

# AGENDA

## TOWN OF NARRAGANSETT

MEETING APRIL 15, 2013

JAMES M. CALLAGHAN  
COUNCIL PRESIDENT

SUSAN CICILLINE-BUONANNO  
PRESIDENT PRO TEM

GLENNA M. HAGOPIAN  
COUNCIL MEMBER

MATTHEW M. MANNIX  
COUNCIL MEMBER

DOUGLAS E. MCLAUGHLIN  
COUNCIL MEMBER



RICHARD KERBEL  
ACTING TOWN MANAGER

MARK A. MCSALLY, ESQ.  
TOWN SOLICITOR

ANNE M. IRONS, CMC  
TOWN CLERK

TOWN COUNCIL MEETINGS ARE SCHEDULED  
ON THE FIRST AND THIRD MONDAYS OF THE MONTH  
AT 7:30 P.M. AT THE TOWN HALL, 25 FIFTH AVENUE

## **GENERAL RULES AND PROCEDURES**

### **FOR THE TOWN OF NARRAGANSETT**

### **TOWN COUNCIL MEETINGS**

#### **I. WHO MAY SPEAK**

Meetings of the Town Council are open to the public. Any resident who wishes to address the Council on any subject within the scope of the Council's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below:

##### **A. SPEAKING ON AGENDA ITEMS**

1. Consent Agenda Items. These are items which the Council does not need to discuss individually and are voted on as a group. Any Council Member who wishes to discuss any individual item from the Consent Agenda may request the Council president to pull such item from the Consent Agenda. Those items pulled will be discussed and voted upon individually.
2. Regular Agenda Items. These are items which the Council will discuss individually in the order listed on the Agenda. After the Council has discussed an item on the Agenda, the Council President will close the Council discussion and will inquire if any citizen wishes to be heard on the matter.

##### **B. SPEAKING ON SUBJECTS NOT ON THE AGENDA**

1. Any resident may address the Council on any item not on the Agenda during that period of time designated as **OPEN FORUM**.

#### **II. ADDRESSING THE COUNCIL, MANNER, TIME**

The length of time each individual may speak must be limited in the interest of order and conduct of the business at hand. Individuals are limited to three minutes speaking time. Such time may be extended at the discretion of the Council President. However, the OPEN FORUM portion of the Council meeting shall be limited to a total of thirty (30) minutes.

If there are any speakers who have not had an opportunity to be heard at the end of thirty (30) minutes, OPEN FORUM will be continued to the end of the Council meeting.

Citizens wishing to be heard shall raise their hands until acknowledged by the Council President. Once acknowledged, the citizens shall come forward, state their name and address and address the Council; 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. Anyone wishing to speak a second time on the same subject must receive permission from the Council President.



# NARRAGANSETT TOWN COUNCIL REGULAR MEETING AGENDA

April 15, 2013

7:30 p.m.

Posted 04-11-13

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

## NARRAGANSETT TOWN COUNCIL

### President

James M. Callaghan

### President Pro Tem

Susan Cicilline-Buonanno

### Members

Glenna M. Hagopian  
Matthew M. Mannix  
Douglas E. McLaughlin

### Acting Town Manager

Richard Kerbel

### Town Clerk

Anne M. Irons, CMC

### Town Solicitor

Mark A. McSally, Esq.

### **CALL TO ORDER:**

### **PLEDGE OF ALLEGIANCE:**

### **APPROVAL OF MINUTES:**

- March 4, 2013 Regular Meeting
- March 11, 2013 Work Session Meeting

### **ANNOUNCEMENTS/PRESENTATIONS:**

- A Proclamation Honoring Deborah Kelso
- 2013 Arbor Day Proclamation

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

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

**A PUBLIC HEARING** on the application for a new liquor license for a Class BV-LIMITED Liquor License JB Coffee Company d/b/a Cool Beans Café, 18 Kingstown, Road.

**A PUBLIC HEARING** on the application for a new liquor license for a Class BV-LIMITED Liquor License for The Bike Stop Café, Inc. 148 Boon Street.

**A PUBLIC HEARING** on the application for a new liquor license for a Class BV-TAVERN Liquor License for Rebecca Durkin d/b/a The Break, 1200 Ocean Road.

**A PUBLIC HEARING** on the Town of Narragansett FY 2014 Budget.

### **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*

1. **A MOTION to APPROVE** the request from the Narragansett Lions Club for its annual 10 Mile Road Race to be held on Friday July 26, 2013 from 5:00 pm to 8:30 pm, subject to approval of state and local regulations.
2. **A MOTION to APPROVE** the request from Ken Rosbottom and the Narragansett Lions Club to conduct the Get To The Point Sweeney 5 mile Road Race to be held on Saturday October 19, 2013 at 1:00 pm subject to approval of state and local regulations.
3. **A MOTION to APPROVE** the Five Year Use Agreement between the Narragansett Little League and the Parks and Recreation Department starting April 1, 2013 and ending October 31<sup>st</sup> 2018 and authorize the Town Manager to sign it.
4. **A MOTION to APPROVE, RATIFY and CONFIRM** the emergency purchase of a remanufactured engine for the Wastewater Division's 2006 Chevrolet Silverado pickup truck (#413) from County Auto Supply, Inc., in the amount of \$3,100.00.
5. **A MOTION to APPROVE, RATIFY and CONFIRM** the emergency service and repairs of The Towers' boiler by Industrial Burner Service, Inc. in the amount of \$3,832.58.
6. **A MOTION to APPROVE, RATIFY and CONFIRM** the emergency purchase of repair parts for the Highway Division's 1996 Ford New Holland tractor from Kahn Tractor & Equipment, Inc. in the amount of \$3,887.78.
7. **A MOTION to APPROVE, RATIFY and CONFIRM** emergency restoration, repair contracts and purchases related to Hurricane Sandy.
8. **A MOTION to APPROVE** the purchase of two (2) Beach Access PathMats from O'Brien & Sons, Inc., in the amount of \$3,198.00.
9. **A MOTION to APPROVE** the list of Motor Vehicle abatements in the amount of \$992.17.
10. **A MOTION to APPROVE** a Class F-1 Alcoholic Beverage License for The Friends of the Towers for a Fundraiser on May 3, 2013 at the Towers, subject to state and local regulations.
11. **A MOTION to APPROVE** the 2013 Miscellaneous License renewal applications for the various town licenses, the 2013 Peddlers Licenses and the 2013 Private Detective Licenses, all subject to state and local regulations.

**OLD BUSINESS:**

12. **A MOTION to APPROVE** the purchase of one (1) new Kawasaki Mule all-terrain vehicle for the Narragansett Beach from MHQ Municipal Vehicles (Truck Equipment), in the amount of \$10,912.00.
13. **A MOTION to APPROVE** the purchase of one (1) 2014 International Terra Star 4x2 Truck with attached Flatbed and Electric Crane from Coastal International Trucks, LLC, in the amount of \$78,195.24.

**NEW BUSINESS:**

14. A MOTION to ACCEPT the donation of a parcel of land identified as Lot 318 on Tax Assessor's Plat P located approximately 1,600' east of Point Judith Road opposite Wandsworth Street from the current owner, Sidney and Carol Feld.
15. A MOTION to APPROVE the purchase of one (1) new Elgin Pelican NP Dual Gutter Broom Sweeper as specified from C.N. Wood Co., Inc., in the amount of \$179,315.00.
16. A MOTION to AWARD the bid for the Town Beach South Parking Lot Re-Paving to the lowest bidder, T. Miozzi, Inc., in the amount of \$173,696.31.
17. A MOTION to AWARD the bid for Regional Road Striping Services to Safety Marking, Inc., at their quoted unit prices for a two-year period covering Fiscal Years 2013 and 2014.
18. A MOTION to APPROVE the proposal for professional engineering services to complete a preliminary design and feasibility study of the proposed Route 108/South Pier Road bypass with BETA Group, Inc., in the total amount of \$21,900.00.
19. A MOTION to APPROVE a contract amendment with Weston & Sampson, Inc. for additional professional environmental remediation services at the DPW Facility, in the amount of \$15,000.00.
20. A MOTION to APPOINT an individual to the Pension Board for a two year term which will expire 11/1/2014.
21. A MOTION to SCHEDULE a work session between the Town Council and the town Auditors (Bacon & Company LLC) regarding the FY 2011-2012 annual audit.
22. A MOTION to SCHEDULE a work session between the Town Council and the School Committee.

**REPORTS FROM TOWN MANAGER:**

**REPORTS FROM TOWN COUNCIL:**

**EXECUTIVE SESSION:**

A MOTION to RETIRE to EXECUTIVE SESSION of the Town Council at the end of the April 15, 2013 Town Council Meeting in accordance with RIGL 42-46-4 to discuss personnel (Town Solicitor) in accordance with General Laws 42-46-5(a) (1) and to discuss collective bargaining (Local 1589 – Fire, Local 303 – Police) in accordance with General Laws 42-46-5 (a) (2) and to appoint Mark A. McSally as Clerk Pro Tem.

**ADJOURNMENT:**

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

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** April 10, 2013  
**Council Meeting Date:** April 15, 2013

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**TO:** Richard Kerbel, Acting Town Manager

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

**SUBJECT:** Approval of Town Council Minutes

**RECOMMENDATION:**

That the Town Council approve the minutes from the March 4, 2013 Regular Meeting and the March 11, 2013 Work Session Meeting.

**SUMMARY:**

Attached are minutes in accordance to state law.

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**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

**ORD. #** \_\_\_\_\_ **RES. #**

**LCON#** \_\_\_\_\_ **LIC. #**

**Action Date:**

**NARRAGANSETT TOWN COUNCIL  
REGULAR TOWN COUNCIL MEETING  
MARCH 4 2013 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on  
Monday, March 4, 2013 at 7:30 p.m., at the Narragansett Town Hall.

Present: James M. Callaghan, President,

Susan Cicilline-Buonanno, President Pro Tem

Glenna M. Hagopian, Member

Matthew M. Mannix, Member

Douglas E. McLaughlin, Member

Richard Kerbel, Acting Town Manager

Mark A. McSally, Town Solicitor

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

**APPROVAL OF MINUTES:**

The minutes of the January 14, 2013 executive session minutes will be placed on the next agenda.

Matthew M. Mannix moved, Susan Cicilline-Buonanno seconded and it is so voted to approve the February 19, 2013 work session minutes and February 19, 2013 Regular Meeting as presented.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin abstain, Glenna Hagopian abstain, Matthew M. Mannix aye, James M. Callaghan aye

### **ANNOUNCEMENTS/PRESENTATIONS:**

The March 5<sup>th</sup> meeting with Deepwater Wind will be televised live at 6:00 p.m.

And there will be a rebroadcast of the meeting on March 7<sup>th</sup> at 7:30 p.m. and again on March 8 at Noon.

The March 11<sup>th</sup> meeting with the Finance Committee will not be televised live however it will be broadcasted on Wednesday March 13<sup>th</sup> at 7:30 p.m. and again on March 14<sup>th</sup> at Noon.

A RABIES VACCINATION CLINIC will be held Sunday, March 24, 2013 at the Narragansett Community Center, 53 Mumford Road from 11:00 AM to 1:00 PM. The vaccination fee is \$10.00, cash only. Dogs must be leashed; cats and ferrets must be in carriers. Proof of prior rabies vaccination, if applicable, must be shown at the clinic.

### **GIRL SCOUTS**

Council Member Matthew M. Mannix acknowledged and recognized the 101<sup>st</sup> Anniversary of Girl Scouting by reading a Proclamation naming the week of March 10<sup>th</sup> through the 16<sup>th</sup> Girl Scout Week in Narragansett.

### **BOSTON POST CANE**

On August 2, 1909, Mr. Edward A. Grozier, Publisher of the Boston Post Newspaper forwarded a gold-headed ebony cane to 700 New England towns. The “Boston Post Cane” was to be presented to the oldest citizen of the community by the town council to recognize the vigor and longevity of the New England people. The cane that was

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presented to the Town of Narragansett has been missing for 24 years and was up for auction on eBay by Rhode Island Internet Consignment & Sales Inc.

Shirley Eastham, a member of the Narragansett Historical Society was contacted to inquire about the cane. Mr. Michael Collins, owner and consignor and William Wolstenholme of Rhode Island Internet Consignment & Sales Inc. presented the cane back the Town of Narragansett.

### **OPEN FORUM:**

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

Richard Van Germeersch announces that March 22<sup>nd</sup> is the 125 Anniversary of the town and a celebration will held at the Towers from 10:00 a.m. to 7:00 p.m. with memorabilia, reception at 5:00 p.m. with a cake and a social event will be later in the year;

Albert Alba of Eagles Nest Terrace speaks on how Narragansett used to be the fashion center of the east coast and notes that there used to be a pier in Narragansett and the town should think of installing one again; Chris Laccinole of Richard Smith Road notes that DEM had received 2.9 million dollars for Galilee to renovate and restore pier and sea wall infrastructure and announces that Maureen Crowley, the Economic Development Coordinator was instrumental in informing the Department of Environment of the grant proposal; Stanley Wojciechowski speaks on a Pier and it would be an asset for the town to have one again. He also speaks on the urban renewal area in the pier area. He said the beach should be moved a little bit north of where it is. He proposed buildings should be placed across the street from the beach. He suggested a plan for the beach expenses;

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John Devaney also commented that maybe a Pier would help with the sifting sand. He

announces all the celebrations that are done at the State House and comments that the

town should also celebrate certain days to honor certain organizations;

Arnold Adams of Lambert Street comments on the 2012 revenue from the food and beverage and hotel tax of \$500,000 and \$600,000 the town receives and wants to know where does it go.

### **PUBLIC HEARINGS:**

#### **JB Coffee Company d/b/a Cool Beans Café**

Susan Cicilline Buonanno moved, Glenna M. Hagopian seconded and it is unanimously so voted to SCHEDULE a public hearing on the application for a new liquor license for a Class BV-LIMITED Liquor License JB Coffee Company d/b/a Cool Beans Café, 18 Kingstown, Road to April 15, 2013 at 8:00 p.m.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

#### **The Bike Stop Café**

Susan Cicilline Buonanno moved, Mathew M. Mannix seconded and it is unanimously so voted to SCHEDULE a public hearing on the application for a new liquor license for a Class BV-LIMITED Liquor License for The Bike Stop Café, 148 Boon Street to April 15, 2013 at 8:00 p.m.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

**Class BV-Tavern Liquor License for The Break**

Susan Cicilline Buonanno moved, Matthew M. Mannix seconded and it is unanimously so voted to SCHEDULE a public hearing on the application for a new liquor license for a Class BV-Tavern Liquor License for The Break, 1200 Ocean Road to May 6, 2013.

Susan Cicilline Buonanno moved, Glenna M. Hagopian seconded and it is unanimously so voted to SCHEDULE a public hearing on the 2013 Community Development Block Grant (CDBG) application to April 1, 2013.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

**Buster Krab's Beach Bar and Burger Shack**

A PUBLIC HEARING on a Petition from Buster Krab's Beach Bar and Burger Shack to amend the Class BV Liquor license by amending the restriction of no entertainment allowed is held.

Jerry and Michelle Hoff, owners of Buster Krab's Beach Bar and Burger Shack have filed a petition to amend the restrictions of no entertainment allowed.

The current restrictions are as follows:

**Buster Krab's Beach Bar and Burger Shack**

Allow outside service on the deck/patio area.

No new parties seated outside after 10:30 PM (restriction will be reviewed in November, 2010) Status quo on 11/15/2010.

No entertainment.

A maximum of ten bar seats or bar stools.

Gerry Hoff owner is sworn in addresses the council. He notes that he has been operated in Galilee for the past three years and he runs it as a family restaurant. He notes he runs three businesses in Rhode Island and he was approached by customers and residents asking for entertainment. He notes that the business is only seasonal and believes that entertainment would help for the revenues in the short period that he is opened. He notes that he is requesting for Thursday through Saturday nights and weekend afternoon which would be low acoustic or steel drum type music and low amplification. He notes they would be responsible for the noise and be considerate to the neighbors.

Following questions by the Council, the President asks for proponents and opponents to speak and the following are sworn in and speak:

Al Alba speaks in favor of the applicant and if anything promotes tourism he was for it.

Annamarie Silveira is in favor of the applicant.

Deborah Kelso from the Chamber of Commerce was in favor of the applicant

Gerry Hoff again addresses the council and notes he knows what fits in the area and he would operate it responsibly and it would be music for families.

Mark McSally notes that the Police Chief forwarded a letter late today and had no problems with the establishment or adding entertainment to that establishment.

Susan Cicilline Buonanno moved, Matthew M. Mannix seconded and it is unanimously so voted to CLOSE the public hearing.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,  
Matthew M. Mannix aye, James M. Callaghan aye

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Susan Cicilline Buonanno moved, Douglas E. McLaughlin seconded and it is

unanimously so voted to APPROVE the request regarding entertainment as follows: low acoustic 1-2 pieces, background music, low amplification for Sunday through Thursdays until 10:00 p.m. and Friday and Saturdays until 11:00 p.m. on a trial basis and it will be reviewed at renewal time in November.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,

Matthew M. Mannix aye, James M. Callaghan aye

**PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS**

**Trio, LLC,**

A PUBLIC HEARING on a Petition from Trio, LLC, 15 Kingstown Road Narragansett to amend the restrictions on the current liquor license to include an expansion of hours for outside entertainment and to lift the restriction of limiting inside entertainment to Thursdays evenings only is held.

Trio, LLC, has filed a request to amend the entertainment restrictions that have been imposed since June 2010. A listing of restrictions is as follows:

**Trio's**

The bar seating, both inside and outside shall not exceed 35 seats

No entertainment is allowed on the outside patio

The alcohol beverage license shall be site specific and non-transferable to another location.

Live entertainment will be allowed only inside the premises – limited to a one to three-person combo or trio – limited to on Sundays twelve to four and at that time it amplified, and Thursdays, seven to ten, not amplified.

Allow access to the patio directly from the sidewalk until 5:00 p.m.

Entranceway always staffed check ID as in accordance with TIP Certification and no one is to leave with alcohol.

6/2010 Probationary period to be reviewed in November, 2010

11/15/2010 No changes made.

Attorney Margaret Hogan addresses the council and notes that she had an error in her letter and she was mistaken by stating they had outside entertainment. Toni M. Owens, Manager for Trio is sworn in and testifies on her background in the hospitality business. The resume for Toni Owens is marked as Exhibit 1 and the menu for Trio is marked as Exhibit 2. She notes that Trio was granted entertainment with the previous manager however Trio has never implemented the entertainment. She notes that they are seeking entertainment for the private function room that is used for parties/weddings and also to offer easy listening in the evenings and/or when people come off the beach to drive up sales. They were looking for easy listening/low acoustic steel drum music for background music for both inside and outside on the patio under the hard canopy and in the open air area. She noted there would be no rock and roll, rap or Karaoke. She noted that she had lost bookings for weddings because they could not have entertainment. Toni Owens noted that no one is allowed off the premises with any alcoholic beverage and respect the nearby neighbors and only want to level the playing field with other area businesses.

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She noted they were looking for flexibility in the entertainment.

Following questions by the Council, the President asks for proponents and opponents to speak and the following are sworn in and speak:

Wayne D'Amato speaks in opposition of the request for outdoor entertainment.

Barry Pilver speaks in opposition

Al Alba is in favor of the entertainment.

Michael Acceta is in favor of the entertainment.

Anthony Pennine is in favor of the entertainment.

John Devaney speaks on noise and the disturbance it makes.

Marie Sarrasin speaks in opposition.

Lynn Fiorenzano speaks in favor of the entertainment.

Deborah Kelso speaks in favor.

Wayne D'Amato speaks again on the issue and notes he is only against outside entertainment.

Attorney Hogan summarizes the request and it was noted that the restaurant is usually closed by midnight and on late night's liquor service ends at 12:30 p.m.

Susan Cicilline Buonanno moved, Glenna M. Hagopian seconded and it is unanimously so voted to CLOSE the public hearing.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,  
Matthew M. Mannix aye, James M. Callaghan aye

Susan Cicilline Buonanno moved, Glenna M. Hagopian seconded and it is so voted to APPROVE the request regarding the request for entertainment as follows:

To grant music in the interior and exterior every day of the week until 11:00 p.m. which is to be limited to a 1-3 piece musical combo with soft acoustic background music low amplification and on a trial basis until renewal time in November.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix nay, James M. Callaghan aye

**PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS**

**CONSENT AGENDA:**

The consent agenda was voted on with one motion.

1. A MOTION to APPROVE and AUTHORIZE the Narragansett Parks and Recreation Department to partner with the RI DEM and the RI Saltwater Anglers Association to host the Galilee Fishing Tournament and Seafood Festival on September 6, 7 and 8, 2013 in the port of Galilee and AUTHORIZE the Acting Town Manager to sign the Memorandum of Understanding and the license agreement with the State of Rhode Island, subject to approval of state and local regulations.

APPROVED (Cicilline-Buonanno-Mannix 5/0)

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

2. A MOTION to APPROVE the request from the Narragansett Running Association for their annual Gansett Marathon Road Race to be held on Saturday April 13, 2013 at 8:00 a.m., subject to approval of state and local regulations.

APPROVED (Cicilline-Buonanno-Mannix 5/0)

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,  
Matthew M. Mannix aye, James M. Callaghan aye

3. A MOTION to APPROVE the sponsorship agreement with Jim Durkin of Durkin Cottage Realty as per attached for the 2013 Music on the Beach summer concert series.

APPROVED (Cicilline-Buonanno-Mannix 5/0)

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,  
Matthew M. Mannix aye, James M. Callaghan aye

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

APPROVED (Cicilline-Buonanno-Mannix 5/0)

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,  
Matthew M. Mannix aye, James M. Callaghan aye

5. A MOTION to APPROVE, RATIFY, and CONFIRM the emergency water line repair on Aspen Drive completed by George Sherman Sand & Gravel Co., Inc., in the amount of \$4,157.00.

APPROVED (Cicilline-Buonanno-Mannix 5/0)

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,  
Matthew M. Mannix aye, James M. Callaghan aye

6. A MOTION to APPROVE, RATIFY and CONFIRM emergency restoration, repair contracts and purchases related to Hurricane Sandy.

APPROVED (Cicilline-Buonanno-Mannix 5/0)

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

**OLD BUSINESS:**

7. Last year, the Town Council awarded a bid to the Narragansett School System for shuttle service operations within the Pier Area of Narragansett. The attached contains bid results, as well as information on expenses and revenue for the 2012 shuttle service for the Narragansett Pier Area. Last year's bid from the Narragansett School System has the option to extend the contract for the bus shuttle service for another year. The other option that was discussed at a recent Narragansett Economic Development Committee meeting is for the Town to solicit proposals for a Trolley service for the Narragansett Pier Area.

Susan Cicilline Buonanno moved, Glenna M. Hagopian seconded to DISCUSS the CONTINUATION of the shuttle service for the Narragansett Pier Area. A lengthy discussion is held regarding the previous shuttle services and using a trolley or a school bus for the shuttle service and to charge a fee or not.

Douglas E. McLaughlin further moved Susan Cicilline-Buonanno seconded and it was so voted to solicit for a RFP for a trolley service and not to charge for parking and the route to be around the pier area.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian nay, Matthew M. Mannix nay, James M. Callaghan aye

## **NEW BUSINESS**

8. Under the permit issued by CRMC for the dune reconstruction and beach replenishment projects, we are required to have a monitoring plan in place for Piping Plover activity (in particular potential resting areas). This plan has to be approved and will be regulated by the US Fish and Wildlife Service. Accordingly, they have offered to provide monitoring services for us under a Memorandum of Understanding (MOU) - see attached. This service is at no cost to the Town. Mark McSally has reviewed and approved of the language within this MOU.

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded to AUTHORIZE the Acting Town Manager to sign the Memorandum of Understanding with the US Fish and Wildlife Service for monitoring activities at the Town Beach. Glenna M. Hagopian questioned what precluded the town for preparing a town plan and the town monitoring the piping plovers. Rick Kerbel noted that by contracted with them it is acceptable to them and if the town did it would not be acceptable to them as they are the experts. A lengthy discussion is held regarding the town hiring someone other than the US Fish and Wildlife to monitor the Piping Plovers on the beach. Jeffrey Ceasrine explained that in order to replace sand on the beach that was lost due to the Hurricane an Assent was needed from CRMC and during that process the application was sent to Federal and State agencies and the US Fish and Wildlife added a condition to the Assent that the town is required to have a piping plover monitoring system and it does not have to be through them but they

would have to approve the plan as part of the Assent from CRMC. He noted that the work had to be done before April 1<sup>st</sup> as that is when the plovers arrive on the beach.

After discussion on the matter the council continues the matter.

Susan Cicilline-Buonanno moved, Glenna M. Hagopian seconded and it is unanimously so voted to CONTINUE the matter to AUTHORIZE the Acting Town Manager to sign the Memorandum of Understanding with the US Fish and Wildlife Service for monitoring activities at the Town Beach

Matthew M. Mannix moved, Susan Cicilline-Buonanno seconded and it was so voted to amend to also include to research to find an expert to monitor the plan.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

**9.** At the February 19, 2013 Town Council meeting staff was requested to establish one year residential leases for the existing four residents in Cottage 94A, Cottage 95A, Cottage 95C and rental unit 95D, a one year Paddle Sports lease for the existing kayak concession operation with Jason Considine, a Caretakers lease with Matt Eddy and a Marina Rental Agreement and Operations Plan.

Based on the need to attract a caretaker with a skill set to provide day to day security, operations and maintenance for the five cottages, two buildings, main house, 37 slip marina, three ISDS systems and 9.77 acres of grounds it is in the town's best interest to require the caretaker reside on the property year round in the main house. The Town has an existing caretaker contract without the residence with Matt Eddy that terminates on

March 17, 2013. A three year lease was tentatively offered subject to Town Council approval to Matt Eddy and his family to reside on the property at no cost other than utilities while providing all of the security, operations and maintenance requirements at no cost to the Town. Matt Eddy has indicated that his family would require a minimum of a five year commitment from the Town. The Land Conservancy Trust at their February 21, 2013 meeting requested that the Town extend the temporary contract with Matt Eddy for two months and produce a five year lease agreement that would be publicly advertised and awarded by a selection panel. Matt Eddy has indicated that he would not extend his temporary contract for two months with the town based on this process. To minimize the absence of a daily caretaker for the Middlebridge Property as spring approaches staff has attempted to identify a lease agreement that is satisfactory to the Town and the prospective caretaker. To attract a qualified person the terms and conditions outlined require flexibility for this position along with a long term commitment. Based upon the above the council is requested to advise how they would like the staff to proceed with respect to the caretaker lease. If a five year term is acceptable then the lease with Matt Eddy can be approved. If a five year term is not acceptable then the staff will need direction on how the Council would like to proceed. The Residential Lease, Paddle Sports Lease, Marina Rental Agreement and Operations Plan have been reviewed and approved by Mark McSally and the Land Conservancy Trust.

Town Council Meeting

March 4, 2013

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Susan Cicilline-Buonanno moved, Glenna M. Hagopian seconded and it is unanimously

so voted to APPROVE the Residential Lease, Paddle Sports Lease, Marina Rental

Agreement and Operations Plan and PROVIDE direction on the terms and conditions for

the caretaker's lease and residence.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye,

Matthew M. Mannix aye, James M. Callaghan aye

**10.** Kinney Bungalow within Sunset Farms is a popular South County event venue hosting wedding ceremonies, receptions, anniversary parties, corporate events, fundraisers, and galas of all types. The Narragansett Land Conservancy Trust along with the Parks Department is requesting approval of much needed interior work within the building to encourage additional rental business. With increasing competition from new and popular wedding venues throughout RI, the Kinney Bungalow is in need of renovations to the main floor, bridal suite and women's room. Recent showings of the building have had a number of responses from potential clients that these rooms are in poor condition and do not meet the standards of today's wedding venues. This work will begin to address this issue. Under the policy adopted by the Town Council on October 1, 2012, specific projects under this contract format that exceed \$4,000.00 in value require prior Town Council approval. Abcore Restoration Company, Inc. is currently under contract with the Town for Building Renovation, Restoration, and Reconstruction Services. Funding is available in the Kinney Bungalow Operating Account, 43-864-0507, Building Maintenance & Repair, with approval from the Town Council to appropriate these funds from the fund balance account.

Glenna M. Hagopian moved, Matthew M. Mannix seconded and it is unanimously so voted to APPROVE the interior renovations at the Kinney Bungalow, to be completed by Abcore Restoration Company, Inc., in the amount of \$49,530.00.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

**11.** A requirement of the State's pension reform act was that all municipal pension plans which were in a "critical situation", i.e. funded at less than 60%, prepare and adopt a Funding Improvement Plan (FIP) that must then be submitted to the State for approval. The State requires that a pension plan be at least 60% funded within 20 years. The plan that is being presented for your approval would assure that 60% funding would be achieved within 20 years, based on the contribution schedule contained in the plan. The schedule would require larger contributions for the next 6 years than the \$102,200 that has been made in the last two years. Beginning in 2018-19 the contribution amounts would begin to drop. It was noted that this is a small police pension plan.

Glenna M. Hagopian moved, Susan Cicilline-Buonanno seconded and it is unanimously so voted to APPROVE the funding Improvement Plan (FIP) as prepared by the Town's Pension Consultants.

Susan Cicilline-Buonanno aye, Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

**12.** Years ago at Town Council meetings, the Town Manager would be the only staff person to speak on agenda items and to meet with Town Council members regarding any questions and concerns that they may have regarding the Town of Narragansett. In recent years, Department Directors began speaking on behalf of their own agenda items and to address any questions or concerns directly with the Town Council members. Council member Douglas E. McLaughlin suggestion is that the Town Council set a policy to determine how they would like to handle addressing agenda items by and all inquiries to town staff. Also, he would like to recommend holding a meeting with the Town Manager to answer any questions that the Town Council may have regarding the upcoming agenda prior to the Town Council meeting. South Kingstown currently holds a meeting immediately before the Town Council meeting in which the public can attend however they may not speak at, they must wait until the regular Town Council meeting. The purpose of these meetings is to allow the Town Council to ask any questions and to gather more information on the agenda items prior to voting on the items.

This item was continued from the January 7, 2013 Town Council meeting until a new manager was hired

Susan Cicilline-Buonanno moved, Douglas E. McLaughlin seconded and it is so voted to DISCUSS Town Council meetings protocol and process and establish a set time to hold informational meetings with the Town Council and Town Manager regarding the upcoming agendas prior to the Town Council meetings.

Douglas E. McLaughlin noted that he wanted to open up the government a little more and have the town council have discussions with the Town Manager before the regular

Town Council Meeting

March 4, 2013

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meeting on items that the council had concerns or questions. James M. Callaghan,

President, noted that he attended the South Kingstown work session and noted how informal it was and he would be willing to try it however, he noted that council has had many work sessions before the regular meeting and did not know if there would be time for this type of meeting.

Douglas E. McLaughlin noted that he had no motive for it he just wanted to be further educated on the items that would be before the council for a vote. Councilmember Mannix indicated that the process is more open when the discussions take place during the meeting, rather than during a non-televised work session before the meeting.

After discussion among the council members a vote is taken.

Susan Cicilline-Buonanno nay, Douglas E. McLaughlin aye, Glenna Hagopian nay, Matthew M. Mannix nay, James M. Callaghan aye

The motion failed.

The council did not RETIRE to Executive Session.

The regular meeting adjourns at 10:40 p. m.

ATTEST:

MINUTES ACCEPTED AS  
PRESENTED/AMENDED



Anne M. Irons, CMC  
Council Clerk

Anne M. Irons, CMC  
Council Clerk

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

**NARRAGANSETT TOWN COUNCI  
WORK SESSION MEETING  
MARCH 11, 2013 MINUTES**

At a Work Session Meeting of the Town Council of the Town of Narragansett held on Monday, March 11, 2013 at 6:30 p.m., at the Narragansett Town Hall.

Present: James M. Callaghan, President,

Susan Cicilline-Buonanno, President Pro Tem arrived at 6:55 pm

Glenna M. Hagopian, Member

Matthew M. Mannix, Member

Douglas E. McLaughlin, Member

Richard Kerbel, Acting Town Manager

Mark A. McSally, Town Solicitor

Donald Goodrich, Finance Director

Also in attendance from the Finance Committee, Harris Chorney, Chair,

Mark D. Abrahams, Vice Chair, B. William Moylan, Jr., Richard VanGermeersch

Maria Spanos, Christopher LeFoley, Alternate

James M. Callaghan, President calls the meeting to order and notes the work session was with the Finance Committee to discuss the draft report on the sustainability of the Town's pension plan and other post employment benefit plans. He noted that the committee has been reviewing the town's plans and actuary reports from Nyhart, the towns' consultant and are proposing recommendations to the council. He noted that policy decisions will not be made tonight.

A PowerPoint presentation is presented to the council by the Chair Harris Chorney of the Finance Committee regarding the town's Pension Plan and Other Post Employment Benefit Plans and how they are not financially sustainable. Mr. Chorney noted that the committee is not making recommendations for the plans they are showing options for the council. He explained that the Pension Plan and the OPEB Plan are both significantly underfunded and in the case of the OPEB Plan may never be fully funded. The Pension plan is funded only 57% as of July 1, 2012 with assets of \$56,809,355 and accrued liability of \$98,815,043 and 51% relates to future retirees and 48% relates to current retirees. The OPEB plan is funded .8% as of July 1, 2012 with assets of \$550,000 and liability of \$70,645,391 with 31% relates to future retirees and 69% relates to current retirees. It was noted that the situation likely cannot be solved by changing benefits provided solely to future retirees and that the current retirees' benefits may also be impacted.

Mr. Chorney explained that some questions have been raised regarding the assets of almost \$60 Million and why couldn't the liability be deducted from that figure so the plan wouldn't be as critical. He believed that was only looking at the asset side and the liability side also has increased and was probably almost \$100,000,000 today. He also noted that when the actuary comes up with the assets they use a five year smoothing and they went back to 2008 when there was a significant loss in that year and he was questioned why wasn't that dropped off. He noted due to rules and regulations from the state the actuaries have to follow 2008 could not be dropped until after July 2013. Mr.

Chorney also noted that he has been asked why the town did not pay the annual retirement contribution over the past 10 to 12 years. He noted that in 2000 the pension fund was 100% funded and now only 57% and he said they only can speculate why the funding wasn't done. He did say that the pension liability increased 225% in 12 years and the drivers were that in 2001 benefits changed such as the retirement age change and the cola changed. He said whether the town council did not have all the information on the cost was only a speculation. He noted that the funding ranged from 39.6 to 63.3%. He noted that there were many factors on the unfunded accrued liability and so it was more difficulty to quantify.

Mr. Chorney summarized annual cash costs which are referred to as PAYGO contributions and it is expected to grow to 12.7% for the 2017/18 budget. The annual required contribution includes an annual cost plus an amount to amortize the unfunded accrued liability over 30 years. It includes amount for current retirees and again demonstrates issues that go beyond future retirees to include current retirees. It was noted that 90% of combined annual required contributions are attributable to Town government police and firefighter personnel and not teachers. The committee is advising that the town annually fund the required contributions 100% and they should not exceed a predefined measure and changes would be needed in OPEB and Pension Plans. The Committee believes that using the right predefined measure will maintain spending and will allow for increases in tax dollars to be spent on town services and infrastructure and education. The measures the committee considered were: percentage of budget,

percentage of assessed value, percentage of tax dollars and comparison of neighboring towns.

Mr. Chorney explained that Nyhart was asked to bring possible options to consider and it was advised to reduce or eliminate the pension cola, adjust pension age and change pension benefit payments to a single life annuity and to adjust future pension accrual benefits to 2%, to switch to less expensive health plans, remove medical and drug coverage at Medicare age, limit monthly subsidies to retirees to a fixed dollar amount, remove Medicare Part B reimbursement subsidy and all retirees should contribute 20% of OPEB premium. It was noted that with these changes significant savings would result in the Combined Annual Required Contribution and Combined Accrued Liabilities.

The committee believes the council has a lot of options available through collective bargaining and other ways that could reduce the costs to a sustainable level. The committee also believes that the council should review OPEB and Pension costs as one and to provide flexibility in ultimate benefit changes and that maintaining most of current pension benefits may be viewed as more important than maintaining most of current OPEB benefits. It was noted that major changes in OPEB benefits could be adopted to reduce combined costs with less significant changes to pension plan benefits.

Harris Chorney recapped by again saying that the current cost of the Pension and OPEB plans are not sustainable and the committee recommends that the Annual Required Contribution should be funded 100%, the Combined Pension and OPEB Annual Required

Contributions should not exceed .1% of town's property value assessments and changes to current pension and OBEP benefits are needed. Mr. Chorney again stated that some benefits may be more valuable than others to current and future retirees and some changes could be done and some benefits could remain and that legal issues will needed to be understood and considered also.

