.

1. We will not be providing engineering services or contract documents for a security system, telephone/telecommunication system or intercom system.
2. We will not be providing multiple sets of review documents for coordination, milestone reviews, inspection agency reviews, submission set reviews, etc. We will not be providing the final printing of the bid documents. Only internal in-house progress printing is included within our fees. Any additional sets of documents will be considered to be a reimbursable expense.
3. We will not provide commissioning services.

### **SCHEDULE FOR COMPLETION OF SCOPE OF SERVICES**

It is very important that we meet your schedule, and provide to you the project in a timely manner. The actual completion dates will be established based on the receipt date by this office of your acceptance of this proposal.

### **FEEES FOR SCOPE OF SERVICES**

To complete the Professional Services required for the Project, we propose the following lump sum fees:

- |                                    |             |
|------------------------------------|-------------|
| 1. Contract Documents Lump Sum Fee | \$ 4,850.00 |
|------------------------------------|-------------|

### **HOURLY RATE SCHEDULE**

<u>Description of Position</u>	<u>Hourly Rates For Services Rendered</u>
Principal-In-Charge	\$200/hr
Project Manager	\$180/hr
Senior Engineer	\$170/hr
Engineer	\$165/hr
Engineering Designer	\$130/hr

CADD Operator	\$100/hr
Administrative Assistant	\$80/hr

In addition to the services listed above, reimbursable expenses incurred for this project, plus fifteen percent for administration costs shall be added to the monthly invoice. Items that are considered reimbursable expenses are listed within the "Standard Terms and Conditions Between Client and Engineer".

#### **STANDARD TERMS AND CONDITIONS BETWEEN CLIENT AND ENGINEER**

Finally, we have attached to this Scope of Services our "Standard Terms and Conditions Between Client and Engineer" that details specific contractual items. Please review this carefully and acknowledge your acceptance of our "Standard Terms and Conditions Between Client and Engineer" by signing the last page of the document and returning one copy to our office. Once we have received the signed copy of the Standard Terms and Conditions Between Client and Engineer, we will consider this to be your acceptance of this "Scope of Services" and "The Standard Terms and Conditions Between Client and Engineer". This shall constitute as our notice to proceed on the Project.

Thank-you very much for the opportunity to provide you with this proposal. Please sign and return a copy for our records. We will begin work upon your acceptance of this scope and Standard Form of Agreement.

Sincerely yours,

RZ Design Associates Inc.

Ronald L. Bathrick  
Associate

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 4**

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

**Date Prepared:** December 14, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Contract Extension – OEM Plow Parts

**RECOMMENDATION:**

That the Town Council approves the one-year contract extension for OEM Plow Parts for the Public Works Department with Dejana Truck Equipment at their percentage discount off list prices of 25.1%, under the same terms and conditions as the original contract.

**SUMMARY:**

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

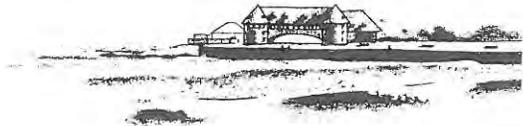
Town Council awarded the original bid on January 20, 2015. This extension is for a one-year period: January 1, 2017 – December 31, 2017. The attached spreadsheet shows the results from the original bid solicitation.

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

**ATTACHMENTS:**

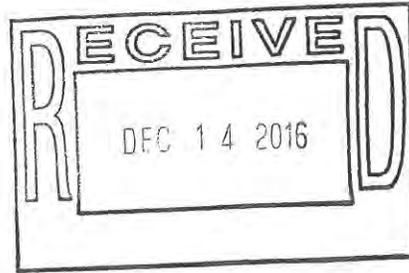
1. December 18, 2014 solicitation spreadsheet for bid opening
2. Contract extension letter, signed by Dejana Truck Equipment.





Town of Narragansett

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



November 29, 2016

Dejana Truck Equipment  
Attention: Pat Jasmin, Director/Service/Sales  
9 Business Park Drive  
Smithfield, RI 02917

RE: Bid – OEM Plow Parts

Dear Pat:

The Town Council awarded the referenced bid on January 20, 2015 for a two-year period ending December 31, 2016. The Town would like to extend this contract for one additional year (pending Town Council approval) with no change in the percentage discount off list prices or the contract terms. This extension requires both your agreement and ours.

The Town of Narragansett would like to extend this contract for one additional year; for the period of January 1, 2017 – December 31, 2017, pending Town Council approval. Please indicate below with your signature as to whether you are in agreement with or would like to decline this extension. After you have indicated your choice, please return this letter to me.

Thank you for your cooperation in this matter.

DEJANA TRUCK EQUIPMENT  
(Company Name)

[Signature]  
(Signature)

hereby *agrees* to an extension of the contract for the period through December 31, 2017.

12-13-16  
(Date)

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Signature)

hereby *declines* an extension of the contract for the period through December 31, 2017.

\_\_\_\_\_  
(Date)

Sincerely,

Susan W. Gallagher

Susan W. Gallagher, MBA  
Purchasing Manager

SG/L16061

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 5**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 19, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**SUBJECT:** National MS Society Bike Tour Fundraiser

**RECOMMENDATION:**

That the Town Council approves the request from the National MS Society for their annual Bike Tour Fundraiser to be held on Saturday June 10, 2017, subject to approval of state and local regulations.

**SUMMARY:**

The National MS Society is requesting permission to conduct their annual Bike Tour Fundraiser on Saturday June 10<sup>th</sup>, 2017 from 6:30am to 8:30 am through Narragansett. The tour will start at Newport Grand Casino in Newport and finish at URI as listed on the attached bike tour course map. There is an expectation of 700 participants for this bike ride. Police, Fire and Public Works Departments have approved this ride. Liability Insurance naming the Town of Narragansett as “additionally insured” will be provided prior to the event.

**ATTACHMENTS:**

1. Application
2. Proposed Bike Your Course

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

APPLICATION FOR SPECIAL USE

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

TODAY'S DATE 12/14/16

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

1. NAME OF APPLICANT Drew Davis
2. ORGANIZATION National Multiple Sclerosis Society
3. ADDRESS 101A First Ave Suite G Waltham, MA 02457  
E-MAIL Drew.davis@nmss.org
4. TELEPHONE (781) 693-5158
5. NATURE OF EVENT Charity Bike Ride
6. DATE REQUESTED Saturday June 10, 2017
7. TIME: 6:30am - 8:30am
8. SITES, AREA, BUILDING REQUESTED Route map attached
9. COURSE LAYOUT \_\_\_\_\_  
MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE Public
11. NUMBER OF PARTICIPANTS 700 SPECTATORS \_\_\_\_\_
12. WILL THERE BE ANY VOLUNTEERS? Yes IF YES, HOW MANY 20
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
  - CAR (ESTIMATE NUMBER) \_\_\_\_\_
  - BUS (ESTIMATE NUMBER OF PASSENGERS) \_\_\_\_\_
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED None  
\_\_\_\_\_  
\_\_\_\_\_
15. WILL THERE BE ANY ADVERTISING USED? \_\_\_\_\_ IF YES, WHAT TYPE \_\_\_\_\_
16. WOULD YOU LIKE THIS EVENT ADVERTISED ON OUR WEB SITE? Yes, please
17. ANY VENDORS PROVIDING SERVICES? NO IF YES, NO GOODS FOR SALE  
UNLESS APPROVED IN WRITING AS PART OF THIS APPLICATION.
18. IS ADDITIONAL FIRST AID NEEDED? NO

CONDITIONS OF APPLICATION ACCEPTED

RACE EVENT & DATE: Ride the Rhode June 10<sup>th</sup> + 11<sup>th</sup> 2017

[Signature] DATE 12/14/16  
Conditions of Application Accepted [APPLICANT]

\_\_\_\_\_  
Parks Director      Accept      Denied      DATE \_\_\_\_\_

Pen Email      Accept      Denied      DATE 12/15/16  
Public Works Director

Pen Email      Accept      Denied      DATE 12/19/16  
Police Chief

Pen Email      Accept      Denied      DATE 12/16/16  
Fire Chief

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

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

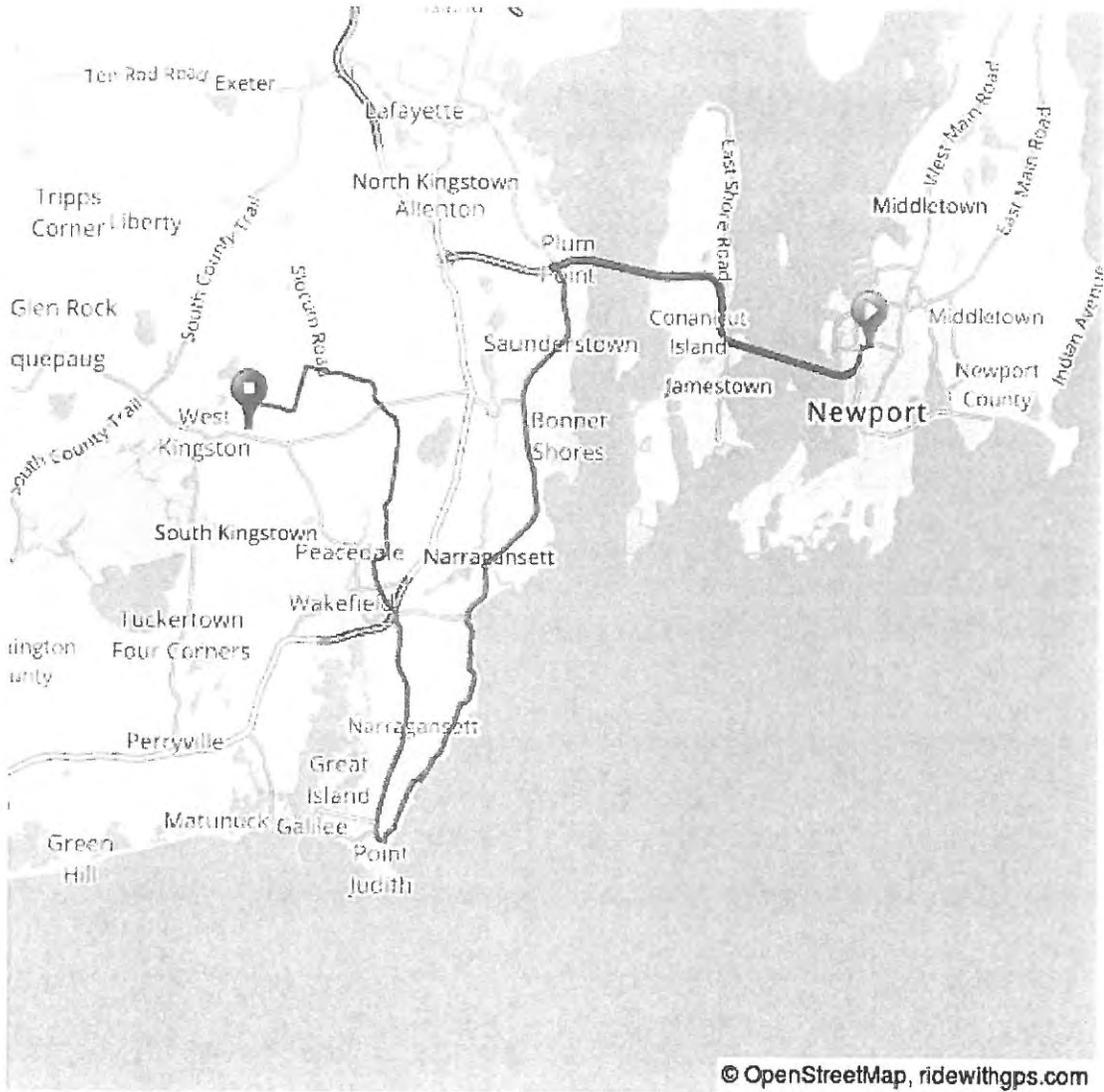
**Town of Narragansett**

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

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

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





**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

**Date Prepared:** December 19, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**SUBJECT:** Narragansett Running Association Half Marathon Road Race

**RECOMMENDATION:**

That the Town Council approves the request from the Narragansett Running Association for the 4th Annual Half Marathon Road Race to be held on Sunday October 22, 2017 subject to approval of state and local regulations.

**SUMMARY:**

This 13.1 mile road race is scheduled for Sunday October 22, 2017 at 10:00 am and will finish at approximately 1:00 pm. The race starts and finishes in the Gazebo area. There is an expectation of 800 participants for this race. Narragansett Police and Fire will be hired for traffic control and rescue response. A Certificate of Liability Insurance naming the Town of Narragansett as additionally insured will be provided as a condition of approval.

**ATTACHMENTS:**

1. Application for Special Use
2. Map

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

APPLICATION FOR SPECIAL USE

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

TODAY'S DATE 12/12/16

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

1. NAME OF APPLICANT Michelle SanAntonio
2. ORGANIZATION Narragansett Running Association
3. ADDRESS PO Box 3214  
E-MAIL msanantonio4@yahoo.com
4. TELEPHONE (401) 529-0954
5. NATURE OF EVENT Half Marathon Road Race (13.1 miles)
6. DATE REQUESTED Sunday, October 22, 2017
7. TIME: 10am
8. SITES, AREA, BUILDING REQUESTED Finish/start area, Ocean Rd, Gazebo
9. COURSE LAYOUT see attached course map  
MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE runners
11. NUMBER OF PARTICIPANTS 800 SPECTATORS 100
12. WILL THERE BE ANY VOLUNTEERS? yes IF YES, HOW MANY 75-100
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
  - CAR(ESTIMATE NUMBER) 800
  - BUS(ESTIMATE NUMBER OF PASSENGERS) no
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED The Narragansett Running Assoc. will hire town police and EMT staff. We would like to put porta-johns near start area and on course.
15. WILL THERE BE ANY ADVERTISING USED? yes IF YES, WHAT TYPE Social media
16. WOULD YOU LIKE THIS EVENT ADVERTISED ON OUR WEB SITE? yes
17. ANY VENDORS PROVIDING SERVICES? no IF YES, NO GOODS FOR SALE  
UNLESS APPROVED IN WRITING AS PART OF THIS APPLICATION.
18. IS ADDITIONAL FIRST AID NEEDED? We will hire EMT staff

- LIABILITY INSURANCE CERTIFICATES CO-NAMING THE TOWN OF NARRAGANSETT WILL BE REQUIRED IN THE MINIMUM AMOUNT OF \$1,000,000.
- VOLUNTEERS AND OR APPLICANTS REPRESENTATIVES WILL NOT BE ALLOWED TO DIRECT TRAFFIC WITHIN TOWN ROADS UNLESS SPECIFICALLY APPROVED BY THE NARRAGANSETT POLICE DEPARTMENT.
- ALL TRASH AND LITTER MUST BE PICKED UP BEFORE LEAVING THE AREA. TRASH RECEPTACLES ARE NOT PROVIDED.
- APPLICATIONS NOT SIGNED AND DATED WILL BE RETURNED.
- NO ALCOHOLIC BEVERAGES ALLOWED.
- APPLICANT IS RESPONSIBLE FOR ALL DAMAGE WHICH MAY HAVE BEEN CAUSED BY THIS EVENT.
- APPLICANT IS RESPONSIBLE FOR ANY HOURLY COSTS FOR TOWN EMPLOYEES REQUIRED FOR THE RACE; POLICE DETAILS, FIRE, EMS, PUBLIC WORKS EMPLOYEES, PARK EMPLOYEES, ETC.
- ALL APPLICATIONS MUST BE SCHEDULED FOR REVIEW AND APPROVAL BY THE NARRAGANSETT TOWN COUNCIL. THE COUNCIL MEETS THE 1<sup>ST</sup> AND 3<sup>RD</sup> MONDAY OF EVERY MONTH.
- IF STATE ROADS ARE INCLUDED WITHIN THE RACE COURSE, THE RHODE ISLAND DEPARTMENT OF TRANSPORTATION APPROVAL IS REQUIRED.
- ANY PERSON OR CORPORATION THAT WISHES TO USE AN UAS (DRONE) IN CONJUNCTION WITH ANY LARGE VENUE SPECIAL EVENT WITHIN THE TOWN OF NARRAGANSETT MUST FIRST APPLY FOR AND RECEIVE AN UAS PERMIT [AVAILABLE AT THE PARKS AND RECREATION OFFICE AND THE TOWN CLERK'S OFFICE] AND MUST SUBMIT TO THE TOWN CLERK'S OFFICE SEVEN DAYS PRIOR TO USAGE TIME.
- ATTACHEMENTS REQUIRED:
  1. RACE COURSE MAP
  2. INSURANCE CERTIFICATE NAMING THE TOWN OF NARRAGANSETT AS ADDITIONAL INSURED

**CONDITIONS OF APPLICATION ACCEPTED**

RACE EVENT & DATE: Gansett Half Marathon, October 22, 2017

→ Michelle SanAntonio DATE 12/12/16

Conditions of Application Accepted [APPLICANT]