President Callaghan thanked Mr. Chorney and the committee for their hard work on reviewing reports and preparing the presentation and noted that questions could be asked. Councilmember Hagopian questioned the PAYGO contributions and asked if it was a 4% compounded number and Mr. Chorney agreed that it was compounded.

The following individuals address the council:

John Stone  
Stanley Wojciechowski  
Lynn Buda  
John Xenides  
Michael Riley  
Brad Ward  
Michael Stone  
Gary Tedesc  
Greg Crawford

Glenna M. Hagopian commented that there is no one magic bullet for the situation and you can discuss the modeling assumption around increasing the mortality rate, take the investment rate back down it would make it look worse and if you smooth over ten years or smooth over one year it would turn the dial one way or another and she asked the group not to fixate on the numbers as the numbers change, the market moves, we could pick up 20% one year or have a loss 20% one year. She noted the Finance Committee

did an exceptional job with the message that the current stay of play is that it is not sustainable and the numbers or index is almost irrelevant. She noted that it was relevant to the State and Narragansett has sustained a much better way than other communities in the state and around the country. She thanked the committee for their countless hours.

Glenna M. Hagopian noted that it wasn't any one plan or any one driver and the council was not focusing on picking people's pockets it was about providing information and to inform the people of the challenge and that the council will need to do something whatever it is and it would be policy decisions and it was not launching into an attack to flip the switch and fix the issue. She hoped that is what the public leaves with tonight.

Douglas E. McLaughlin thanked everyone for their attendance and encouraged everyone to stay involved and he said his goal was that all the information will be reduced to layman terms to better understand the ARC's and he hopes the information will be simplified.

He also commented that it was not the council against the retirees or you against us or against previous administrations it was a major problem that has to be resolved and it will require the corporation of everyone involved in the system. He noted that it did not serve any purpose to have name calling or be emotional and lose sight of the facts of the case. He urged anyone to contact him with questions.

James Callaghan also thanked the committee for their hard work and for everyone who attended the meeting.

The work session ended at 8:00 p.m. The council went into executive session.

A roll call votes was taken to RETIRE to Executive Session of the Town Council at the end of the March 11, 2013 council meeting as in accordance with 2-46-4 to discuss the pending litigation with Seaport Village in accordance with General Laws 42-46-5 (a) (2) and to discuss collective bargaining (Local 1589 – Fire, Local 303 – Police) and to discuss leasing of real property for public purposes regarding Deepwater Wind in accordance with General Laws 42-46-5(a) (5) and to appoint Mark A. McSally as Clerk Pro Tem.

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 AND FINANCE COMMITTEE WORKSHOP**

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SUSTAINABILITY of the TOWN of  
NARRAGANSETT'S PENSION AND  
OTHER POST EMPLOYMENT  
BENEFIT (OPEB) PLANS

MARCH 11, 2013

## **WHY WE ARE HERE THIS EVENING**

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- Have an open dialogue with Town Council and current and future retirees as to why Pension and Other Post Employment Benefit plans are NOT financially sustainable
- Discuss what can be done to solve the problem
- Finance Committee is making recommendations but none related to changes in current plan benefits

## **BENEFIT PLANS ARE SIGNIFICANTLY UNDERFUNDED, AND MAY NEVER BE FULLY FUNDED**

- Pension plan funded only **57%** at July 1, 2012
  - Assets = \$56,809,355
  - Accrued Liability = \$98,815,043
    - 51% relates to future retirees; 48% relates to current retirees
  - Unfunded Liability = \$42,005,688
  - Plan is in "critical status" per state law (less than 80% funded)
- Non-education OPEB plan is funded only **.8%** at July 1, 2012
  - Assets = \$550,000
  - Accrued Liability = \$70,845,391
    - 31% relates to future retirees; 69% relates to current retirees
  - Unfunded Liability = \$69,545,391
  - OPEB liability for Education personnel is minimal because of minimal benefits received by teachers for short period of time after retirement
- **Situation likely cannot not be solved by changing benefits provided solely to future retirees – current retirees benefits may also be impacted**

Source: Fy/Year report on dated Feb. 1, 2012 for OPEB and Dec. 31, 2012 for Pensions

Narragansett Town Council and Finance Committee Workshop - March 11, 2013

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## **PENSION PLAN 100% FUNDED AT 1/1/2000 vs. 57% at 7/1/2012**

- Pension accrued liability went from \$30,371,465 at 1/1/2000 to \$98,815,043 at 7/01/12, a 225% increase in 12 years
  - Significant benefit changes added including changes to retirement age and addition of COLA
- Town did not fund 100% of annual required pension contribution during 10 year period ended 6/30/2012
  - Annual funding ranged from 39.6% to 63.3%
  - Unfunded amount totaled \$12 million.
  - Accrued Liability not impacted by underfunding
  - Impact on Unfunded Accrued Liability more difficult to quantify
- Annual cost and liability will continue to increase if not fully funded annually
  - Not funding annual required contribution increases unfunded accrued liability
  - Larger unfunded accrued liability increases annual required contribution

Source for amounts and percentages: Fy/Year report dated 1/01/2012

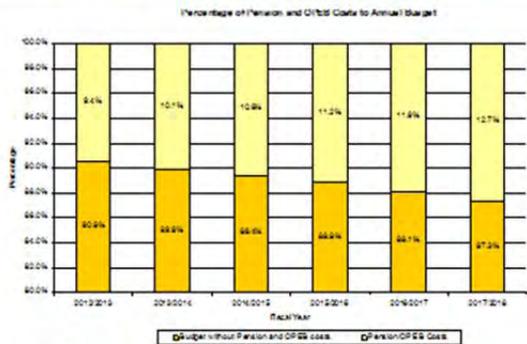
Narragansett Town Council and Finance Committee Workshop - March 11, 2013

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### SIGNIFICANT COST IMPACT TO BUDGET

- Pension and OPEB annual cash costs (referred to as PAYGO contributions) represent 9.4% of 2012/13 budget
- Expected to grow to 12.7% of 2017/18 budget
  - And, this assumes a 4% increase in annual budget through 2017/18
- Increasing percentage means budget increases will go more to funding PAYGO contributions rather than services, programs, infrastructure and education
  - PAYGO contributions will not get plans 100% funded

### MORE OF FUTURE ANNUAL BUDGETS WILL BE TAKEN UP BY PAYGO CONTRIBUTIONS

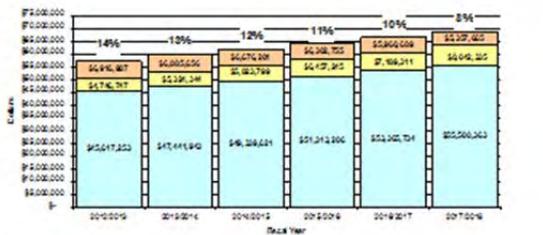


### TOWN'S ANNUAL FUNDING SIGNIFICANTLY LESS THAN WHAT IS REQUIRED

2012/13	PAYGO CONTRIBUTION (per budget)	REQUIRED CONTRIBUTION (per Nyan reports)	DIFFERENCE	PERCENT FUNDED
PENSION	\$2,690,897	\$5,432,159	\$2,741,262	49.5%
OPEB	\$2,055,850	\$6,231,575	\$4,175,725	33.0%

- Annual Required Contribution, simply put, includes an annual cost PLUS an amount to amortize the unfunded accrued liability over 30 years
  - Includes amount for current retirees – again demonstrates issues go beyond future retirees, to include current retirees
- Over 90% of combined annual required contributions are attributable to Town government, police and firefighter personnel and not teachers
- Teachers are in state Pension system and receive minimal OPEB for a short post-retirement period

### SIGNIFICANT INCREASES IN ANNUAL BUDGETS WOULD BE NEEDED TO FULLY FUND PLANS



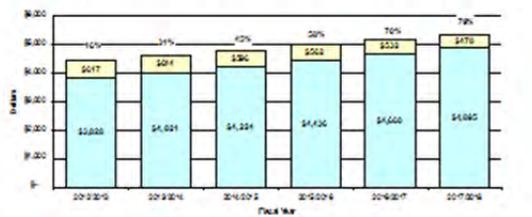
Legend:  
 ■ Budget including Pension and OPEB - assumes no increase each year  
 ■ Pension and OPEB Rates 10-16  
 ■ Additional Budget Required to Fully Fund Pension and OPEB (LDC)  
 ■ Percentage Increase in Budgets Fully Fund Pension and OPEB (LDC)

Source: 2010 System/Forecast by Narragansett

## INCREASING PROPERTY TAXES WON'T FIX THE PROBLEM

- To fully fund annual required contributions over next five years would result in 79% increase in property taxes for median home with \$400,000 assessed value

- Narragansett has 7th highest per capita tax in RI (Source: State of RI Dept of Revenue, Feb. 2013)



Optimal Property Assessed on Value (PAV) Rate - Optimal Average Assessed Value for Optimal Property Tax to Fund 100%

## TOWN NEEDS TO ADDRESS ISSUES NOW!

- Significant negative impact on future budgets
- Significant underfunding of plans, particularly OPEB
- Pressure from State
- Increased scrutiny by rating agencies
  - Clear trend in downgrades due to Pension/OPEB costs
  - Downgrade in Town rating will increase Town borrowing costs
- Recent contract negotiations have resulted in some changes to benefit plans, but these changes will still not solve the problem

### **RECOMMENDED PATH TO MAINTAINING FINANCIALLY SUSTAINABLE BENEFIT PLANS**

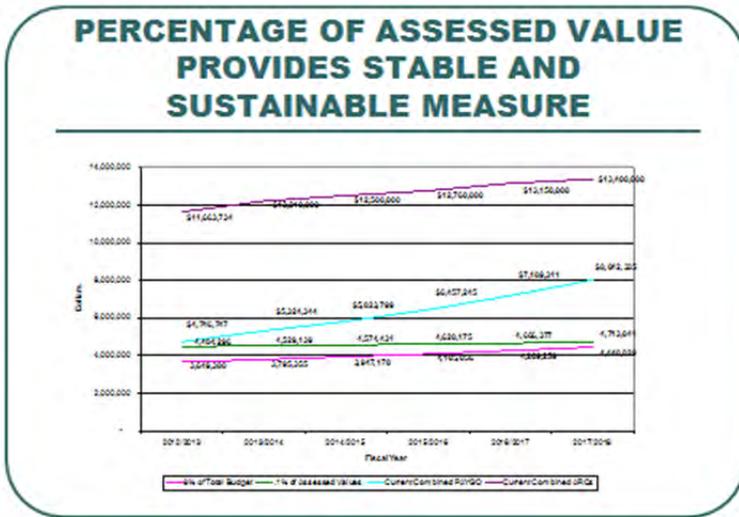
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- Combined Pension and OPEB Annual Required Contributions should be fully (100%) funded
- Combined amounts should not exceed a pre-defined measure
- Fundamental changes to Pension and OPEB plans will be needed to reduce future costs and liabilities
  - Some changes could impact both current and future retirees
- Committee did not consider possible legal ramifications of any potential benefit changes

### **USING THE RIGHT PRE-DEFINED MEASURE**

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- Will maintain spending within our means
- Will allow for increases in tax dollars to be spent more on town services, infrastructure and education
- Considered several measures:
  - Percentage of Budget (6 – 8%)
  - Percentage of Assessed Value .1%
  - Percentage of Tax Dollars
  - Compared to neighboring towns



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### CURRENT PLANS' DESIGNS HAVE UNSUSTAINABLE BENEFITS

- Pensions
  - Cost of living adjustment – 3% compounded (other local plans have reduced COLA, made it simple interest, or eliminated it for a pre-defined period)
  - High benefit accrual – 2.5% (many plans going to 2% or less)
  - Retirement age – varies across groups
  - Form of payment is joint & survivor – more expensive than life annuity payment just to retiree
- OPEB
  - Contributions by some groups under 20%
  - Town subsidy
  - Cost of health care plan high – more affordable options in marketplace
  - Medicare benefits and Part B Reimbursements – retirees not required to enroll in Medicare at eligible date

Narragansett Town Council and Finance Committee Workshop - March 11, 2013

### REAL EXAMPLE OF CURRENT PLANS' UNSUSTAINABLE BENEFITS

- Employee retired at age 47, as allowed by plans, and assumes employee lives until age 80
- Total employee contributions, plus interest = \$ 148,968  
 Pension benefits received = \$2,159,784  
 OPEB received = \$1,087,327  
 Net cost to Town = \$3,098,143

Source: Don Goodrich

### POSSIBLE OPTIONS FOR PENSION BENEFITS

OPTION	Reduction of Accrued Liability	Impact on Annual Required Contribution	Impact on Annual Required Contribution Over 30 Years
REDUCE OR ELIMINATE THE PENSION COLA (NUMBER 8 ASSUME ELIMINATING COLA)	\$21,000,000	\$2,600,000	\$83,100,000
ADJUST PENSION RETIREMENT AGE	\$8,000,000	\$1,200,000	\$44,000,000
CHANGE PENSION BENEFIT PAYMENT TO A SINGLE LIFE ANNUITY	\$3,000,000	\$460,000	\$14,100,000
ADJUST FUTURE PENSION ACCRUAL BENEFIT TO 2%	\$2,000,000	\$530,000	\$18,600,000

SOURCE: Nihari report dated February 8, 2013

## POSSIBLE OPTIONS FOR OPEB BENEFITS

OPTION	Reduction of Accrued Liability	Impact on Annual Required Contribution	Impact on Annual Required Contribution Over 30 Years
SWITCH TO LEAST EXPENSIVE HEALTH PLAN	\$16,400,000	\$1,460,000	\$49,140,000
REMOVE MEDICAL AND DRUG COVERAGE AT MEDICARE AGE	\$7,150,000	\$1,140,000	\$118,250,000
LIMIT MONTHLY SUBSIDIES TO RETIREES TO A FIXED DOLLAR AMOUNT	\$9,120,000	\$750,000	\$48,730,000
REMOVE MEDICARE PART B REIMBURSEMENT SUBSIDY	\$5,060,000	\$410,000	\$19,780,000
ALL RETIREES, FUTURE AND CURRENT, CONTRIBUTE 20% OF OPEB PREMIUM	\$4,470,000	\$280,000	\$8,260,000

SOURCE: N/hart report dated February 8, 2013 and N/hart email dated February 21, 2013

## SIGNIFICANT COMBINED SAVINGS CAN RESULT

- **Combined annual required contributions**
  - Current = \$11,660,000
  - With changes = \$ 2,830,000
  - Savings = \$ 8,830,000
  
- **Combined accrued liabilities**
  - Current = \$170,162,000
  - With changes = \$ 76,200,000
  - Savings = \$ 93,962,000
  
- **Town Council has several options available that can reduce costs to a sustainable level.**

## **PENSION AND OPEB COSTS AS A SINGLE BENEFIT COST**

---

- Viewing combined pension and OPEB costs as one provides flexibility in ultimate benefit changes
  - Maintaining most of current pension benefits may be viewed as more important than maintaining most of current OPEB benefits
  - Major changes in OPEB benefits could be adopted to reduce combined cost with less significant changes to pension plan benefits (similar to teachers' plan)

## **IN SUMMARY**

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### CONCLUSION

- Current cost of Pension and OPEB plans are not sustainable

### RECOMMENDATIONS

- Annual Required Contributions should be funded 100%
- Combined pension and OPEB annual required contributions should not exceed .1% of Town's property value assessments
- Changes to current pension and OPEB benefits are needed

### OPTIONS ARE AVAILABLE

- Some benefits may be more valuable than others to current and future retirees – change some, keep others
- Legal issues will need to be understood and considered

## **A PROCLAMATION HONORING DEBORAH KELSO**

**WHEREAS**, Deborah Kelso has been an integral part of the Economic Development Committee since its formation in 2009 through March 2013; and

**WHEREAS**, Deborah Kelso was involved in many of the Economic Development Committee's initiatives including the adoption of the 2011 Economic Development Plan, the creation of the Beach Shuttle and the success of the South County Regatta; and

**WHEREAS**, Deborah Kelso has given generously of her time and effort as a member of the Economic Development Committee while balancing her duties as the Executive Director of the Narragansett Chamber of Commerce; and

**WHEREAS**, Deborah Kelso has been and continues to be a powerful influence for good in our community;

**NOW THEREFORE** . . . all our citizens join with us in extending to Deborah Kelso our deep appreciation for her distinguished service and our best wishes for continued success in all her future endeavors.

**ADOPTED** this fifteenth day of April A.D. 2013.

**TOWN OF NARRAGANSETT**

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James M. Callaghan, President

**ATTEST:**

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Anne M. Irons, CMC  
Town Clerk

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** April 3, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Interim Town Manager

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

**SUBJECT:** Arbor Day Proclamation

**RECOMMENDATION:**

That the Town Council adopts the attached proclamation recognizing Arbor Day 2013 and the importance of trees in Narragansett.

**SUMMARY:**

The Tree Board/Conservation Commission is requesting that the Town Council adopt the attached proclamation recognizing April 27, 2013 as Arbor Day in Narragansett and the importance of trees in the community. Members of the Tree Board/Conservation Commission will be planting a Red Maple (State Tree of Rhode Island) at a location to be announced at 10:00am on Saturday, April 27, 2013. Town Officials and the public are invited to attend.

**ATTACHMENTS:**

1. Arbor Day Proclamation

---

**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

**ORD. #** \_\_\_\_\_ **RES. #**

**LCON#** \_\_\_\_\_ **LIC. #**

**Action Date:**

## 2013 Arbor Day Proclamation

- Whereas,* Arbor Day is now observed throughout the nation and the world, and
- Whereas,* trees can reduce the erosion of our precious topsoil by wind and water, lower our heating costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and
- Whereas,* trees are a renewable resource giving up paper, wood for our homes, fuel for our fires and countless other wood products, and
- Whereas,* trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas,* trees wherever they are planted, are a source of joy and spiritual renewal,
- Therefore,* we, the Town Council of Narragansett, RI do proclaim April 27, 2013 as Arbor Day in the Town of Narragansett, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and
- Further,* we urge all citizens to plant and care for trees to gladden the hearts and promote the well being of this and future generations.

*Dated* this            day of            in the year.

TOWN OF NARRAGANSETT

---

James M. Callaghan, President

ATTEST:

---

Anne M. Irons, CMC  
Town Clerk

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** April 10, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Acting Town Manager

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

**SUBJECT:** A Public Hearing -JB Coffee Company d/b/a Cool Beans Café-  
Beth Becker and Janeen Davis18 Kingstown Road

**RECOMMENDATION:**

That the Town Council hold a public hearing on the application for a new liquor license for a Class BV-LIMITED Liquor License JB Coffee Company d/b/a Cool Beans Café, 18 Kingstown, Road.

**SUMMARY:**

JB Coffee Company d/b/a Cool Beans Café has applied for a new BV Limited Liquor License. A BV Limited Liquor license will allow the serving of beer and wine to the customers of Cool Beans Café'. The public hearing was advertised and abutters within 200 feet of any point of the premises were notified.

**ATTACHMENT:**

1. Application Packet

---

**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. #

LCON# \_\_\_\_\_ LIC. #

Action Date:

**TOWN OF  
NARRAGANSETT  
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 for a Class BV Limited 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:

**JB Coffee Company d/b/a  
Cool Beans Cafe  
Beth Becker and Janeen  
Davis Co-Presidents  
18 Kingstown Road  
Plat D, Lot 1  
Narragansett RI**

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

The above-named application will be in order for hearing at **8:00 P.M., MONDAY, April 15, 2013**, 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  
Anne M. Irons  
Town Clerk**

**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 for a Class BV Limited 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:

**JB Coffee Company d/b/a  
Cool Beans Cafe  
Beth Becker and Janeen  
Davis Co-Presidents  
18 Kingstown Road  
Plat D, Lot 1  
Narragansett RI**

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

The above-named application will be in order for hearing at **8:00 P.M., MONDAY, April 15, 2013**, 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  
Anne M. Irons  
Town Clerk**

RECEIVED

JAN 11 2013

STATE OF RHODE ISLAND

NARRAGANSETT

BOARD OF LICENSING COMMISSIONERS  
APPLICATION FOR LICENSE BY CORPORATION

NARRAGANSETT  
TOWN CLERK'S OFFICE

RETAILER'S CLASS A.....B.....L.....C.....D.....E.....J.....

DATE: ~~1/8/13~~ 1/8/13

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

NAME OF BUSINESS JB Coffee Company DBA cool beans cafe

1. NAME OF APPLICANT Beth Becker

2. STATE -- INCORPORATED RHODE ISLAND

3. DATE INCORPORATED April 2010

4. ADDRESS OF PREMISES 18 Kingstown Rd Narragansett RI 02882

PLAT AND LOT D 1

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

co/ PRESIDENT Beth Becker Janeen Davis  
DOB: 2/1/59 SOCIAL SECURITY #: [REDACTED] DOB 8/7/62  
SS: [REDACTED]

VICE PRESIDENT: \_\_\_\_\_  
DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

SECRETARY: \_\_\_\_\_  
DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

TREASURER: \_\_\_\_\_  
DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

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

7. CLASSES OF ALL STOCK:  
(A) AMOUNT OF EACH AUTHORIZED \_\_\_\_\_  
(B) AMOUNT OF EACH ISSUED \_\_\_\_\_

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

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

\_\_\_\_\_ NA \_\_\_\_\_

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

\_\_\_\_\_ NA \_\_\_\_\_

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

12. IS PROPERTY LEASED? yes

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

\_\_\_\_\_ Thomas Hagan lessor / monthly rent of 1750.25 \_\_\_\_\_

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

\_\_\_\_\_

15. WILL A DRAUGHT LINE BE ON THE PREMISES? no

16. IS ANY OTHER BUSINESS TO BE CARRIED ON IN PREMISES? IF YES, EXPLAIN

\_\_\_\_\_ coffee/ cafe \_\_\_\_\_

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

\_\_\_\_\_

18. IS APPLICANT OR ANY OFFICERS, BOARD MEMBERS OR STOCKHOLDERS INTERESTED, DIRECTLY OR INDIRECTLY, AS PRINCIPAL OR ASSOCIATE, OR ANY MANNER WHATSOEVER, IN ANY RETAIL LICENSE ISSUED UNDER CHAPTER 3-7 OF THE GENERAL LAWS OF RHODE ISLAND 1956, AS AMENDED? IF YES, EXPLAIN no

\_\_\_\_\_

19. IS APPLICANT THE OWNER OR OPERATOR OF ANY OTHER BUSINESS? IF YES, EXPLAIN

\_\_\_\_\_ no \_\_\_\_\_

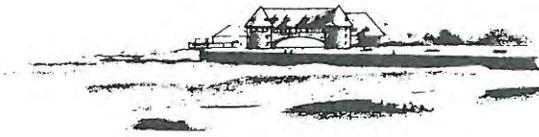
20. STATE AMOUNT OF CAPITAL INVESTED IN BUSINESS \_\_\_\_\_

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

Beth Becker

APPLICANT

\_\_\_\_\_  
CORPORATE SEAL



**TOWN OF NARRAGANSETT**

Town Hall • 25 Fifth Avenue • Narragansett, RI 02882

Tel. (401)782-0603 Fax (401)783-9637

Date 6/10/12.

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

• No bars on site/in establishment. Beverages will be consumed at tables.

• Basil's is in same plaza but there is no bar.

\* Previous owner, Podhead, had applied in 2008 and was granted approval - see attached.

BUSINESS NAME: Cool Beans Cafe

SIGNATURE: Beth Becker





## TOWN OF NARRAGANSETT

Town Hall • 25 Fifth Avenue • Narragansett, RI 02882  
Tel. (401) 789-1044 • TDD (401) 782-0610 • Fax (401) 782-0664

## THE DEPARTMENT OF COMMUNITY DEVELOPMENT

March 27, 2008

Podhead Café Narragansett  
c/o T & S Realty, LLC  
201 Congdon Drive  
Wakefield, RI 02874

RE: Tax Assessor's Plat D, Lot 1  
18 Kingstown Road

Dear Mr. Spinazzola:

This matter is before the Zoning and Platting Board of Review "the Board" on the application of T & S Realty, LLC / Podhead Café Lot 1, for relief under Chapter 731, a special use permit from Section 6.1 Use Regulations to change Use Code 546 Bakeries to Use Code 5812 Restaurant, and a variance from Section 7.9 Automobile Parking Spaces at 18 Kingstown Road.

The public hearing on this matter was held on March 20, 2008 with a decision being rendered at that time.

Based on the information presented and the testimony given the Board makes the following findings of fact:

August 16, 1990 Zoning Board Approval:

- Alteration of an existing retail/restaurant to allow seating for customers for the Snack Shack.
- Relief granted – Special Exemption under Chapter 246/587, Section 5.1 Alteration of an existing retail/restaurant, with conditions.

May 14, 1993 Zoning Board approval to amend an existing decision:

- Elimination of conditions #2 (specifically limiting number of tables, capacity to remain same) and #3 (permitting the use of a grill, open-flame, and/or deep fat fryer) of the August 16, 1990 decision.
- Elimination of conditions granted – elimination of the table limitation (capacity to remain) and permitting the use of a grill, open flame, and/or deep fat fryer at this location.

1. That the current conditions include:

- 1,155 square foot, recently renovated first-floor retail space.
- Building Permit No. B-227-06 was issued for interior and exterior renovations for a coffee/pastry shop (permitted use in a B-B Zoning District).

2. That the proposed alterations include:

- Change of use characterization from coffee/pastry shop (Bakeries - Use Code 546) to restaurant (Lunchroom or restaurant [no alcoholic beverages] – Use Code 5812).

That previous to the proposed occupancy, this retail space was formerly used as a flower shop. The original building permit (No. B-227-06) was issued to the applicant to perform interior and exterior renovations for a proposed coffee/pastry shop, which is a permitted use in a B-B Zoning District set-forth in Section 6.1 – Use Regulations (Bakeries – Use Code 546).

4. That upon review of the proposed appetizer menu, it has been determined by the Town Solicitor that the items to be served will classify the business as a restaurant (Lunchroom or restaurant [no alcoholic beverages] - Use Code 5812). A restaurant requires a Special Use Permit in the B-B Zoning District under Section 6.1 - Use Regulations.
5. That a parking survey completed by N. Veltri Survey, Inc. (January 2008) determined that the entire retail complex contains a total of 14 parking spaces. These spaces are shared equally among the 4 units of the complex, allocating 3 ½ spaces to each unit.
6. That the Building Official and Fire Marshall have calculated the occupancy load of the proposed café/restaurant to be 45 persons, based on the seating configuration and amount of standing area. Given this occupancy load, Staff has determined that the present number of parking spaces does not meet the cumulative parking requirements of Section 7.9 (Automobile Parking Space). The number of required parking spaces was calculated at 1 ½ spaces for every 4 persons of capacity (as set-forth under Section 7.9). Therefore, it was concluded that based on maximum occupancy, the proposed café will require 17 parking spaces.
7. That the future land use designation is “120 – Commercial/Services”. The project, as proposed, appears to comply with the Comprehensive Plan.
8. That the use being sought already exists on the site in other units.
9. That with regards to Section 7.9 the property itself is developed in a manner that cannot provide adequate parking to meet the ordinance therefore any business would require a parking variance.
10. That Community Development has reviewed the application and gave a favorable recommendation.
11. That the Planning Board has reviewed the application recommend approval and found it to be complete and in conformance with the Comprehensive Plan of Narragansett.

Based on the information presented at the hearing the Board finds that the granting of the variance and special use permit:

1. Will not be contrary to the public interest;
2. Will further substantial justice;
3. Will be consistent with the purposes and objectives of the zoning ordinance.

The applicant has demonstrated that the proposed relief:

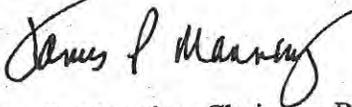
1. Is necessary for the full enjoyment of the property;
2. Results from physical conditions peculiar to the subject land;
3. That the hardship did not result from any act of the applicant.

Life Narragansett  
, 2008

On motion made and duly seconded it is VOTED: To grant the requested relief a special use permit from Section 6.1 Use Regulations, and a fourteen car parking space variance from Section 7.9 Automobile Parking Spaces. It is noted that the use already exists on site and the variance is an impossible hurdle.

The variance and special use permit shall expire two years from the date of granting by the Board unless the applicant exercises the permission granted or receives a building permit to do so and commences construction and diligently prosecutes the construction until completed. In the event that an approval is granted by the Zoning Board of Review, which is conditioned upon or requires approval from a state or federal agency which would regulate the constructing being approved, then the two-year approval period shall not commence until the applicant has received all of such approvals.

Sincerely,



James P. Manning, Chairman Pro Tem  
Zoning and Platting Board of Review

JPM/lmg

RECEIVED FOR RECORD  
ON 4-11-08 AT 9:44 AM  
WITNESS: ANNE M. IRONS  
NARRAGANSETT TOWN CLERK

TOWN OF NARRAGANSETT  
INTER OFFICE MEMORANDUM  
Department of Building Inspections

=====  
To: Anne Irons  
Town Clerk

Date: April 11, 2013

From: Anthony L. Santilli, Jr.  
Building Official

*11 APRIL  
2013*

Re: Liquor licenses

=====  
Please be advised that this office has no problem with the Bike Stop Café, JB Coffee Company DBA Cool Beans or the Break located at 1200 Ocean Road obtaining liquor licenses.

## Anne Irons

---

**From:** Chief Hoxsie  
**Sent:** Monday, April 01, 2013 7:37 AM  
**To:** Anne Irons  
**Subject:** RE: 4-15-13 PH on new liquor establishments

Anne,

We have no objections to these locations receiving the licenses. Please let me know if there is anything else you need.

Chief Hoxsie

Dean Hoxsie  
Chief of Police  
Narragansett Police Department  
40 Caswell Street  
Narragansett RI 02882  
401-789-1091 x301  
[dhoxsie@narragansettri.gov](mailto:dhoxsie@narragansettri.gov)

---

**From:** Anne Irons  
**Sent:** Friday, March 29, 2013 2:44 PM  
**To:** Chief Hoxsie  
**Subject:** 4-15-13 PH on new liquor establishments

Hi Dean,

Here is the memo regarding your review for the new liquor establishments .

If you need copies of the BCI, let me know

Thanks

Anne

Anne M. Irons, CMC

Town Clerk

Town of Narragansett

25 Fifth Avenue

Narragansett, RI 02882

401-782-0603

401-783-9637 (fax)

[airons@narragansettri.gov](mailto:airons@narragansettri.gov)

[www.narragansettri.gov](http://www.narragansettri.gov)

## Anne Irons

---

**From:** James Given  
**Sent:** Thursday, March 28, 2013 11:35 AM  
**To:** Anne Irons  
**Subject:** New Liquor establishments

Anne,  
In reference to The Bike Stop Cafe, Cool Beans and The Break I have no issues with any of these establishments.

Captain James P. Given, ADSFM

Fire Marshal

Town of Narragansett

40 Caswell St.

Narragansett, RI 02882

(401)789-1000

[jgiven@narragansettri.gov](mailto:jgiven@narragansettri.gov)

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** April 10, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Acting Town Manager

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

**SUBJECT:** A Public Hearing - The Bike Stop Café-Casey Montanari and  
Brendan Roan, 148 Boon Street

**RECOMMENDATION:**

That the Town Council hold a public hearing on the application for a new liquor license for a Class BV-LIMITED Liquor License for The Bike Stop Café, 148 Boon Street.

**SUMMARY:**

The Bike Stop Café has applied for a new BV Limited Liquor License. A BV Limited Liquor license will allow the serving of beer and wine to the customers of The Bike Stop Café. The public hearing was advertised and the abutters within 200 feet of any point of the premises were notified.

**.ATTACHMENT:**

1. Application Packet

---

**TOWN CLERK USE ONLY:**

Consent Agenda

Carry Over to Date: \_\_\_\_\_

Approved

Unfinished Business (Date heard previous: \_\_\_\_\_)

New Business

Public Hearing – No Action Taken

**ORD. #** \_\_\_\_\_ **RES. #**

**LCON#** \_\_\_\_\_ **LIC. #**

**Action Date:**

**TOWN OF  
NARRAGANSETT  
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 for a Class BV Limited 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:

**The Bike Stop Cafe, Inc.  
d/b/a/ The Bike Stop Cafe  
Casey Montanari, President  
Brendan Roan, Vice President  
148 Boon Street  
Plat D, Lot 148A  
Narragansett RI**

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

The above-named application will be in order for hearing at 8:00 P.M., MONDAY, April 15, 2013, 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  
Anne M. Irons  
Town Clerk**

**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 for a Class BV Limited 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:

**The Bike Stop Cafe, Inc.  
d/b/a/ The Bike Stop Cafe  
Casey Montanari, President  
Brendan Roan, Vice President  
148 Boon Street  
Plat D, Lot 148A  
Narragansett RI**

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

The above-named application will be in order for hearing at 8:00 P.M., MONDAY, April 15, 2013, 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  
Anne M. Irons  
Town Clerk**

BOARD OF LICENSING COMMISSIONERS  
APPLICATION FOR LICENSE BY CORPORATION

BV Limited (Beer, wine)

RETAILER'S CLASS A.....B.....C.....D.....E.....J.....