[Signature] Accept Denied DATE 12/15/16  
Parks Director

Pen Email Accept Denied DATE 12/15/16  
Public Works Director

Pen Email Accept Denied DATE 12/19/16  
Police Chief with details

Pen Email Accept Denied DATE 12/16/16  
Fire Chief with details

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

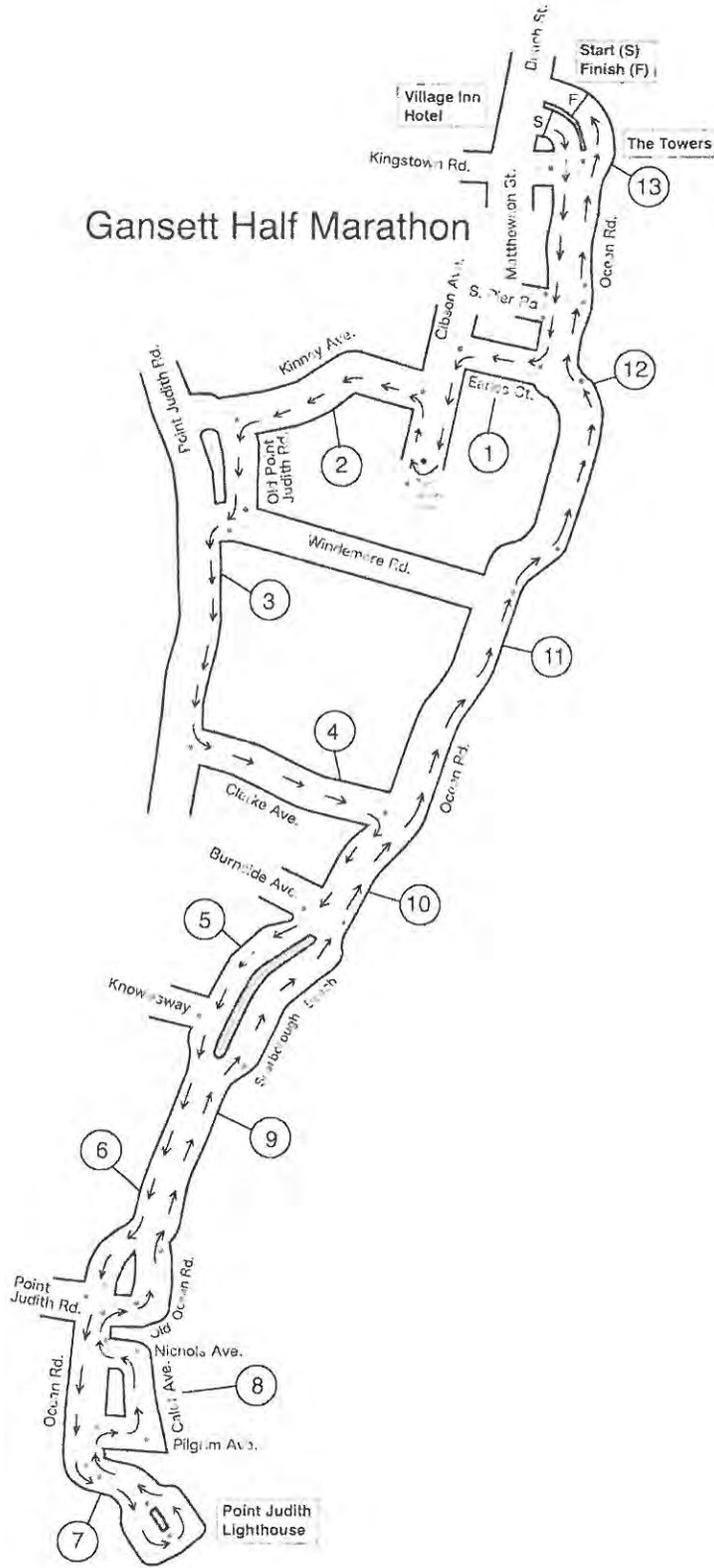
\_\_\_\_\_ Accept Denied DATE \_\_\_\_\_  
Town Council

**Town of Narragansett**  
Department Parks and Recreation  
170 Clarke Road, Narragansett, RI 02882  
www.narragansetttri.gov

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

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

# Gansett Half Marathon



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 7**

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

**Date Prepared:** November 30, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James Manni, Town Manager  
**FROM:** Laura Kenyon, Finance Director  
**SUBJECT:** Authorization for Library Project funding

**RECOMMENDATION:**

The Town Council adopts a Resolution Authorizing the Town to Issue up to \$5,800,000 General Obligation Bonds or Notes for the Library project.

**SUMMARY:**

The attached resolution allowing the Town to fund the expenditures for the Library project in an amount not to exceed \$5.8 Million.

**ATTACHMENTS:**

1. Resolution

RESOLUTION NO. 17-

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT MORE THAN  
\$5,800,000 BONDS AND NOTES OF 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

RESOLVED THAT:

Section 1. Pursuant to Section 1 of Chapters 237 and 285 of the Public Laws of 2016, the Town Council hereby authorizes the Town Treasurer and the Town Council President, acting on behalf of the Town, to issue up to \$5,800,000 General Obligation Bonds (the "Bonds") for the purposes of financing the acquisition of real estate and/or interests or rights therein and the renovations thereof for library purposes including related equipment and all costs incidental thereto (the "projects") and in repayment of advances therefor under Section 4 of said Chapters and this Resolution.

Section 2. All projects utilizing the foregoing appropriation shall be carried out and all contracts made therefor on behalf of the Town shall be awarded by the Town Council, or as otherwise directed by the Town Council.

Section 3. The said officers from time to time may apply for, contract for and expend any federal or state advances or other grants or assistance which may be available for the purposes specified in Section 1 hereof.

Section 4. Pending the issuance of Bonds under Section 1 hereof or pending or in lieu of the issue of Notes under Section 5 hereof, the Town Treasurer may expend funds from the general treasury of the Town for the purposes specified in Section 1 under contracts awarded by the Town Council. Any advances made under this Section shall be repaid without interest from the proceeds of bonds or notes issued hereunder or from the proceeds of applicable federal or state assistance or from other available funds.

Section 5. The said officers from time to time may issue and refund interest bearing or discounted notes ("Notes") under Section 3 of said Chapters of the Public Laws, in anticipation of the issue of said bonds or in anticipation of

the receipt of federal or state aid for the purpose specified in Section 1 hereof.

Section 6. The Bonds and any Notes shall be dated and issued in such form and shall be payable on at such times and in such principal amounts as determined by said officers. The Depository Trust Company (DTC), New York, New York, will act as securities depository for the Bonds and Notes, unless such Bonds or Notes are privately placed. The owner of one fully registered bond for each maturity as set forth herein, each in the aggregate principal amount of such maturity, will be registered in the name of Cede & Co., as nominee for DTC. Bond certificates are not available for distribution to the Public. The principal of and interest on the bonds will be made a paying agent appointed by such officers (the "Paying Agent") for the Town to the Registered Owner of the bonds, as nominee of DTC, unless such Bonds or Notes are privately placed in which case the Paying Agent shall be the Town. Transfer of principal and interest payments to participants of DTC is the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants of DTC will be the responsibility of such participants and other nominees of beneficial owners. The Town is not responsible or liable for maintaining, supervising or reviewing the records maintained by DTC, its participants or persons acting through such participants. In the event that (a) DTC determines not to continue to act as securities depository for the bonds or (b) the Town Treasurer determines that continuation of the book entry system of evidence and transfer of ownership would adversely affect the interests of the beneficial owners of the bonds, the Town will discontinue the book entry system with DTC. If the Town does not identify another qualified securities depository to replace DTC, the Paying Agent will authenticate and deliver replacement bonds in the form of fully registered certificates to the beneficial owners.

Section 7. The Bonds and any Notes shall be awarded by competitive bid, negotiated bid or private sale at such rates and with such premiums, if any, as the Treasurer and the President of the Town Council may determine in their sole discretion. Said officers shall also determine, to the extent necessary, in their sole discretion, the amounts, denominations, maturities, interest payment dates and manner of sale and may determine in their sole discretion all other details concerning other terms, conditions and details of the Bonds and any Notes. The said officers are authorized to execute and deliver any bond or note purchase agreement.

Section 8. The Town Treasurer and the Town Council President are hereby authorized to issue the Bonds and any Notes and deliver them to the purchasers thereof and each of said officers are hereby authorized and instructed to take all actions, on behalf of the Town, necessary to ensure that interest on the Bonds and any Notes will be excludable from gross income for federal income tax purposes, to deem them, and to the extent not deemed to be, to designate them as "qualified tax-exempt obligations" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended (the "Code"), and to refrain from all actions which would cause interest thereon to become subject to federal income taxes. Furthermore, the Town Treasurer is hereby authorized but not required to make the elections as provided under Sections 148 (f) (4) (C) (v) and (vii) and any other available Sections of the Code with respect to the Bonds, any Notes or any portion thereof. The said officers are hereby authorized and instructed to take such action as to comply with Rule 15c2- 12(b)(5) of the Securities and Exchange Commission and are authorized to execute and deliver a Continuing Disclosure Certificate.

Section 9. The Town hereby declares that it reasonably expects to reimburse any advances under Section 4 hereof with proceeds of debt to be issued by the Town. This Resolution is a declaration of official intent under Treasury Regulation 1.150-2.

Section 10. This Resolution shall take effect upon its passage.

Examined by:

\_\_\_\_\_

Town Solicitor

PASSED:

\_\_\_\_\_

Town Council President

\_\_\_\_\_

Town Clerk

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 8**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 19, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Steve Wright, Director Parks and Recreation  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Paddle Sports Business Concession

**RECOMMENDATION:**

That the Town Council REFERS to the Land Conservancy Trust for review the contract for Middlebridge Paddle Sports Business Concession with Narrow River Kayaks with the Town of Narragansett, at the annual payment to the Town of \$32,500.00, for a five-year period.

**SUMMARY:**

This contract is for a Paddle Sports Business concession at 94 and 94A Middlebridge Road. The Parks and Recreation Department is recommending this contract for a five-year term with a three-year option to negotiate a new payment amount. The contract has four scheduled payments annually from 2017 through year 2021 with a three-year term extension upon agreement by the Town and concessionaire, with the price to be negotiated and approved by the Town Council.

Narrow River Kayaks has been in business successfully for ten years at Middlebridge and has an excellent working relationship with the Town and the community. The terms, conditions, operating parameters and polices of the Middlebridge property remain the same as with the past contract, with the fees to the Town in this new contract reflecting the market value for the next five years. Cottage 94A is included in the concession contract and will be utilized as an office for the Paddle Sports Business throughout the term of this contract.