DATE: 1-20-13

2013 FEB - 5 AM 2:25

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

NAME OF BUSINESS The BIKE STOP CAFE

1. NAME OF APPLICANT Casey Montanari

2. STATE -- INCORPORATED RHODE ISLAND

3. DATE INCORPORATED 10-12-12

4. ADDRESS OF PREMISES 148 BOON STREET

PLAT AND LOT D-184A

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

PRESIDENT: Casey Montanari  
DOB: 11/21/79 SOCIAL SECURITY #: [REDACTED]

VICE PRESIDENT: Brendan Roan  
DOB: 10/27/74 SOCIAL SECURITY #: \_\_\_\_\_

SECRETARY: \_\_\_\_\_  
DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

TREASURER: \_\_\_\_\_  
DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

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

Casey Montanari AND Brendan Roan  
21 Checkerberry Trail

7. CLASSES OF ALL STOCK:

(A) AMOUNT OF EACH AUTHORIZED None issued  
(B) AMOUNT OF EACH ISSUED None issued

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

Casey Montanari  
Brendan Roan

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

N/A

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

N/A

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

12. IS PROPERTY LEASED? NO YES

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

MMA Steven Bobcock

14. HAVE ANY OFFICERS, BOARD MEMBERS OR STOCKHOLDERS EVER BEEN ARRESTED OR CONVICTED OF A CRIME. IF YES, EXPLAIN

Casey Montanari, DUI - 12-10-2005  
Brockton

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

16. IS ANY OTHER BUSINESS TO BE CARRIED ON IN PREMISES? IF YES, EXPLAIN

Full service restaurant

17. IS ANY OFFICER, BOARD MEMBER OR STOCKHOLDER ENGAGED IN ANY MANNER AS A LAW ENFORCEMENT OFFICER? IF YES, EXPLAIN

NO

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

NO

19. IS APPLICANT THE OWNER OR OPERATOR OF ANY OTHER BUSINESS? IF YES, EXPLAIN

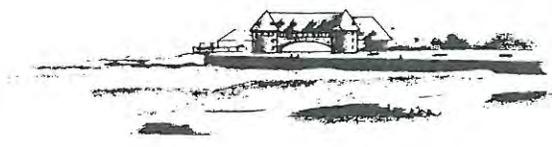
NO

20. STATE AMOUNT OF CAPITAL INVESTED IN BUSINESS \$ 100,000.00

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

Casey Montanari  
APPLICANT

\_\_\_\_\_  
CORPORATE SEAL



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

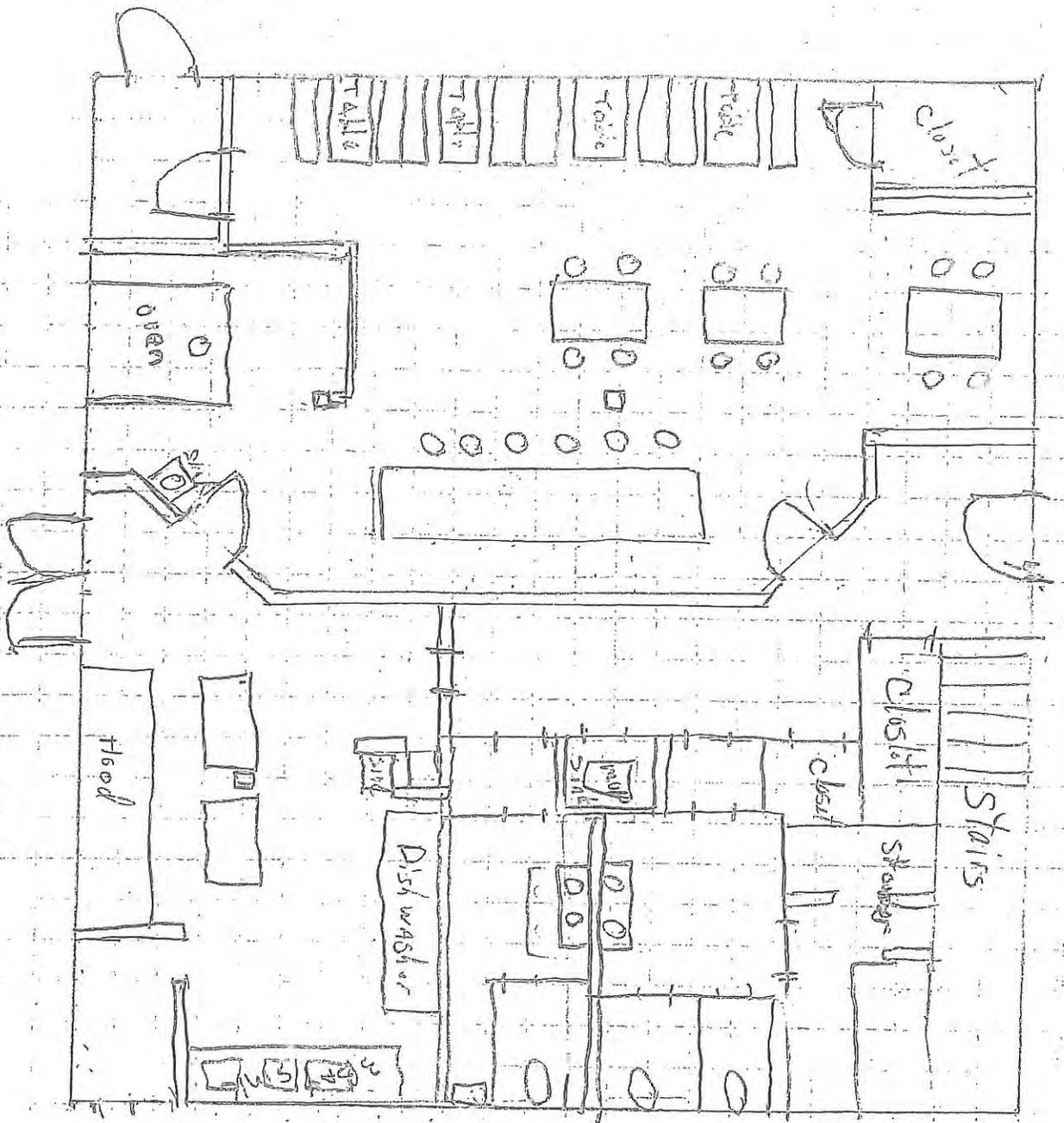
Date 1-20-13

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

See Attached (one Bar - 6 seats)

**BUSINESS NAME:** The Bike Stop Cafe

**SIGNATURE:** Cory Mittern



The Bike Stop

1650 58th

148 Boone St

Town of Narragansett  
MISCELLANEOUS LICENSE APPLICATION

The Bike Stop Cafe  
Trade name

CASEY Mantancini  
Owner's name

148 BOUN STREET  
Company address (line 1)

~~same~~ 21 checkerberry, Jr.  
Mailing address (line 1)

Narragansett  
Company address (line 2)

~~same~~ Narragansett, RI  
Mailing address (line 2)

401-284-1414  
Company telephone #

401-207-1413 / 1284444  
Owner's telephone #

Enter: Plat D Lot(s)# 184A

TYPE(S) OF LICENSE:

VICTUALLING LICENSE

FEE:

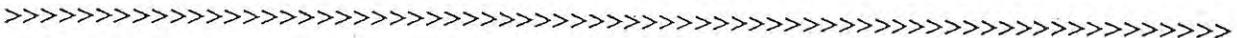
\$ 50.00

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

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



ANSWER ONLY IF APPLICABLE:

Food Dispenser/Victualer

Type of Operation: \_\_\_\_\_

Food Source(s): \_\_\_\_\_

Seating capacity: 50

# of dining rooms: 1

# of kitchens: 1

# of meals served daily: 50



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

January 17, 2013

Bike Stop Café  
c/o Casey Montanari  
21 Checkerberry Trail  
Narragansett, RI 02882

RI: 812 PG: 387  
INST: 335

RE: Zoning Decision  
Bike Stop Café  
Assessor's Plat 'D', Lot '184-A'

Dear Ms. Montanari:

A Zoning Application for the above-referenced property was presented before the Zoning and Platting Board of Review ("the Board") for relief under Chapter 731 of the Code of Ordinances of the Town of Narragansett entitled "Zoning", specifically a Special Use Permit from the Table of Use Regulations (Section 6.1): Use Code 5817 (for the expansion of a legally nonconforming full service restaurant to allow sale of beer and wine only) and a Special Use Permit from Automobile Parking Space (Section 7.9).

The Public Hearing on this matter was held on December 13, 2012 with a decision being rendered at that time.

### FINDINGS OF FACT

Based on the information presented during the Public Hearing and the testimony given a motion was made by Dr. Robert O'Neill, duly seconded by Mr. Eugene Kelly, to adopt following findings of fact from the Planning Staff Project Summary dated D, 2012:

*This property has previously received the following Zoning approvals:*

- *Zoning Board Approval: May 9, 2006 - Granted a Special Use Permit from the Table of Use Regulations (Section 6.1): Use Code 5812 (lunchroom or restaurant with no alcoholic beverages) and a Special Use Permit from Section 7.17 to modify the parking requirements of Section 7.9 (Automobile Parking Space) to change the use of this unit from a gym to a restaurant.*

### **Findings:**

#### *Existing conditions:*

- *Lot 184-A is approximately 31,165 square feet located in a B-B (General Business) Zoning District and is occupied by an 82' x 146' mixed use building with retail service businesses and residential apartments above.*
- *Existing lot coverage approximately 8,636 square feet (27.7%).*

#### *Proposed improvements:*

- *Conversion of the former restaurant (Jacki's Café, previously Dad's Place) to a pizzeria serving beer and wine.*
- *No footprint expansion or modification of existing structure.*
- *Lot coverage to remain unchanged at 8,636 square feet (27.7%).*

A. *An unauthored and undated floor layout of the proposed pizzeria was submitted for this application and included in the file.*

- B. Lot 184-A is approximately 31,165 square feet in area and is located in a B-B (General Business) Zoning District. This project complies with the Dimensional Regulations (Section 6.4).
- C. Lot 184-A is serviced by Town Water and sewer.
- D. The floor layout plan provided by the applicant identifies seven (7) four-person tables and seating for six (6) at a bar for a total seating of thirty-four (34) customers not including employees. In compliance with Section 7.9 (Automobile Parking Space), a restaurant requires one and a half spaces for every four seats or four persons of capacity. The paved parking area associated with this property is more than 9,000 square feet in area and provides single-row parking for at least 22 vehicles comfortably. This parking area is shared with other units located on this Site and while it is not evident to Staff what the exact requirement for total parking space should be for the entire property, Staff presumes that the parking available does not conform to Section 7.9 of the Zoning Ordinance.
- E. The future land use designation of this property is "120 – Commercial Services". The project, as proposed, appears to comply with the Land Use component of the Comprehensive Plan.

In addition to the above, the following findings were made based on testimony during this Public Hearing:

- F. Ms. Casey Montanari, applicant, testified that they are opening a restaurant serving wood-fired pizza and tacos and are requesting a Special Use Permit with the hopes of potentially acquiring a Beer & Wine License to be able to serve beer and wine at the restaurant.
- G. Mr. Anthony Santilli, Building Official, confirmed the mixed retail use of the property creates shared parking demand and the change of use from restaurant to restaurant should not create any issues as its complimentary to what previously existed.
- H. No proponents spoke in favor of the proposal.
- I. No opponents spoke against the proposal.
- J. The Planning Board found this application to be Complete and in Conformance with the Comprehensive Plan (motion passed 3-0) and recommended approval as presented (motion passed 3-0).

The motion passed 5-0 (Anthony Brunetti; Eugene Kelly; James Manning; Robert Mulligan; Dr. Robert O'Neill).

**RELIEF REQUESTED:**

- Section 6.1 – Table of Use Regulations
  - Use Code 5817 – Expansion of a legally nonconforming full service restaurant to allow sale of beer and wine only
  - Special Use Permit
- Section 7.9 – Automobile Parking Space
  - Special Use Permit

**REQUIRED AMENDMENTS:**

May 9, 2006 Zoning Board Decision. All previous conditions associated with this approval continue to remain in effect.

**DECISION:**

Based on the testimony and information presented during the Public Hearing, the Zoning Board finds that the granting of the Special Use Permit:

- Will not be contrary to the public interest;
- Will further substantial justice;
- Will be consistent with the purposes and objectives of the Zoning ordinance;

The applicant has demonstrated that the proposed relief:

- Is necessary for the full enjoyment of the property;
- Results from physical conditions peculiar to the subject land;
- That the hardship did not result from any act of the applicant.

A motion was made by Dr. Robert O'Neill, duly seconded by Mr. Robert Mulligan, to grant the requested Special Use Permit from the Table of Use Regulations (Section 6.1): Use Code 5817 (for the expansion of a legally nonconforming full service restaurant to allow sale of beer and wine only) as well as the requested Special Use Permit from Automobile Parking Space (Section 7.9) as presented.

The motion passed 5-0 (Anthony Brunetti; Eugene Kelly; James Manning; Robert Mulligan; Dr. Robert O'Neill).

These Special Use Permits shall expire two (2) years from the date of granting by the Board unless the applicant exercises the permission granted or receives a building permit to do so and commences construction and diligently prosecutes the construction until completed. In the event that an approval is granted by the Zoning Board of Review which is conditioned upon or requires approval from a state or federal agency which would regulate the constructing being approved, the two (2) year approval period shall not commence until the applicant has received all of such approvals.

Sincerely,



James Manning, Acting Chairman  
Zoning and Platting Board of Review

JPM/jap

FOR RECORDING PURPOSES ONLY

RECEIVED FOR RECORD  
Jan 18, 2013 09:43:06A  
ANNE H. IRONS  
TOWN CLERK  
NARRAGANSETT, RI

TOWN OF NARRAGANSETT  
INTER OFFICE MEMORANDUM  
Department of Building Inspections

=====  
To: Anne Irons  
Town Clerk

Date: April 11, 2013

From: Anthony L. Santilli, Jr.  
Building Official

*11 APRIL  
2013*

Re: Liquor licenses

=====  
Please be advised that this office has no problem with the Bike Stop Café, JB Coffee Company DBA Cool Beans or the Break located at 1200 Ocean Road obtaining liquor licenses.

## Anne Irons

---

**From:** Chief Hoxsie  
**Sent:** Monday, April 01, 2013 7:37 AM  
**To:** Anne Irons  
**Subject:** RE: 4-15-13 PH on new liquor establishments

Anne,  
We have no objections to these locations receiving the licenses. Please let me know if there is anything else you need.  
Chief Hoxsie

Dean Hoxsie  
Chief of Police  
Narragansett Police Department  
40 Caswell Street  
Narragansett RI 02882  
401-789-1091 x301  
[dhoxsie@narragansettri.gov](mailto:dhoxsie@narragansettri.gov)

---

**From:** Anne Irons  
**Sent:** Friday, March 29, 2013 2:44 PM  
**To:** Chief Hoxsie  
**Subject:** 4-15-13 PH on new liquor establishments

Hi Dean,  
Here is the memo regarding your review for the new liquor establishments .

If you need copies of the BCI, let me know  
Thanks  
Anne  
Anne M. Irons, CMC  
Town Clerk  
Town of Narragansett  
25 Fifth Avenue  
Narragansett, RI 02882  
401-782-0603  
401-783-9637 (fax)  
[airons@narragansettri.gov](mailto:airons@narragansettri.gov)  
[www.narragansettri.gov](http://www.narragansettri.gov)

## Anne Irons

---

**From:** James Given  
**Sent:** Thursday, March 28, 2013 11:35 AM  
**To:** Anne Irons  
**Subject:** New Liquor establishments

Anne,  
In reference to The Bike Stop Cafe, Cool Beans and The Break I have no issues with any of these establishments.

Captain James P. Given, ADSFM

Fire Marshal

Town of Narragansett

40 Caswell St.

Narragansett, RI 02882

(401)789-1000

[jgiven@narragansettri.gov](mailto:jgiven@narragansettri.gov)

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

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

**Date Prepared:** April 10, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Acting Town Manager  
**FROM:** Anne M. Irons, CMC-Town Clerk  
**SUBJECT:** A Public Hearing – The Break- Rebecca Durkin  
1200 Ocean Road

**RECOMMENDATION:**

That the Town Council hold a public hearing on the application for a new liquor license for a Class BV-Tavern Liquor License for The Break, 1200 Ocean Road.

**SUMMARY:**

The Break has applied for a new BV Tavern Liquor License. A BV Tavern Liquor license will allow the serving of alcoholic beverages to the customers/guests of the Break. The public hearing was advertised and abutters within 200 feet of any point of the premises were notified.

**ATTACHMENT:**

1. Application Packet

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
Carry Over to Date: \_\_\_\_\_  
Approved  
Unfinished Business (Date heard previous: \_\_\_\_\_)  
New Business  
Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date:

**TOWN OF  
NARRAGANSETT  
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 for a Class BV Tavern 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:

**Rebecca Durkin d/b/a  
The Break  
1200 Ocean Road  
Plat L, Lot 237A  
Narragansett RI**

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

The above-named application will be in order for hearing at 8:00 P.M., MONDAY, April 15, 2013, 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  
Anne M. Irons  
Town Clerk**

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

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Narragansett RI**

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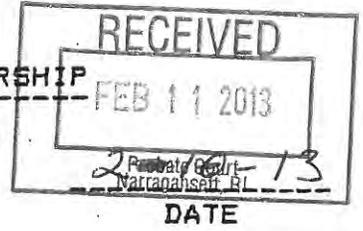
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Individuals requesting interpreter services for the hearing impaired must call 782-0603, seventy-two (72) hours in advance of the meeting date.

**By Order of the Town  
Council  
Anne M. Irons  
Town Clerk**

NARRAGANSETT  
CITY OR TOWN

BOARD OF LICENSING COMMISSIONERS  
APPLICATION FOR LICENSE BY INDIVIDUAL OR PARTNERSHIP



RETAILER'S CLASS: A. . . . B. ✓ . . . C. . . . D. . . . E. . . .

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

NAME OF BUSINESS: The Break

STATE WHETHER INDIVIDUAL OR PARTNERSHIP

(A) IF PARTNERSHIP, GIVE NAME \_\_\_\_\_

(B) PLAT/LOT L/237A

(C) TRADE NAME The Break

1. NAME, ADDRESS, D. O. B., SOC. SEC. # AND PHONE NO. OF EACH APPLICANT  
Rebecca Durkin . . . . . DOB 4/23/63 [REDACTED]  
815 POINT JUDITH ROAD  
NARRAGANSETT RI 02882

3. CITIZEN?  
(A) IF NATURALIZED, STATE DATE AND COURT WHERE ADMITTED yes

1. NAME AND ADDRESS OF EACH PERSON INTERESTED OR TO BECOME INTERESTED IN BUSINESS FOR WHICH APPLICATION IS BEING MADE, AND NATURE OF SUCH INTEREST  
JAMES DURKIN (HUSBAN), ROBERT BLOOD (PRESIDENT  
LARK HOTELS)

1. IS APPLICATION FOR THE BENEFIT OF ANOTHER, IF SO, STATE NAME AND ADDRESS OF SUCH PERSON OR CORPORATION  
N/A.

1. HAS APPLICANT OBTAINED LOAN OR ARRANGED TO DO SO FROM OTHER THAN A BANK?  
(A) IF SO, GIVE NAME AND ADDRESS OF LENDOR  
NO LOAN

1. IF PREMISES OR BUSINESS IS MORTGAGED, GIVE NAME AND ADDRESS OF MORTGAGOR  
NO MORTGAGE

1. GIVE EXACT LOCATION OF PREMISES, INCLUDING STREET, NUMBER, AND PART OF BUILDING TO BE USED AS PREMISES  
1200 OCEAN ROAD ENTIRE BUILDING AND POOL  
AREA.

\* Property granted Special use permit previously  
Recorded @ Book 437 Page 570  
Special use Permits for Hotel/INN " " " 329 " 9  
" @ Book 685 Page 720-727

8. DOES APPLICANT OWN REAL ESTATE UPON WHICH LICENSE IS TO BE LOCATED?  
 (A) IF NOT, NAME AND ADDRESS OF OWNER yes
- 
9. IF PREMISES ARE LEASED, STATE EXTENT AND DURATION OF SAME  
 (A) IF SUBLEASED, NAME AND ADDRESS OF LESSOR N/A
- 
10. HAS ANY OF THE APPLICANTS EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR?  
 (A) IF SO, GIVE DETAILS NO
- 
11. HAS APPLICANT ANY INTEREST, DIRECT OR INDIRECT, IN ANY OTHER BEVERAGE LICENSE  
 WHOLESALE OR RETAIL? IF SO EXPLAIN NO
- 
12. ARE ANY OF THE APPLICANTS ENGAGED IN LAW ENFORCEMENT? IF SO EXPLAIN NO
- 
13. DOES APPLICANT HAVE ANY OTHER BEVERAGE LICENSE? NO
14. WILL A DRAUGHT LINE SYSTEM BE ON THE PREMISE? yes
15. IS APPLICANT EMPLOYED BY ANOTHER BEVERAGE LICENSEE? NO

I HEREBY CERTIFY THAT THE ANSWERS ABOVE MADE ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF

*Rebecca Durkin*

-----  
 SIGNATURE OF APPLICANT  
 -----  
*Rebecca Durkin*  
 -----

*Karen E DeBour*  
 -----  
 SIGNED IN THE PRESENCE OF  
*my commission expires 9/3/13*

INSTRUCTIONS: EVERY QUESTION ON APPLICATION MUST BE ANSWERED. ANY FALSE STATEMENTS MADE BY THE APPLICANT WILL BE SUFFICIENT GROUNDS FOR THE DENIAL OF THE APPLICATION OR THE REVOCATION OF THE LICENSE IN CASE ONE HAS BEEN GRANTED





**About Lark Hotels:** Lark hotels embrace the locations they are in — but in playful, unexpected ways. Think “sense of place” with imagination and a touch of mischief. We invite our guests to experience modern luxury in the heart of iconic destinations, to feel the pull of a nostalgic getaway while surrounded by today’s amenities and to find attentive service when they want it and privacy when they don’t.



**Contact:** Rob Blood - Founder & CEO | [rob@larkhotels.com](mailto:rob@larkhotels.com) | [www.larkhotels.com](http://www.larkhotels.com)



**CAPTAIN FAIRFIELD INN**  
- Kennebunkport, ME



**POMEGRANATE INN**  
- Portland, ME



**THE ATTWATER**  
- Newport, RI



**76 MAIN**  
- Nantucket, MA



**THE DANFORTH**  
- Portland, ME



39715  
TOWN OF NARRAGANSETT

Town Hall • 25 Fifth Avenue • Narragansett, RI 02882  
Tel. (401) 789-1044 • TDD (401) 782-0610 • Fax (401) 782-0664

THE DEPARTMENT OF COMMUNITY DEVELOPMENT

July 19, 2007

David and Kathleen Baptista  
30 Lakeview Drive  
Narragansett, RI 02882

RE: Tax Assessor's Plat L, Lot 237-A

Dear Mr. and Mrs. Baptista:

This matter is before the Zoning and Platting Board of Review "the Board" on the application of David and Kathleen Baptista Lot 237-A, for relief under Chapter 731, a special use permit for a hotel (Use Code 07) in a B-A Zoning District from Section 6.1 Table of Use Regulations to construct a 16-room inn at Ocean Road.

The public hearing on this matter was held on January 11 and May 17, 2007 with a decision being rendered at the May 17, 2007 meeting.

Based on the information presented and the testimony given board member Nathan Godfrey proposes the following findings of fact:

1. That we have before us the Baptista application heard on January 11, 2007 and tonight, May 17, 2007. This is Tax Assessor's Plat L Lot 237-A, which is located on Ocean Road.
2. That the application seeks a Special Use Permit from Section 6.1 Table of Use Regulations/Special Use Permit for a hotel (use 07). There is no dimensional relief sought.
3. That Lot 237-A contains 20,105± sq ft. of site area.
4. That Lot 237-A is zoned B-A which is the limited business zone.
5. That Lot 237-A meets the dimensional regulations for the B-A zoning district.
6. That Lot 237-A is not located within any Overlay Districts.
7. That Lot 237-A has frontage on two existing public streets (Ocean Road and Old Ocean Road).
8. That municipal water and sewer are available to this lot.
9. That Lot 237-A is presently unimproved.
10. That the subject site conforms to the minimum requirements for this zoning district and is a conforming lot.
11. That the proposed improvements include:
  1. The construction of a 60' x 72' 16 guest room, 3-story hotel with an in-ground pool of approximately 476 sq. ft. In addition to the 16 guest rooms, the facility would contain a restaurant, lobby, gift shop, fitness room and covered patio. The guest rooms and fitness room would be organized on the two upper levels and the lobby, restaurant, gift shop and covered patio would be on the ground level.

2. The development of 24 off street parking spaces and a covered portico at the front of the building.
  3. The installation of landscaped areas and signage.
  4. The installation of an underground pipe stormwater detention system that will tie into the Town's stormwater system.
12. That the Narragansett Zoning Ordinance defines an Inn as follows (Section 2.2): Inn – A hotel consisting of 30 or fewer rooms available for transient lodging.
13. That the Narragansett Zoning Ordinance defines a Hotel as follows (Section 2.2): Hotel - A building of two or more stories providing transient lodging accommodations to the general public, without individual kitchen facilities or separate exterior entrances. Such use may contain accessory facilities including, but not limited to, a restaurant, meeting rooms and recreational facilities.
14. That The Department of Community Development staff made the following recommendation in a Project Summary dated March 27, 2007: It is the opinion of Staff that this application can be recommended to the Planning and Zoning Board of Review for approval with the following conditions:
- The applicant is proposing an inn with a front portico, which will now conform to the front setback. The portico and pool have been reduced in size and the building has been moved to the east.
  - A plan to mitigate stormwater issues resulting from the filling of the grassed swale where the gravel employee parking is should be submitted to DPW.
  - DPW will also require stop signs, stop bars and double center lines added at the parking lot entrance driveways as well as 'Cape Cod' style berms along all edges of asphalt paved areas.
  - To ensure proper screening of the pool from Old Ocean Road, the pool patio east of the pool should be reduced to a minimum width of 4' to allow denser buffer planting and the location of an improved path between the employee parking and the main parking lot. In addition all species of Arborvitae screening the pool from Ocean Road should be spaced a maximum of 4' apart.
  - Therefore, Staff recommends this application to the Planning and Zoning Boards for approval with the following conditions:
    - a. That all construction is done in strict conformance with the submitted site plan (latest revision date of March 12, 2007).
    - b. That all construction is done in substantial conformance with the submitted architectural plan.
    - c. That all construction is done in substantial conformance with a revised landscape plan which allows denser planting between the pool and Old Ocean Road, shows an improved path between the employee parking and the main parking lot, and spaces the Arborvitae along the pool fence at a maximum of 4' apart.
    - d. That all construction is done in substantial conformance with a revised drainage plan which mitigates stormwater issues resulting from the filling of the grassed swale where

23. That Alan Berry testified in the capacity of licensed architect. Mr. Berry testified that he had designed similar types of structures and was attempting to match the design to the appropriate local prominent historical architectural context.
24. That Mr. Caswell testified to possible impacts on value and use if the project were approved. Mr. Caswell provided a written report and his testimony was that there would be no impact on the market value, marketability or appropriate uses of the nearby, abutting or surrounding properties. Mr. Caswell testified that the subject site had been similarly typed zoning since 1938.
25. That residents speaking on behalf of the application as opponents this evening:
  - Sandra Lally
  - Rebecca Durkin
  - Howard Goldsmith
26. That the following persons spoke in opposition to the application at the previous hearing:
  - Loreen D'Ambra
  - George Tracy
  - Richard Fyans
  - James S. D'Ambra
  - Kelly Morris, attorney representing the D'Ambras
  - Mark Digley
  - Carl Machad
  - Robert Benton
  - Mr. Puzuck
  - Richard Watlet
  - Raymond Andro
  - Tim Ferrone
  - Carol Olson

The following persons spoke in opposition to the application this evening:

- Harry Kenworthy
  - Tony DeBerardis
  - Bob Houghton
  - Lelia Palmieri
  - All of these persons spoke in opposition to the application and none were recognized as experts in any capacity. The primary concerns were increased traffic, vehicular congestion, potential visitors to Narragansett and specifically the south end.
25. That the opponent's experts were:
    - Ramsey Loqua recognized as an expert in Building Code and Zoning Code issues.
    - William McGovern was recognized as an expert in real estate valuation.

4. That the use will not result in conditions inimical to the public health, safety, welfare, morals and general welfare.

**Amy Sonder, Craig Carrigan, John Carter and Ned Caswell testified to this point.**

5. That it will not substantially or permanently injure the appropriate use of surrounding property.

**Amy Sonder, Craig Carrigan, John Carter and Ned Caswell testified to this point.**

6. In addition to the above, the zoning board of review shall consider:

- a. Access to air, light, views and solar access.
- b. Public access to water bodies, rivers, and streams.
- c. The conservation of energy and energy efficiency.

29. That the subject site is appropriately zoned and consistent with the Current Land Use Map and the Future Land Use Map as depicted in the Comprehensive Community Plan. The hotel use is permitted in this district by Special Use Permit. The application and filing has been heard in a public hearing by the Planning Board and that board recommended to the Zoning Board approval of the application.

30. That after weighing all the evidence and hearing all the testimony my conclusion is that the applicant has met the required six criteria to be granted a Special Use Permit.

Upon motion made and duly seconded it is VOTED: To accept the previously listed findings of fact. (Godfrey / Manning) The vote is 5-0

Therefore based upon the approved findings of fact I move to grant the Special Use Permit as required from Section 6.1 subject to the following conditions:

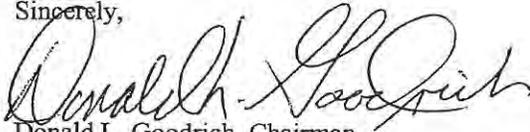
1. That all construction is done in strict conformance with the submitted site plan (latest revision date of March 12, 2007).
2. That all construction is done in substantial conformance with the submitted architectural plan.
3. That all construction is done in substantial conformance with a revised landscape plan which allows denser planting between the pool and Old Ocean Road, shows an improved path between the employee parking and the main parking lot, and spaces the Arborvitae along the pool fence at a maximum of 4' apart.
4. That all construction is done in substantial conformance with a revised drainage plan which mitigates stormwater issues resulting from the filling of the grassed swale where the gravel employee parking is proposed. This revised drainage plan should show the proposed 8" storm drain connection discharging to a new standard catch basin located at the edge of existing pavement which will then discharge to the existing storm drain basin at the corner of Third Street by means of a 12" ADS pipe. This plan should be reviewed and approved by DPW.
5. That stop signs, stop bars and double center lines be added at the parking lot entrance driveways as well as "Cape Cod" style berms be installed along all edges of asphalt paved areas.
6. That all conditions of the September 8, 2006 RIDOT PAP are strictly adhered to.

7. That prior to the issuance of a building permit, the applicant must submit a comprehensive erosion control plan to the building official for their approval. The plan must be in accordance with the Rhode Island Soil Erosion and Sedimentation Control Handbook. Said erosion control measures must be in place and inspected by DPW prior to the start of any construction and shall be maintained or replaced throughout the construction phase. They may only be removed when vegetative cover has been restored and permission for removal has been granted by DPW.
8. That any area of disturbance be reseeded or sodden with a low maintenance conservation grass mixture. Information relative to possible seed mixtures is available through the Department of Community Development. Only slow release fertilizers are permitted to maintain an intact vegetative cover.
9. That any proposed site work or landscape improvements such as driveway construction, grading and/or other landscape improvements within the public right-of-way (between the property line and existing edge of pavement) are subject to review and approval of the Department of Public Works. No site work may begin until the project has been reviewed, approved, and a road construction permit is issued by the DPW.
10. That all construction is done in strict conformance with the submitted site plan.
11. That all construction is done in substantial conformance with a revised landscape plan which shows denser planting between the pool and Old Ocean Road, shows an improved path between the employee parking and the main parking lot, and spaces the Arborvitae along the pool fence at a maximum of 4' apart.

(Godfrey / Manning) The vote is 5-0

The special use permit shall expire two years from the date of granting by the Board unless the applicant exercises the permission granted or receives a building permit to do so and commences construction and diligently prosecutes the construction until completed. In the event that an approval is granted by the Zoning Board of Review, which is conditioned upon or requires approval from a state or federal agency which would regulate the constructing being approved, then the two-year approval period shall not commence until the applicant has received all of such approvals.

Sincerely,



Donald L. Goodrich, Chairman  
Zoning and Platting Board of Review

DLG/lmg

RECEIVED FOR RECORD  
ON 7-26-07 AT 9:26 AM  
WITNESS: CAROL ROBBINS, CMC  
NARRAGANSETT TOWN CLERK



6389

BOOK 529 PAGE

9

**TOWN OF NARRAGANSETT**Town Hall 25 Fifth Avenue Narragansett, RI 02882-0777  
Tel. (401) 789-1044 TDD (401) 782-0610 Fax (401) 783-9637

DEPARTMENT OF COMMUNITY DEVELOPMENT

March 26, 2003

1200 Ocean Grille, LLC  
c/o Stephen Siravo  
1200 Ocean Road  
Narragansett, RI 02882

RE: Tax Assessor's Plat L, Lot 237  
1200 Ocean Road

Dear Mr. Siravo:

This matter is before the Zoning and Platting Board of Review "the Board" on the application of 1200 Ocean Grille, LLC Lot 237, for a special use permit under Chapter 731, Section 6.1 Table of Use Regulations; Use Code 5814, and an amendment to a decision of the Zoning Board of Review dated June 28, 1999 (amended January 2, 2001) to construct an addition onto an existing restaurant/lunchroom that includes a full service, sit down bar in a B-A Zoning district at 1200 Ocean Road..

The public hearing on this matter was held on March 20, 2003 with a decision being rendered at that time.

Based on the information presented the Board makes the following findings of fact:

- On June 28, 1999 (amended January 2, 2001) the Zoning Board of Review granted a special use permit from section 6.1 Table of Use Regulations; Use Code 5814 Lunchroom Or Restaurant Serving Alcoholic Beverages – (beer and wine) to bring the existing legal non-conforming use into conformity.
- Existing conditions:
  - 42' x 52' restaurant establishment with a license to serve beer and wine.
  - 25' x 42' deck/patio area within handi-cap accessibility that is located on the southern side of the existing restaurant facility. The outside deck/patio area was approved with a seating capacity of 24 seats (6 tables @ 4 persons), with food and beverage service terminating at 9 P.M.
  - Area of existing structures: 3,234± square feet
- 1. That the proposed improvements include:
  - Construction of a 10' x 30' addition to the northern side of the existing restaurant establishment.
  - The proposed addition would be utilized for an office, additional storage area, and a walk-in cooler/freezer.
  - Renovations to the interior include the creation of a full service bar 12' in length with eight seats.
  - Installation of an awning to cover the existing 25' x 42' deck/patio area. The applicant has not provided the Town with architectural elevations or color schemes for review.
  - Area with proposed structures: 3,534± square feet



**TOWN OF NARRAGANSETT**

Town Hall 25 Fifth Avenue Narragansett, RI 02882-0777  
Tel. (401) 789-1044 TDD (401) 782-0610 Fax (401) 783-9637

DEPARTMENT OF COMMUNITY DEVELOPMENT

June 28, 1999

Ocean Grill, Inc.  
c/o Steven Siravo and Dave DeQuattro  
1200 Ocean Road  
Narragansett, RI 02882

**DECISION LETTER  
AMENDED ON JANUARY 2, 2001**

RE: Plat L, lot 237

Dear Mr. Siravo:

This matter is before the Zoning and Platting Board of Review on the application of 1200 Ocean Road (Ocean Grill Restaurant) for a special use permit under Chapter 731, section 6.1 table of use regulations: use code 5814 (lunchroom and beverage restaurant) to allow for the service of beer and wine.

The public hearing on this matter was held on Thursday, May 13, 1999 with a decision being rendered at that time.

Based on the information presented the Board makes the following findings of fact:

1. That the current use of the property is a nonconforming use.
2. That the restaurant pre-existed the current zoning regulations.
3. That the applicant is requesting a special use permit to operate a restaurant with an accessory alcohol license in a B-A zoning district.
4. That the lot consists of 44,000 square feet
5. That in granting the relief the current nonconforming status of the property would be transformed into a conforming use.
6. That the Planning Board has reviewed the application and found it to be complete and in conformance with the comprehensive plan.

Based on the evidence the Board finds that the granting of the special use permit for the above property:

1. Will not be contrary to the public interest;
2. Will further substantial justice, and
3. Will be consistent with the purposes and objectives of the zoning ordinance.

The applicant has demonstrated to the satisfaction of the Board that the proposed special use permit:

Ocean Grill, Inc. – June 28, 1999  
 Page 2

1. Is necessary for the full enjoyment of the property;
2. Results from physical conditions peculiar to the subject land;
3. That the hardship did not result from any act of the applicant.

Upon motion made and duly seconded it is VOTED: To grant a special use permit with the following stipulations which were previously set forth in the decision rendered on July 10, 1998 and recorded in book 385 page 72 which are:

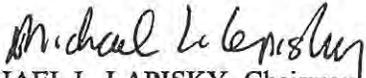
1. That the outside seating capacity not exceed 24 seats (6 four person tables).
2. That the entrance be restricted to Ocean Road only.
3. That a sight and sound vegetative buffer be installed on the building facing Third Street.
4. That food and beverage service on the deck shall cease at dusk with no persons on the deck after 9 p.m.
5. That no live entertainment be allowed on the premises including DJs.
6. That no sit down bar be allowed on the premises.
7. That there be no expansion of the parking lot.
8. That the kitchen close at 9:30 p.m.
9. That all patrons vacate the premises by 10:30 p.m.

Additionally the Board stipulates:

10. That the applicant submits a site plan showing the current location of the building and patio area dimensionally to scale.
11. That the granting of the relief is contingent upon the applicant receiving approval for a liquor license from the Town Council as required by the ordinance.
12. If the license is not obtained then this approval will be treated as approval under 5812.

This relief shall expire two years from the date of granting by the Board unless the applicant exercises the permission granted or receives a building permit to do so and commences construction and diligently prosecutes the construction until completed.

Sincerely,



MICHAEL L. LAPISKY, Chairman  
 Zoning and Platting Board of Review

MLL/lmg

RECEIVED FOR RECORD  
 ON 1-12-01 AT 8:41 A.M.  
 WITNESS: MARY M. BECK, CMC/AAE  
 NARRAGANSETT TOWN CLERK

TOWN OF NARRAGANSETT  
INTER OFFICE MEMORANDUM  
Department of Building Inspections

=====  
To: Anne Irons  
Town Clerk

Date: April 11, 2013

From: Anthony L. Santilli, Jr.  
Building Official

*11 APRIL  
2013*

Re: Liquor licenses

=====  
Please be advised that this office has no problem with the Bike Stop Café, JB Coffee Company DBA Cool Beans or the Break located at 1200 Ocean Road obtaining liquor licenses.

## Anne Irons

---

**From:** Chief Hoxsie  
**Sent:** Monday, April 01, 2013 7:37 AM  
**To:** Anne Irons  
**Subject:** RE: 4-15-13 PH on new liquor establishments

Anne,  
We have no objections to these locations receiving the licenses. Please let me know if there is anything else you need.  
Chief Hoxsie

Dean Hoxsie  
Chief of Police  
Narragansett Police Department  
40 Caswell Street  
Narragansett RI 02882  
401-789-1091 x301  
[dhoxsie@narragansettri.gov](mailto:dhoxsie@narragansettri.gov)

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**From:** Anne Irons  
**Sent:** Friday, March 29, 2013 2:44 PM  
**To:** Chief Hoxsie  
**Subject:** 4-15-13 PH on new liquor establishments

Hi Dean,

Here is the memo regarding your review for the new liquor establishments .

If you need copies of the BCI, let me know

Thanks

Anne

Anne M. Irons, CMC

Town Clerk

Town of Narragansett

25 Fifth Avenue

Narragansett, RI 02882

401-782-0603

401-783-9637 (fax)

[airons@narragansettri.gov](mailto:airons@narragansettri.gov)

[www.narragansettri.gov](http://www.narragansettri.gov)

## Anne Irons

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**From:** James Given  
**Sent:** Thursday, March 28, 2013 11:35 AM  
**To:** Anne Irons  
**Subject:** New Liquor establishments

Anne,  
In reference to The Bike Stop Cafe, Cool Beans and The Break I have no issues with any of these establishments.