This is a revenue-producing contract, with no cost to the Town. Revenue from this contract will be posted to the Middlebridge Revenue Account, 0036-49077.

**ATTACHMENTS:**

1. Terms and Conditions for Operation of Paddle Sports Business Concession.

TOWN OF NARRAGANSETT  
Department of Parks and Recreation  
170 Clarke Road, Narragansett, Rhode Island

TERMS AND CONDITIONS FOR OPERATION OF  
PADDLE SPORTS BUSINESS CONCESSION

94 & 94A MIDDLEBRIDGE ROAD

1. This Paddle Sports Business concession contract will be for a term of five (5) years, beginning in **April of 2017** and ending in **December 31 of 2021**. This contract involves the operation of a Paddle Sports Business Concession located at 94 and 94A Middlebridge Road. Upon full execution of this contract in December 2021, this contract will be subject to a complete review taking into consideration vendor performance, compliance measures and other pertinent agreed upon contractual elements. The outcome of this review may impact a decision to award an optional three (3) year term extension of this contract in its entirety through the year 2024, with price to be negotiated. The Town of Narragansett is under no obligation by the terms of this contract to award a term extension under any circumstances and is not bound by information gathered during the contractual review.

**A. Payment Schedule \$32,500.00 Per year**

1<sup>st</sup>: Ten (10) percent of annual payment on or before June 15.

2<sup>nd</sup>: Thirty (30) percent of annual payment on or before July 15.

3<sup>rd</sup>: Thirty (30) percent of annual payment on or before August 15.

4<sup>th</sup>: Thirty (30) percent of annual payment on or before September 15.

All checks are to be made payable to the **Town of Narragansett** and delivered to the Director of Parks and Recreation, 170 Clarke Road, Narragansett, RI 02882.

## **B. Late Payments**

1. Failure to make any of the listed payments of any individual year on or before the due dates listed will result in the revocation of this agreement.
2. Failure to pay any scheduled amount by the scheduled due date will result in an assessment of a late fee equal to ten percent of the unpaid balance for each ten day period that the balance remains outstanding. In no event shall the late payment penalty be less than \$50.00 for each ten-day period.
3. In the event that any balance remains unpaid for more than 45 days, the concession rights will be revoked and this agreement terminated.

## **C. Operational Disruption**

In the event of a natural disaster, catastrophic incident, or other non-induced operational disruption occurs in which the concessionaire is not in any way responsible for said occurrence, the subsequent annual payment will be reduced by a daily pro-rated share of the annual fee. The calculated rent deduction shall be applied to the payment period in which concession operations were interrupted.

The following formula will be used to calculate the pro-rated reimbursement amount:

$$\frac{\text{Total Annual Fee}}{\text{*Total Number of Operating Days of the Season}} = \text{Pro-rated Daily Amount}$$

**\*Definition:** Official Operating Day: The number of days in which the Middlebridge is expected to officially open for business during the individual year of the occurrence. This total varies from year to year based on the annual calendar.

- The term operational disruption refers to a natural or physical occurrence which prevents business operations from being completed. The clause does not apply and in no way pertains to those days in which the Paddle Sports Business operation is effected by less than ideal weather conditions, economic decisions excluding those situations listed above.

#### **D. Insurance**

Liability: The Concessionaire shall obtain and maintain throughout the operation of this contract, general liability insurance running to the benefit of both the Town of Narragansett and the Concessionaire in the sum of Two MILLION DOLLARS AND 00/100 DOLLARS (\$2,000,000.00) aggregate, which shall include bodily injury, death and property damage. The insurance shall name the concessionaire and the town as assured. The Town of Narragansett shall be listed as additionally insured with an endorsement included. All sub-concessions specifically approved within the terms of this contract must also provide the required insurance and list the Town of Narragansett as additionally insured.

Indemnity: Concessionaire agrees that Concessionaire shall, at all times, defend, protect and save, hold harmless and indemnify the Town of Narragansett, its agents, servants and employees against and from: (1) any penalty, damages or charges, including attorneys' fees for any violation of any law or ordinance whether occasioned by negligence or willful act of Concessionaire or of Concessionaire 's agents, employees, servants, invitees or visitors; (2) all claims, including bodily injury and death, loss, costs, damage or expenses, including attorney's fees arising out of or from any accident, incident, or occurrence in any way connected to the use in, on or about the Premises by Concessionaire, or by Concessionaire 's agents, employees, servants, invitees or visitors, or arising out of or from any act or negligence of the Concessionaire, or of the Concessionaire 's agents, employees, servants, invitees, or visitors; and (3) all claims, including bodily injury and death, loss, costs, damage or expenses including attorney's fees arising out of or from any failure of the Concessionaire in any respect to comply with and perform all the requirements and provisions of this contract.

2. The concession area shall be opened for the sole purpose of kayak, canoe, standup paddleboard rentals, and lessons, guided tours, sales of kayaks and paddleboards along with related equipment. In addition the sale of fishing accessories, bait and tackle, kayak storage and packaged food products and drinks. Approved articles are limited to all items listed above and deemed appropriate for a paddleboard sports business operation by the Director of Parks and Recreation or his designee.
3. In the event that the concessionaire desires to make any alterations to the existing building[s], grounds, electric circuitry or plumbing system, a plan of the proposed changes must be submitted to the Director of Parks and Recreation or his designee. If approved, all expenses pertaining thereto shall be the responsibility of the concessionaire and performed by a licensed contractor with required town building permits and insurance requirements. All material used shall remain in place in operating condition and become the property of the Town upon termination of this contract.
4. The successful bidder is authorized to occupy the premises thirty (30) days before the established opening date for the purpose of preparing the designated concession property for business. Any and all approved improvements to the building[s] and grounds become the property of the Town upon termination of this contract. In the event that this contract is executed for a period of more than one (1) year, the concession shall remove all perishable food from the premises within a period of not more than five (5) days after the established closing date of the particular year in question.
5. All concession business at Middlebridge shall be carried out from the building[s] set aside for this purpose at 94, 94A Middlebridge Road and satellite parking at 95 Middlebridge Road and in no other location without the prior written approval of the Director of Parks and Recreation or his designee.

6. The Concessionaire shall use the Premises at 94A as an office for the Paddle Sports Business only; the premises shall not be used as a residence. The rest room available in this unit is for employees only and not be used for the visiting public. There are no other rest room facilities on the property; port-a-johns for the visiting public may be provided by the concessionaire if approved in writing in advance by the Director of Parks and Recreation or his designee.
7. The concessionaire is required to maintain the concession property and the immediate vicinity of the concession clean by removing all litter and debris and keeping all equipment washed and free of garbage and waste throughout the hours of operation. The concessionaire is responsible for the disposal of all trash generated by the Paddleboard Concession.
8. The use of vending machines of any type is not allowed as part of this contract.
9. For safety reasons, NO food or beverages may be dispensed in glass containers.
10. The concessionaire must comply with all Health Department (Local, State and Federal) regulations governing the handling and dispensing of foods and other applicable concession products. In addition, the concessionaire must comply with all tax and other pertinent regulations as imposed by Local, State and Federal agencies. All appropriate up-to-date certificates of compliance shall be conspicuously displayed at each concession location.
11. The concessionaire cannot sublet or assign this contract without the prior written approval of the Director of Parks and Recreation and the Narragansett Town Council.
12. The Town of Narragansett reserves the right to make any other regulations pertaining to the concession operation which are deemed to be in the best interest of the Town and the general public. The concessionaire agrees that the character of service shall be the best obtainable, and shall at all times be sufficient to meet the reasonable demands of the public; and that the Director of Parks and Recreation or his designee shall

have the right to object to the character of the service, and to order the objectionable service or conditions discontinued or remedied. The concessionaire will be given a reasonable time period to remedy or discontinue the service in question. If the written order is not adhered to within a specified time period and of no fault of the concessionaire, the result will be revocation of the concession rights and the termination of this contract.

The same courtesy shall be extended to the visitors of the Middlebridge Property as to the patrons of the concession. All Middlebridge visitors shall be permitted to avail themselves of the privileges offered and in no way shall the concessionaire or his/her employees discriminate against any individual, in any manner.

The quality of service, prices, and any other factors affecting public interest are subject to review and approval by the Director of Parks and Recreation or his designee prior to the opening of business each season. The Town reserves the right to regulate the sale of any article, and to impose any regulation necessary for the protection of the public or the Town of Narragansett.

13. The operation of the concession may be terminated by the Town's authorized representative when the terms or spirit of these regulations have been broken. It is specifically understood and agreed by the concessionaire that this contract may be cancelled and terminated by the Town when services are not provided to the satisfaction of the Town and or the Director of Parks and Recreation or his designee, upon five (5) days of written notice to the concessionaire.
14. Installation and maintenance of all fire extinguishers required by Local and State Fire Codes for the concession are the sole responsibility of the concessionaire.
15. The concessionaire shall be responsible for securing and safeguarding the concession property and its contents. The Town shall not be held liable for any losses or damage to the concession or its contents sustained by the concessionaire.