Captain James P. Given, ADSFM

Fire Marshal

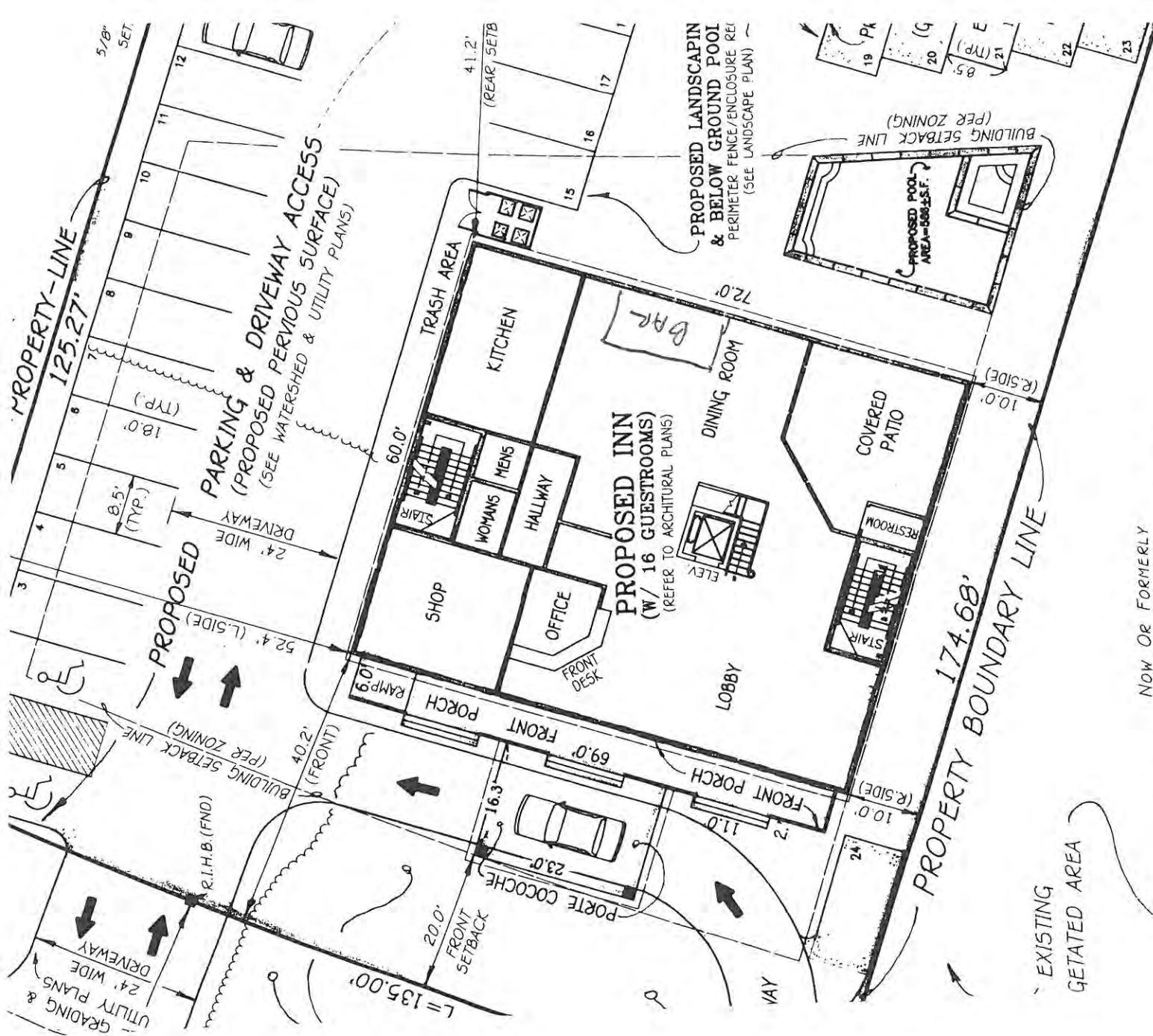
Town of Narragansett

40 Caswell St.

Narragansett, RI 02882

(401)789-1000

[jgiven@narragansettri.gov](mailto:jgiven@narragansettri.gov)



5/8" RE. SET: 2

5/8" RE. SET: 2

NOW OR FORMERLY

ELSIE J. FOY, TRUSTEE  
A.P. "L" / LOT 228

FT.  
Sq.FT.

**PARKING SCHEDULE:**  
 REQUIRED SPACES = 24 SPACES  
 (16) GUESTROOMS @ 1.5 SPACES PER GUESTROOM  
 PROVIDED SPACES = 24. SPACES

**PARKING AREA NOTE:**  
 (8,000 PARKING AREA PROVIDED—ON SITE)  
 (8,000 S.F. / 270.5.F. = 29.6 SPACES)

REF. NARR.CODE 7.10 - PARKING SPECIFICATIONS.

55a.FT.  
±5a.FT.(\*)

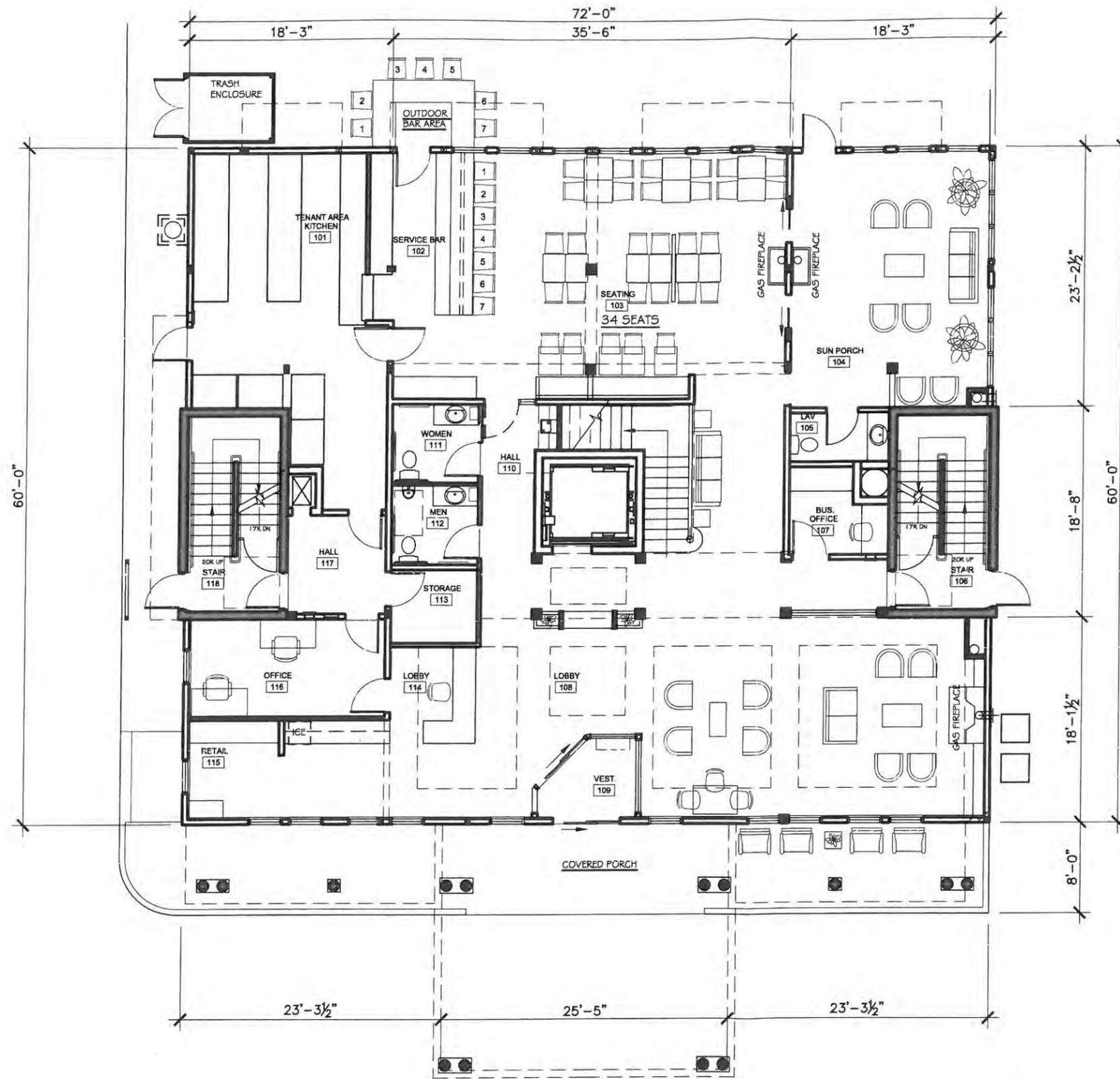
FLOOD ZONE—C  
 DATED: JUNE 16, 1992.

AN (RICRMC)  
 PLAN (RICRMC)

APPLIC  
 DAVID  
 36 LAKE  
 NARRAGA

OWNE  
 OCEAN  
 C/O HO  
 238 RO  
 WAKEFIE

Rebecca Durkin  
 INVESTMENT TRUST  
 815 Pointe Two-Ha Road  
 NARRAGANSETT R.I. 02882



**A** FIRST FLOOR PLAN  
 3/32" = 1'-0" 

No.	Issue	Date
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**THE BREAK  
 HOTEL**

Ocean Road  
 Narragansett, RI

FIRST FLOOR PLAN

Project No. 10135
Drawn By: EWW
Date: April 8, 2013

**A1**

TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION

CC: \_\_\_\_\_  
AMEND NO. \_\_\_\_\_

Date Prepared: April 9, 2013  
Council Meeting Date: April 15, 2013

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To: Honorable Town Council President Callahan and Town Council Members  
From: Richard I. Kerbel, Interim Town Manager  
Subject: PUBLIC HEARING ON THE PROPOSED BUDGET FOR FY 2013-14

The proposed general fund budget totals \$55,351,142 which is an increase of \$4,987,235 (9.9%) from the current approved FY 2013 budget of \$50,363,907.

The total of all of the Operating Budgets is \$77,022,819 which is an increase of \$3,090,825 from FY 2013 projected expenses of \$73,931,994, or 4.18%.

The FY 14 budget is \$3,488,608 more than projected expenditures for FY 13 of \$51,862,457. This is an increase of 6.73%. This increase is the result of the following: increases in operating departments of \$237,699, transfers to other funds and operations of \$2,701,342 an increase for schools of \$163,070 and the inclusion of a \$400,000 contingency.

The proposed budget would require a mill rate of 9.94 for residential property compared to 9.57 for 2012-13, and 14.90 for commercial and industrial real and personal property compared to 14.35 for last year. These increases are 3.8%. The motor vehicle tax rate is retained at 16.46. The \$6,000 motor vehicle exemption is continued.

The recommended budget assumes a levy increase of 3.6 % from the levy adopted for FY 2012-13. According to RIGL 44-5-2 or Senate Bill 3050, as it is commonly referred to, cities and towns are restricted to a maximum increase in the tax levy by no more than the state imposed tax cap rate. For FY 2014 the maximum increase is 4 percent above the FY 2012-13 levy.

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TOWN CLERK USE ONLY:

- Consent Agenda
- Carry over to date: \_\_\_\_\_
- Approved
- Unfinished Business (Date hears previous): \_\_\_\_\_
- New Business
- Public Hearing – No Action Taken

ORD.#: \_\_\_\_\_ RES.# \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC.# \_\_\_\_\_  
Action Date: \_\_\_\_\_

**Storms** - Super Storm Sandy in October and Storm Nemo – a near blizzard - in February taxed municipal services. Sandy caused major damage to the Beach and the Middlebridge Properties. The Towers and Recreation Complex roofs needed replacement. The Beach sustained over \$1.5 million in damages, including the loss of over 10,000 cubic yards of sand. The dunes were destroyed and severe damage was caused to all of the facilities, with the North Cabanas destroyed. Both storms were declared disasters by the Federal Government – giving the Town access to FEMA funds which typically pay for 75% of approved costs.

**New Programs and Initiatives for FY 2014** –The submitted budget for FY 2014 includes targeted investments in the community, new economic development initiatives, transparent government and improved communications.

*Streets Improvement Program* - The projected cost of reclaiming or reconstructing streets classified as either a “D” or “F” condition is \$17 million which would be undertaken over a multi-year period. According to the street improvement plan, the overall rating of the town’s streets will increase to an average rating of 82. In order to maintain those streets rated “C” or above, the Town needs to appropriate \$750,000 annually on crack sealing, street treatments, and other preventative maintenance measures.

*Public Safety Building Renovation Project* - Preliminary design and cost estimates indicate that \$1,776,000 will be needed to rehab and renovate the Building. Since the current facility needs considerable improvements to the interior and exterior spaces, the cost of reinvesting in the makes sense when compared to the construction of an entirely new facility. It is proposed that the project be funded by the use of general fund balance. The use of fund balance is appropriate because the Town’s General Fund balance is in excess of 9 percent of the General Fund budget.

*Economic Development Coordinator* – The budget makes permanent the Economic Development Director. Based on achievements to date, it is recommended that the position be converted from a contract position to a permanent position. The position will report to the town manager.

*Highway Operations* - A 10<sup>th</sup> position will be filled in this unit to assist with operation workloads. Coupled with full funding for a position that was subject to a workers’ comp injury, these costs make up the majority of the \$86,000 increase for FY 14.

## **Enterprise Funds**

**Water Fund** – Water rates are not generating sufficient revenue to support the operating costs and capital requirements. Some of the funds appropriated for capital and maintenance projects will not be expended in FY 2012-13 and will be carried over to FY 14.

**Wastewater Enterprise Fund** – Wastewater rates were adjusted due to the increase in major capital improvement projects undertaken in recent years and the fact that rates are not fully recovering the cost of operations and capital improvements.

**Beach Enterprise Fund** – The Beach Facilities were severely damaged by Storm Sandy in October. Over the past two fiscal years, the town has made significant improvements to the South Pavilion, Beach Clubhouse and the North Pavilion. Since these projects depleted fund balance, the general fund has advanced 759,625 to the Beach Fund to help meet repair costs. These funds will be repaid to the General Fund as excess Beach revenues allow.

**Middlebridge Recreation Fund** - Purchased in in October 2012, the Middlebridge property consists of several rental cottages, a 37 slip marina, a kayak rental business and a seasonal restaurant. The facilities were damaged by flooding from Storm Sandy. The FY 13-14 Budget provides that \$85,000 be transferred to the Middlebridge Fund as rents will not cover costs – especially bond issuance costs. It is anticipated that up to \$130,000 will need to be transferred to Middlebridge until debt service is fully paid in FY 2019-20.

#### **Other Operations**

- Kinney Bungalow. Due to recent major improvements, Kinney Bungalow's Fund Balance has dipped to \$54,000.
- Sunset Farm. This account has a fund balance of \$3,000. Future budgets will require a contribution from the General Fund.
- The Towers. A transfer of \$50,685 is needed from the General Fund to help with maintenance costs. Funds previously budgeted in the Maintenance Fund but are now budgeted here for consistency as all costs will now be accounted for in the Towers Budget.
- Galilee Landing. Operations will require an appropriation from the Galilee fund balance..

**Pension and OPEB Funds** – A major issue facing the Town is the need to address the underfunded Town pension and underfunded OPEB issues. Employer appropriations will bring funding for the Annual Required Contribution (ARC) to 63% of the \$5.4 million ARC that was identified as needed in the valuation report dated July 1, 2012. The special appropriation is increased to \$1,120,432, doubling the amount appropriated in FY 2012-13. Pension assets were \$63,691,946 as of March 31, 2013, an increase of \$7,250,923 since June 30, 2012.

The extra appropriation to the OPEB Fund is continued at \$200,000. This amount is in addition to the 6% of regular pay that is transferred to the OPEB fund from the operating departments. OPEB Trust Fund balances were \$1,204,380 as of March 31, 2013.

**Capital Program and Maintenance/Non-Capitalized Projects** – The following highlight some of the major capital and maintenance/non-capitalized projects for FY 2014:

- *Public Safety Facility* – \$1,766,000 for the renovation and rehabilitation of the Public Safety Facility.
- *Fire Apparatus* - \$38,000 is set aside to fund the replacement Fire Chief's vehicle. It is recommended that the purchase of a \$475,000 pumper be purchased through lease-purchasing or bonding.
- *Pavement Management* – \$750,000 for street preventative maintenance such as crack sealing, street treatments, and other street maintenance projects for streets.
- *Park Court Resurfacing* - \$35,000 for resurfacing basketball and tennis courts .
- *Park Improvements* - \$45,000 for park rehabilitation
- *Park Lighting* – \$30,000 to replace and repair lighting at parks.
- *Community Center Improvements* - \$70,000 as part of an ongoing, multi-year improvement program to the Center.
- *Streets Improvement Program*. The budget contains \$1,700,000 that will be transferred to the Streets improvement Program – to be repaid to the general fund when street bonds are sold.
- *Vehicle Replacements*. A total of \$396,000 is provided to replace Public Works highway vehicles, \$99,000 to replace police vehicles, \$34,000 for Parks Maintenance vehicles and equipment and \$35,000 to replace the canine control van.

**Conclusion** – We live in uncertain times. Families, businesses and workers are all facing difficult challenges and choices over the next few years. But this can also become a time to look forward. By continuing to invest in capital improvement projects such as streets, parks and town facilities, the town is investing in the future. Capital investments add to the quality of life for Narragansett residents and return dividends by avoiding more costly projects to repair or replace infrastructure in the future.

The town will continue to employ conservative fiscal policies. Staff will continue to seek out opportunities for grants to fund equipment, special programs and capital improvements. Expenditures and revenues will be closely monitored during the year to ensure the Town is following the Council policy.



## TOWN OF NARRAGANSETT, RHODE ISLAND

### NOTICE OF PROPOSED PROPERTY TAX RATE CHANGE

The Town of Narragansett, Rhode Island proposes to increase its property tax levy to \$46,727,946 for the 2013-14 budget year. The property tax levy for 2012-13 is \$45,045,014. THIS IS A PROPOSED INCREASE OF 3.74 PERCENT.

It has been estimated that the proposed increase in property tax revenues could result in a tax rate of \$9.94 per \$1,000 of assessed valuation of residential real estate as compared to the current rate of \$9.57. It has been estimated that the possible increase in property tax revenues could result in a tax rate of \$14.90 per \$1,000 of assessed valuation for commercial/industrial real property, compared to the current rate of \$14.35. It has been estimated that the possible increase in property tax revenues could result in a tax rate of \$14.90 per \$1,000 of assessed valuation for tangible property, compared to the current tax rate of \$14.35.

The preliminary 2013-14 levy includes taxes on motor vehicles at a rate of \$16.46 per \$1,000 of assessed valuation and assumes the continuation of the State phase-out exemption on the first \$500 in vehicle assessments plus an additional \$5,500 self-imposed exemption, for a total \$6,000 exemption.

A property tax rate of \$9.96 for residential real estate, \$14.93 for commercial/industrial real property, \$14.93 for tangible personal property and 16.46 for motor vehicles would be needed in the coming budget year to raise the maximum levy authorized by Sec. 44-5-2 of the General Laws of Rhode Island.

The Town Council will begin consideration of the 2013-14 Fiscal Year Budget with a Public Hearing on April 15, 2013 at 8:00 p.m. at the Narragansett Town Hall. The next step will be the planned 1<sup>st</sup> reading of the budget ordinance on May 20, 2013, in a regular Council meeting at approximately 7:30 p.m. at the Narragansett Town Hall. The final adoption of the budget is planned for the Council's June 3, 2013 meeting, which will convene at 7:30 pm in the Narragansett Town Hall.

The above property tax estimates have been computed in a manner approved by the Rhode Island Department of Revenue.

SUMMARY  
TOWN OF NARRAGANSETT  
BUDGET FOR THE FISCAL YEAR 2013-14

The proposed FY 2013-14 General Fund Budget totals \$55,351,142, an increase of \$4,987,235 or 9.9%, over the adopted budget of \$50,363,907. The proposed 2014 Budget is \$3,440,813 over projected FY 13 expenditures of \$51,968,117, or 6.62%.

The total of all of the operating budgets, excluding the school fund, is \$77,022,819. This is an increase of \$3,090,825 from 2013 projected expenses of \$73,931,994, or 4.18%.

The 2014 Proposed budget includes a transfer to the school fund of \$24,440,415, an increase of \$163,070 or 0.67%. Together with state grants and other revenue sources, the school budget for FY 2014 is \$27,380,216.

The Capital Budget and the Major Maintenance and Non-Capitalization Budgets provide for transfers from the General Fund of \$640,500 and \$947,656 respectively. The budgets are based on the Six Year plans as required by the Charter. In addition, an appropriation using fund balance of \$1,766,000 is provided to repair and upgrade the Public Safety Complex. Another \$1,700,000 from fund balance will be loaned to the Streets Improvement Fund – to be repaid to the general fund when street bonds are sold.

FY 2014 Debt need is \$2,234,098. Details are included in the Other Operating Funds section of the Budget document.

A contingency of \$400,000 is included for unforeseen expenditures, contract settlements or possible emergencies.

Based on the December 2012 grand list, following are the calculated mill rates for FY 2013-14: Residential real property, 9.94 up from 9.57, Commercial and Industrial real and personal property, 14.90 up from 14.35. These rates increase by 3.8%. Motor vehicle value exemptions are retained at \$6,000 with the mill rate set at 16.46.

It should be noted that the December 2012 grand list shows a slight increase of \$2 million from the December 2011 values. The December values of \$4.486 million are still well below December 2010 values of \$4.764 million.

# TOWN OF NARRAGANSETT

## REPORT TO TAXPAYERS ON CURRENT AND PROPOSED BUDGET

FUNCTION OR PURPOSE OF EXPENDITURES	AMOUNTS ACTUALLY BUDGETED FOR CURRENT YEAR FY 2012-13	PRELIMINARY PROPOSED BUDGET YEAR FY 2013-14
<b><u>EXPENDITURES</u></b>	<b>OPERATING</b>	<b>OPERATING</b>
Administration & Finance	\$2,581,202	\$2,745,811
Public Safety	\$10,977,316	\$11,385,807
Public Works & Engineering	\$2,709,580	\$2,772,014
Community Development @ Planning	\$757,258	\$762,394
Boards & Commissions	\$35,650	\$35,198
Parks & Recreation	\$1,367,900	\$1,404,546
<b>Total Operating Departments</b>	<b>\$18,428,906</b>	<b>\$19,105,770</b>
Non-Departmental Expenses	\$273,209	\$205,804
Transfers to Other Funds	\$383,078	\$575,639
Debt Service	\$2,305,909	\$2,234,098
Capital Improvements	\$637,000	\$640,500
Major Maintenance & Non-Cap	\$995,930	\$947,656
Public Safety Repair Approp	\$0	\$1,766,000
Streets Improvement Fund	\$0	\$1,700,000
Middlebridge Recreation Fund	\$0	\$44,090
OPEB Sinking Fund	\$1,322,565	\$1,322,565
Special OPEB Contribution	\$200,000	\$200,000
Special Pension Fund Catch-up	\$560,216	\$1,220,432
Library	\$546,569	\$548,173
Schools	\$24,277,345	\$24,440,415
Contingency	\$433,180	\$400,000
<b>TOTAL GENERAL FUND</b>	<b>\$50,363,907</b>	<b>\$55,351,142</b>
<b><u>REVENUES</u></b>		
Current Property Tax	\$44,118,433	45,772,216
Prior Year Taxes	\$601,000	\$225,000
Interest	\$305,000	\$315,000
Intergovernmental	\$1,625,293	\$1,862,451
Interfund Revenues	\$1,054,833	\$1,070,326
Licenses & Permits	\$488,275	\$518,950
Fines & Forfeitures	\$325,800	\$305,800
Miscellaneous Revenues	\$1,612,198	\$1,661,684
Recreation Revenues	\$153,075	\$153,715
Fund Balance Approp.	\$80,000	\$3,466,000
<b>TOTAL REVENUES</b>	<b>\$50,363,907</b>	<b>\$55,351,142</b>

Certification:

This is to certify that the data contained in this report are accurate to the best of my knowledge - based on available estimated assessment data as of March 15, 2013 and preliminary budget data.

April 5, 2103

Richard I. Kerbel  
Interim Town Manager

## SUMMARY OF THE 2013-14 GENERAL FUND BUDGET

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	YEAR END PROJECTED	SUBMITTED 2013-14	VARIANCE TO PRJCTD	PERCENT VARIANCE	PERCENT OF TOTAL
<b>REVENUES</b>								
CURRENT PROPERTY TAXES	43,769,202	44,493,185	44,118,433	44,518,433	45,772,216	1,253,783	2.82%	82.69%
PRIOR YEAR TAXES	568,480	188,960	601,000	221,411	225,000	3,589	1.62%	0.41%
TOTAL PROPERTY TAXES	44,337,682	44,682,145	44,719,433	44,739,844	45,997,216	1,257,372	2.81%	83.10%
INVESTMENT & INTERST INC	388,682	312,583	305,000	315,000	315,000	0	0.00%	0.57%
INTERGOVERNMENTAL	1,680,325	1,678,052	1,625,293	1,793,560	1,862,451	68,891	3.84%	3.36%
PILOT PAYMENTS	318,081	345,072	354,342	356,876	369,835	12,959	3.63%	0.67%
INTERFUND REVENUES	656,167	656,167	700,491	700,491	700,491	0	0.00%	1.27%
TOTAL INTERFUND	974,248	1,001,239	1,054,833	1,057,367	1,070,326	12,959	1.23%	1.93%
LICENSES & PERMITS	462,262	472,237	488,275	518,700	518,950	250	0.05%	0.94%
FINES & FORFEITURES	343,979	297,059	325,800	305,800	305,800	0	0.00%	0.55%
DEPT & MISC REVENUES	1,933,235	2,081,067	1,612,198	1,630,605	1,661,684	31,079	1.91%	3.00%
PARKS & REC	118,704	154,150	153,075	153,713	153,715	2	0.00%	0.28%
FUND BALANCE	0	728,256	80,000	1,767,558	3,466,000	1,698,442	96.09%	6.26%
<b>TOTAL REVENUES</b>	<b>50,239,117</b>	<b>51,406,788</b>	<b>50,363,907</b>	<b>52,282,147</b>	<b>55,351,142</b>	<b>3,068,995</b>	<b>5.87%</b>	<b>100.00%</b>

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	YEAR END PROJECTED	SUBMITTED 2013-14	VARIANCE TO PRJCTD	PERCENT VARIANCE	PERCENT OF TOTAL
<b>EXPENDITURES</b>								
ADMIN & FINANCE	2,408,744	2,983,336	2,581,202	2,709,084	2,753,742	44,657	1.65%	4.98%
PUBLIC SAFETY	10,382,086	10,623,989	10,977,316	11,358,330	11,367,807	9,477	0.08%	20.54%
PUBLIC WORKS	2,397,816	2,315,165	2,709,580	2,649,020	2,772,014	122,994	4.64%	5.01%
DEVELOP & PLANNING	726,037	667,633	757,258	758,886	762,394	3,508	0.46%	1.38%
BDS & COMMISSIONS	27,254	27,225	35,650	35,095	35,198	103	0.29%	0.06%
PARKS & REC	1,208,062	1,334,713	1,367,900	1,414,064	1,399,173	-14,891	-1.05%	2.53%
<b>TOTAL OPER DEPTS</b>	<b>17,149,999</b>	<b>17,952,061</b>	<b>18,428,906</b>	<b>18,924,480</b>	<b>19,090,328</b>	<b>165,848</b>	<b>0.88%</b>	<b>34.49%</b>
NON-DEPARTMENTAL	339,317	331,736	273,209	210,593	205,804	-4,789	-2.27%	0.37%
TRANSFERS	6,196,368	7,062,765	6,951,267	8,555,699	11,214,595	2,716,684	31.75%	20.26%
<b>TOTAL</b>	<b>23,685,684</b>	<b>25,346,562</b>	<b>25,653,382</b>	<b>27,690,772</b>	<b>30,510,727</b>	<b>2,877,743</b>	<b>10.39%</b>	<b>55.12%</b>
EDUCATION	24,277,345	24,277,345	24,277,345	24,277,345	24,440,415	163,070	0.67%	44.16%
CONTINGENCY	0	0	433,180	0	400,000	400,000	100.00%	0.72%
<b>TOTAL GENERAL FUND</b>	<b>47,963,029</b>	<b>49,623,907</b>	<b>50,363,907</b>	<b>51,968,117</b>	<b>55,351,142</b>	<b>3,440,813</b>	<b>6.62%</b>	<b>100.00%</b>
EXCESS REVENUES/EXP	2,276,088	1,782,881	0	314,030	0			

# TOWN OF NARRAGANSETT

## GENERAL FUND EXPENDITURE DETAIL

### SUMMARY ADMINISTRATION AND FINANCE

	ACTUAL 2009-10	ACTUAL 2011-12	BUDGET 2012-13	YEAR END PROJECTED	SUBMITTED 2013-14	VARIANCE TO PRJCTD	PERCENT VARIANCE	PERCENT OF TOTAL
TOWN COUNCIL	71,628	43,966	37,776	46,426	45,498	-928	-2.0%	0.08%
TOWN SOLICITOR	94,072	98,836	100,749	125,838	125,880	42	0.0%	0.23%
MUNICIPAL COURT	149,193	187,948	204,842	200,660	199,072	-1,588	-0.8%	0.36%
BOARD OF CANVASSERS	93,563	99,705	129,811	107,196	97,480	-9,716	-9.1%	0.18%
TOWN MANAGER	229,337	276,912	242,865	319,364	336,080	16,716	5.2%	0.61%
HUMAN RESOURCES	80,604	99,509	107,655	101,935	115,333	13,398	13.1%	0.21%
FINANCE & PURCHASING	252,527	276,843	287,155	311,964	307,273	-4,691	-1.5%	0.56%
ACCOUNTING	360,385	386,609	372,509	375,193	381,616	6,423	1.7%	0.69%
TAX COLLECTIONS	241,445	225,773	237,887	242,662	247,482	4,820	2.0%	0.45%
TAX ASSESSING	231,792	656,996	246,236	252,302	257,553	5,251	2.1%	0.47%
INFORMATION TECHNOLOGY	342,473	327,912	303,950	296,123	300,171	4,048	1.4%	0.54%
<b>TOTAL-FINANCE DEPARTMENT</b>	<b>1,428,622</b>	<b>1,874,133</b>	<b>1,447,737</b>	<b>1,478,244</b>	<b>1,494,094</b>	<b>15,850</b>	<b>1.1%</b>	<b>2.70%</b>
TOWN CLERK	261,725	302,327	309,767	329,421	340,304	10,883	3.3%	0.61%
<b>TOTAL - ADMIN &amp; FINANCE</b>	<b>2,408,744</b>	<b>2,983,336</b>	<b>2,581,202</b>	<b>2,709,084</b>	<b>2,753,742</b>	<b>44,657</b>	<b>1.6%</b>	<b>4.98%</b>

### SUMMARY PUBLIC SAFETY

POLICE-ADMINISTRATION	4,965,836	895,827	1,065,608	1,255,203	1,143,575	-111,628	-8.9%	2.07%
UNIFORMED PATROL	0	3,709,449	3,776,271	3,758,206	3,760,402	2,196	0.1%	6.79%
INVESTIGATIONS	0	713,652	745,428	767,454	836,254	68,799	9.0%	1.51%
ANIMAL CONTROL	134,467	162,844	179,666	180,841	188,477	7,636	4.2%	0.34%
HARBOR MASTER	35,781	38,842	44,113	44,379	44,516	137	0.3%	0.08%
DISPATCHING	808,949	781,028	817,038	850,600	841,128	-9,472	-1.1%	1.52%
<b>TOTAL POLICE DEPARTMENT</b>	<b>5,945,033</b>	<b>6,301,642</b>	<b>6,628,124</b>	<b>6,856,683</b>	<b>6,814,352</b>	<b>-42,331</b>	<b>-0.6%</b>	<b>12.31%</b>
FIRE-ADMINISTRATION	4,432,365	283,533	370,519	369,252	374,843	5,591	1.5%	0.68%
FIRE OPERATIONS	0	3,902,595	3,839,338	3,983,391	4,026,211	42,820	1.1%	7.27%
FIRE PREVENTION	0	123,882	129,050	138,439	142,117	3,678	2.7%	0.26%
<b>TOTAL FIRE DEPARTMENT</b>	<b>4,432,365</b>	<b>4,310,010</b>	<b>4,338,907</b>	<b>4,491,082</b>	<b>4,543,170</b>	<b>52,089</b>	<b>1.2%</b>	<b>8.21%</b>
EMERGENCY MANAGEMENT	4,688	12,337	10,285	10,565	10,285	-280	-2.7%	0.02%
<b>TOTAL PUBLIC SAFETY</b>	<b>10,382,086</b>	<b>10,623,989</b>	<b>10,977,316</b>	<b>11,358,330</b>	<b>11,367,807</b>	<b>9,477</b>	<b>0.1%</b>	<b>20.54%</b>

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	YEAR END PROJECTED	SUBMITTED 2013-14	VARIANCE TO PRJCTD	PERCENT VARIANCE	PERCENT OF TOTAL
<b>SUMMARY PUBLIC WORKS AND ENGINEERING</b>								
ADMINISTRATION	303,322	318,691	325,422	339,057	330,256	-8,801	-2.6%	0.60%
FACILITIES MAINTENANCE	198,089	196,546	211,413	222,133	222,665	532	0.2%	0.40%
HIGHWAY MAINTENANCE	1,668,936	1,608,770	1,936,814	1,872,755	1,972,722	99,967	5.3%	3.56%
<b>TOTAL PUBLIC WORKS</b>	<b>2,170,347</b>	<b>2,124,007</b>	<b>2,473,649</b>	<b>2,433,945</b>	<b>2,525,643</b>	<b>91,698</b>	<b>3.8%</b>	<b>4.56%</b>
ENGINEERING	227,469	191,158	235,931	215,075	246,371	31,296	14.6%	0.45%
<b>TOTAL PUB WKS &amp; ENGINEER</b>	<b>2,397,816</b>	<b>2,315,165</b>	<b>2,709,580</b>	<b>2,649,020</b>	<b>2,772,014</b>	<b>122,994</b>	<b>4.6%</b>	<b>5.01%</b>
<b>SUMMARY DEVELOPMENT AND PLANNING</b>								
COMMUNITY DEVELOPMENT	374,534	293,749	368,542	343,339	356,735	13,396	3.9%	0.64%
INSPECTIONAL SERVICES	351,503	373,884	388,716	415,547	405,659	-9,888	-2.4%	0.73%
<b>TOTAL DEVELOP &amp; PLANNING</b>	<b>726,037</b>	<b>667,633</b>	<b>757,258</b>	<b>758,886</b>	<b>762,394</b>	<b>3,508</b>	<b>0.5%</b>	<b>1.38%</b>
<b>SUMMARY BOARDS AND COMMISSIONS</b>								
CONSERVATION	333	1,294	1,595	1,321	1,214	-107	-8.1%	0.00%
ZONING BD OF APPEALS	9,875	9,014	11,191	11,026	11,227	201	1.8%	0.02%
CONSERVATION COMM	354	237	768	770	771	1	0.1%	0.00%
PLANNING BOARD	3,406	2,012	5,973	5,846	5,850	4	0.1%	0.01%
PENSION BOARD	13,257	14,668	16,123	16,132	16,136	4	0.0%	0.03%
TREE BOARD	29	0	0	0	0	0	0.0%	0.00%
<b>TOTAL-BDS AND COMMISSIONS</b>	<b>27,254</b>	<b>27,225</b>	<b>35,650</b>	<b>35,095</b>	<b>35,198</b>	<b>103</b>	<b>0.3%</b>	<b>0.06%</b>
<b>SUMMARY PARKS AND RECREATION</b>								
ADMINISTRATION	135,802	163,223	211,648	217,068	219,854	2,786	0	0.40%
PARKS MAINTENANCE	611,522	687,683	743,003	757,778	763,166	5,388	0.7%	1.38%
RECREATION PROGRAMS	460,738	483,807	413,249	439,218	416,153	-23,065	-5.3%	0.75%
<b>TOTAL PARKS &amp; RECREATION</b>	<b>1,208,062</b>	<b>1,334,713</b>	<b>1,367,900</b>	<b>1,414,064</b>	<b>1,399,173</b>	<b>-14,891</b>	<b>-1.1%</b>	<b>2.53%</b>
<b>TOTL OPERATING DEPRTMNTS</b>	<b>17,149,999</b>	<b>17,952,061</b>	<b>18,428,906</b>	<b>18,924,480</b>	<b>19,090,328</b>	<b>165,848</b>	<b>0.9%</b>	<b>34.49%</b>
NON-DEPARTMENTAL	339,317	331,736	273,209	210,593	205,804	-4,789	-2.3%	0.37%
TRANSFERS TO OTHER FUNDS	6,196,368	7,062,765	6,951,267	8,555,699	11,214,595	2,716,684	31.8%	20.26%
EDUCATION	24,277,345	24,277,345	24,277,345	24,277,345	24,440,415	163,070	0.7%	44.16%
CONTINGENCY	0	0	433,180	0	400,000	400,000	0.7%	0.72%
<b>TOTAL BUDGET</b>	<b>47,963,029</b>	<b>49,623,907</b>	<b>50,363,907</b>	<b>51,968,117</b>	<b>55,351,142</b>	<b>3,440,813</b>	<b>6.6%</b>	