16. Any property or equipment of the concessionaire left on the premises from the last official day of the paddle board season until the start of the next season is the sole responsibility of the concessionaire. The concessionaire agrees the Town is not responsible for theft or damage to said property during this time period.
17. The Director of Parks and Recreation or authorized representative of the Town of Narragansett reserves the right to inspect the concession property prior to the start of the season, anytime during the season, without advance notice, and at the close of the season, for the sole purpose of reviewing the facility and its contents to meet any and all health and safety regulations.
18. The concessionaire who submits and signs the Contract Agreement will be the only responsible point of contact for the Town to communicate with during the extent of this contract, unless otherwise authorized in writing. The concessionaire shall be responsible to administer the terms and conditions of this contract with approved sub-concessionaires if applicable. All official communication with regard to the provisions or enforcement of this contract shall be between the concessionaire of record and the Town's representative, as noted in the Contract Agreement.
19. The Town of Narragansett reserves the right to conduct special events and activities on Town property. This contract does not specifically allow the vendor exclusive rights to vending services during special events. The contract acknowledges that the Town may at times hold special events and may allow other vending services to participate in the special event(s).
20. Flood Zone: The Middlebridge property is located within a flood zone. The Town of Narragansett may obtain flood insurance in the future for this property. The Concessionaire acknowledges that if a storm event damages any structure on the premises, the structure[s] may not be repaired or replaced subject to the discretion of the Town of Narragansett.

21. Signs: Traffic Signs, business signs and advertising signs of any particular brand or commodity may not be posted, except as may be approved by the Director of Parks and Recreation or his designee. All signs must be in conformance with the Zoning Ordinances.
22. Parking: Concessionaire and his/her agents, employees, servants, invitees and visitors may only park in the area designated by Parks Director as described in Exhibit "A". Additional parking for Paddle Sports Business patrons has been set aside on the premises across the street and as described in Exhibit "A". The Concessionaire will have use of this designated parking area and will share this parking seasonally with the URI Crew Team as required. The concessionaire may charge for car-top parking in the overflow parking lot as indicated in exhibit "A" when warranted for patrons with their own paddle boards or kayaks not exceeding \$10.00 per vessel per day. Car-top parking is determined as patrons transporting their own kayaks and or stand up paddle boards to the property. It is the intent of the town to provide and satisfy the parking needs of the tenants and guests of the residential units on the premises along with patrons of the marina throughout the term of this contract.
23. Snow Removal: The Town of Narragansett will be responsible for snow removal within a twenty-four (24) hour period for snow accumulations of 3" or more on the driveways and parking areas of the property only. The Concessionaire is responsible for removal of the snow on steps and walkways of the structures on the premises.
24. Trash: The Concessionaire is responsible for disposal of all trash generated by the Concessionaire at their own expense. The Concessionaire shall keep all trash in lockable storage container[s] on the premises prior to disposal. The concessionaire will be responsible for recycling any materials or packaging used in the Paddle Board Concession.
25. Concessionaire will provide an operating plan listing the hours of operation, approximate number of employees to be hired, daily fees, expectations and projections along with limits of use and capacity of business model for the term of the contract.

26. During the term of the contract the concessionaire will work with the Narragansett Parks and Recreation Department, Harbor Master and other interested organizations in developing a map for safe paddling and boating on Narrow River along with providing renters the educational components required to co-exist with motorized boaters on the river.
27. During the term of the contract the concessionaire will work with the Narragansett Parks and Recreation Department and Narragansett Land Conservancy Trust to promote safe family activities on the river while increasing the awareness and the unique cultural and natural history of the watershed and the Middlebridge area.
28. Notices: All notices required to be given by the Concessionaire to the Town of Narragansett shall be addressed in writing to the Town Manager of the Town of Narragansett, 25 Fifth Avenue, Narragansett, RI 02882, with copies of such notices to be sent to the Director of Parks and Recreation, 170 Clarke Road, Narragansett, RI 02882 under which the property is managed and any notices from the Town of Narragansett to the Concessionaire shall be addressed to or to such other addresses as the parties hereto may respectively designate by notice in writing.

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

WITNESS:

\_\_\_\_\_  
  
\_\_\_\_\_

Concessionnaire:

\_\_\_\_\_  
  
\_\_\_\_\_

WITNESS:

\_\_\_\_\_

Town of Narragansett

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

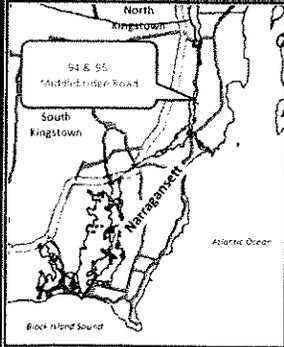
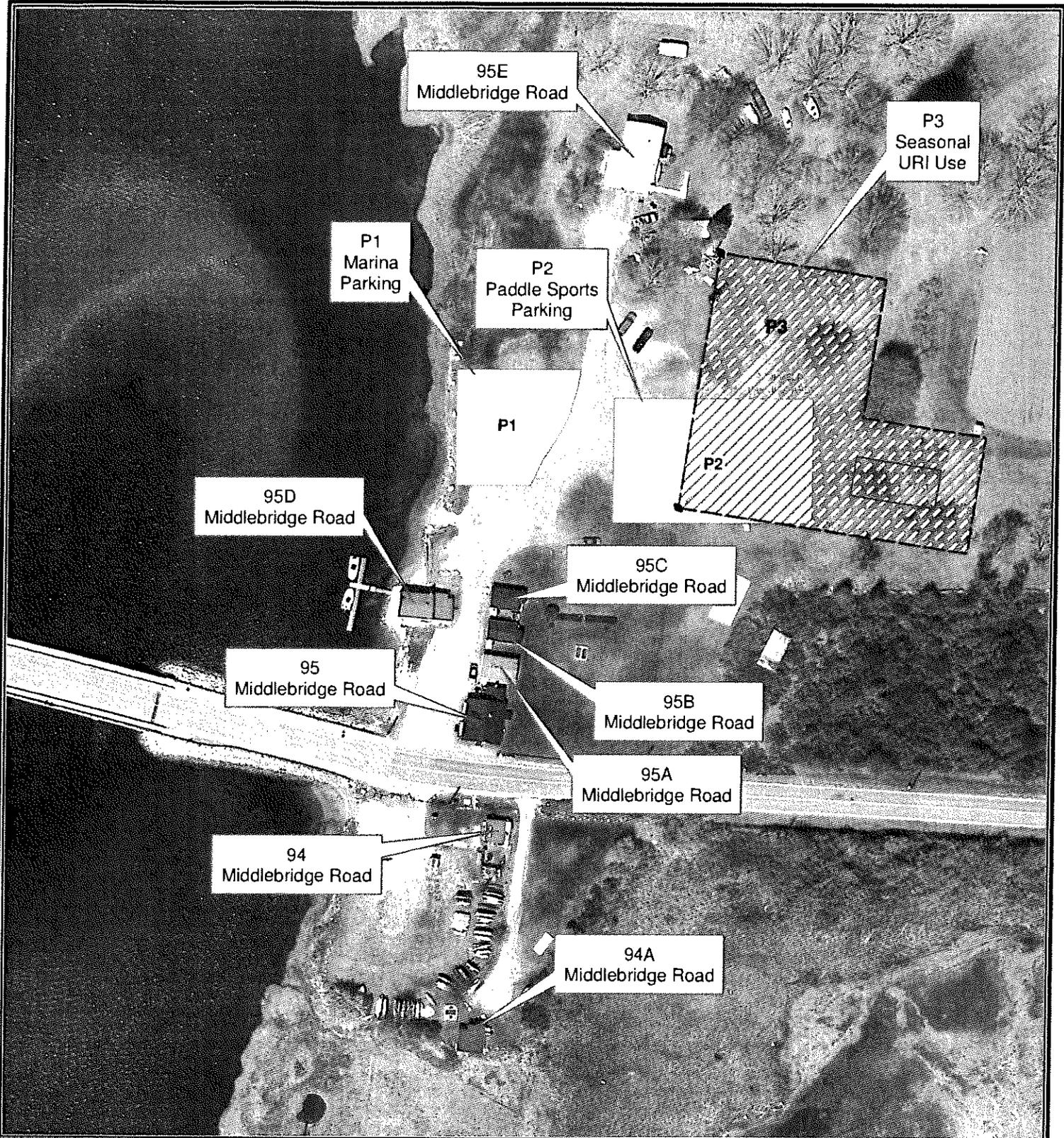
James M. Manni, Town Manager

APPROVED AS TO TERMS  
AND CONDITIONS:

Date Approved:  
Narragansett Town Council

APPROVED AS TO  
SUBSTANCE:

\_\_\_\_\_  
Town Solicitor



## 94 & 95 Middlebridge Road

TOWN OF  
**NARRAGANSETT**  
 Rhode Island



The Town of Narragansett has produced these maps for informational and representative purposes only and makes no claims concerning the accuracy of this map nor assumes any liability from the use of the information herein.