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	YEAR END PROJECTED	SUBMITTED 2013-14	VARIANCE TO PRJCTD	PERCENT VARIANCE	PERCENT OF TOTAL
<b>GENERAL FUND SUMMARY - BY OBJECTS OF EXPENDITURE</b>								
Regular Wages	7,208,531	7,384,277	7,754,370	7,661,430	7,997,936	336,506	4.4%	14.45%
Part-time Wages	75,196	101,445	120,835	133,586	138,207	-15,189	-11.4%	0.25%
Seasonal Wages	347,400	403,373	362,574	415,193	354,044	-61,149	-14.7%	0.64%
Overtime Wages	1,425,578	1,261,152	1,222,803	1,422,965	1,276,428	-146,537	-10.3%	2.31%
Longevity	289,387	284,245	279,051	306,913	317,967	11,054	3.6%	0.57%
Waive Med Ins-Un Sic	541,501	549,906	464,066	593,506	460,785	-132,721	-22.4%	0.83%
Holiday Pay	254,954	245,256	289,384	274,165	279,021	4,856	1.8%	0.50%
Private Duty Pay	153,522	64,681	55,000	118,000	76,750	-41,250	-35.0%	0.14%
Shift Differential	231,487	160,627	169,525	170,782	177,363	6,581	3.9%	0.32%
Contract Employee	27,432	15,245	56,624	38,095	27,514	-10,581	-27.8%	0.05%
Total Salaries	10,554,988	10,470,207	10,774,232	11,134,635	11,106,015	-48,430	-0.4%	20.06%
Pension Contributions	1,273,256	1,252,636	1,358,774	1,346,279	1,401,193	54,914	4.1%	2.53%
Vehicle Allowance	14,602	22,293	21,535	17,406	16,788	-618	-3.6%	0.03%
Social Security	672,337	634,785	666,073	690,532	685,859	-4,674	-0.7%	1.24%
Medicare Soc Security	159,695	149,166	155,776	160,510	160,403	-107	-0.1%	0.29%
Unemployment Compe	20,896	13,546	0	4,200	0	-4,200	-100.0%	0.00%
Othr Post Employ Ben.	0	444,663	465,290	464,526	479,853	15,327	3.3%	0.87%
Dental Insurance	98,684	86,724	85,967	78,161	80,992	2,831	3.6%	0.15%
Health Insurance	1,229,885	1,202,083	1,201,705	1,267,950	1,394,282	126,332	10.0%	2.52%
Life Insurance	32,329	31,618	32,851	32,942	33,280	338	1.0%	0.06%
Workers Comp	139,604	127,846	140,413	147,650	151,939	4,289	2.9%	0.27%
Total Fringe Benefits	3,641,288	3,965,360	4,128,384	4,210,157	4,404,589	194,432	4.6%	7.96%
<b>TOTAL PERSONNEL</b>	<b>14,196,276</b>	<b>14,435,567</b>	<b>14,902,616</b>	<b>15,344,792</b>	<b>15,510,604</b>	<b>146,002</b>	<b>1.0%</b>	<b>28.02%</b>
<b>OPERATING EXPENS</b>	<b>2,880,665</b>	<b>3,462,683</b>	<b>3,456,090</b>	<b>3,497,366</b>	<b>3,496,874</b>	<b>-492</b>	<b>0.0%</b>	<b>6.32%</b>
<b>EQUIPMENT</b>	<b>73,058</b>	<b>53,811</b>	<b>70,200</b>	<b>82,322</b>	<b>82,850</b>	<b>528</b>	<b>0.6%</b>	<b>0.15%</b>
<b>TOTAL OPER DEPTS</b>	<b>17,149,999</b>	<b>17,952,061</b>	<b>18,428,906</b>	<b>18,924,480</b>	<b>19,090,328</b>	<b>165,848</b>	<b>0.9%</b>	<b>34.49%</b>
<b>NON-DEPT EXPEN</b>	<b>339,317</b>	<b>331,736</b>	<b>273,209</b>	<b>210,593</b>	<b>205,804</b>	<b>-4,789</b>	<b>-2.3%</b>	<b>0.37%</b>
<b>TRANSFERS</b>								
Maint/Non Cap Project	0	617,385	995,930	995,930	947,656	-48,274	-4.8%	1.71%
Cap Projects-Gen Fun	1,003,978	769,000	637,000	949,125	640,500	-308,625	-32.5%	1.16%
Cap Projects-Fleet Ma	20,000	0	0	0	0	0	0.0%	0.00%
Cap Projects-Library	50,000	0	0	0	0	0	0.0%	0.00%
Public Safety Complex	0	0	0	0	1,766,000	1,766,000	100.0%	3.19%
Spec Pension Ctch-up	0	280,108	560,216	560,216	1,120,432	560,216	100.0%	2.02%
Spec Schools Pension	0	0	0	0	100,000	100,000	100.0%	0.18%
Police Ch 1666 Pensis	130,000	102,200	102,200	102,200	124,954	22,754	22.3%	0.23%
OPEB Sinking Fund	1,322,565	1,322,565	1,322,565	1,322,565	1,322,565	0	0.0%	2.39%
Special OPEB Contribi	0	642,006	200,000	200,000	200,000	0	0.0%	0.36%
Retire & Term Paymnt	353,193	0	230,878	98,600	327,104	228,504	231.7%	0.59%
Debt Service Fund	2,539,063	2,503,932	2,305,909	2,355,261	2,234,098	-121,163	-5.1%	4.04%
Land Conservancy	140,000	118,000	50,000	50,000	50,000	0	0.0%	0.09%
Library Fund	546,569	546,569	546,569	546,569	548,173	1,604	0.3%	0.99%
Beach Enterprise Func	0	0	0	759,625	0	-759,625	-100.0%	0.00%
Street Improvement F	0	0	0	500,000	1,700,000	1,200,000	240.0%	3.07%
The Towers	0	0	0	57,820	50,685	-7,135	100.0%	0.09%
Kinney Bungalow Func	66,000	85,000	0	0	0	0	0.0%	0.00%
Sunset Farm Spec Re	25,000	76,000	0	0	0	0	0.0%	0.00%
Middlebridge Rec Fnd	0	0	0	0	82,428	82,428	100.0%	0.15%
<b>TOTAL TRANSFERS</b>	<b>6,196,368</b>	<b>7,062,765</b>	<b>6,951,267</b>	<b>8,497,911</b>	<b>11,214,595</b>	<b>2,716,684</b>	<b>32.0%</b>	<b>20.26%</b>
<b>EDUCATION</b>	<b>24,277,345</b>	<b>24,277,345</b>	<b>24,277,345</b>	<b>24,277,345</b>	<b>24,440,415</b>	<b>163,070</b>	<b>0.7%</b>	<b>44.16%</b>
<b>CONTINGNCY FUND</b>	<b>0</b>	<b>0</b>	<b>433,180</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	<b>100.0%</b>	<b>0.72%</b>
<b>TOTAL GENL FUND</b>	<b>47,963,029</b>	<b>49,623,907</b>	<b>50,363,907</b>	<b>51,910,329</b>	<b>55,351,142</b>	<b>3,440,814</b>	<b>6.6%</b>	

# SUMMARY OF THE OTHER OPERATING FUNDS

## TOWN OF NARRAGANSETT BUDGET FOR FY 2013 - 2014

	ACTUAL FY 10-11	ACTUAL FY 11-12	BUDGET 2012-13	YR END PROJCTD	SUBMITTED 2013-14	CHANGE FY 13-14	% CHANGE
<b>ENTERPRISE/OTHER EXPENDITURES</b>							
VEHICLE MAINTENANCE FUND - 2	\$416,856	\$450,598	\$432,657	\$446,763	\$479,714	\$32,951	7.38%
DEBT SERVICE FUND - 10	\$2,539,065	\$2,506,141	\$2,305,909	\$2,355,761	\$2,234,098	-\$121,663	-5.16%
WATER FUND - 30	\$1,570,683	\$1,647,755	\$3,040,431	\$1,953,713	\$2,942,914	\$989,201	50.63%
WASTEWATER FUND - 32	\$4,153,957	\$4,563,641	\$6,378,268	\$5,857,732	\$5,004,228	-\$1,253,504	-21.40%
BEACH FUND - 34	\$2,104,659	\$3,132,057	\$1,831,766	\$2,605,444	\$2,631,621	-\$302,142	-11.60%
LIBRARY FUND - 42	\$638,842	\$669,866	\$749,192	\$741,148	\$730,116	-\$11,032	-1.49%
MIDDLEBRIDGE RECREATION FUND	0	0	0	1,549,582	190,430	-1,359,152	-87.71%
<b>TOTAL OTHER FUNDS</b>	<b>\$11,424,062</b>	<b>\$12,970,058</b>	<b>\$14,738,223</b>	<b>\$15,510,143</b>	<b>\$14,213,122</b>	<b>-\$2,025,340</b>	<b>-13.06%</b>

	ACTUAL FY 10-11	ACTUAL FY 11-12	BUDGET 2012-13	YR END PROJCTD	SUBMITTED 2013-14	CHANGE FY 13-14	% CHANGE
<b>REVENUES</b>							
VEHICLE MAINTENANCE FUND - 2	\$402,248	\$450,598	\$432,657	\$439,040	\$479,714	\$40,674	9.26%
DEBT SERVICE FUND - 10	\$2,539,065	\$2,506,141	\$2,305,909	\$2,355,761	\$2,234,098	-\$121,663	-5.16%
WATER FUND - 30	\$1,331,395	\$2,886,990	\$3,040,431	\$3,001,643	\$2,942,914	-\$58,729	-1.96%
WASTEWATER FUND - 32	\$4,182,093	\$5,869,311	\$6,378,268	\$6,382,135	\$5,004,228	-\$1,377,907	-21.59%
BEACH FUND - 34	\$2,691,019	\$3,319,143	\$1,831,766	\$3,197,173	\$2,631,621	-\$565,552	-17.69%
LIBRARY FUND - 42	\$683,677	\$694,346	\$749,192	\$749,862	\$730,116	-\$19,746	-2.63%
MIDDLEBRIDGE RECREATION FUND	0	0	0	1,502,605	190,430	-1,312,175	-87.33%
<b>TOTAL OTHER FUNDS</b>	<b>\$11,829,497</b>	<b>\$15,726,529</b>	<b>\$14,738,222</b>	<b>\$17,628,219</b>	<b>\$14,213,120</b>	<b>-\$3,415,098</b>	<b>-19.37%</b>

	ACTUAL FY 10-11	ACTUAL FY 11-12	BUDGET 2012-13	YR END PROJCTD	SUBMITTED 2013-14	CHANGE FY 13-14	% CHANGE
<b>OTHER FUNDS - EXPENSES</b>							
KINNEY BUNGALOW	75,074	219,002	100,450	150,385	111,447	-38,938	-25.89%
SUNSET FARM	2,562	9,795	16,200	79,175	15,100	-64,075	-80.93%
THE TOWERS	239,456	244,845	258,355	326,273	309,340	-16,933	-5.19%
GALILEE LANDING FUND	78,414	560,419	84,500	84,700	94,000	9,300	10.98%
PENSION FUND - OPERATIONS	3,405,208	3,786,506	3,959,939	3,872,420	4,789,822	917,402	23.69%
OTHER POST EMPLOYMENT BENEFIT:	1,171,202	1,359,281	2,055,850	1,422,740	2,077,184	654,444	46.00%
<b>TOTAL</b>	<b>4,971,916</b>	<b>6,179,848</b>	<b>6,475,294</b>	<b>5,935,693</b>	<b>7,396,894</b>	<b>1,461,201</b>	<b>24.62%</b>

	ACTUAL FY 10-11	ACTUAL FY 11-12	BUDGET 2012-13	YR END PROJCTD	SUBMITTED 2013-14	CHANGE FY 13-14	% CHANGE
<b>OTHER FUNDS - REVENUES</b>							
KINNEY BUNGALOW	195,632	309,915	100,450	149,980	111,447	0	0.00%
SUNSET FARM	25,000	82,187	16,200	85,675	15,100	-70,575	-82.38%
THE TOWERS	287,242	239,534	258,355	316,475	309,340	-7,135	-2.25%
GALILEE LANDING FUND	92,628	555,128	84,500	92,078	94,000	1,922	2.09%
PENSION FUND - OPERATIONS	3,181,732	3,449,656	3,959,939	3,944,749	4,789,822	845,073	21.42%
OTHER POST EMPLOYMENT BENEFIT	1,322,565	2,532,745	2,055,850	2,099,024	2,077,184	-21,840	-1.04%
<b>TOTAL</b>	<b>5,104,799</b>	<b>7,169,165</b>	<b>6,475,294</b>	<b>6,687,981</b>	<b>7,396,893</b>	<b>708,912</b>	<b>10.60%</b>

<b>TOTAL ALL OPERATING EXPENSES</b>	<b>16,528,861</b>	<b>20,139,223</b>	<b>21,213,517</b>	<b>22,198,124</b>	<b>21,610,015</b>	<b>-588,109</b>	<b>-2.65%</b>
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	FY 13-14	FY 15-16	FY 14-15	FY 15-16	FY 16-17	FY 17-18	TOTAL
<b>SIX YEAR CAPITAL PROJECTS, MAJOR MAINTENANCE &amp; NON-CAP PROJECTS &amp; ROAD FUNDS</b>							
CAPITAL IMPROVEMENT FUND	3,033,000	1,861,970	2,193,529	729,180	242,425	305,425	8,365,529
MAJOR MAINTENANCE & NON-CAP	1,683,000	1,775,500	1,695,500	1,280,500	1,206,500	1,510,000	9,151,000
STREETS IMPROVEMENT FUND	1,700,000	1,700,000	4,225,000	4,025,000	4,025,000	4,725,000	20,400,000

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 01  
Amend No. \_\_\_\_\_**

**Date Prepared: April 3, 2013  
Council Meeting Date: April 15, 2013**

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Steve Wright, Parks and Recreation Director  
**SUBJECT:** "Blessing of the Fleet 10 Mile Road Race"

**RECOMMENDATION:**

That the Town Council approve the request from the Narragansett Lions Club for their annual "10 Mile Road Race" to be held on Friday July 26, 2013 from 5:00 pm to 8:30 pm, subject to approval of state and local regulations

**SUMMARY:**

The "Blessing of the Fleet 10 Mile" Road Race has been established by the Narragansett Lions Club as the premier summer fundraiser which has annually provided funding sources for countless individuals, groups, and organizations. This road race is one of the most popular events of the summer that draws up to 3,800 participants and 5,000 spectators to be a part of this event.

**ATTACHMENTS:**

1. Application
2. Proposed Course Map
3. Certificate of Liability Insurance

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
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: March 13, 2013

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

1. NAME OF APPLICANT: Ken Rosbottom
2. ORGANIZATION: Narragansett Lions Club
3. ADDRESS: PO Box 182 Narragansett, RI 02882  
E-MAIL: kr622@yahoo.com
4. TELEPHONE: (401) 787-5688
5. NATURE OF EVENT: Narragansett Lions Club Blessing of the Fleet 10-Mile Road Race
6. DATE REQUESTED: July 26, 2013
7. TIME: 5:00 pm – 8:30 pm
8. SITES, AREA, BUILDING REQUESTED: Area roads and Veterans Park
9. COURSE LAYOUT: See attached race course  
MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE: Runners, Walkers, & Wheelchair Participants
11. NUMBER OF PARTICIPANTS: 3800 SPECTATORS: 5,000
12. WILL THERE BE ANY VOLUNTEERS? Yes IF YES, HOW MANY: 100
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
  - CAR(ESTIMATE NUMBER): 1500
  - BUS(ESTIMATE NUMBER OF PASSENGERS) \_\_\_\_\_
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. WILL THERE BE ANY ADVERTISING USED? Yes IF YES, WHAT TYPE: Banners at finish
16. WOULD YOU LIKE THIS EVENT ADVERTISED ON OUR WEB SITE? \_\_\_\_\_
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 are working with Narragansett PD and Fire as well as DMAT, DEM, and State Police.

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

**CONDITIONS OF APPLICATION ACCEPTED**

RACE EVENT & DATE: BLESSING OF THE FLEET 7/26/2013

DATE \_\_\_\_\_

Conditions of Application Accepted [APPLICANT]

[Signature]  
Parks Director       Accept      Denied      DATE 3/28/13

Pen Email  
Public Works Director       Accept      Denied      DATE 3/27/13

Pen Email  
Police Chief       Accept      Denied      DATE 3/26/13

Pen Email  
Fire Chief       Accept      Denied      DATE 3/26/13

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

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

**Town of Narragansett**

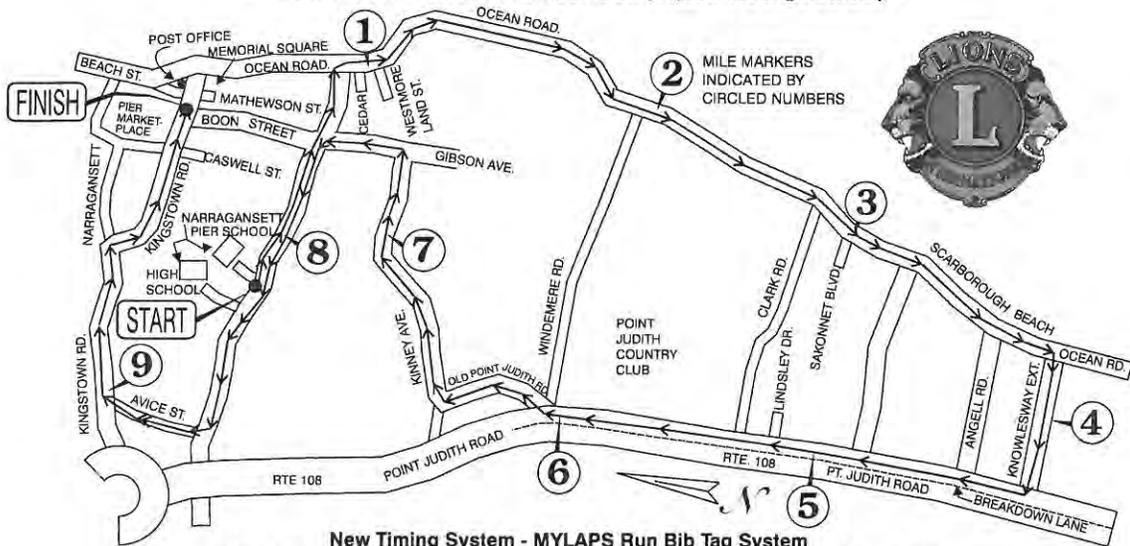
Department Parks and Recreation  
170 Clarke Road, Narragansett, RI 02882  
www.narragansettri.gov

Phone # (401) 782-0658

Fax # (401) 788-2553

# Narragansett Lions Club Blessing of the Fleet Road Race

EARLY REGISTRATION/SATURDAY, JULY 21st, 8:00 am - 12:00 pm  
CHECK-IN AT NARRAGANSETT PIER SCHOOL  
~ START NARRAGANSETT PIER SCHOOL (Adjacent to High School) ~



New Timing System - MYLAPS Run Bib Tag System  
10 Water Stops by Volunteer Narragansett Residents • Time Checks at Every Mile  
• ALTERNATIVE PARKING WILL BE CLEARLY MARKED •

## AWARDS

Prizes will be awarded to the following finishers compliments of the Narragansett Lions Club.

- Top Ten Male Finishers • Top Ten Female Finishers
- Top Three Male Finishers in 20-29, 30-39, 40-49, 50-59, 60-69, 70+, AND 19 & under Divisions
- Top Three Female Finishers in 20-29, 30-39, 40-49, 50-59, 60-69, 70+, and 19 & under Divisions
- First Narragansett Male Finisher • First Narragansett Female Finisher
- Top Three Male & Female Walkers
- Top Three Male & Female Wheelchair Finishers

## NARRAGANSETT LIONS CLUB 10 MILE RACE RESULTS

### 2011 RESULTS

MALE DIVISION	NAME	TIME
(20-29)	Craig McPherson	0:52:08
(30-39)	Matt Pellitier	0:52:49
(40-49)	Kevin Oneil	0:54:49
(50-59)	Glen Guillemette	0:57:17
(60-69)	Vincent Hey	1:07:28
(70+)	Fred Zugler III	1:37:50
(19 & under)	Liam Hillery	0:56:16

FEMALE DIVISION	NAME	TIME
(20-29)	Kathleen DiCamillo	0:57:22
(30-39)	Orla O'Mahoney	1:05:14
(40-49)	Anne Kugler	1:06:11
(50-59)	Teri Martland	1:15:22
(60-69)	Jessica Wheeler	1:21:06
(70+)	Keri Friel	1:59:51
(19 & under)	Aisha McAdams	1:11:35

NARRAGANSETT RESIDENTS		
MALE	Glen Guillemette	0:57:17
FEMALE	Laurie Fiet-Melnick	1:13:09

MALE WALKER	Michael Johnson	1:51:23
FEMALE WALKER	Tammy Mellon	1:57:33

SENIOR WALKER		
MALE	Mark Zullo	1:49:08
FEMALE	Ann Kerrigan Amaral	1:51:21

WHEELCHAIR		
MALE	Michael Martinelli	1:55:49
FEMALE	N/A	

### COURSE RECORDS

MALE DIVISION	NAME	TIME	YEAR
(20-29)	Roland Lavallee	0:49:44	2005
(30-39)	Gideon Mutisya	0:50:02	2002
(40-49)	Scott Mason	0:52:56	1999
(50-59)	Glen Guillemette	0:55:29	2010
(60-69)	Joe Fernandes	1:01:55	1993
(70+)	Bob Ravenell	1:14:37	2002
(19 & under)	Jeffery Hill	0:52:08	2007

FEMALE DIVISION	NAME	TIME	YEAR
(20-29)	Kathleen DiCamillo	0:57:22	2011
(30-39)	Elizabeth Whitney	0:59:24	1999
(40-49)	Marge Bellisle	1:01:30	1996
(50-59)	Marge Bellisle	1:05:07	2005
(60-69)	Carolyn Hurdis	1:20:29	2001
(70+)	Mary McCauley	1:49:56	2005
(19 & under)	Abby Anthony	1:01:32	2000

NARRAGANSETT RESIDENTS			
MALE	Scott Mason	0:53:48	1994
FEMALE	Laurie Fiet-Melnick	1:00:58	1997

MALE WALKER	B. Salvonis	1:23:49	1996
FEMALE WALKER	Maryann Crellin	1:40:43	2002

SENIOR WALKER			
MALE	B. Salvonis	1:29:18	2000
FEMALE	Ann Kerrigan-Amaral	1:50:31	2008

WHEELCHAIR			
MALE	B. Hall	0:44:06	1995
FEMALE	J. Raymond-Hall	0:59:47	1995



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 02  
Amend No. \_\_\_\_\_**

**Date Prepared: April 3, 2013  
Council Meeting Date: April 15, 2013**

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Steve Wright, Parks and Recreation Director  
**SUBJECT:** 2013 Get to the Point Sweeney 5 Mile Road Race/Walk

**RECOMMENDATION:**

That the Town Council approve the request from Ken Rosbottom and the Narragansett Lions Club to conduct the "Get To The Point" Sweeney 5 mile Road Race to be held on Saturday October 19, 2013 at 1:00 pm subject to approval of state and local regulations.

**SUMMARY:** The annual "Get to the Point" 5 mile road race and walk is scheduled for Saturday, October 19, 2013 at 1 PM. The race starts and finishes at Salty Brine State Beach and has been approved by DEM, and is a simple out and back course on Sand Hill Cove Road, Point Judith Road and Ocean Road. This road race has been established and run for many years with over 300 participants.

**ATTACHMENTS:**

1. Application for Special Use
2. Map
3. Request Letter

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT  
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: March 19, 2013

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

1. NAME OF APPLICANT: Ken Rosbottom
2. ORGANIZATION: Narragansett Lions Club
3. ADDRESS: PO Box 186 Narragansett, RI 02882  
E-MAIL: kr622@yahoo.com
4. TELEPHONE: (401)787-5688
5. NATURE OF EVENT: Get to the Point Sweeney 5-Mile Road Race / Walk
6. DATE REQUESTED: October 19, 2013
7. TIME: 1:00 PM
8. SITES, AREA, BUILDING REQUESTED \_\_\_\_\_
9. COURSE LAYOUT: Attached  
MAP OF COMPLETE COURSE ROUTE MUST BE ATTACHED.
10. WHO WILL PARTICIPATE IN THE RACE \_\_\_\_\_
11. NUMBER OF PARTICIPANTS: 300 SPECTATORS: 200
12. WILL THERE BE ANY VOLUNTEERS? Yes IF YES, HOW MANY: 25
13. WILL PARTICIPANTS OBTAIN ACCESS BY:
  - CAR(ESTIMATE NUMBER): 100
  - BUS(ESTIMATE NUMBER OF PASSENGERS) \_\_\_\_\_
14. DESCRIBE IN DETAIL ANY SPECIAL SERVICES REQUESTED \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. WILL THERE BE ANY ADVERTISING USED? No IF YES, WHAT TYPE \_\_\_\_\_
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? No

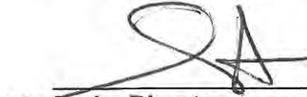
- LIABILITY INSURANCE CERTIFICATES CO-NAMING THE TOWN OF NARRAGANSETT WILL BE REQUIRED IN THE AMOUNT OF \$1,000,000.
- VOLUNTEERS AND OR APPLICANTS REPRESENTATIVES WILL NOT BE ALLOWED TO DIRECT TRAFFIC WITHIN TOWN ROADS UNLESS SPECIFICALLY APPROVED BY THE NARRAGANSETT POLICE DEPARTMENT.
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- APPLICATIONS NOT SIGNED WILL BE RETURNED.
- NO ALCOHOLIC BEVERAGES ALLOWED.
- APPLICANT IS RESPONSIBLE FOR ALL DAMAGE WHICH MAY HAVE BEEN CAUSED BY THIS EVENT.
- APPLICANT IS RESPONSIBLE FOR ANY HOURLY COSTS FOR TOWN EMPLOYEES REQUIRED FOR THE RACE; POLICE DETAILS, FIRE, EMS, PUBLIC WORKS EMPLOYEES, PARK EMPLOYEES, ETC.
- ALL APPLICATIONS MUST BE SCHEDULED FOR REVIEW AND APPROVAL BY THE NARRAGANSETT TOWN COUNCIL. THE COUNCIL MEETS THE 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.
- ATTACHEMENTS REQUIRED:
  1. RACE COURSE MAP
  2. INSURANCE CERTIFICATE NAMING THE TOWN OF NARRAGANSETT AS ADDITIONAL INSURED

**CONDITIONS OF APPLICATION ACCEPTED**

RACE EVENT & DATE: GET TO THE POINT ROAD RACE 10/19/2013

DATE OCTOBER 19, 2013

**Conditions of Application Accepted [APPLICANT]**

  Accept  Denied DATE 3/25/13  
Parks Director

Pen Email  Accept  Denied DATE 3/27/12  
Public Works Director

Pen Email  Accept  Denied DATE 3/25/13  
Police Chief

Pen Email  Accept  Denied DATE 3/25/13  
Fire Chief

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

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

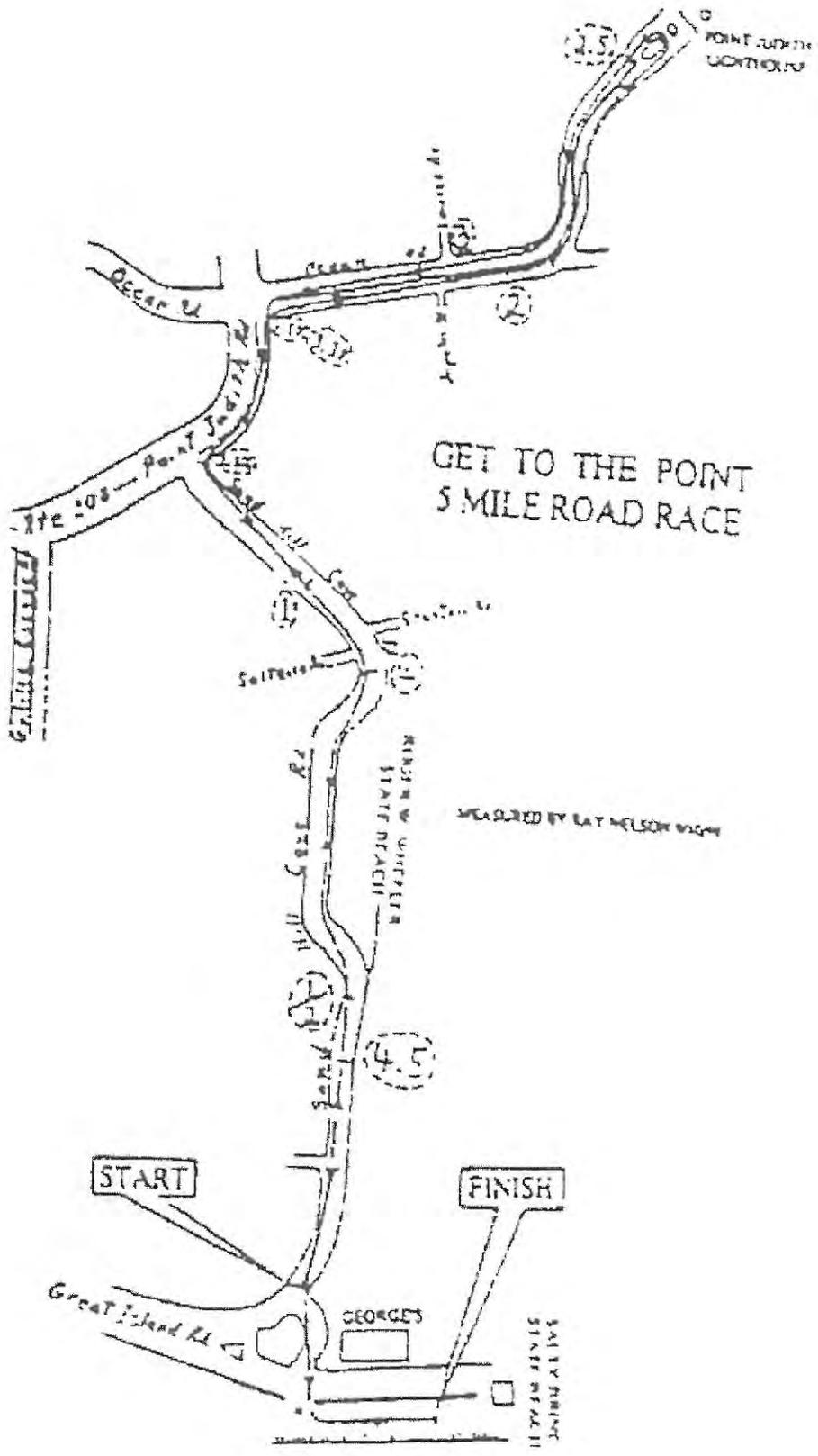
**Town of Narragansett**

Department Parks and Recreation  
170 Clarke Road, Narragansett, RI 02882  
[www.narragansettri.gov](http://www.narragansettri.gov)

Phone # (401) 782-0658

Fax # (401) 788-2553

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



# GET TO THE POINT 5 MILE ROAD RACE

MEASURED BY EAT NELSON HIGH



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 03 \_\_\_\_\_**

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

**Date Prepared:** March 28, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Steven Wright, Parks and Recreation Director  
**SUBJECT:** Narragansett Little League Agreement

**RECOMMENDATION:**

That the Town Council approve the “Five Year Use Agreement” attached between the Narragansett Little League and the Parks and Recreation Department starting April 1, 2013 and ending October 31<sup>st</sup> 2018 and authorize the Town Manager to sign it.

**SUMMARY:**

The Parks and Recreation Department has been working to establish written league agreements with Narragansett Little League, Raiders Football, Narragansett Youth Soccer Association and Narragansett Youth Basketball Association for the past 14 months. These four leagues use town facilities; fields, lighting and buildings throughout the year with no formalized agreement. The Parks Department has been and continues to work with each league to complete these agreements to everyone’s satisfaction.

The goal was to establish working parameters for both the town and the leagues while identifying costs directly related to each league that the town has been paying for on a yearly basis. This has resulted in a thorough and reasonable five year agreement with payments to offset these basic utility costs. The Narragansett Little League Board of Directors and Mark McSally have reviewed and approved this agreement.

**ATTACHMENTS:**

1. Narragansett Little League Agreement

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

**ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_**  
**LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_**  
**Action Date:**

Town of Narragansett  
Narragansett Sprague Field  
179 Kingstown Road, Narragansett, RI 02882

Terms and Conditions for  
Operating and Conducting Games and Practices

This agreement provides the terms and conditions for **Narragansett Little League** to conduct league play, practices, tournaments and instructional clinics at the Narragansett Sprague Field and Domenic Christofaro Park and to lease building space in the Sprague Little League Building. This agreement is limited to business conducted on the property limits of Narragansett Sprague Park and Domenic Christofaro Park.

Types of play allowed:

1. League Games
2. League practice
3. Instructional Clinics

Vendor:

**Narragansett Little League**  
PO Box 179  
Narragansett, RI 02882

This agreement is restricted to the activities listed above and shall be awarded to **Narragansett Little League** for play at Narragansett Sprague Field [both Little Sprague and Big Sprague fields] and Christofaro park field along with the use of the Little League building.

This agreement is valid for the term of [5] five years as listed below in number 2.

Terms and Conditions:

1. A lighting fee schedule may be proposed and approved for the 2014 season. If approved the full fee will be paid to the Town in the fall. Play will be allowed until [if and when] the payment schedules have been determined.
2. The league play portion of the agreement will be in place from April 1<sup>st</sup> through October 31<sup>st</sup> each year from 2013 to 2018. A specific calendar of dates each year must be submitted beforehand for approval by the Director of Parks and Recreation. Any extra dates must be approved by the Directors of Parks and Recreation prior to scheduling.
3. The Little League Building located at Sprague Park is owned by the Town of Narragansett. The building has three floors with a food and beverage concession space approximately 35' x 19', two rest rooms accessible from the outside and two storage utility rooms on the first floor. A 13' x 15' announcer's room, a 17'x10' trophy, administration and storage room with a rest room along with a 22" x 35' equipment and storage room on the second floor. On the third floor is the furnace and additional storage. Other than the two rest rooms and one utility storage area the remainder of the building has exclusive use by the **Narragansett Little League** throughout the term of this agreement. The two rest rooms are maintained by the Parks Department throughout the year. The fee for use of this building for the time period identified including all utilities is \$2500.00 per year starting in 2014. This fee represents the utilities presently paid for by the town for usage by **Narragansett Little League** including the gas expenses for the concession. [Fee to be negotiated each year based on current utility prices]
4. During the term of this agreement the **Narragansett Little League** agrees to maintain the interior of the building in a clean and orderly manner while working with the Parks and Recreation Department to identify long term capital improvements within the interior and exterior of the building. Establishing fundraiser opportunities for building maintenance to insure the long term viability of the building.

5. The Narragansett **Little League** is required to maintain the concession area 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 **Narragansett Little League** is responsible for the disposal of all trash generated by the concession operation.
6. The **Narragansett Little League** 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 **Narragansett Little League** 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 the concession location.
7. Installation and maintenance of all fire extinguishers required by Local and State Fire Codes for the concession area is the sole responsibility of the **Narragansett Little League**.
8. The **Narragansett Little League** shall be responsible for securing and safeguarding the leased building space and its contents. The Town shall not be held liable for any losses or damage to the concession, other building space or its contents sustained by the **Narragansett Little League**.
9. The Director of Parks and Recreation or authorized representative of the Town of Narragansett reserves the right to inspect the leased building space area 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.
10. The **Narragansett Little League** is required to provide for professional cleaning of both the exhaust hood and fan on an annual basis, during the term of the agreement. The **Narragansett Little League** must provide the Department of Parks and Recreation written documentation of this annual cleaning.
11. The use of vending machines of any type is not allowed as part of this agreement.
12. In the event **Narragansett Little League** desires to make any building alterations including existing 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 **Narragansett Little League** and all material used shall remain in place in operating condition and become the property of the Town upon termination of this contract. Any and all approved improvements to the building become the property of the Town upon termination of this agreement.
13. Authorized representatives of **Narragansett Little League** are authorized to utilize the premises year round.
14. The Little League Building at 179 Kingstown Road has an individual key for the leased space areas and the two rest rooms. The President of **Narragansett Little League** is required to sign and pay all keys required by the league for the leased space only with a \$50.00 refundable deposit [upon return of keys to the Narragansett Parks & Recreation Department]. Keys issued are stamped "DO NOT DUPLICATE".
15. Foul language, smoking and all tobacco products by coaches and volunteers are not allowed on Town Property and will be strictly enforced. Any repetitive violations of this policy may void this agreement with the approval of the Town Council.

16. The Community Center, Elementary School, school buses and other town facilities and equipment are all located at Sprague Park and are off limits to all participants and their families. It is the responsibility of the league to monitor and enforce this policy.
17. **Narragansett Little League** shall provide at its own expense public liability insurance in amounts and in such form as may be satisfactory to the Town of Narragansett; such insurance shall name the Town of Narragansett as an additional insured.
18. It is the responsibility of the league to require all coaches and volunteers to obtain a records BCI check from the State of Rhode Island Attorney General's Office, 150 South Main Street, Providence, RI 02903 or the National Little League Association. The fee for the AG's Office is \$5.00 and the BCI can be obtained in person or through the US Mail.
19. The league must submit all necessary contact information for the President of **Narragansett Little League** and members directly associated with **Narragansett Little League** program specific to Narragansett Sprague Field.
20. The **Narragansett Little League** will keep active records of all transactions associated with the program located at Narragansett Sprague Field under the terms of this contract. These shall be, but not limited to, receipts of financial transactions, waivers, usage forms, rental agreements and insurance forms. These records shall be made available to the Director of Parks and Recreation or his/her designee upon request. The Director of Parks and Recreation shall make it known to **Narragansett Little League** if any other records are needed and give the **Narragansett Little League** reasonable time to comply with the request in the event the Town is named as a defendant in any legal action taken against the **Narragansett Little League**.
21. **Narragansett Little League** shall provide all materials needed for conducting business in a safe manner. The Town is not responsible for damage or loss of property of the **Narragansett Little League**, its members or participants.
22. The Town of Narragansett reserves the right to suspend activity conducted under this contract. Reasons may include but are not limited to severe weather, special events or conduct of the coaches, the league volunteers and/or its membership.
23. Issues of concern regarding the terms of this agreement or the manner of business being conducted under this agreement shall be brought to the attention of the President of **Narragansett Little League** and as such will be the responsibility of the President to remedy to the satisfaction of the Director of Parks and Recreation or his/her designee.
24. The Director of the Department of Parks and Recreation or his/her authorized representative may terminate the operation of the agreement when the terms or spirit of these terms and conditions have been broken. It is specifically understood and agreed by and between the **Narragansett Little League** and Department of Parks and Recreation that this agreement may be cancelled and terminated by the Department, when services are not provided to the satisfaction of the Director or Parks and Recreation or his/her authorized representation, upon giving five days written notice to **Narragansett Little League** and approval of the Town Council.
25. **Narragansett Little League** must comply with any and all local and state laws and regulations governing the operation of this organization, and comply with any and all state and federal taxes.
26. **Narragansett Little League** cannot reassign this agreement without the approval, in writing, by the Town Council.

- 27. The Department of Parks and Recreation reserves the right to conduct special events and activities on Narragansett Sprague Field property. This agreement does not specifically allow **Narragansett Little League** exclusive rights to operating and/or organizing matches on the dates of special events sponsored by the Town of Narragansett on Town property. The town is obligated to give the **Narragansett Little League** as much prior notice as possible of any special events that may interfere.
- 28. The President of **Narragansett Little League** or his/her designee who signs and submits this agreement will be the only responsible contact the Town of Narragansett, Department of Parks and Recreation will communicate with during the term of this agreement unless otherwise authorized in writing. It shall be the responsibility of the President of **Narragansett Little League** to administer the terms and conditions of this agreement with approved personnel associated with **Narragansett Little League's** operations at Narragansett Sprague Field.
- 29. **Narragansett Little League** agrees to indemnify and hold harmless the Town from and against any and all liability in any way arising out of or related to **Narragansett Little League** performance of its obligations hereunder. The indemnity shall be the broadest form available and shall include indemnity against any liability arising out of or caused by the negligence of **Narragansett Little League**, its agents, subcontractors and members.
- 30. **Narragansett Little League** shall require all participants/members to sign a release and waiver of liability including the Town of Narragansett prior to allowing any participant/member to participate in any set-up, play or break down associated with **Narragansett Little League** activities on the field.
- 31. While on Town property all injuries to players, coaches, guardians and visitors must be documented with a league incident report form that provides the date, time, location, person injured, contact information, type of injury, if 911 was contacted along with any witnesses must be completed and signed by a league representative. A copy of this form must be provided to the Parks Department on the next business day for Town records and use.

Witness:

\_\_\_\_\_

**Town of Narragansett  
Town Manager**

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

Dated: \_\_\_\_\_, 2013

Witness:

\_\_\_\_\_

**President/Designee  
Narragansett Little League  
PO Box 179, Narragansett, RI 02882**

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

Dated: \_\_\_\_\_, 2013

End of AGREEMENT with NARRAGANSETT LITTLE LEAGUE

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 04

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

Date Prepared: April 2, 2013  
Council Meeting Date: April 15, 2013

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** David E. Ousterhout, Director of Public Works  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Emergency Engine Purchase for Wastewater Division Truck #413

**RECOMMENDATION:**

That the Town Council approve, ratify and confirm the emergency purchase of a remanufactured engine for the Wastewater Division's 2006 Chevrolet Silverado pickup truck (#413) from County Auto Supply, Inc., in the amount of \$3,100.00.

**SUMMARY:**

Recently, Wastewater Division truck # 413 was brought to Fleet Maintenance for diagnosis and repair of an engine problem. The mechanics determined that the engine had suffered an internal failure of the camshaft and at least one lifter assembly which required it to be replaced. While this vehicle had approximately 100,000 miles on the odometer, it is in good condition and, once repaired, will provide more years of service. In order to facilitate the repair, Fleet Maintenance contacted three vendors and obtained written quotes from two. Authorization for an emergency waiver of the Town's formal procurement process to purchase a remanufactured engine from County Auto at a cost of \$3,100.00 was obtained from the Town Manager on February 20, 2013. The repairs have been completed and the procurement requires Town Council approval.

Funding was available in the Fleet Maintenance Division Operating Account, 02-735-0504, Vehicle Maintenance & Repair. Fleet Maintenance will be reimbursed for the total cost of the repair by the Wastewater Division.

**ATTACHMENTS:**

1. Authorization memo, dated February 20, 2013
2. Purchase Order # 133888
3. Invoice from County Auto Supply, Inc.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

# TOWN OF NARRAGANSETT

## DEPARTMENT OF PUBLIC WORKS

### INTER OFFICE MEMORANDUM

---

**To:** Richard Kerbel, DE, PE, Acting Town Manager  
**From:** David E. Ousterhout, Director  
**Subject:** Repairs to Waste Water Division Truck #413  
**Date:** February 20, 2013  
**cc:** Jeff Ceasrine, PE

---

Waste Water Division Truck #413, a 2006 Chevrolet Silverado ½ ton pickup truck was brought to Fleet Maintenance for diagnosis and repair of an undetermined engine problem. Following various diagnostics and partial disassembly of the engine, Fleet Maintenance determined that the camshaft and one of the lifter roller assemblies had been seriously damaged. Because this engine has just under 100,000 miles, replacement of the damaged parts is not recommended. Instead, Fleet Maintenance is recommending replacement of the engine with a completely remanufactured "long block".

In order to facilitate these repairs, I am requesting authorization to waive the purchasing requirement to obtain formal quotes and/or bids for purchases over \$2,500 and treat this as an emergency procurement in order to expedite the repair and return to service of this vehicle. Fleet Maintenance contacted three vendors for quotes and written quotes were received from two of them (please see attached). Vendor responses were as follows: Wheelock's NAPA does not carry this particular remanufactured engine, Paul Masse Chevrolet quoted a discounted price of \$3,963 with a 12 month/12,000 mile warranty, and County Auto quoted \$3,100 with a 3 year/100,000 mile warranty.

As the quotation from County Auto is the lowest net price along with the better warrantee, I am recommending your authorization to proceed with our request to have Finance issue a Purchase Order to them for the replacement engine. Upon completion of the procurement, DPW will prepare a Town Council Agenda Item to approve, ratify and confirm the purchase.

Fleet Maintenance internal service account #02-735-0504 will be used to fund this purchase with reimbursement for the total repair cost, after application of insurance proceeds, to be charged to Waste Water. Please advise if any additional information is required.

DEO  
710-M-13-001

Attachments

**Purchase Order**

Town of Narragansett  
25 Fifth Avenue  
Narragansett RI 02882

**No. 133888**

NOT RESPONSIBLE for any materials delivered or services rendered unless confirmed by purchase order.

Invoice the Above Address  
.....(Attn: Accounting).....

This PO number must appear on invoice, B/L, cases, packing lists, and correspondence.

P.O. Date: 02/28/2013

Questions ? Purchasing - Phone: (401) 782-0644  
Fax: (401) 788-2555

Ext: Account:

P.O. Issued To :

Ship To:

County Auto Supply  
200 Main Street  
Wakefield RI 02879

Town of Narragansett - Public Works  
Attn: David Ousterhout  
260 Westmoreland Street  
Narragansett RI 02882  
(401) 782-0687

Contact:

Location: Public Works

Phone: (401) 789-9164

Fax:

Project: N/A

Req# 54006

Reference: WW Truck 413

Date Required: 03/07/2013

Award Number:

Line	Qty	Unit	Part#	Description	Account Number	Unit Price	Extended	Tax	Freight
1	1	3100	dillrs	Emergency replacement engine for WW Truck 413 (comes with 3 yr/100,000 mile warranty).	02.735.0504	1.00	3,100.00	0.00	0.00

*3/7/13 Invoice has \$300 Core charge - hold to see if core charge is reversed*

APPROVAL SIGNATURES: \_\_\_\_\_

Sub-Total:	3,100.00
Freight:	0.00
Tax:	0.00
Total Amount:	3,100.00

**NOTES:**

Emergency replacement of rebuilt engine for WW Truck 413. Three quotes were solicited, only two vendors supplied quotes: County Auto - \$3,100 and Paul Masse - \$3,963. Wheelock™s does not carry this part. TM approved to forgo the RFQ process and proceed w/lowest quote. Will go before TC as A/R/C. DPW to order.

Buyer: Susan Gallagher  
Order Via: Phone

**ENTITY COPY**

ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

# County Auto Supply, Inc.

200 Main Street  
Wakefield, RI 02879  
Phone: (401) 789-9164

*0133888*

Store Hours: Monday - Friday 8:00 AM to 5:00 PM • SATURDAY 8:00 AM to 12:00 PM

Winter's Woe's got you down COUNTY AUTO will help perk up your sluggish vehicle and make you Happier too.  
BATTERIES---FUEL INJECTION CLEANER---VALVE JOB---C.V. SHAFTS---

Prt :PRT00  
Term:NET00  
User:c  
Loc : 1  
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NARRAGANSETT TOWN HALL  
FINANCE DEPT./PUBLIC WORKS DE  
25 FIFTH AVE  
NARRAGANSETT RI 02882

Cost: 1810 CAS CHARGE INVOICE: 206326

03/05/2013 10:26AM

QUANTITY	LINE	PART NUMBER	DESCRIPTION	CORE	LIST EACH	YOUR COST	EXTENSION	TAX
1	07	CHEVY TRUCK SILVERADO 1500 PU		V8-325	5.3L			
		BUY (1)		300.00	3100.00	3100.00	3400.00	X
		(1) 5.3-LONG-BLOCK						
		<del>1/11</del> A/R charge	3400.00					
		Terms: 0.00% net 30th						
<b>VIN # 1GCEC142572150378</b>								
1				300.00	3100.00	3400.00		
TOTAL UNITS		FREIGHT	LABOR	MISC	CORE TOTAL	LIST TOTAL	NON-TAXABLE	TOTAL TAX

RECEIVED BY: X

*Tom Brown*

PAY THIS AMOUNT

3400.00



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 05**

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

**Date Prepared:** April 1, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** David E. Ousterhout, Director of Public Works  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Emergency Repairs to Towers Boiler

**RECOMMENDATION:**

That the Town Council approve, ratify and confirm the emergency service and repairs of The Towers' boiler by Industrial Burner Service, Inc. in the amount of \$3,832.58.

**SUMMARY:**

On January 24, 2013, the natural gas fired hot water boiler which supplies heat at The Towers stopped running and Industrial Burner Service was contacted to provide service. The Intermittent Pilot Control module was replaced and the boiler restarted. On February 6<sup>th</sup>, Industrial Burner was contacted again because the boiler was out. The boiler was serviced and restarted. The boiler was found to have failed again on the following day and service was requested. Temporary repairs were made to the flame rod/electrode, the boiler restarted and a replacement electrode was ordered to be shipped over night for installation on February 8<sup>th</sup>. Industrial Burner Service recommended replacement of the entire burner assembly and was authorized to proceed. The new burner assembly was installed on February 12<sup>th</sup>. The boiler has been running normally since.

Industrial Burner Service, Inc. services and repairs all of the Town's large boilers. The total cost of the emergency service and repairs was \$3,832.58 (see Purchase Order # 134325), which requires Town Council approval.

The Towers Operating Account, 43-868-0506, Equipment Maintenance & Repair was charged for the repairs.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**ATTACHMENTS:**

1. Purchase Order # 134325
2. Invoices (3) from Industrial Burner Service, Inc.

**Purchase Order**

**Town of Narragansett**  
25 Fifth Avenue  
Narragansett RI 02882

**No. 134325**

NOT RESPONSIBLE for any materials delivered or services rendered unless confirmed by purchase order.

Invoice the Above Address  
.....(Attn: Accounting).....

This PO number must appear on invoice, B/L, cases, packing lists, and correspondence.

P.O. Date: 04/01/2013

Questions ? Purchasing - Phone: (401) 782-0644  
Fax: (401) 788-2555

Ext: Account:

P.O. Issued To :

Ship To:

Industrial Burner Service Inc  
723 Harris Avenue  
Providence RI 02909

Town of Narragansett - Towers  
Attn: Erin Haggarty  
260 Westmoreland Street  
Narragansett RI 02882  
(401) 782-0687

Contact: Location: Special Revenue Funds  
Phone: (401) 521-9500 Fax: (401) 521-5522 Project: N/A Req# 54628

Reference: Towers/Emerg/Will go before TC Date Required: 04/11/2013 Award Number:

Line	Qty	Unit	Part#	Description	Account Number	Unit Price	Extended	Tax	Freight
1	3832.58	dllrs		Additional service calls and replacement of burner assembly on the furnace at The Towers 2/6, 2/7, and 2/12/13.	43.868.0506	1.00	3,832.58	0.00	0.00

APPROVAL SIGNATURES: \_\_\_\_\_  
\_\_\_\_\_

Sub-Total:	3,832.58
Freight:	0.00
Tax:	0.00
<b>Total Amount:</b>	<b>3,832.58</b>

**NOTES:**

Additional service calls & replacement of Burner Assembly for Towers, over PO 133467 which was paid and closed. DPW is submitting TC Agenda item to approve, ratify and confirm for the 4/15 meeting. Process for payment.

**Buyer:** Susan Gallagher  
**Order Via:** Send check to vendor

**FILE COPY**

**INDUSTRIAL BURNER SERVICE, INC.**

723 HARRIS AVENUE  
 PROVIDENCE, RI 02909

# Invoice

Invoice No.: 21618

To: **Narragansett Town Hall**  
 Attn: Accounting Department  
 25 Fifth Avenue  
 Narragansett, RI 02882

Customer	Date	Terms	Contact
252	02/20/13	Net 30	

Description	Charges
-------------	---------

THE TOWERS  
 35 OCEAN ROAD  
 REPLACE BURNER ASSEMBLY

REPLACE OEM BURNER ASSEMBLY DUE  
 TO DETERIORATED CONDITION.

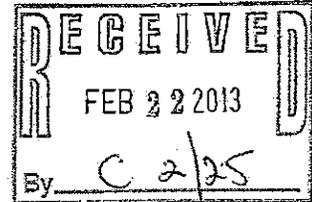
CHECK OPERATION - CABIN PRESSURES,  
 GAS PRESSURES, FIRE CONDITION, AND  
 OVERALL OPERATION OK.

BACK IN SERVICE FOR HEATING.  
 STILL RECOMMEND REPLACEMENT OF  
 ENTIRE UNIT ASAP.

JOB WORK ORDER NO. 17918 ~~2/12/13~~

3.000	1	LABOR HOURS, MECHANIC, S.T.	82.00	246.00
56.000	3	MILEAGE CHARGE	0.95	53.20
	1	OEM MESH BURNER ASSEMBLY	1586.35	1586.35
		NOTE: FREIGHT CHARGE BELOW INCLUDES INTERNATIONAL FREIGHT AND EXPEDITING NEEDED TO GET PARTS ON EMERGENCY BASIS.		
	12	FOOT, ALUMINUM INSULATING TAPE	0.92	11.04

Invoice subtotal	1896.59
Freight charges	393.58
Invoice total	2290.17



Thank You

**INDUSTRIAL BURNER SERVICE, INC.**

723 HARRIS AVENUE  
 PROVIDENCE, RI 02909

# Invoice

Invoice No.: 21617

To: **Narragansett Town Hall**  
 Attn: Accounting Department  
 25 Fifth Avenue  
 Narragansett, RI 02882

Customer	Date	Terms	Contact
252	02/20/13	Net 30	

Description	Charges
-------------	---------

THE TOWERS  
 35 OCEAN ROAD  
 NO HEAT

CHECK FOR CAUSE OF FAILURE AND  
 FIND NO PILOT. REMOVE BURNER  
 AND FIND ELECTRODE CRACKED.  
 OEM ELECTRODE MUST BE ORDERED.  
 ADAPT OTHER COMPONENT FOR  
 TEMPORARY USE UNTIL PART ARRIVES.

UNIT SHOULD BE MONITORED  
 IN THE MEANTIME.

JOB WORK ORDER NO. 17900, 2/7/13

5.000 1	LABOR HOURS, MECHANIC, S.T.	82.00	410.00
56.000 3	MILEAGE CHARGE	0.95	53.20
1	FLAME ROD/ELECTRODE	46.50	46.50

RETURN WITH OVERNIGHTED OEM  
 ELECTRODE.

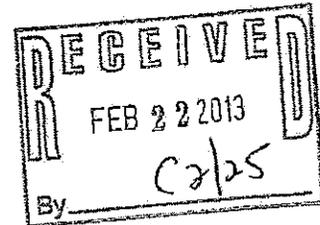
REPLACE ELECTRODE AND  
 ALIGN FOR PILOT.

ALLOW TO CYCLE AND OBSERVE -  
 IGNITION AND LIGHTOFF GOOD  
 AT THIS TIME, WILL RETURN WITH

COMPLETE OEM BURNER ASSEMBLY  
 AS SOON AS IT IS RECEIVED.

JOB WORK ORDER NO. 17904, 2/8/13

2.500 1	LABOR HOURS, MECHANIC, S.T.	82.00	205.00
	MILEAGE CHARGE		



Thank You

**INDUSTRIAL BURNER SERVICE, INC.**

723 HARRIS AVENUE  
PROVIDENCE, RI 02909

# Invoice

Invoice No.: 21617

To: **Narragansett Town Hall**  
Attn: Accounting Department  
25 Fifth Avenue  
Narragansett, RI 02882

Customer	Date	Terms	Contact
252	02/20/13	Net 30	

Description	Charges
56.000 3	0.95 53.20
1 OEM ELECTRODE OVERNIGHT FREIGHT CHARGE IS BELOW	46.50 46.50

Invoice subtotal	814.40
Freight charges	28.99
Invoice total	843.39

Thank You

INDUSTRIAL BURNER SERVICE INC.

1000 WASHINGTON AVENUE  
PROVIDENCE, RI 02902

# Invoice

To: Management Tower Hall  
Attn: Accounting Department  
25 Fifth Avenue  
Narragansett, RI 02882

Customer	Date	Terms	Contact
252	02/14/13	Net 30	
Description			Charges

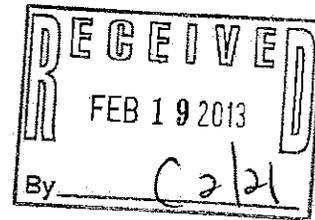
THE TOWERS - 35 OCEAN ROAD  
NO HEAT

ARRIVE TO FIND COMBUSTION AIR STACK  
WORK BLOWN APART AND BOILER TOP  
PANEL BLOWN OUT.

INSPECT ALL COMPONENTS AND  
MAKE NECESSARY REPAIRS.

BURNER ASSEMBLY IS SEVERELY  
OVERHEATED AND CRACKED BUT  
ENTIRE BOILER IS IN POOR CONDITION.

BOILER IS BACK ONLINE FOR NOW.  
JOB WORK ORDER NO. 18061, 2/6/13



5.000	1	LABOR HOURS, MECHANIC, S.T.	82.00	410.00
56.000	3	MILEAGE CHARGE	0.95	53.20
2.000	4	LABOR HOURS, HELPER, S.T.	62.00	124.00
56.000	3	MILEAGE CHARGE	0.95	53.20
15		FOOT, ALUMINUM TAPE	0.92	13.80
1	FG	FAST GASKET SILICONE	43.72	43.72
10		ZIP SCREW	0.11	1.10

Invoice subtotal 699.02

Invoice total 699.02

Thank You

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 06

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

Date Prepared: March 29, 2013  
Council Meeting Date: April 15, 2013

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** David E. Ousterhout, Director of Public Works  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Emergency Repairs to 1996 Ford New Holland Tractor

**RECOMMENDATION:**

That the Town Council approve, ratify and confirm the emergency purchase of repair parts for the Highway Division's 1996 Ford New Holland tractor from Kahn Tractor & Equipment, Inc. in the amount of \$3,887.78.

**SUMMARY:**

In October of last year, the Highway Division's 1996 Ford New Holland model 6640 4-wheel drive tractor equipped with a side mount flail mower attachment broke down. After extensive investigation and disassembly of the tractor, Fleet Maintenance mechanics determined that the "constant power" PTO shaft had failed. During disassembly, the staff also found that the transmission and bell housing case was broken and needed to be replaced.

In order to expedite the required repairs, DPW obtained quotations from two authorized dealers and requested authorization from the Town Manager to waive the requirement for soliciting bids and for an emergency purchase order to be issued. Purchase order #132151 was issued and the parts were obtained from Kahn Tractor & Equipment, Inc. Repairs have been completed with the final parts costing \$3,887.78.

Funding was available in the Fleet Maintenance Division Operating Account, 02-735-0504, Vehicle Maintenance & Repair.

**ATTACHMENTS:**

1. Authorization memo signed by the ATM, dated October 23, 2012
2. Purchase Order # 132151
3. Invoice from Kahn Tractor & Equipment, Inc.

---

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**TOWN OF NARRAGANSETT**  
**DEPARTMENT OF PUBLIC WORKS**  
INTER OFFICE MEMORANDUM

---

**To:** Dean Hoxsie, Acting Town Manager  
**From:** David E. Ousterhout, Director  
**Subject:** Repairs to Highway Division New Holland Tractor  
**Date:** October 23, 2012

---

Recently the Highway Division's 1996 New Holland model 6640 4-wheel drive tractor equipped with a side mounted flail mower attachment broke down. After extensive investigation and disassembly of the tractor, Fleet Maintenance staff determined that the "constant power" PTO shaft had failed. This shaft provides power to the front wheel drive, rear PTO, and power steering and runs constantly while the engine is on. In order to remove this shaft and associated parts, the tractor had to be disassembled into 5 pieces including the front end with engine, the side mower attachment, the transmission assembly, the operator's cab and the rear end and drive wheels. During disassembly, the staff discovered that the transmission and bell housing case was broken and must also be replaced.

Fleet Maintenance proceeded to solicit pricing for all of the required repair parts including a new clutch and pressure plate assembly which will be replaced while the tractor is disassembled. Two New Holland dealers were solicited for pricing including Kahn Tractor & Equipment, Inc. from North Franklin, CT and Klem Tractor in Spencer, MA. Klem Tractor quoted a total price of \$4,518.50 (net after a 6% discount pursuant to a State of Massachusetts contract) for all new parts. Kahn Tractor quoted a total price of \$4,326.21 (net after a 10% customer discount) for all new parts.

A parts availability check by Kahn Tractor determined that all of the parts with the exception of the transmission and bell housing case were readily available. The transmission and bell housing case was not available in the United States and delivery from overseas would take at least 90 days. Kahn Tractor was queried as to the availability of a used transmission and bell housing case. A search by the dealer found one available in Pennsylvania at a cost of \$2,000 including shipping compared to the discounted cost of a new one of \$2,276 which would bring their total quoted amount down to \$4,049.80.

The New Holland tractor is used by the Highway Division on a regular basis to carry out roadside mowing. It is in generally good condition for its age with 5,363 hours of use and is not scheduled for replacement until possibly FY 2016. In order to facilitate the

repairs and return the tractor back to work I am requesting the following:

1. Waiver of the purchasing requirement to advertise and obtain formal quotes or bids. Written quotes have been obtained from the two vendors for the required parts (please see attached).
2. Authorization for an emergency purchase order to be issued.

Upon completion of the repairs, the department will prepare an agenda item for the Town Council to "approve, ratify and confirm" the procurement.

Fleet Maintenance internal service account #02-735-0504 will be used to fund this purchase with reimbursement for the total repair cost to be charged to Highway Division account #01-730-0504. Please advise if you have any questions or require any additional information.

DEO  
710-M-12-022

Attachments

Sg

**Purchase Order**

Town of Narragansett  
25 Fifth Avenue  
Narragansett RI 02882

**No. 132151**

NOT RESPONSIBLE for any materials delivered or services rendered unless confirmed by purchase order.

Invoice the Above Address  
.....(Attn: Accounting).....

This PO number must appear on invoice, B/L, cases, packing lists, and correspondence.

P.O. Date: 10/29/2012

Questions ?

Purchasing - Phone: (401) 782-0644  
Fax: (401) 788-2555

Ext:

Account:

P.O. Issued To :

Kahn Tractor & Equipment, Inc.  
520 Pond Road  
P.O. Box 38  
North Franklin CT 06254

Ship To:

Town of Narragansett - Public Works  
Attn: David Ousterhout  
260 Westmoreland Street  
Narragansett RI 02882  
(401) 782-0687

Contact:

Location: Public Works

Phone: (800) 327-5246

Fax: (860) 642-6364

Project: N/A

Req# 52333

Reference: Fleet Maint/ATM appr'd

Date Required: 11/09/2012

Award Number:

Line	Qty	Unit	Part#	Description	Account Number	Unit Price	Extended	Tax	Freight
1	4049.8	dllrs		Various parts needed to repair Highway's 1996 New Holland Tractor (see two attached parts list quote).	02.735.0504	1.00	4,049.80	0.00	0.00

Actual total = 3,887.78

APPROVAL SIGNATURES:

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

Sub-Total:	4,049.80
Freight:	0.00
Tax:	0.00
Total Amount:	4,049.80

NOTES:

Various parts (see attached quote list) needed to repair Highway's 1996 New Holland tractor. Quotes were obtained from Kahn Tractor (\$4,49.80) and Klem Tractor (\$4,518.50), the only two vendors capable of providing the needed parts for this particular vehicle. DPW to order parts. Memo for approval of these repairs has been signed by ATM. Memo to go before TC on 10/29/12

Monday, October 29, 2012

Buyer:

Susan Gallagher

Order Via:

Phone

**FILE COPY**

# KAHN TRACTOR & EQUIPMENT, INC.

520 Pond Road, P.O. Box 38  
 North Franklin, CT 06254  
 Phone:(860) 642-7596 Fax:(860) 642-6364  
 Toll Free:800-327-5246  
 www.kahntractor.com



SOLD TO  
 N13791 TOWN OF NARRAGANSETT  
 25 FIFTH AVENUE  
 NARRAGANSETT, RI 02882

SHIP TO  
 TOWN OF NARRAGANSETT  
 PUBLIC WORKS DEPT  
 260 WESTMORELAND ST  
 NARRAGANSETT, RI 02882

Sold By: JB PO #: 6640 Date 11/14/12 INVOICE IV75050  
 Ship By: Tax #: 14:28:05 PRT: 5

Tax	D	Qty	Description	Price	Amount
FREIGHT CHARGES					
G	D	1	IN FREIGHT	100.00	100.00
PTS COUNTER-F					
G	D	1	FOR 83992560 BEARING 2 K 1 C	28.27	28.27
G	D	1	FOR 81879827 SHAFT PTO	312.24	312.24
G	D	1	FOR 89NND797AA SEAL 5 E 4 C	21.18	21.18
G	D	1	FOR 81805006 SNAP RING 10 F 4 A	5.27	5.27
G	D	1	FOR 81805006 SNAP RING 10 F 4 A	5.27	5.27
G	D	2	FOR 81801973 RING, SNAP 14 D 4 A	6.18	12.36
G	D	1	FOR 81804780 BEARING, BA	195.20	195.20
G	D	1	FOR 81875518 BEARING, BA	37.50	37.50
G	D	1	FOR 81864413 GASKET 57-G-2	9.40	9.40
G	D	1	FOR 82851192 GASKET	10.15	10.15
G	D	1	FOR 81864427 GASKET 57 N 2	8.68	8.68
G	D	1	FOR 81803602 GASKET 51-I	11.93	11.93
G	D	1	FOR 82011591 CLUTCH DISC	389.38	389.38
G	D	1	FOR 82011590 CLUTCH COVE WHSE-63	483.00	483.00
G	D	1	FOR 47134440 ACTUATER 15 S 2	540.34	540.34
G	D	1	FOR 81871306 PLATE	238.49	238.49
** TOTAL PTS COUNTER-F					2308.66
MISC PARTS					
G	D	1	82012330 CASING USED	1900.00	1900.00

MOST PART #'S CHANGED, WENT RIGHT DOWN THE LIST YOU SENT

TERMS: Net 30 days. A finance charge of 1 1/2% will be added to all past due balances. This is an ANNUAL PERCENTAGE RATE of 18%  
 FARM PLAN: This purchase is subject to the terms of the FARM PLAN CREDIT AGREEMENT 27100-001.

\*\* SUBTOTAL 4308.66  
 \*\* DISCOUNT 420.88

X Charge Sale

Phone: (401) 782-0644

PAY THIS  
 AMOUNT

\$3887.78

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC:   07  

Amend No.           

Date Prepared: April 4, 2013  
Council Meeting Date: April 15, 2013

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Jeffry Ceasrine, P.E., Town Engineer  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Emergency Repairs/Purchases for Hurricane Sandy Approvals  
(Volume 4)

**RECOMMENDATION:**

That the Town Council approve, ratify and confirm emergency restoration, repair contracts and purchases related to Hurricane Sandy.

**SUMMARY:**

During and immediately following Hurricane Sandy, the Town utilized the services of a number of vendors for emergency response activities. The attached spreadsheet is a partial list of those vendors and contract amounts that need Town Council approval (purchases in excess of \$2,500.00). Prior Town Council approval actions are shown on this spreadsheet as well. Potential funding sources (i.e. insurance claim filings) are listed as well. As actual invoices are received, further submittals to the Town Council will be made.

**ATTACHMENTS:**

1. Hurricane Sandy Spreadsheet

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date:                       
 Approved  
 Unfinished Business (Date heard previous:           )  
 New Business  
 Public Hearing – No Action Taken

ORD. #            RES. #  
LCON#            LIC. #  
Action Date:

Hurricane Sandy Emergency Purchases  
(> \$2,500 only)

Volume 1

Town Claim ID #	Property Location	Description	Vendor	Amount	Potential Insurance Coverage	Town Council Action
36-42	North Beach Clubhouse	Stairs, ramps, insulation, under building utilities	Abcore Restoration Co., Inc.	\$33,245.00	NFIP \$52,704.00 Balance to FEMA at 75%	Approved 12/17/12
8	Middlebridge - Restaurant Bldg.	Flooded first floor - mold remediation	SmokeClean	\$6,265.01	FEMA at 75%	Approved 01/07/13
10	Middlebridge - Main House 95E	Flooded first floor - mold remediation	SmokeClean	\$4,849.85	FEMA at 75%	Approved 01/07/13
28	Cabana Lot	Sand, debris removal	Sherman Sand & Gravel	\$3,300.00	FEMA at 75%	Approved 01/07/13
29	North Cabana	Building demolished	Sherman Sand & Gravel	\$12,500.00	FEMA at 75%	Approved 01/07/13
65	Beach erosion	Dune and sand loss - survey	Woods Hole Group	\$4,860.00	FEMA at 75%	Approved 01/07/13
84	Stanton Ave. Pump Station	Flooded pump station motors	Delta Electro Co., Inc.	\$3,118.72	Trust	Approved 01/07/13
86	Stanton Ave. Pump Station; Allagash Trail (Bonnet) Pump Station	By pass pumping	Paul Mumford & Sons	\$2,937.50	Trust NFIP \$13,723.17 Balance to FEMA at 75%	Approved 01/07/13
45-55	North Pavilion	Stairs, ramps, under building utilities	Abcore Restoration Co., Inc.	\$39,270.00		
<b>Sub-total this group</b>				<b>\$110,346.08</b>		<b>Approved thru 01/07/13</b>

Volume 2

Town Claim ID #	Property Location	Description	Vendor	Amount	Potential Insurance Coverage	Town Council Action
58	South Pavilion	Pumpster enclosure, rainings, sand cleaning	Abcore Restoration Co., Inc.	\$3,985.00	FEMA at 75%	Approved 02/04/13
4A, 5A, 6A	Middlebridge Cottages A, B, and C	Post storm mold remediation and clean up	SmokeClean of New England	\$4,747.49	FEMA at 75%	Approved 02/04/13
75	Seawall	Destroyed trash enclosures	M.E. O'Brien & Sons, Inc.	\$10,400.00	Trust	Approved 02/04/13
31	Town Beach	Debris disposal (dumpster service)	Waste Management of RI	\$8,376.85	FEMA at 75%	Approved 02/04/13
4B, 5B, 6B	West/South Cabanas	Design of new stairs and ADA ramps	RGB	\$9,440.00	n/a	Approved 02/04/13
	Middlebridge Cottages A, B, and C	Replacement of sub-floor insulation	Atlas Insulation	\$6,135.00	FEMA at 75%	Approved 02/04/13
33B	<b>Subtotal this group</b>			<b>\$42,784.34</b>		<b>Approved 02/04/13</b>

Volume 3

Town Claim ID #	Property Location	Description	Vendor	Amount	Potential Insurance Coverage	Town Council Action
102	NFD Engine 1	Generator damaged due to salt spray; needs full replacement	DPW (Harrison Hydra-Gen, Ltd.)	\$8,023.40	Trust (\$7,723.00)	Approved 02/04/13

Volume 4

Town Claim ID #	Property Location	Description	Vendor	Amount	Potential Insurance Coverage	Town Council Action
31	West and South Cabanas	Upgrade to maintenance-free materials for ramps and stairs.	C & L Builders, Inc. (Trust contractor)	\$27,702.76	n/a	Pending 04/15/13
70	Seawall	Granite Benches	Swenson Granite Co., LLC	\$8,689.64	Trust (full value)	Pending 04/15/13

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 08**

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

**Date Prepared:** April 3, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Steven Wright, Parks and Recreation Director  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of Beach Accessible PathMats

**RECOMMENDATION:**

That the Town Council approves the purchase of two (2) Beach Access PathMats from O'Brien & Sons, Inc., in the amount of \$3,198.00.

**SUMMARY:**

The purchase of these two 32' x 5' PathMats will provide beach staff the ability to use this new product on a trial basis at the Beach for ADA access for the 2013 summer season. The beach has been using SuperDeck plastic decking for 13 years on five locations throughout the beach to provide patrons with disabilities and patrons with beach carts, chairs, coolers, etc. easier access to portions of the beach. The existing decking is in need of replacement and expensive to maintain with the need to purchase stainless steel hardware each year. This new PathMat, manufactured by Fiberweb, Inc. is currently used on First Encounter Beach in Cape Cod and throughout Florida with favorable responses from the public and beach operators. These mats provide ADA accessibility, install easily and can be removed and stored quickly in case of emergency weather events. These mats have been specifically developed for use in permanent or temporary recreation applications, are environmentally friendly, slip-resistant and have a barefoot friendly surface.

O'Brien & Sons, Inc. is the local distributor of these PathMats. In accordance with the Town of Narragansett Code of Ordinances, Section 70-326 and Rhode Island General Laws, Chapter 55, Section 45-55-8, I, the Purchasing Agent, have determined this to be a sole source item.