1 inch = 100 feet

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 9**

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

**Date Prepared:** November 30, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James Manni, Town Manager  
**FROM:** Michael DiCicco, Public Works Director  
**SUBJECT:** Stop Sign Request

**RECOMMENDATION:**

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

**SUMMARY:**

A request was received from a resident of Edgewater Plat to have stop signs placed at the intersection of Birchwood Drive and Oxeye Trail. A traffic review found that there is in fact a lot of pedestrian traffic due to the bus stop creating a potentially hazardous condition. Speeding on Oxeye Trail is also a factor. Below are the locations at the intersection that would require stop signs which are also indicated on the attached map.

Southeast corner of Oxeye Trail and Birchwood Drive  
Northwest corner of Oxeye Trail and Birchwood Drive

**ATTACHMENTS:**

1. Proposed Resolution for Adoption
2. Correspondence requesting stop signs with map
3. Official Map

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

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

WHEREAS, the Police Chief and the Public Works Director have recommended, in accordance with Section 74-37(c), that a certain Stop Intersection be established in the Town of Narragansett,

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

Southeast corner of Oxeye Trail and Birchwood Drive

Northwest corner of Oxeye Trail and Birchwood Drive

ADOPTED this    day of January, 2017.

TOWN OF NARRAGANSETT

ATTEST:

Susan Cicilline-Buonanno, President

Anne M. Irons, CMC  
Town Clerk

## Anne Irons

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**From:** James Manni  
**Sent:** Friday, November 18, 2016 9:28 AM  
**To:** Mike DiCicco  
**Subject:** FW: Stop Signs  
**Attachments:** 20161117053243251.pdf

Mike, as per the Chief's recommendations please have stop signs installed at the recommended locations...Jim

---

**From:** Sean Corrigan [<mailto:scorrigan@narragansetttri.gov>]  
**Sent:** Thursday, November 17, 2016 9:29 AM  
**To:** James Manni  
**Subject:** Stop Signs

Jim,

A complaint came to your office from Crestwood Dr. in the Edgewater plat regarding speeding on Oxeye Trail. (see attached). I assigned this to be reviewed and we were able to confirm from traffic posts that there is a lot of pedestrian traffic in the area due to the bus stops. Officers also observed speeding on Oxeye Trail. The way the plat is designed all of the stop signs are on the east and west bound cross streets with none on Oxeye Trail (see attached Map).

I reached out to the neighborhood association president Jim Thompson for feedback. He put our proposal in the neighborhood E-mail bulletin with instructions to contact NPD with their comments. All of the feedback I have received to date backs up the complaints of speeding on Oxeye Trail. and supports four stop signs at the Birchwood Rd. intersection.

Based on my officers observations and neighborhood feedback I support the proposal to add stop signs for the north and south bound traffic at the intersection of Birchwood Dr. This will cause traffic to slow at the midway point of this road. I am requesting that you have the Highway department follow through on the proposal.

Respectfully,



Chief Sean Corrigan  
Narragansett Police  
40 Caswell St.  
(401) 789-1091 X 301

---

38 Crestwood Dr  
Oxeye Tr  
Narragansett, RI 02882

#### REQUEST DETAILS

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##### Description

Im not sure where to send my concern to but my concern is with the speed limit on Oxeye trail being 25 mph in a neighborhood. There are many kids in this area and I feel that the speed of traffic is very fast for this street that also has a bus stop on Oxeye@Birchwood. Both myself and neighbors have tried putting out cones to slow traffic to no avail. We also would like to propose a stop sign on Oxeye Tr preferably on the corner of Birchwood where the bus stop is. I was wondering where to go from here and any help would be greatly appreciated before someone gets hurt.

Thank you,  
Matt Maruska

---

##### Your Information

Name

Matt Maruska

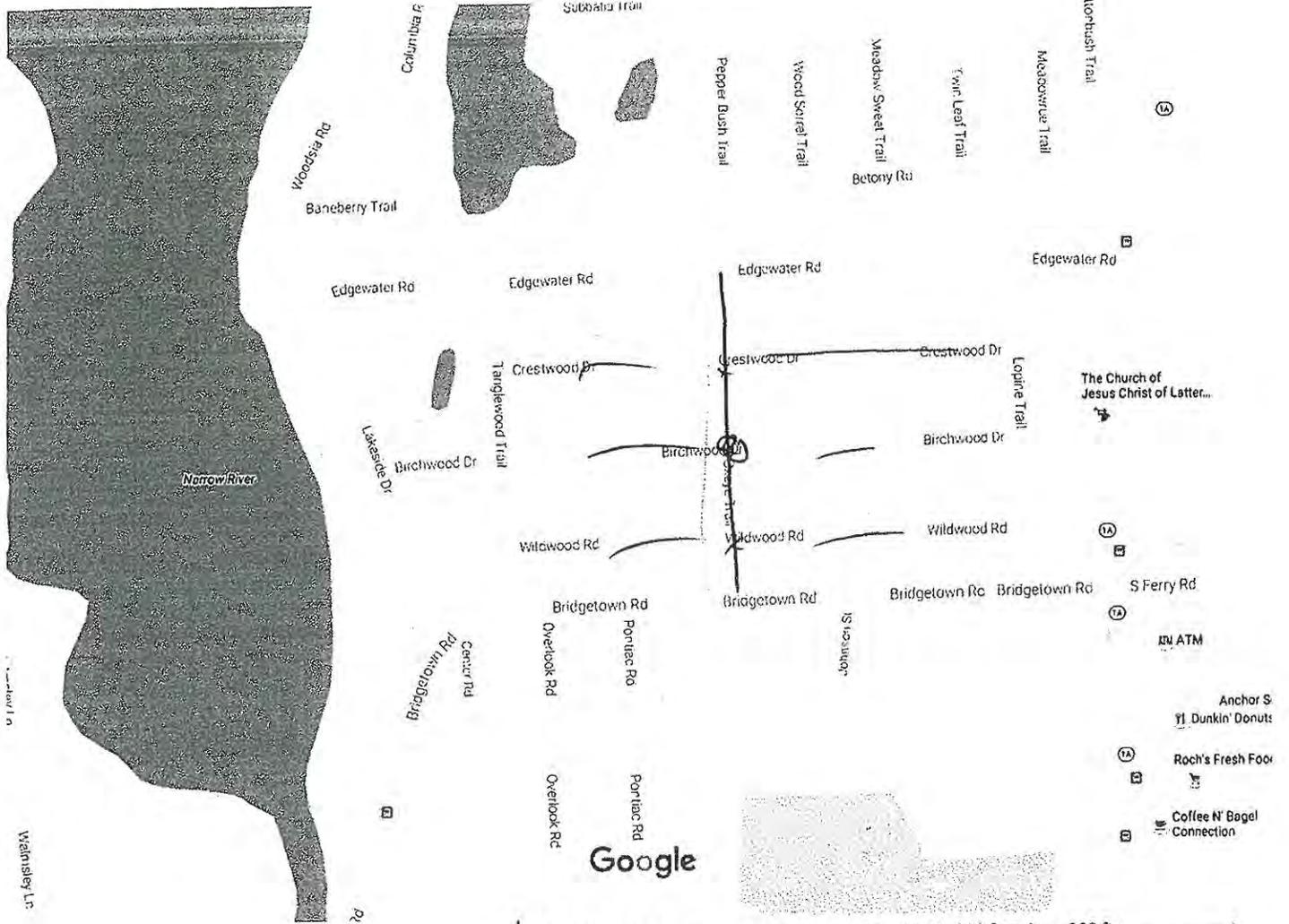
Fax Number

Email Address

[Mattm78@gmail.com](mailto:Mattm78@gmail.com)