Funding is available in the Beach Enterprise Major Maintenance and Non-Capitalization Account, 34-841-0609, Equipment.

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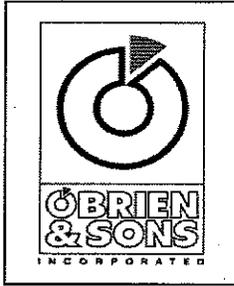
**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**ATTACHMENTS:**

1. Quotation from O'Brien & Sons, Inc., dated April 3, 2013
2. PathMat Brochure.



**Date:** April 3, 2013  
**Job:** Narragansett Town Beach  
**Location:** Narragansett, RI  
**Sales Rep:** Meghan A. O'Brien Taylor, President /kh  
[Meghan@obrienandsons.com](mailto:Meghan@obrienandsons.com)  
**Attn:** Steve Wright  
**Email:** [swright@narragansettri.gov](mailto:swright@narragansettri.gov)

93F West Street  
P.O. Box 650  
Medfield, MA 02052  
Tel. 508/359-4200  
Fax 508/359-2817

## QUOTATION

We are pleased to offer our quotation on the following for the above subject job:

<u>QTY</u>	<u>MODEL #</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>TOTAL</u>
		<u>Pathmats</u>		
(2)		32' x 5' Pathmat Roll with U-Pins		
		<b>Total furnished &amp; delivered</b>	<b>\$1,599.00</b>	<b>\$3,198.00</b>

### NOTES

- ❖ Customer is responsible for quantity confirmation
- ❖ Prices are firm for 30 days, subject to review thereafter.
- ❖ Prices quoted are for 2013 projects only.
- ❖ Prices based on quantities listed. Any change to quantities may impact prices quoted.
- ❖ The above prices are f.o.b. your specified destination and are for materials only unless otherwise noted.
- ❖ **Prices do not include off-loading, sales tax, lift gate, assembly or installation.**
- ❖ **If ordered, upon receipt of equipment, please inspect the entire delivery carefully making note on the delivery receipt of ANY damage so that a freight claim can be filed if damage is found after opening the packages.**
- ❖ Standard manufacturer's design, specifications, and construction applies.
- ❖ All items listed are standard manufacturer colors.
- ❖ Our terms are: TBA
- ❖ Please **allow 3 to 4 weeks** for delivery after receipt of order and architectural approval should it be required.
- ❖ Restocking fees will apply on returned items

If we can be of further assistance, please feel free to contact us.

## Beach Access Mat

# PathMat™

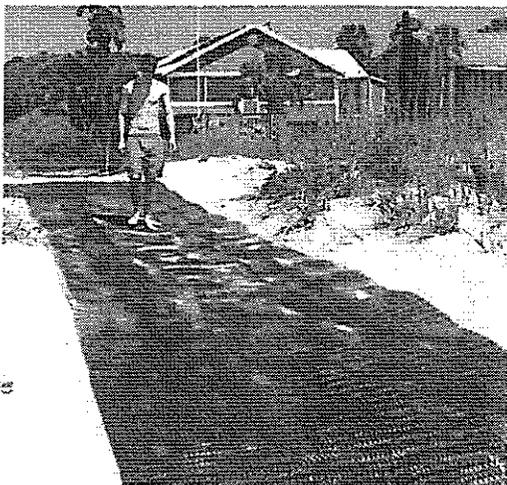
Boddingtons flexible surface reinforcement product, PathMat™ Beach Access Mat, has been specifically developed for use in permanent or temporary recreation access applications. Utilizing the proven oscillated mesh design ensures that rigidity and strength are preserved over soft sand surfaces while the elastomeric material is able to contour to undulating surfaces. This environmentally friendly, slip resistant product is easily installed and able to be removed and reinstalled per environmental regulations. Developed specifically for both animal and people traffic, the product provides a barefoot friendly surface for beach goers. Wherever a water pervious, enhanced-grip walkway access is required, Boddingtons PathMat™ product is the solution.

- Portable and easily removable rollout beach mat
- Pedestrian and wheelchair accessible
- Oscillated mesh provides strength over sand, pebble and turf surfaces
- Adapts smoothly to contoured surfaces
- Slip resistant surface providing a safe surface in wet conditions
- Minimal maintenance easy to use beach access mat
- Visually attractive design guides guests to desired locations

PathMat™ Beach Access Mat is available in roll form allowing for a quick roll and pin installation. The UV stabilized elastomeric material is recycleable after use reducing its environmental impact. The material thickness, durability of construction and portability of the product make it the perfect solution for providing accessible beach pathways.



PathMat™ Beach Access Mat can be used in a multitude of applications - wherever recreation access is required for walking and wheelchair accessibility. The mat is also able to be cut and formed around existing beach structures in addition to protected native beach dunes.



PathMat™ Beach Access Mat used for a beach access walkway

**FIBERWEB, Inc.**  
1611 County Rd B West • Suite 102 • Roseville • MN55113  
Tel: 651-330-2920 • Toll Free: 887-642-9929 • Fax: 651-797-2319  
e-mail: info@boddingtons.us • www.fiberweb.com/geosynthetics

**Fiberweb**

# TYPAR PathMat™

PathMat™

PATHMAT™ PRODUCT SPECIFICATIONS		
<b>PHYSICAL CHARACTERISTICS:</b>		
Material	High Density Polyethylene (HDPE)	
Weight	1.2 lbs/sq. yd.	
Thickness	1/4" (6.35 mm)	
Color	Black	
<b>NOMINAL DIMENSIONS:</b>		
Roll Length	100' (30.48 m)	
Roll Width	4' (1.22 m)	
Roll Weight	120 lbs (54.4 kg)	
Roll Volume	120 cu. ft. (3.35 cu. m)	
<b>TECHNICAL CHARACTERISTICS:</b>		
UV Resistance	Yes	10 years
Temperature Range	-40°F to 120°F	
Flammability	Classified as Non-Flammable	
Chemical Resistance	Resistant to most acids, alkalis, and solvents	
Static Resistance	Yes	

PATHMAT™ U-Pins		
Material	Stainless Steel	
Length	1.5"	
Width	0.5"	
Weight	0.1 lbs	



**BAREFOOT FRIENDLY**



**EASY INSTALLATION**

The access routes built utilizing the PathMat are ready for use immediately following installation. Please follow these maintenance recommendations to ensure a long life and optimal performance of your PathMat Beach Access Mats.

### Maintenance Recommendations

**Note 1:** In the case of a large storm or windy conditions, remove accumulated sand from the surface of the PathMat with a hand push broom. A flat shovel may be used in the case of excessive sand accumulation. Take care to not damage the mat when removing sand.

**Note 2:** In the event of movement and sifting, it is recommended that accumulated sand be removed from beneath the mat to reduce the tension on the mat sections. Simply remove the pins and roll the mat backwards. Rake the sand flat and reinstall the end per the installation instructions.

**Note 3:** At no time in maintenance is it acceptable to use vehicular means to reposition or remove sand from the mats. This can cause damage to the mat sections.

**Note 4:** Clean the mats with a pressure washing machine.

PLEASE NOTE THAT THE INFORMATION PROVIDED IS FOR INFORMATION ONLY. FIBERWEB CANNOT BE HELD RESPONSIBLE FOR DAMAGE CAUSED BY MISUSE OF THIS PRODUCT. FIBERWEB DISCLAIMS THE LIABILITY AND ANY INFORMATION OR MATERIAL FOR THE CONSTRUCTION AND THE MANNER OF USE IS THE SOLE RESPONSIBILITY OF THE USER AND THE USER MUST ASSUME ALL RISK AND RESPONSIBILITY IN CONNECTION THEREWITH.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 09  
Amend No. \_\_\_\_\_**

**Date Prepared:** April 5, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Acting Town Manager  
**FROM:** Donald Goodrich, Director of Finance  
**SUBJECT:** Motor Vehicle Abatements

**RECOMMENDATION:**

That the Town Council approves the list of Motor Vehicle abatements in the amount of \$992.17

**SUMMARY:**

These Motor Vehicle abatements concern:

- (1) The value of a motor vehicle was incorrectly entered into the system for the 2012 tax period. An adjustment to this value was made, therefore generating an abatement of tax for the 2012 tax period.

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

**ATTACHMENT:** Copy of spreadsheet for motor vehicle abatements.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

**ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date:**



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 10**

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

**Date Prepared:** April 4, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Acting Town Manager  
**FROM:** Anne M. Irons, CMC - Town Clerk  
**SUBJECT:** Class F-1 Liquor License Application – May 3, 2013  
Friends of the Towers-Fundraiser Dinner

**RECOMMENDATION:**

That the Town Council approve a Class F-1 Alcoholic Beverage License for The Friends of the Towers for a Fundraiser on May 3, 2013 at the Towers, subject to state and local regulations.

**SUMMARY:**

The Friends of the Towers will be hosting a Fundraiser. As part of the event, they will be serving alcohol and food. Under state law a Class F-1 Liquor License is required for special events when alcohol is served to the public.

**ATTACHMENT:**

1. Application.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

2013 APR -3 AM 9:24

CLASS F/CLASS F-1 LICENSE APPLICATION

PLEASE CHECK ONE:

CLASS F LICENSE \_\_\_\_\_

CLASS F-1 LICENSE  \_\_\_\_\_

(PLEASE PRINT)

DATE OF APPLICATION: 4/3/13

NAME OF APPLICANT: Friends of The Towers  
(AGENCY/NON-PROFIT ORGANIZATION)

ADDRESS OF APPLICANT: PO Box 3330  
Narragansett, RI 02882

LOCATION TO BE USED: The Towers

KIND OF EVENT: Fundraiser

DATE OF EVENT: Friday, May 3, 2013

TELEPHONE # WHERE APPLICANT CAN BE REACHED: 401-261-5644

SIGNATURE: Katherine P. Vivian

(Please print name of person signing) KATHERINE P VIVIAN

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

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

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

**Date Prepared:** April 10, 2013  
**Council Meeting Date:** April 15, 2013

---

**TO:** Richard Kerbel, Acting Town Manager  
**FROM:** Anne M. Irons, CMC, Town Clerk  
**SUBJECT:** 2013 Miscellaneous License Renewals

**RECOMMENDATION:**

That the Town Council approve the 2013 Miscellaneous License renewal applications for the various town licenses, the 2013 Peddlers Licenses and the 2013 Private Detective Licenses, all subject to state and local regulations.

**SUMMARY:**

As in accordance with Town Ordinance, Article II Permits and Licenses Generally-Section 14-26, town licenses expire on April 30<sup>th</sup>. The Town Clerk's office is in the process of renewing all the Miscellaneous License for 2013. No license will be renewed to any person that is currently in arrears in any town taxes, water liens or other assessments levied by the town in connection with the operation of the business.

Miscellaneous license holders: 140

As in accordance with Town Ordinance, Article XI. Peddlers, Solicitors and Itinerant Vendors, no person shall sell on any of the streets of Narragansett unless a license is granted by the Town Council and issued by the Town Clerk. The Town Clerk's office is in the process of renewing all the Peddlers and Solider and Sailors License for 2013.

Peddler license holders: 10/Soldier & Sailor peddler license holders: 6

As in accordance to RI State Law 5-5-8, a private detective license expires one year after its date of issuance and any license is renewal by the licensing authority for the next one year period upon proper application for renewal and payment of license fees.

Private Detective License holders: 4

**ATTACHMENT:**

1. Listings of all License Applicants

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
A BIZARRE BAZAAR DBA PAM'S PORCH	SUNDAY PARKING HOLIDAY	227 SAND HILL COVE RD						yes	50 or fewer spaces	
ADVENTURELAND	HOLIDAY VICTUALING	112 PT JUDITH RD						yes		
ANCHOR MOTEL LLC	MOTEL SUNDAY PARKING	825 OCEAN RD						yes	13 rooms 7 spaces	
ANYTIME FITNESS	HOLIDAY	91 PT JUDITH RD						NO		
ATLANTIC HOUSE	MOTEL	85 OCEAN RD						yes	37 rooms	
AUNT CARRIE'S ICE CREAM SHOPPE	VICTUALING HOLIDAY	1239 OCEAN RD						NO		
AUNT CARRIE'S	VICTUALING	1240 OCEAN RD						NO		
AWESOME HAIR ETC	HOLIDAY	14A PIER MARKET PLACE						yes		
BAMBOO GARDEN	VICTUALING	944 BOSTON NECK RD						NO		
BEACHES & CREAM	VICTUALING HOLIDAY	855 PT JUDITH RD						NO	out of business?	
BESS EATON	VICTUALING HOLIDAY	296 GREAT ISLAND RD						yes		
BEST CATCH	SUNDAY PARKING	221 SAND HILL COVE						yes		
BIKES KITES & SKIS	HOLIDAY	9 PIER MARKET PLACE						NO		
BINGO MARKET	VICTUALING HOLIDAY	294 GREAT ISLAND ROAD						yes		
BLUEBERRY COVE INN	ROOMING HOUSE	75 KINGSTOWN RD						yes		
BON VUE INN	DANCING MECHANICAL AMUSEMENTS POOL TABLE	1230 OCEAN RD						yes	2 mechanical amusements 2 pool tables	
BONNET LIQUORS	SUNDAY MISC HOLIDAY	965 BOSTON NECK RD						yes		
BONNET SHORES BEACH CLUB	HOLIDAY VICTUALING BATHHOUSE SUNDAY PARKING MECHANICAL AMUSEMENTS GAME ROOM	175 BONNET PT RD						yes	50 or fewer spaces 5 mechanical amusements	
BRAINWAVES TOY SHOP INC	HOLIDAY	91 PT JUDITH RD D-13						NO		
BRICKLEY'S ICE CREAM	VICTUALING	921 BOSTON NECK RD						yes		
CALVITTO'S PIZZA & BAKERY	VICTUALING	91 PT JUDITH RD #16						yes		

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
CHAMPLIN'S FISH MARKET	HOLIDAY	257 GREAT ISLAND RD						yes		
CHARLIE O'S TAVERN ON POINT	MECHANICAL AMUSEMENTS DANCING POOL TABLE	2 SAND HILL COVE RD						NO	2 mechanical amusements 3 pool tables	
CHI SPA NARRAGANSETT INC	HOLIDAY	12A PIER MARKET PLACE						yes		
CHRISTINE'S CASUALS	HOLIDAY	36A PIER MARKET PLACE						yes		
CIGAR BOX LTD	HOLIDAY	855 PT JUDITH RD						NO		
CITY PARKING & VALET SERVICES LTD	SUNDAY PARKING	GREAT ISLAND RD						yes	150 spaces	
CLAM JAMMERS	MECHANICAL AMUSEMENTS GAME ROOM	294 GREAT ISLAND ROAD						yes	8 mechanical amusements	
CLAM SHELL GIFT SHOP	HOLIDAY	GREAT ISLAND RD						yes		
COAST GUARD HOUSE	DANCING	40 OCEAN RD						yes		
COFFEE 'N BAGEL CONNECTION	VICTUALING	1175 BOSTON NECK RD						yes		
COOL BEAN CAFÉ	VICTUALING	18 KINGSTOWN RD						yes		
CRAZY BURGER CAFÉ & JUICE BAR	VICTUALING	144 BOON ST						yes		
CRITTER HUT AQUARIUM & PETS	HOLIDAY	91 PT JUDITH RD						yes		
CROSSWYNDS TRADERS	HOLIDAY	1175 BOSTON NECK RD						yes		
CUMBERLAND FARMS #1134	VICTUALING HOLIDAY	909 BOSTON NECK RD						yes		
CUMBERLAND FARMS #1215	VICTUALING HOLIDAY	865 PT JUDITH RD						yes		
CURIOSITY & MISCHIEF LLC	HOLIDAY	4A PIER MARKET PLACE						yes		
CVS PHARMACY #409	HOLIDAY	1123 BOSTON NECK RD						yes		
DAVE HANDRIGAN SEAFOOD	HOLIDAY	280 GREAT ISLAND RD						yes		
DIVOZZI ITALIAN BAKERY	HOLIDAY	1014C BOSTON NECK RD						NO		
DOLLAR TREE STORES #3899	HOLIDAY	91 PT JUDITH RD						yes		
DOMINO'S PIZZA	VICTUALING	140 PT JUDITH RD #11						yes		

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
DUNKIN DONUTS	HOLIDAY VICTUALING	3 PIER MARKET PLACE						yes		
DUNKIN DONUTS	HOLIDAY VICTUALING	1189 BOSTON NECK RD						yes		
DUNKIN DONUTS	HOLIDAY VICTUALING	855 PT JUDITH RD						yes		
DUNKIN DONUTS	HOLIDAY VICTUALING	94 PT JUDITH RD						yes		
FAT JACK'S PIZZA SHACK	VICTUALING	12 SAND HILL COVE RD						NO		
FERRY WHARF FISH MARKET	HOLIDAY	296 GREAT ISLAND RD						yes		
FOR ART'S SAKE BOUTIQUE	HOLIDAY	2A PIER MARKET PLACE						yes		
FRANCES FLEET	HOLIDAY	33 STATE ST						yes		
FROYO FIX	VICTUALING HOLIDAY	91 PT JUDITH RD #9						yes		
GALILEAN	SUNDAY PARKING	225 SAND HILL COVE RD						yes	10 spaces	
GALILEE BAIT AND TACKLE	HOLIDAY	2 STATE ST						yes		
GALILEE BEACH CLUB	BATHHOUSE DANCING	220 SAND HILL COVE RD						yes	not more than 80 units	
GALILEE GROCERY INC	VICTUALING HOLIDAY	2 STATE ST						NO		
GALILEE MISSION INC	ROOMING HOUSE	268 KINGSTOWN RD						yes	10 or fewer sleeping rooms	
GALILEE PARKING COMPANY	SUNDAY PARKING	281 GREAT ISLAND RD						yes	200 or fewer spaces	
GAMESTOP #3290	HOLIDAY	91 PT JUDITH RD #22						yes		
GEORGE'S OF GALILEE	DANCING	250 SAND HILL COVE RD						yes		
GOODIES ICE CREAM	VICTUALING	236 SAND HILL COVE RD						NO		
GRINNELL INN	VICTUALING ROOMING HOUSE	83 NARRAGANSETT AVE						yes		
IGGY'S DOUGHBOYS & CHOWDERHOUSE	VICTUALING	1157 PT JUDITH RD						yes		
ISLAND DELI	VICTUALING	855 PT. JUDITH RD #4						yes		
J & L LAUNDROMAT	LAUNDRY	19 PIER MARKET PLACE						yes		

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
JERRY'S PAINT & HARDWARE	HOLIDAY	120 PT JUDITH RD						yes		
JIM'S DOCK	VICTUALING	1175 SUCCOTASH RD						yes		
KC SHOES AT THE PIER	HOLIDAY	20A PIER MARKET PLACE						NO		
KENYON ASSOC CONDOMINIUM	SUNDAY PARKING	1144 SUCCOTASH RD						NO	50 or fewer spaces	
KINGSTON PIZZA OF NARR	VICTUALING	120 KNOWLESWAY EXT #1						NO		
KINGSTON PIZZA OF VVV	VICTUALING	961 BOSTON NECK RD						yes		
KNOWLES CAMP	TRAILER PARK	64 BURNSIDE AVE						yes	no more than 110 units	
LIGHTHOUSE INN	DANCING MECHANICAL AMUSEMENTS GAME ROOM	307 GREAT ISLAND RD						yes	6 mechanical amusements	
LONG COVE CAMPGROUND & MARINA	MARINA TRAILER PARK	325 PT JUDITH RD						yes	no more than 150 units	
LUNCH LADY	VICTUALING	22A PIER MARKET PLACE						yes		
MARIDEE BAIT & TACKLE	HOLIDAY	304B PT JUDITH RD						yes		
MARSHALL'S #616	HOLIDAY	91 PT JUDITH RD						yes		
MARKOS RESTAURANT LLC	VICTUALING	126 BOON STREET						yes		
MARTY'S LAUNDRY & DRY CLEANING	LAUNDRY	88 PT JUDITH RD						NO		
MICHAEL'S CLOSET	SECOND HAND DEALER	140 PT JUDITH RD #A2						yes		
MONAHAN'S RESTAURANT INC	VICTUALING	190 OCEAN RD						NO		
MOO MOO'S ICE CREAM	VICTUALING	106 PT JUDITH RD						NO		
MOST NATURALLY LLC	HOLIDAY	24A PIER MARKET PLACE						NO		
NANA'S GELATO CAFÉ LLC	VICTUALING	28A PIER MARKET PLACE						yes		
NARRAGANSETT BAY LOBSTERS	HOLIDAY	268 GREAT ISLAND RD						yes		
NARRAGANSETT CAR WASH	HOLIDAY	88 PT JUDITH RD						yes		
NARRAGANSETT FLAG LLC	HOLIDAY	909 BOSTON NECK RD #3						yes		

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
NARRAGANSETT OCEAN CLUB	MECHANICAL AMUSEMENTS POOL TABLE ROLLER SKATING SUNDAY SKATING HOLIDAY VICTUALING GAME ROOM	360 SOUTH PIER RD						yes	5 mechanical amusements 1 pool table	
NARRAGANSETT PIER DIVE SHOP	HOLIDAY	145 BOON ST						yes		
NARRAGANSETT SURF & SKATE	HOLIDAY	74 NARRAGANSETT AVE						yes		
NORTH BEACH PAVILLION DEL'S SOUTH COUNTY	VICTUALING	BOSTON NECK RD						NO		
O'NEIL'S PACKAGE STORE	SUNDAY MISC HOLIDAY	366 SOUTH PIER RD						yes		
OCEAN ROSE INN	DANCING	113 OCEAN RD						yes		
OCEAN VIEW CHINESE RESTAURANT	VICTUALING	140 PT JUDITH RD #39						yes		
OLD LIGHTHOUSE DINER	VICTUALING	120 KNOWLESWAY EXT						NO		
PATRICIA DEVELOPMENT LLC	SUNDAY PARKING	SAND HILL COVE RD						yes	50 spaces or fewer	
PELLY'S PLACE	MECHANICAL AMUSEMENTS POOL TABLE	909 BOSTON NECK RD						yes	2 mechanical amusements 1 pool tables	
PERRY'S BAR & GRILLE	POOL TABLE	140 PT JUDITH RD						yes	2 tables	
PHIL'S OF BONNET	VICTUALING	909 BOSTON NECK RD						NO		
PIER ICE PLANT INC	HOLIDAY	132 KINGSTOWN RD						yes		
PIER LIQUORS INC	SUNDAY MISC HOLIDAY	29 PIER MARKET PLACE						yes		
PLATINUM FITNESS INC	VICTUALING HOLIDAY	15 PIER MARKET PLACE						yes		
POINT JUDITH LAUNDRY	LAUNDRY	120 KNOWLESWAY EXT						yes		
PROPARK INC	SUNDAY PARKING	70 STATE ST						yes	2 lots @ \$100/each	
RITE AID #10237	HOLIDAY	1193 BOSTON NECK RD						yes		
RITE AID #10238	HOLIDAY	20 WOODRUFF AVE						yes		
ROCH'S	VICTUALING HOLIDAY	1183 BOSTON NECK RD						yes		
ROGER WHEELER STATE BEACH	VICTUALING HOLIDAY	SAND HILL COVE RD						yes		

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
SALTY'S LANDING SALTY BRINE BEACH	VICTUALING HOLIDAY	254 GREAT ISLAND RD						yes		
SCARBOROUGH BEACH MOTEL	MOTEL	901 OCEAN RD						yes	28 rooms	
SCARBOROUGH NORTH STATE BEACH	VICTUALING	870 OCEAN ROAD						yes		
SCARBOROUGH SOUTH STATE BEACH	VICTUALING	970 OCEAN RD						yes		
SCHWABBY'S WINE & SPIRITS	SUNDAY MISC HOLIDAY	855 PT JUDITH RD						yes		
SEAWEED STYLE	HOLIDAY	270 GREAT ISLAND RD						yes		
SHELL BOUTIQUE	HOLIDAY	32A PIER MARKET PLACE						yes		
SILVER TIDES/ONE WAY GALLERY	HOLIDAY	140 BOON ST						yes		
SKIP'S DOCK INC	VICTUALING HOLIDAY	1161 SUCCOTASH RD						yes		
SOFTOUCH INC	HOLIDAY	294 GREAT ISLAND RD						yes		
SOUTH BEACH PAVILLION DEL'S SOUTH COUNTY	VICTUALING	BOSTON NECK RD						NO		
STARR COTTAGE	ROOMING HOUSE	68 CASWELL ST						yes	no more than 10 sleeping rooms	
STOP & SHOP FUEL FACILITY #718	HOLIDAY	66 PT JUDITH RD						yes		
SUBWAY	VICTUALING	14 WOODRUFF AVE						NO		
SUBWAY NARRAGANSETT PLUS	VICTUALING	904 BOSTON NECK RD						NO		
SUMMER HOUSE INN	MOTEL	87 NARRAGANSETT AVE						yes	21 rooms	
SUPER STOP & SHOP #718	VICTUALING HOLIDAY	91 PT JUDITH RD #24						yes		
SWEET ALTHEA'S	VICTUALING HOLIDAY	232A SAND HILL COVE RD						yes		
SWEET PETALS	HOLIDAY	887 BOSTON NECK RD						NO		
SWEET SPOT	VICTUALING	256 GREAT ISLAND RD						yes		
T.L.C. COFFEE ROASTERS	VICTUALING HOLIDAY	904 BOSTON NECK RD, #6						NO		
T-SHIRT HUT	HOLIDAY	38A PIER MARKET PLACE						yes		
THE BIKE STOP CAFÉ	VICTUALING HOLIDAY	148 BOON STREET						yes		

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
THE PICNIC BASKET	VICTUALING	20 KINGSTOWN RD						yes		
THE PIER WASHTUB	LAUNDRY	145 BOON ST						yes		
TOWN DOCK INC	SUNDAY PARKING HOLIDAY	45 STATE ST						yes	350 spaces	
TWIN WILLOWS INC	DANCING MECHANICAL AMUSEMENTS GAME ROOM	865 BOSTON NECK RD						yes	7 mechanical amusements	
WARM WINDS	HOLIDAY	26 KINGSTOWN RD						yes		
WBG FINE CATERING & EVENT DESIGN	VICTUALING	889 BOSTON NECK RD						yes		
WEST BAY MOTEL	MOTEL	900 BOSTON NECK RD 1070 BOSTON NECK RD 1084 BOSTON NECK RD						yes	26 rooms	
WEST MARINE #545	HOLIDAY	91 PT JUDITH RD						yes		
WICKS N STICKS	HOLIDAY	311 GREAT ISLAND ROAD						yes		

2013 - 2014 LICENSE REPORT  
PEDDLER LICENSES

PEDDLER'S NAME, ADDRESS & TELEPHONE	PUSHCART OR MOTORIZED VEHICLE	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
DANIEL J. FITZPATRICK PO BOX 5121 WAKEFIELD, RI 02880 401-885-7611	MV						yes	Does not have State permit; "haven't used it in years -- been sick -- hope to use it this year"	
KELLY CUMMINGS 83 KINGSTOWN RD 401-789-8381	PC						yes		
MICHAEL CUMMINGS 83 KINGSTOWN RD 401-789-8381	PC						yes		
WILLIAM R. PETERSON dba N E FROZEN LEMONADE 65 PALM BEACH RD 401-783-4618	MV						NO		
DIANNE MANN dba NANA'S ICE CREAM & GELATO CAFE 28A PIER MARKET PLACE 860-841-6157	PC						yes		
FRANCISCO SANCHEZ dba PAQUIN SNACKS 298 OCEAN RD 401-363-2290	MV						NO		
SELENA LAVOIE 7 WAYLAND TRAIL 401-789-6054	MV						yes		
PETER HOHMAN TONS O' BUNS 48 LAKEWOOD DRIVE 401-255-2963	PC						yes		
STEVEN MC LAUGHLIN dba EDDIE'S BBQ 55 SPICE BUSH TRAIL 401-499-9337	MV						yes		
DAVID ROEBUCK dba SHUCKIN' TRUCK 104 WAYLAND TRAIL 401-741-5953	MV						yes		

2013 - 2014 LICENSE REPORT  
SOLDIER SAILOR PEDDLER LICENSES

TRADE NAME/PRODUCTS	SOLDIER-SAILOR PEDDLER'S NAME, ADDRESS & TELEPHONE	PUSHCART OR MOTORIZED VEHICLE	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
DOUG'S DAWGS HOT DOGS, SNACKS & BEVERAGES	PAUL D. MIRO 33 RED FEATHER TRAIL WAKEFIELD, RI 02879 401-575-1887	PC						NO		
FTL HOT DOGS, CHOWDER, SODA & WATER	FRANK T. LUCHKA 87 ANGELL AVE CRANSTON, RI 02920 401-413-1662	MV						yes		
WILLIAM J. MULVEY LOBSTERS & CRABS	WILLIAM J. MULVEY 317 OLD COACH RD CHARLESTOWN, RI 02813 401-783-0375	MV						NO		
DIG-GIT BEACH GEAR INC UMBRELLA ACCESSORIES	FREDERICK J. PAOLUCCI 18 LONGWOOD AVENUE NORTH PROV., RI 02911 401-486-5824	MV						NO		
PIZZA BY FIRE LLC PIZZA, SANDWICHES, SODA & WATER	JAMES P. GIVEN 67 SWEET ALLEN FARM RD WAKEFIELD, RI 02879 401-447-9481	MV						yes		
N. K. CHICAGO PIZZA PIZZA	THOMAS M. SOULE 7673 POST ROAD N. KINGSTOWN, RI 02852 401-295-1550	NA						yes	"Do not have a mobile vehicle at this time, therefore no State permit."	

2013-2014 LICENSE REPORT  
MISCELLANEOUS LICENSES

BUSINESS NAME	LICENSE TYPE(S)	LOCATION	TAXES	WATER	SEWER	POLICE	FIRE	RENEWAL PAID	NOTES	COUNCIL ACTION
INVESTIGATIVE RESEARCH/CONSULT	PRIVATE INVESTIGATOR	2 ISLE POINT RD						NO		
JOHN R. WHALEN	PRIVATE INVESTIGATOR	28 OVERLOOK RD						yes		
PATRICK MC NULTY	PRIVATE INVESTIGATOR	95 SAYBROOK AVE						NO		
WESTWIND RESEARCH LTD	PRIVATE INVESTIGATOR	2 WESTCHESTER WAY						yes		

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 12**

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

**Date Prepared:** March 18, 2013  
**Council Meeting Date:** April 15, 2013

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Steven Wright, Parks and Recreation Director  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of one Kawasaki Mule all-terrain beach vehicle

**RECOMMENDATION:**

That the Town Council approves the purchase of one (1) new Kawasaki Mule all-terrain vehicle for the Narragansett Beach from MHQ Municipal Vehicles (Truck Equipment), in the amount of \$10,912.00.

**SUMMARY:**

This purchase is for one new Kawasaki Mule 4010 4x4 (color: red) that will be used daily by the Beach Division for general maintenance of the beach including transporting supplies and materials to from the parking lots and pavilions, rubbish removal on the beach and assisting lifeguards in transporting rescue victims. The beach serves up to 10,000 people on a busy summer day, making the use of a full size vehicle in and around the parking lots and beach very restrictive. This small utility 4x4 vehicle with roof top strobe lights will allow staff to maneuver safely in and around parking lots and the beach for daily operational responsibilities.

The Town will be purchasing this vehicle under the Greater Boston Police Council (GBPC) contract that is administered and competitively bid by the Metropolitan Area Planning Council Cooperative (MAPCC). This competitive bid and award was executed by the MAPCC under the Massachusetts General Laws. The Town joined the GPBC to take advantage of these competitive bids with large-volume buying power.

Funding is available in the Beach Enterprise Major Maintenance and Non-Capitalization Account, 34-841-0609, Equipment.

**ATTACHMENTS:**

- 1. Quotation from MHQ Truck Equipment, dated February 28, 2013.

**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 13 \_\_\_\_\_**

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

**Date Prepared:** March 25, 2013  
**Council Meeting Date:** April 15, 2013

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**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Jeffry Ceasrine, P.E. Town Engineer  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of a New Truck with Flat Bed and Electric Crane -  
Wastewater Division

**RECOMMENDATION:**

That the Town Council approves the purchase of one (1) 2014 International Terra Star 4x2 Truck with attached Flatbed and Electric Crane from Coastal International Trucks, LLC, in the amount of \$78,195.24.

**SUMMARY:**

As part of the Wastewater Division's vehicle and equipment replacement program, funding for the replacement of truck #402, was requested by the department and approved by the Town Council in the FY2012-13 Budget.

Truck #402 is an 18 year old Dodge 4x4 pick-up, with a crane. This truck is the "workhorse" of the Division; used daily for towing our sewer cleaning and television inspection trailers, as well as for lifting pumps and motors from pump stations.

The Town will be purchasing this vehicle under the Greater Boston Police Council (GBPC) contract that is administered and competitively bid by the Metropolitan Area Planning Council Cooperative (MAPCC). Under this contract, Coastal International Trucks, LLC of Warwick, RI has quoted a price of \$78,195.24 for the truck, flat bed body, tool boxes, and crane.

This competitive bid and award was executed by the MAPCC under the Massachusetts General Laws. The Town joined the GPPC to take advantage of these competitive bids with large-volume and regional buying power. Narragansett has utilized these contracts in the past for procurement of police cars, pick-up trucks, heavy trucks, truck bodies, and other municipal equipment.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

Funding is available in the Wastewater Enterprise Fund Capital Account, 32-751-0608, Vehicles.

**ATTACHMENTS:**

1. Quotation/Cooperative Procurement Contract from Coastal International Trucks, LLC
2. Memos from Jeffry Ceasrine, P.E., dated November 28, 2012 and March 5, 2013
3. Engineering Department Vehicle Replacement Schedule.

INTERNATIONAL TRUCK & ENGINE CORPORATION  
 AND  
 GREATER BOSTON POLICE COUNCIL  
 COOPERATIVE PROCUREMENT CONTRACT 2011  
 CONTRACT # GBPC 2011 - INTERNATIONAL  
 with Extension Through October 31, 2013

item #	description	cost
101	base truck	\$63,339.00
102	TerraStar CREDIT	- 16,931.00
147	Air compressor	1,316.00
153	Power windows/locks	381.00
154	Air conditioning	859.00
157	Driver seat-air	292.00
167	Locking differential	946.00
168	Electric trailer brakes	329.00
169	6 extra swithes for equipment	483.00
182	Appearance package	<u>448.00</u>
Sub total - cab & chassis		51,462.00
546	All LED Strobe lights	2,300.00
616	Electric crane	14,500.00
625	Platform body	4,400.00
626	Steel rack sides for body	1,500.00
624	Cab shield	350.00
608	LH tool box	650.00
608	RH tool box	650.00
637	Pintle hitch for trailer	<u>850.00</u>
Sub total - body & equipment		25,200.00
TOTAL		76,662.00
2% Oct 2012 price increase		<u>1,533.24</u>
TOTAL PRICE		<u><u>\$78,195.24</u></u>

Coastal International Trucks, LLC  
 17 O'Keefe Lane  
 Warwick, RI 02888

Town of Narragansett  
 25 Fifth Avenue  
 Narragansett, RI 02882

by \_\_\_\_\_

by \_\_\_\_\_

TOWN OF NARRAGANSETT  
INTER OFFICE MEMORANDUM

To: Richard Kerbel,  
Interim Town Manager

Date: March 5, 2013

From: Jeffry Ceasrine, P.E.  
Town Engineer

Subject: Wastewater Division Vehicles

As I believe you are aware, the Wastewater Division is currently "down" one (1) vehicle (due to a pick-up truck that was totaled in 2010). On a semi-related note, we currently have a second vehicle out of service indefinitely due to a blown motor. In addition, we have another vehicle that has been scheduled for replacement for several years now within our Capital Improvement Program. Rather than repeat the background here, I would respectfully refer to the attached memo dated November 28, 2012 from myself to the former Acting Town Manager. He forwarded this memo for informational purposes to the Town Council on December 3, 2012.

Clearly, the longer we wait to replace these vehicles, the more prices increase. In addition, our emergency response activities can be compromised during major events (storms, system failures) unless we have a full complement of reliable vehicles. We have carried funding for these vehicles for several years within the Wastewater Enterprise Fund Budget.

I am asking that we be allowed to present the purchase of two (2) replacement vehicles to the Town Council at the April 1, 2013 meeting. While recognizing that previous vehicle purchase requests heard before the council have been questioned relative to outright purchases v. leasing, I would offer the opinion that leasing vehicles of this size and cost is not practical. As evidence by Truck 402, one of the vehicles is eighteen (18) years old; these are not the type of trucks that we would use for a short-term lease period of 4-5 years and then replace.