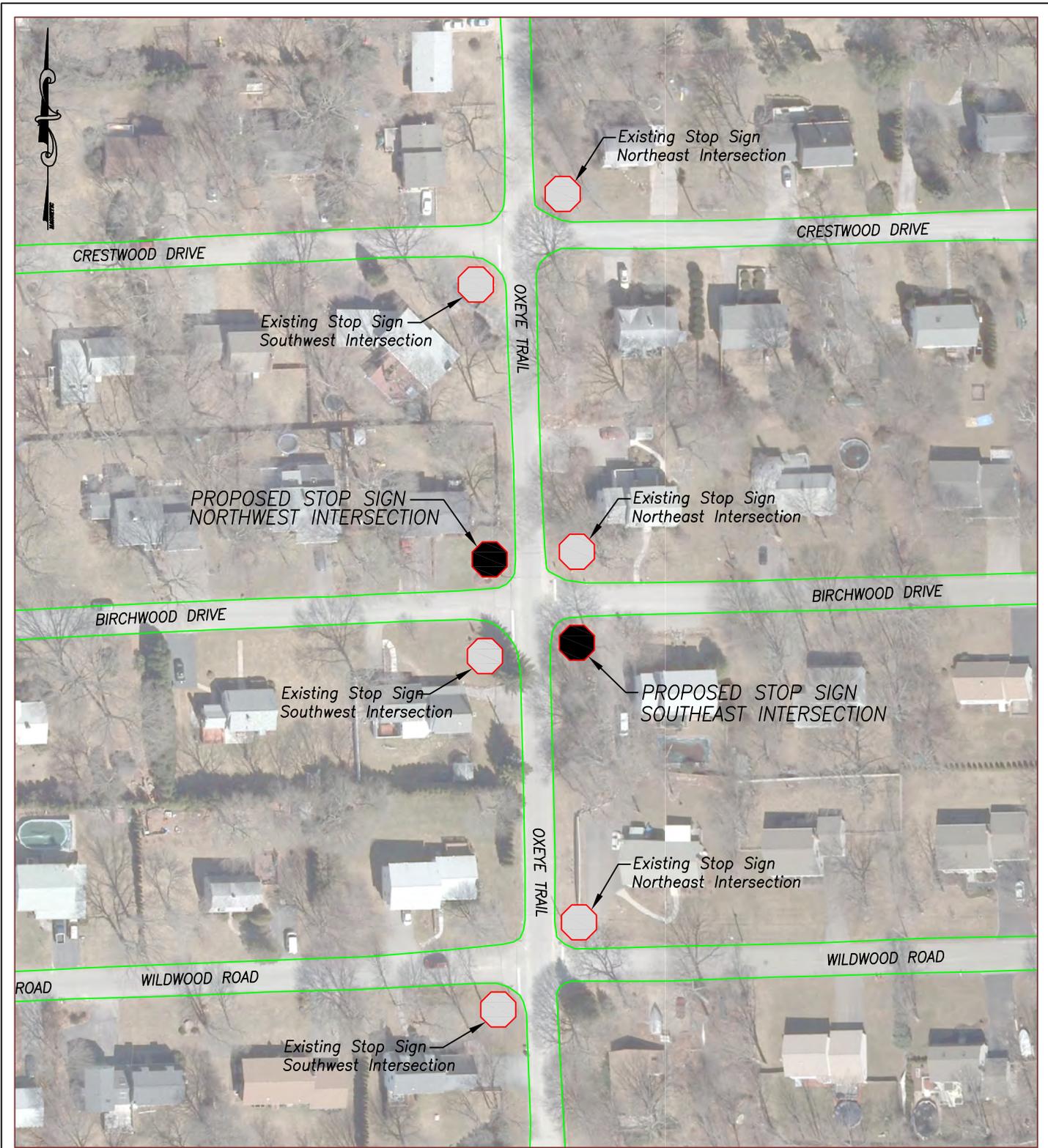
Preferred Contact Method  
email

# Google Maps



*★ President Decatur*

*→ Jim Thompson - [REDACTED]*



Rev	Revision Details	Date	Amended by	Approved by

Project  
**STOP SIGN REQUEST**  
 OXEYE TRAIL & BIRCHWOOD DRIVE

Drawing Title  
**LOCATION MAP**

Date 12-28-2016 Scale 1"=100'



**ENGINEERING DEPARTMENT**  
 25 FIFTH AVENUE  
 NARRAGANSETT, RI 02882

DEPARTMENTAL SECTION -  
 Tel No. (401) 782-0637 Fax No. (401) 782-0669

Design/Survey by GB Drawn by GB Checked by JC

Drawing No.  
**Drawing No. 1 of 1**

SURVEY	NAME	DESIGN	WORKING DRAWING
FEASABILITY		BID	AS-BUILT

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 10**

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

**Date Prepared:** December 14, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Scott M. Partington, Fire Chief  
**PREPARED BY:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Purchase of Portable Radios for Fire Department

**RECOMMENDATION:**

That the Town Council approves the purchase of three (3) portable radios and accessories from Motorola Solutions Inc., pursuant to the State of Rhode Island Master Price Agreement, in the total amount of \$14,620.59.

**SUMMARY:**

This purchase is for three (3) new portable 800 MHZ radios and related accessories for the Fire Department's use. Each radio with accessories cost \$4,873.53 (x 3).

The attached quotation is provided pursuant to the State of Rhode Island MPA #395. The original bid award was by the State of Rhode Island, Office of Purchasing. The radios are discounted 27% through this agreement.

Funding is available in the Fire Department Capital Projects Account #00200200 57071, Equipment Replacement.

**ATTACHMENTS:**

1. Quotation #QU0000386166 from Motorola Solutions
2. State of RI MPA#395 (partial).



Quote Number: QU0000386166  
 Effective: 13 DEC 2016  
 Effective To: 12 JAN 2017

**Bill-To:**

NARRAGANSETT. TOWN OF  
 25 FIFTH AVE  
 NARRAGANSETT, RI 02882  
 United States

**Attention:**

Name: Chief Partington  
 Email: spartington@narragansettri.gov

**Sales Contact:**

Name: Jon Lamoureux  
 Email: Jon.Lamoureux@motorolasolutions.com  
 Phone: 16176992749

Contract Number: NASPO ValuePoint  
 Freight terms: FOB Destination  
 Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	3	NNTN8930A	BATT IMPRES 2 LIION TIA4950 R IP68 2650T	\$155.00	\$113.15	\$339.45
2	3	NNTN857SABLK	AUDIO ACCESSORY-REMOTE SPEAKER MICROPHONE,IMPRES XE RSM XT CABLE BLACK	\$480.00	\$350.40	\$1,051.20
3	3	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2. 3A, 115VAC, US/NA	\$150.00	\$109.50	\$328.50
4	3	H98UCD9PW5BN	APX6000 7/800 MODEL 1.5 PORTABLE	\$2,626.00	\$1,916.98	\$5,750.94
4a	3	Q806BM	ADD: ASTRO DIGITAL CAJ OPERATION	\$515.00	\$375.95	\$1,127.85
4b	3	H885BK	ADD: 3 YEAR SERVICE FROM THE START LITE	\$84.00	\$84.00	\$252.00
4c	3	QA01648AA	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	\$5.00	\$3.65	\$10.95
4d	3	H869BZ	ENH: MULTIKEY	\$330.00	\$240.90	\$722.70
4e	3	QA02006AA	ENH: APX6000XE RUGGED RADIO	\$800.00	\$584.00	\$1,752.00
4f	3	H38BT	ADD: SMARTZONE OPERATION	\$1,200.00	\$876.00	\$2,628.00
4g	3	Q361AR	ADD: P25 9600 BAUD TRUNKING	\$300.00	\$219.00	\$657.00

**Total Quote in USD**

**\$14,620.59**

PO Issued to Motorola Solutions Inc. must:

- >Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
- >Have a PO Number/Contract Number & Date
- >Identify "Motorola Solutions Inc." as the Vendor
- >Have Payment Terms or Contract Number
- >Be issued in the Legal Entity's Name
- >Include a Bill-To Address with a Contact Name and Phone Number
- >Include a Ship-To Address with a Contact Name and Phone Number
- >Include an Ultimate Address (only if different than the Ship-To)
- >Be Greater than or Equal to the Value of the Order
- >Be in a Non-Editable Format
- >Identify Tax Exemption Status (where applicable)
- >Include a Signature (as Required)



# Notice of Contract Purchase Agreement

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
ONE CAPITOL HILL  
PROVIDENCE RI 02908

Refer to userguide for instruction and  
lead state master agreement (click here)

MOTOROLA SOLUTIONS INC  
12 WALKER WAY  
NORTH SCITUATE, RI 02857  
United States

**PUBLIC SAFETY COMMUNICATIONS  
EQUIPMENT- MOTOROLA (MPA-305)**

Award Number: 3309688      Effective Period: 19-FEB-13 - 30-JUN-16

B H I P T O	<b>MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST,RI MPA United States</b>	Date: 23-JAN-13 Buyer: C McGun Shipping: Paid Terms: NET 30 Vendor#: 1013	I N V O I C E	<b>MASTER PRICE AGREEMENT SEE BELOW RELEASE AGAINST,RI MPA United States</b>
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Department	Type of Requisition	Bid Number	Requisition Number
		N/A	

CHANGE TO PO #3309688

CHANGE EFFECTIVE PERIOD:  
FROM: 02/18/13 - 12/31/2015  
TO: 02/18/13 - 6/30/2016

CONTRACT DATE EXTENSION PER PARTICIPATING AGREEMENT INCLUDING NEW PRICING DISCOUNTS FOR NASPO  
VALUEPOINT CONTRACT / MASTER AGREEMENT #06913 FOR PUBLIC SAFETY COMMUNICATION EQUIPMENT

STATE PURCHASING AGENT  
  
Nancy R. McIntyre

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

SECTION 1

# CONTRACT/MASTER AGREEMENT #06913 FOR PUBLIC SAFETY COMMUNICATION EQUIPMENT

State of Washington, Department of Enterprise Services (DES) on behalf of the NASPO ValuePoint Cooperative Purchasing Program Contract/Master Agreement #06913 For Public Safety Communication Equipment between The State of Washington and Motorola Solutions Under the Authority of State of Washington, Chapter 39.26 RCW between The State of Washington and Motorola Solutions Under the Authority of State of Washington, Chapter 39.26 RCW <http://www.naspo.valuepoint.org/#/contract-details/61/contractor/345> Motorola Solutions has been awarded the following categories/subcategories:

Category: Radios			
Subcategory: Portable, Dual-Band			
Subcategory: Portable, Single-Band Tier I			
Subcategory: Portable, Single-Band Tier II			
Subcategory: Portable, Single-Band Tier III			
Subcategory: Mobile, Dual-Band			
Subcategory: Mobile, Single-Band Tier I			
Subcategory: Mobile, Single-Band Tier II			
Subcategory: Mobile, Single-Band Tier III			
Subcategory: Desktop, Dual-Band			
Subcategory: Desktop, Single-Band Tier I			
Subcategory: Desktop, Single-Band Tier II			
Category: Base Stations/Repeaters: Single-Band Tier I			
Category: Base Station/Repeaters, Single-Band Tier II			
Category: Mobile Radio Antennas			
DISCOUNTS ON PRODUCTS & SERVICES			
Motorola Solutions - NASPO ValuePoint DISCOUNT MATRIX (Revised 12/7/15)			
REFER TO MANUFACTURER REFERENCE LIST: Motorola on-Line (MOL):			
Category: Radios			DISCOUNT %
List price for Base Model, Additional features & options quoted and sold at same discount			
Excluding the state of Washington, the discounts apply to states with purchasing fees <=1%			

State of Washington Department of Enterprise Services (DES)

November 12, 2015

Upon request, and at no charge, Motorola will provide contract customers a copy of the manufacturer's reference product price(s) after application of discount.

<u>Subcategory: Portable, Dual-Band</u>			
APX7000 MULTI-BAND			27%
APX7000XE MULTI-BAND			27%
APX7000L MULTI-BAND			27%
APX3000 ALL-BAND			27%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			27%
<u>Subcategory: Portable, Single-Band Tier I</u>			
APX8000			27%
APX8000U			27%
APX8000XE			27%
APX3000			27%
XTS1500/2500/3000/4000/5000 ACCESSORIES			27%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			27%
<u>Subcategory: Portable, Single-Band Tier II</u>			
APX4000			27%
APX4000XH			27%
APX1000			27%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			27%
<u>Subcategory: Portable, Single-Band Tier III</u>			
BPR40			17%
CP185			17%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			17%
<u>Subcategory: Mobile, Dual-Band</u>			
APX7500			27%
APX8500 ALL-BAND			27%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			27%
<u>Subcategory: Mobile, Single-Band Tier I</u>			
APX6500			27%
APX6500LI			27%
All XTL1500/2500/3000/4000/5000 ACCESSORIES			27%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			27%
<u>Subcategory: Mobile, Single-Band Tier II</u>			
APX4500			27%
APX1500			27%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			27%
<u>Subcategory: Mobile, Single-Band Tier III</u>			
CDM120 Cancelled - replacement product under review			17%
STANDALONE ACCESSORIES ORDERED WITHOUT BASE UNIT			17%

November 12, 2015

State of Washington Department of Enterprise Services (DES)

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 11**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 15, 2016  
**Council Meeting Date:** January 3, 2017

---

**TO:** James M. Manni, Town Manager  
**FROM:** Susan W. Gallagher, Purchasing Manager  
**SUBJECT:** Award of bid – Tax Sale Title Search

**RECOMMENDATION:**

That the Town Council awards the bid for “Tax Sale Title Search” to the lowest bidder, Taft & McSally, LLP, at their quoted bid prices (\$95.00 per title exam; \$75.00 per collector deed; and \$7.50 per postage/notice) for the 2017 tax sale.

**SUMMARY:**

This bid is for services to perform the necessary procedures as required by State Law for the 2017 tax sale. The costs include the title exam, collectors’ deeds, auctioneers’ fees to hold the tax sale, and postage for mailing the required notices.

The request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Six vendors were solicited and two responded. The attached spreadsheet lists the results from the solicitation. The second spreadsheet shows a total cost estimate for the tax sale based on last year’s tax sale numbers (2016).

These fees are associated with the tax sale and will be borne by the property owners.

**ATTACHMENTS:**

1. December 15, 2016 solicitation spreadsheet for bid opening
2. Total cost estimate based on 2016 tax sale figures
3. Memo from Christine Beck, Tax Collector, dated December 15, 2016.



Town of Narragansett, RI  
Tax Sale Title Search, B17008  
Tax Collection  
Cost analysis, based on 2016 tax sale

Item	Estim. Qty	Vendor 1		Vendor 2	
		Taft & McSally LLP		Country Title, LLC	
		Unit Cost	Total Cost	Unit Cost	Total Cost
1. Title Exam	287	\$95.00	\$27,265.00	\$130.00	\$37,310.00
2. Collector's Deeds	25	\$75.00	\$1,875.00	\$85.00	\$2,125.00
3. Auctioneers Fees	1	\$0.00	\$0.00	\$200.00	\$200.00
4. Postage for Notices	556	\$7.50	\$4,170.00	\$11.00	\$6,116.00
<b>Total Expense</b>			<b>\$33,310.00</b>		<b>\$45,751.00</b>

**TOWN OF NARRAGANSETT**  
INTER OFFICE MEMORANDUM

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**To: Susan Gallagher, Purchasing Manager**

**From: Christine Beck, Tax Collector**

**Subject: Tax Sale Title Search Bid**

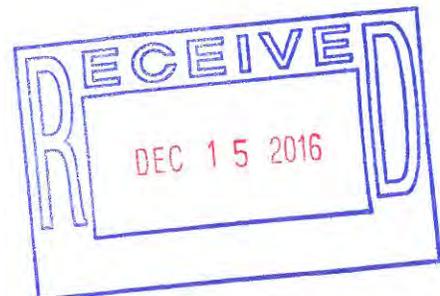
**Date: December 15, 2016**

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I have reviewed the bids received for "Tax Sale Title Search." I recommend that the bid be awarded to the lowest bidder, Taft & McSally, LLP.

Please see the attached spreadsheet for an estimate of total costs based on 2016 numbers.

The property owners pay the costs.



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 12**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 19, 2016  
**Council Meeting Date:** January 3, 2017

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**TO:** Honorable Town Council

**FROM:** Susan Cicilline-Buonanno, Council President

**SUBJECT:** Reschedule Work Session – Parking Recommendations

**RECOMMENDATION:**

That the Town Council reschedules a work session with the URI Student Issues Ad Hoc Subcommittee on parking to January 23, 2017.

**SUMMARY:**

On December 5, 2016, a work session was scheduled with the Ad Hoc parking subcommittee to March 13, 2017 to discuss its recommendations for parking. However, the Committee has requested to reschedule the work session to January 23, 2017 at 6:00 p.m.

**ATTACHMENTS:**

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 13**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 22, 2016  
**Council Meeting Date:** January 3, 2017

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**TO:** Honorable Town Council  
**FROM:** Susan Cicilline-Buonanno, Council President  
**SUBJECT:** Schedule Work Session – Finance Committee

**RECOMMENDATION:**

That the Town Council schedules a work session with the members of the Finance Committee

**SUMMARY:**

At the December 19, 2016 council meeting it was discussed that a work session would be scheduled with the Finance Committee.

A suggested date for the work session is March 6, 2017 at 6:30 p.m.

**ATTACHMENTS:**

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 14**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 20, 2016  
**Council Meeting Date:** January 3, 2017

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

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

**SUBJECT:** Juvenile Hearing Board

**RECOMMENDATION:**

That the Town Council appoint/reappoint one individual to the Juvenile Hearing Board for a two (2) year term to expire on November 1, 2018 and one individual for a one (1) year term to expire on November 1, 2017

**SUMMARY:**

The Juvenile Hearing Board has three seats available for reappointment. Joan A. Ricci and Nancy DeNuccio have requested reappointment. Deborah B. Harig has declined reappointment. 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>
Joan A. Ricci	11/2/2015	11/1/2016
Nancy DeNuccio	12/1/2014	11/1/2016
Vacant (Harig)	12/1/2014	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  
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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.
10. The applicant shall be a full time resident and elector in the town to be considered for an appointment to the Planning Board, Pension Board and Zoning Board Review.

### 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 02-01-10  
Amended 11-15-10  
Amended 11-18-13  
Amended 11-21-16

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 15**  
**Amend No. \_\_\_\_\_**

**Date Prepared:** December 16, 2016  
**Council Meeting Date:** January 3, 2017

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**TO:** James M. Manni, Town Manager  
**FROM:** Anne M. Irons, CMC -Town Clerk  
**SUBJECT:** Pension Board Appointments

**RECOMMENDATION:**

That the Town Council appoint/reappoint seven individuals to the Pension Board for two year terms to expire on November 1, 2018.

**SUMMARY:**

The Pension Board has eight seats available for appointment/reappointment; two seats appointed by the Town Council and six seats to be filled by union and nonunion groups for appointment and confirmation by the Town Council. The following list indicates the original board appointment date and expiration date for the current members. All but two Board members have requested to be reappointed. Keith Lagasse will now represent the Police Department. Due to Matthew Turco's recent resignation from the Pension Board there is resident at large vacant seat. There are currently no applications on file.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
Benedict J. Ingegneri	12/1/2014	11/1/2016
Matthew Turco (Resigned)	12/1/2014	11/1/2016
Michael Deluca (SMT)	12/1/2014	11/1/2016
Michael Stone (Rep. Fire Dept.)	12/1/2014	11/1/2016
Daniel G. Holland (Rep. Local #1033)	12/1/2014	11/1/2016
Robert Barber (Police Rep)	12/1/2014	11/1/2016
Beth-Ann Laurie (Rep. School Dept.)	12/1/2014	11/1/2016
Theresa C. Donovan (Rep. Local #1179)	12/1/2014	11/1/2016

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Town Council Meeting  
January 3, 2017  
Page 2

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