With specific regards to the vehicles being proposed, the following is for your use:

Truck 401

The last Truck 401 was a 2WD Dodge 1500 pick-up truck. That vehicle was totaled in an accident in 2010, and the Town received the insurance proceeds accordingly.

In looking at appropriate replacement options based on our needs, we would note that a 4WD vehicle makes more sense. Our response abilities during storm events in particular often demand a 4WD vehicle. We also noted the need to have a vehicle that could transport staff members when needed; the remainder of our vehicles are traditional 2 seat trucks.

Given the above, we evaluated a traditional pick-up, but of a crew cab style. The Town participates in the National Joint Powers Alliance Contract, which is a regional purchasing collaborative. The quoted price from National Auto Fleet Group is \$30,003.00 (compared to the "window sticker" price of \$41,230.00). Please see attached quotes.

**Wastewater Division Vehicles**

**March 6, 2013**

**Page 2**

We also evaluated a Ford Explorer, another 4WD vehicle with expanded personnel carrying capacities. The quote for National Auto Fleet Group is \$29,986.00 (compared to the "window sticker" price of \$35,845.00). At this point, we are recommending the purchase of the crew cab pick-up for the replacement of Truck 401.

Truck 402

Truck 402, which is still in service, is a heavy duty truck with a rear-mounted crane, tool boxes, and towing capacity for our heavy equipment trailers. We are recommending replacing Truck 402 with an International Terra Star flatbed truck, with an electric crane, tool boxes, and heavy duty suspension for the crane and for towing. The quote from the Greater Boston Police Council Cooperative Procurement Contract (another regional procurement collaborative) is for \$78,195.24. As noted on the attached quote, the price for this vehicle increased by 2% in October 2012. The existing Truck 402 would be offered for sale through Gov.Deals, an on-line auction site that the Town subscribes to.

Funding for both of these vehicles is available within the current FY 2012-13 Wastewater Enterprise Fund Capital budget, account 32-751-0608 (vehicles).

Enc:

Cc: Doug Nettleton, Wastewater Superintendent

JC/kg

705-M-007-13

TOWN OF NARRAGANSETT  
INTER OFFICE MEMORANDUM

To: Dean Hoxsie,  
Acting Town Manager

Date: November 28, 2012

From: Jeffrey Ceasrine, P.E.  
Town Engineer

Subject: Wastewater Vehicles

Within the Wastewater Division, we have two (2) vehicles that have been planned and budgeted for replacement for some time now. Truck 401, a Ford 150 Pick-up, was totaled in an accident in 2010, and the Town received the insurance payout accordingly. The truck was a 2001, with over 98,000 miles at the time of the accident. That vehicle is the one that was assigned to Doug Nettleton. He has been using other departmental vehicles that have been available since the accident. During routine times, this has been manageable, but during storm events, it leaves us short. Both Doug and I feel that the vehicle needs to be replaced. In FY 2009-10, \$28,000.00 was appropriated for this truck; however, the former Town Manager held this process.

The second vehicle scheduled for replacement is Truck 402, our "work horse". This is four (4) wheel drive, heavy duty truck with snow plow (we plow our own treatment plant property and our nineteen (19) pump station driveways). This eighteen (18) year old truck has seen heavy service as it was used as part of the DPW snow removal fleet for (15) years. This truck has tool storage boxes, extra heavy suspension, and also has a crane mounted on it for picking up manhole frames and covers, pumps, motors, etc. It is a 1995 2500 series, with over 69,000 miles. The mileage does not reflect the wear and tear on this truck for being a plow vehicle for fifteen (15) winters as well as our primary towing vehicle, nor does it reflect the frame rust and rot that is occurring with a truck of this age in an ocean-front environment. In FY 2010-11, we had appropriated \$40,000.00 for the replacement for this truck. Unfortunately, in doing some preliminary pricing work now, we estimate that the price for this heavy duty truck, with plow and crane will be around \$60,000 to \$65,000.00. In order to plow, it must be a 4x4, and in order to support the extra weight of the rear mounted crane, it must have dual rear wheels. This had also been held by the previous Town Manager.

In re-assessing our vehicle needs, we believe that replacing Truck 402 is more critical at this time. We propose to bid this out now, and then include a request for funding to replace Truck 401 within the upcoming FY 2013-14 budget. As funds like these are no longer typically "carried over" we would need the Town Council to re-appropriate funds accordingly.

Before we spend any extensive time developing specifications for Truck 402, and bidding same, I would like some guidance as to whether you think the Town Council will approve this approach. We are one (1) truck "down" with the loss of 401, and 402 is pretty close to end of its useful life for us. Given that it take some time to develop specifications, advertise them publically, have the Council make an award, and then order the vehicle (the replacement for 402 will not be found on any local lot), we need to move now to get this for even late winter.

I would appreciate your guidance in this matter. Thank you.

Cc: Douglas Nettleton, Wastewater Superintendent  
Donald Goodrich, Finance Director  
Susan Gallagher, Purchasing Agent

JC/kg  
705-M-060-12

**ENGINEERING DEPARTMENT  
VEHICLE REPLACEMENT SCHEDULE (PROJECTED)**

(shows prior and current year to indicate approved but not completed activities)

Make	Model	Year	Mileage*	Vehicle #	Plate #	(Proposed)									
						2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19		
Ford	Escalade Van	1999	41,429	952	3492	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Division Total						\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Make	Model	Year	Mileage*	Vehicle#	Plate #	(Proposed)									
						2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19		
Ford	Ford 150	2004	83,960	201	59	\$0	\$0	\$23,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ford	Ford 150	2004	117,304	202	68	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0
Chev.	Silverado	2007	87,305	203	73	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ford	Ford 350	1999	121,522	204	78	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Chev.	Silverado	2007	64,268	205	74	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ford	Ford 350	2005	3,018	206	2530	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IR	Compressor	1985	n/a	n/a	4891	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Compressor	2006	n/a	n/a	4892	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Vac Trailer	1999	n/a	n/a	849	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bit-Mor	Dump Trailer	2001	n/a	n/a	550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
HM	Utility Trailer	2007	n/a	n/a	4862	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Division Total						\$0	\$0	\$23,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0

Make	Model	Year	Mileage*	Vehicle#	Plate #	(Proposed)									
						2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19		
Dodge	Ram 1500	2001	98,560**	401	2479	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dodge	Ram 2500	1995	66,997	402	3375	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Chev	2500 HD 4x4	2007	31,537	403	4872	\$0	\$0	\$0	\$0	\$0	\$0	\$57,000	\$0	\$0	\$0
Chev	Silverado	2007	24,184	404	5013	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,000	\$0	\$0
Chev	Silverado	2007	101,311	405	5013	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0
Chev	Silverado	2007	56,467	406	4871	\$0	\$0	\$0	\$0	\$0	\$0	\$38,000	\$0	\$0	\$0
G-R	Trash pump (6")	1990	n/a	n/a	3467	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$0
G-R	Trash pump (4")	2006	n/a	n/a	4194	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	MH vac	2006	n/a	n/a	5237	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TV Trailer	1999, 2007	n/a	n/a	2959	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0
TBD	Trash pump (8")	2013	n/a	n/a	TBD	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Division Total						\$0	\$110,000	\$40,000	\$50,000	\$23,000	\$90,000	\$35,000	\$25,000	\$25,000	\$0

Key

\* Mileage figures as of November 2012

\*\* Vehicle totaled and removed from service.

Water vehicle 204 was reconditioned in FY 2011-12 (replacement body and new paint), in lieu of replacing this truck. Wastewater vehicles 401 and 402 have not yet been replaced, despite the funding appropriations in FY 2009-10 and FY 2010-11. Funding is available in FY 2012-13 for the replacement of Wastewater vehicle 402 (see memo dated November 26, 2012). A funding request to replace Wastewater vehicle 401 will be included within the FY 2013-14 budget request.

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 14

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

Date Prepared: March 25, 2013  
Council Meeting Date: April 15, 2013

---

**TO:** Honorable Town Council  
**FROM:** Councilmember Matthew Mannix  
**SUBJECT:** Land Donation - Sidney Feld (Wandsworth Street)

**RECOMMENDATION:**

That the Town Council accepts the donation of a parcel of land identified as Lot '318' on Tax Assessor's Plat 'P' located approximately 1,600' east of Point Judith Road opposite Wandsworth Street from the current owner, Sidney and Carol Feld. The acceptance would be contingent upon a satisfactory contractual agreement between the Town and Mr. & Mrs. Feld to be drafted by the Town Solicitor.

**SUMMARY:**

On January 5, 2013, Mr. Sidney Feld (owner of the property for the past 40 years) submitted correspondence to the Town offering the donation of the subject property to the Town of Narragansett.

This matter was referred to the Narragansett Land Trust and unanimously voted on at their March 21, 2013 monthly meeting to accept the donation and forward to the Town Council for approval. This portion of Wandsworth Street is an undeveloped paper street and Lot '318' is setback a considerable distance from Point Judith Road in an area that is considerably wet. The Land Conservancy considers the conservation value of this property to be high as it is located in an environmentally sensitive area adjacent to other Town-owned property associated Crooked Brook and located within the Town's 'Green Belt'.

**ATTACHMENTS:**

1. Property/GIS Map.
2. Assessor's Card(s).
3. Correspondence (3/7/2013)

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

## Jason Parker

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**From:** Anne Irons  
**Sent:** Monday, January 07, 2013 9:00 AM  
**To:** Jason Parker  
**Subject:** FW: question re: gifting property

Hi Jay,  
Can you bring this to the LCT

Anne

**From:** Sid [<mailto:sefnrc@verizon.net>]  
**Sent:** Saturday, January 05, 2013 1:06 PM  
**To:** Anne Irons  
**Subject:** question re: gifting property

My wife and I have owed an acre lot in Narragansett for approximately 40 years.  
The legal description of the land is:  
PID# 9188  
Map and Lot P//318//  
Location - Wandsworth Street (which I believe is a paper road).  
The property taxes are current.  
It is an undeveloped vacant lot.  
We are interested in gifting this property to the town, or to the State if that is more appropriate.  
In April, 2012 we were notified that the new assessment was \$20,000.

Could you please either advise us on how we can effect this transfer or direct this inquiry to the appropriate person or office.

Thanking you in advance for your attention to this matter.

Sidney Feld  
301 -365-7130  
[sefnrc@verizon.net](mailto:sefnrc@verizon.net)  
8811 Bellwood Road  
Bethesda, MD 20817

# Assessors Online Database For Narragansett, RI

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## WANDSWORTH STREET



**MBLU:** P//318///  
**Location:** WANDSWORTH STREET  
**Owner Name:** FELD, SIDNEY E &  
**Account Number:** 06052300

[SEARCH FOR SIMILAR SALE PROPERTIES](#)

### Parcel Value

Item	Assessed Value
Buildings	0
Extra Building Features	0
Outbuildings	0
Land	20,000
<b>Total:</b>	<b>20,000</b>

### Owner of Record

FELD, SIDNEY E &  
 FELD, CAROL A  
 8811 BELLWOOD ROAD  
 BETHESDA, MD 20817-2027

### Ownership History

Owner Name	Book/Page	Sale Date	Sale Price
FELD, SIDNEY E &	088/0139	5/31/1974	0
TAX COLL	078/0357	7/28/1972	0
KEEGAN ESTATE	046/0144	7/16/1959	0
KEEGAN	006/0307	2/16/1916	0

### Land Use [\(click here for a list of codes and descriptions\)](#)

Land Use Code	Land Use Description
1320	VAC NOT DV MDL-00

### Land Line Valuation

Size	Frontage	Zone	Neighborhood	Assessed Value
1.00 AC		R-40	0070	20,000

### Construction Detail

Item	Value
------	-------

TOWN OF  
NARRAGANSETT  
Rhode Island

Feld Property

Plat P, Lot 318  
Wandsworth Street  
(Paper Street)

- Parcels**
-  Parcels
  -  Feld Property
  -  Town Owned Parcels



1 inch = 250 feet

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.



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 15 \_\_\_\_\_**

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

**Date Prepared:** March 20, 2013  
**Council Meeting Date:** April 15, 2013

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**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** David E. Ousterhout, Director of Public Works  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Purchase of one New Elgin Pelican Street Sweeper

**RECOMMENDATION:**

That the Town Council approves the purchase of one (1) new Elgin Pelican NP Dual Gutter Broom Sweeper as specified in the attached quote from C.N. Wood Co., Inc., in the amount of \$179,315.00.

**SUMMARY:**

The Highway Maintenance Division of the Department of Public Works is responsible for sweeping sand, litter, leaves and other debris from all town roads. In addition, the division performs bi-weekly sweeping of Galilee and Ocean Road along the seawall throughout the spring, summer and fall seasons. Two Elgin Pelican sweepers are utilized, a 2000 with over 4,100 hours of use and a 2005 with over 2,400 hours of use. Street sweeping is not only important to residents and visitors; it is a requirement of the town's storm water system maintenance program. The replacement of this machine originally planned for 2011 was deferred following an evaluation of its condition and repair history as a cost saving measure. At this time, replacement of the 2001 sweeper is recommended by the department to ensure that its work is not delayed due to frequent break downs and additional costs incurred for major repairs.

Various alternatives for procurement of the new sweeper were considered and staff is recommending participation in the National Joint Powers Alliance cooperative procurement contract #031710-FSC to take advantage of the purchasing power available with a large national procurement contract. The sweeper will be purchased from and delivered by C.N. Wood Co., Inc., the Elgin Pelican distributor serving Southeastern New England at the contract price of \$179,315.00. Please note that Public Works will not be trading in the existing equipment and is confident that auctioning the existing equipment will net the Town significantly more than the \$2,500.00 trade in offer by C.N. Wood. Once the new sweeper has been put into

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

service, the department will work with the Purchasing Agent to arrange for auctioning the existing sweeper as surplus.

Funding is available in the Highway Division Capital Projects Account, 20-730-7045, Equipment.

**ATTACHMENTS:**

1. Proposal from C.N. Wood Co., Inc., dated March 5, 2013.



MUNICIPAL AND CONTRACTORS' EQUIPMENT

200 Merrimac St  
Woburn MA 01801

PROPOSAL

Tel. (781) 935 1919  
Fax. (781) 937 9809

March 5, 2013

To: Town of Narragansett  
260 Westmoreland Street  
Public Works Department  
Narragansett, RI 02882

Attention: Mike DiCicco

C. N. Wood is pleased to offer the Town of Narragansett, the following Elgin Pelican Street Sweeper proposal through the 2013 National Joint Powers Alliance Cooperative Contract.

Federal Signal Corporations contract number for the NJPA is:

Contract # 031710-FSC.

(1)New Elgin Pelican NP Dual Gutter Broom Street Sweeper with a/c, sprung guide wheel, am/fm/cd radio, air ride seat, new style cab, auto reverse broom pick up, rear view camera, painted yellow, 1 year standard warranty, and all other standard equipment.

<b>NJPA PRICE:</b>	<b>\$177,515.00</b>
Delivery	<b>600.00</b>
Prep / PDI	<b>1,200.00</b>

**SWEEPER ENHANCEMENTS:**

Elgin Pelican Waterless System		<b>\$ 30,750.00</b>
<b>Less Trade 2000 Elgin Pelican:</b>	<b>\$ (2,500.00)</b>	<b>\$ (2,500.00)</b>

**TOTAL:** **\$176,815.00 Pelican / \$207,565.00 Waterless Pelican**

Thank you for considering C. N. Wood for your equipment needs.

Timothy Ledogar

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 16**

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

**Date Prepared:** April 8, 2013

**Council Meeting Date:** April 15, 2013

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**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** Jeffry Ceasrine, P.E. Town Engineer  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Award of bid - Town Beach South Parking Lot Re-Paving

**RECOMMENDATION:**

That the Town Council awards the bid for the "Town Beach South Parking Lot Re-Paving" to the lowest bidder, T. Miozzi, Inc., in the amount of \$173,696.31.

**SUMMARY:**

The South Parking Lot at the Town Beach was seriously damaged during Hurricane Sandy. The Engineering Department prepared plans and specifications for the reconstruction of the lot, and also obtained a CRMC permit for this work.

The bid includes twenty-four (24) distinct bid items, based on estimated quantities. Actual measured in place final field quantities may vary slightly, and staff will prepare a balancing change order at the end of the project accordingly.

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

After review, staff recommends an award to the lowest bidder, T. Miozzi, Inc. at their total bid price (composite, for all items based on the estimated quantities) of \$173,696.31. The Engineering Department staff will provide oversight and management services for this work.

This item is eligible for FEMA reimbursement at the 75% level. Funding for the balance of this project is available in the Beach Enterprise Major Maintenance Account, 34-841-7111, Parking Facilities.

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**TOWN CLERK USE ONLY:**

Consent Agenda  
 Carry Over to Date: \_\_\_\_\_  
 Approved  
 Unfinished Business (Date heard previous: \_\_\_\_\_)  
 New Business  
 Public Hearing – No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

**ATTACHMENTS:**

1. April 8, 2013 solicitation spreadsheet for bid opening.



**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 17**

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

**Date Prepared:** April 2, 2013  
**Council Meeting Date:** April 15, 2013

**TO:** Richard Kerbel, Interim Town Manager  
**FROM:** David E. Ousterhout, Director of Public Works  
**PREPARED BY:** Susan W. Gallagher, Purchasing Agent  
**SUBJECT:** Award of bid – Regional Road Striping Services

**RECOMMENDATION:**

That the Town Council awards the bid for Regional Road Striping Services to Safety Marking, Inc., at their quoted unit prices for a two-year period covering Fiscal Years 2013 and 2014.

**SUMMARY:**

The Town of Narragansett participates in a regional road striping procurement contract with Charlestown, the University of Rhode Island, North Kingstown, South Kingstown and Westerly. The bid is managed by the Town of South Kingstown. Participation in this regional procurement effort provides the opportunity for obtaining a greater economy of scale and very competitive pricing for this essential service. The Narragansett Department of Public Works utilizes this contract each year to complete all of the roadway centerline and edge line painting. The contract period is: April 1, 2013 – June 30, 2014.

South Kingstown sent an invitation to bid to five (5) companies, advertised in the South County Independent, and posted on the Town of South Kingstown's Municipal Vendor Bidding and Notification System. Bids were opened on November 2, 2012. Because only one bid was received due to complications caused by Hurricane Sandy, South Kingstown re-bid the program and opened new bids on November 30, 2012. Three bids were received and South Kingstown awarded the bid to the lowest bidder, Safety Markings, Inc. on December 10, 2012.

Funding is available in the Highway Division Operating Account, 01-730-0509, Roadway Maintenance & Repair.

**TOWN CLERK USE ONLY:**

- Consent Agenda
- Carry Over to Date: \_\_\_\_\_
- Approved
- Unfinished Business (Date heard previous: \_\_\_\_\_)
- New Business
- Public Hearing – No Action Taken

**ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_**  
**LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_**  
**Action Date:**

**ATTACHMENTS:**

1. Solicitation spreadsheet for bid opening, 11/30/2012
2. Bid Recommendation Memorandum from Jon R. Schock, South Kingstown Public Services Director, dated December 3, 2012
3. South Kingstown Bid Award Memo, dated December 11, 2012.

ITEM NO.	DESCRIPTION	UNIT	QUAN.	Hi-Way Safety Systems, Inc.		Safety Marking, Inc.		Markings, Inc.		2010-2012	
				UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST
<i>Waterborne Paint</i>											
1.0	4" Single White	LF	183,034	\$ 0.0340	\$ 6,223.16	\$ 0.0365	\$ 6,680.74	\$ 0.0385	\$ 7,046.81	\$ 0.0313	\$ -
2.0	4" Single Yellow	LF	0	\$ 0.0340	\$ -	\$ 0.0365	\$ -	\$ 0.0385	\$ -	\$ 0.0313	\$ -
3.0	4" Double Yellow	LF	487,045	\$ 0.0680	\$ 33,119.06	\$ 0.0583	\$ 28,394.72	\$ 0.0770	\$ 37,502.47	\$ 0.0523	\$ -
4.0	12" Single White	LF	0	\$ 0.3900	\$ -	\$ 0.4600	\$ -	\$ 0.3950	\$ -	\$ 0.3400	\$ -
5.0	Bicycle Sharrow	EA	0	\$ 45.0000	\$ -	\$ 35.0000	\$ -	\$ 41.7500	\$ -	\$ -	\$ -
6.0	Arrows	EA	0	\$ 20.0000	\$ -	\$ 25.0000	\$ -	\$ 19.9500	\$ -	\$ -	\$ -
7.0	STOP AHEAD	EA	0	\$ 65.0000	\$ -	\$ 95.0000	\$ -	\$ 49.2500	\$ -	\$ -	\$ -
8.0	BUMP	EA	0	\$ 32.0000	\$ -	\$ 45.0000	\$ -	\$ 28.5000	\$ -	\$ -	\$ -
9.0	YIELD	EA	0	\$ 35.0000	\$ -	\$ 45.0000	\$ -	\$ 29.5000	\$ -	\$ -	\$ -
10.0	BIKE X-ING	EA	0	\$ 56.0000	\$ -	\$ 95.0000	\$ -	\$ 54.6500	\$ -	\$ -	\$ -
11.0	Handicap Symbol,	EA	0	\$ 45.0000	\$ -	\$ 20.0000	\$ -	\$ 48.5000	\$ -	\$ -	\$ -
12.0	Yield Lines	LF	0	\$ 10.0000	\$ -	\$ 30.0000	\$ -	\$ 0.4900	\$ -	\$ -	\$ -
TOTAL PROJECT COST				\$	\$ 39,342.22	\$	\$ 35,075.46	\$	\$ 44,549.27	\$	\$ 31,201.42
<i>ALTERNATIVE BID - Epoxy</i>											
1.0	4" Single White Epoxy	LF	49,000	\$ 0.2600	\$ 12,740.00	\$ 0.2130	\$ 10,437.00	\$ 0.2600	\$ 12,740.00	\$ 0.1870	\$ -
2.0	4" Single Yellow Epoxy	LF	0	\$ 0.2600	\$ -	\$ 0.2130	\$ -	\$ 0.2600	\$ -	\$ 0.1870	\$ -
3.0	4" Double Yellow Epoxy	LF	109,500	\$ 0.5000	\$ 54,750.00	\$ 0.4140	\$ 45,333.00	\$ 0.5700	\$ 62,415.00	\$ 0.3770	\$ -
4.0	12" Single White Epoxy	LF	0	\$ 3.0000	\$ -	\$ 1.9800	\$ -	\$ 1.2500	\$ -	\$ 1.9300	\$ -
5.0	Bicycle Sharrow	EA	0	\$ 125.0000	\$ -	\$ 96.0000	\$ -	\$ 65.0000	\$ -	\$ -	\$ -
6.0	Arrows	EA	0	\$ 75.0000	\$ -	\$ 55.0000	\$ -	\$ 55.0000	\$ -	\$ -	\$ -
7.0	STOP AHEAD	EA	0	\$ 225.0000	\$ -	\$ 375.0000	\$ -	\$ 112.0000	\$ -	\$ -	\$ -
8.0	BUMP	EA	0	\$ 100.0000	\$ -	\$ 165.0000	\$ -	\$ 50.0000	\$ -	\$ -	\$ -
9.0	YIELD	EA	0	\$ 125.0000	\$ -	\$ 185.0000	\$ -	\$ 72.0000	\$ -	\$ -	\$ -
10.0	BIKE X-ING	EA	0	\$ 200.0000	\$ -	\$ 250.0000	\$ -	\$ 135.0000	\$ -	\$ -	\$ -
11.0	Handicap Symbol	EA	0	\$ 100.0000	\$ -	\$ 49.0000	\$ -	\$ 75.0000	\$ -	\$ -	\$ -
12.0	Yield Lines	LF	0	\$ 20.0000	\$ -	\$ 0.3500	\$ -	\$ 75.0000	\$ -	\$ -	\$ -
TOTAL PROJECT COST				\$	\$ 67,490.00	\$	\$ 55,770.00	\$	\$ 75,155.00	\$	\$ 50,444.50
<i>Eradicate Pavement Markings</i>											
13.0	Remove 4" Pavement Markings	LF	0	\$ 0.3500	\$ -	\$ 0.3500	\$ -	\$ 0.3500	\$ -	\$ 0.7400	\$ -
14.0	Remove 6" Pavement Markings	LF	0	\$ 0.4000	\$ -	\$ 0.5000	\$ -	\$ 0.4500	\$ -	\$ -	\$ -
15.0	Remove 12" Pavement Markings	LF	0	\$ 1.2000	\$ -	\$ 1.0000	\$ -	\$ 0.9500	\$ -	\$ -	\$ -
TOTAL COST				\$	\$ 105,832.22	\$	\$ 90,845.46	\$	\$ 119,704.27	\$	\$ 81,645.92

NOTE: The above bid prices are for bid comparison purposes only. Low bidder will hold their unit pricing for each community depending upon the available funding for each community.



## TOWN OF SOUTH KINGSTOWN

## MEMORANDUM

TO: Stephen A. Alfred, Town Manager

FROM: Jon R. Schock, Public Services Director

SUBJECT: Bid Recommendation- Regional Road Striping Program (Bid Reference-SK0009PS)

DATE: December 3, 2012

### **Background**

In order to achieve a greater economy of scale and reduce cost to the Town, a regional collaborative for municipal road striping services is solicited for South Kingstown and surrounding communities (Charlestown, Narragansett, Westerly and North Kingstown) and the University of Rhode Island. The striping program provides bids for both water based paint and epoxy paint.

The Department of Public Services solicited bids for a two-year road striping contract using waterborne paint and epoxy. It is anticipated that FY2012-13 work will commence on or about April 1<sup>st</sup>, 2013, with a completion date of June 30, 2013 and FY2013-14 work would be completed by June 30, 2014.

Approximately 200,000 linear feet (38 miles) of South Kingstown municipally owned roads are scheduled to be striped each fiscal year.

### **Bid Solicitation**

An invitation to bid was sent to five (5) companies, was advertised in the South County Independent and posted on the Town's Municipal Vendor Bidding and Notification System. Three- (3) contractors submitted bids for the above referenced project.

### **Bid Results and Prior Year Bid Comparison**

Sealed bids were solicited in October 2012 and bids were opened on November 2, 2012 is as follows:

	<b><u>Waterborne</u></b>	<b><u>Epoxy</u></b>	<b><u>Total Cost</u></b>
Hi-Way Safety Systems Hanover, MA	\$342,467.24	\$67,490.00	\$409,957.24

Unfortunately, a number of road striping contractors indicated that they could not provide a bid as a result of superstorm Sandy and the associated loss of power. Given the exorbitant cost associated with the single bid as compared to prior year bid results, it was decided to re-bid this work.

Mr. Stephen A. Alfred, Town Manager  
December 3, 2012  
Page 2

Sealed bids for the Regional Road Striping Project re-bids were opened on Friday, November 30, 2012, the results of which are as follows:

	<u>Waterborne</u>	<u>Epoxy</u>	<u>Total Cost</u>
Markings, Inc. Pembroke, MA	\$ 44,549.27	\$75,155.00	\$119,704.27
Hi-Way Safety Systems Hanover, MA	\$ 39,342.22	\$67,490.00	\$106,832.22
Safety Marking, Inc., Bridgeport, CT	\$ 35,075.46	55,770.00	\$ 90,845.46

Note that the above bid prices are for bid comparison purposes only. The apparent low bidder will hold their unit pricing, as shown on the attached sheet, for each community depending on the available funding for each community.

#### **Apparent Low Bidder Determination**

After reviewing all bids, Safety Marking Inc. of Bridgeport, CT is the apparent low bidder for the Regional Road Striping Project.

#### **Prior Bid Comparison**

A summary of the unit bid prices, including prior year bid results, is attached hereto for your information.

#### **Experience of Apparent Low Bidder**

Safety Marking Inc. has provided both waterborne paint and epoxy striping for our Town as well as for the other four communities over the past eight years. Safety Marking Inc. has been found to be very conscientious and provided a good product for a reasonable cost. In addition, the quality of work performed by the company has been excellent and all communities have been very satisfied with their work.

#### **Available Funding**

Funding in the amount of \$20,000 for road striping is budgeted each year in account 101-0920-52290 (Professional Services). A total amount of \$20,000 per year was appropriated in FY 2012-2013 with a similar appropriation anticipated for FY 2013-14.

It appears that the life expectancy of the waterborne striping is limited, especially on local primary/ arterial roads. The abrasiveness of winter sanding operations in addition to higher traffic counts significantly impacts the striping life.

Mr. Stephen A. Alfred, Town Manager  
December 3, 2012  
Page 3

As such, approximately 40 miles of municipal roadway is proposed for striping this fiscal year. Upon completion of the winter storm season, and associated abrasiveness of winter sanding operations, a determination will be made on which roads are in need of waterborne or epoxy striping for spring-time striping activities.

A summary of the unit bid prices, including prior year bid results, is attached hereto for your information.

**Bid Recommendation**

Should you be in agreement with the aforementioned narrative, I would respectfully request the following Town Council resolutions:

"A resolution rejecting all bids received on Friday, November 2, 2012 (Bid Reference-SK0008PS) relative to municipal road striping services using waterborne paint and epoxy and as further detailed in a memorandum from the Public Services Director to the Town Manager dated December 3, 2012 and entitled "Bid Recommendation- Regional Road Striping Program (Bid Reference- SK0009PS)".

and

"A resolution authorizing an award of bid to Safety Marking Inc., 460 Bostwick Avenue, Bridgeport, CT 06605 at the unit prices bid and a not-to-exceed amount of \$20,000 for FY 2012-2013 and \$20,000 for FY 2013-2014, subject to funding availability, for municipal road striping services using waterborne paint and epoxy and as further detailed in a memorandum from the Public Services Director to the Town Manager dated December 3, 2012 and entitled "Bid Recommendation- Regional Road Striping Program (Bid Reference- SK0009PS)".

JRS:mpw

Enc.: Bid Summary Spreadsheets

cc: Paul Ferrandi, Highway Superintendent  
Frank Xavier, Town Accountant



TO: Jon Schock, Director of Public Services  
FROM: Town Council  
SUBJECT: Bid award – Municipal road striping program  
DATE: December 11, 2012

At their meeting held on Monday, December 10, 2012 the Town Council of the Town of South Kingstown

UNANIMOUSLY VOTED: to authorize an award of bid to Safety Marking Inc., 460 Bostwick Avenue, Bridgeport, CT 06605 for municipal road striping services using waterborne paint and epoxy at the unit prices bid in an amount not to exceed \$20,000 for FY 2012-2013 and \$20,000 for FY 2013-2014, subject to funding availability; and as further described in a memorandum from the Public Services Director to the Town Manager dated December 3, 2012 and entitled "Bid Recommendation – Regional Road Striping Program (Bid Reference SK0009PS)."

Ref. No. PS-2013-390

Dale S. Holberton, CMC  
Town Clerk

DSH:smf

cc: Town Manager  
Finance Director  
Financial Controller  
Purchasing Agent

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 18 \_\_\_\_\_**

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

**Date Prepared:** April 1, 2013  
**Council Meeting Date:** April 15, 2013

**TO:** Richard Kerbel, Interim Town Manager

**FROM:** David E. Ousterhout, Director of Public Works

**PREPARED BY:** Susan W. Gallagher, Purchasing Agent

**SUBJECT:** Professional engineering services to complete a preliminary design and feasibility study of the proposed Route 108/South Pier Road bypass

**RECOMMENDATION:**

That the Town Council approves the proposal for professional engineering services to complete a preliminary design and feasibility study of the proposed Route 108/South Pier Road bypass with BETA Group, Inc., in the total amount of \$21,900.00.

**SUMMARY:**

In 1986 the Town was faced with a dramatic increase in the scope and number of commercial development proposals for the Route 108, Woodruff Avenue and South Pier Road area. Utilizing funding obtained from a number of the major property owners, the Community Development Department engaged the services of Vanasse Hangen Brustlin, Inc. (VHB) to conduct a study of the traffic in this area and make recommendations for roadway and traffic management improvements to mitigate the impacts of existing and future commercial development.

In 1989 a workshop was held with the Town Council to present the results of the VHB study which included a recommendation to construct a 4-way intersection at the Route 108 entrance to Salt Pond Plaza and a new road segment to connect the intersection to the un-named private way which passes by the rear of the commercial businesses on the east side of Route 108 (Identified in the study as Alternate C).

The Department of Public Works (DPW) requested a proposal from BETA Group, Inc. to evaluate the feasibility of and prepare a Preliminary Design for the bypass road proposed in the VHB study to provide the information necessary for the Town to determine if the project should be funded and moved forward to construction design. BETA's work will include the collection of relevant traffic and accident data,

**TOWN CLERK USE ONLY:**

Consent Agenda  
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 Unfinished Business (Date heard previous: \_\_\_\_\_)  
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**ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_**  
**LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_**  
**Action Date: \_\_\_\_\_**

identification of possible conflicts with existing underground infrastructure (primarily water), evaluation of potential adjustments to traffic signals, analysis of the existing level of service and potential changes at intersections and driveways, development of a conceptual roadway layout, a watershed analysis and conceptual drainage design for the improvements, and a “budget level” construction cost estimate for the approved concept.

BETA Group, Inc. is currently providing consulting services for the Town’s \$17mil Roadway Improvement Program.

Funding is available in the Public Works Capital Improvement Fund Account, 20-730-7012, Route 108/South Pier Road Bypass.

**ATTACHMENTS:**

1. Proposal from BETA Group, Inc., dated March 5, 2013.



March 5, 2013

Mr. David Ousterhout  
Public Works Director  
Town of Narragansett  
260 Westmoreland Street  
Narragansett, RI 02882

RE: Proposal for Engineering Services related to a proposed Access Road off S. Pier Road

Dear Mr. Ousterhout:

BETA Group, Inc. (BETA) is pleased to submit its proposal to provide professional engineering services for the above referenced project. It is our understanding that the Town of Narragansett wishes to engage an engineering consultant to evaluate the feasibility of and prepare a Preliminary Design for a road off S. Pier Road that would provide access to a number of businesses along the northbound lanes of Old Point Judith Road (Route 108) including Dunkin Donuts, Bank Newport, Mobil Gas and others.

It is our understanding that a paved roadway of indeterminate ownership currently exists along the back side of these commercial properties, and upon determination or establishment of ownership by the Town, it may pursue improvements and extension of this roadway until it intersects with Route 108 opposite the eastern driveway to the Salt Pond Plaza. The creation of an access road along the back side of the properties coupled with access modifications on Route 108 could reduce the turning conflicts and potential for accidents along this stretch of roadway, thereby providing a safer condition for motoring residents and visitors to the area.

Accordingly, BETA has developed the following Scope of Services:

**SCOPE OF SERVICES**

**Task 1: Data Collection/Coordination** – To evaluate the current traffic and physical conditions near the site, BETA will gather available data and conduct traffic counts as necessary. Below is a list of the anticipated coordination required.

- Request/obtain available traffic count and/or plan data from RIDOT and other sources for:
  - Point Judith Road (Rout 108) at Woodruff Ave./S. Pier Road
  - Point Judith Road (Route 108) at Salt Pond Plaza Driveway
- Request/obtain available accident data from the local Police Department.
- Conduct traffic counts where necessary
  - Driveways (7) along Old Point Judith Road (Route 108)
  - S. Pier Road at Access Road
  - Salt Pond Plaza (if not available from record information)
- Site visit/review to obtain measurements and observe typical motorist behavior in the area.
- Attend coordination meeting with RIDOT relative to work on Route 108 and possible

Mr. David Ousterhout  
March 5, 2013

traffic signal adjustments at Woodruff Avenue/S. Pine Road.

- Attend coordination meeting with United Water and Town of Narragansett Water Department to evaluate options/feasibility for relocating the existing water metering station and associated piping and appurtenances that appears to interfere with the alignment of the potential access road.

**Task 2: Preliminary Design/Feasibility Study** – BETA will evaluate the data collected in Task 1 and prepare a preliminary design/feasibility study for the reconstruction/extension of the access road within the right-of-way off of S. Pier Road including the conversion of the intersection at Salt Pond Plaza from a “T” intersection to a full four-way intersection. Additionally, the preliminary design will include options for access management of the driveways along the east side of Point Judith Road between S. Pier Road and the proposed connection of the access road at Salt Pond Plaza.

The feasibility study/preliminary design will include the following:

- Evaluation of available accident data to determine safety issues and accident trends.
- Existing Level of Service (LOS) analysis at intersections and driveways within the project area.
- LOS analysis applying a proposed redistribution of vehicles based on preliminary design of access road and access management techniques.
- Conceptual layout of access road connection from its current terminus at Bank Newport to its intersection with Point Judith Road (Route 108).
- Conceptual layout of access management techniques along Point Judith Road.
- Watershed analysis and conceptual drainage design including stormwater management elements designed in accordance with the 2010 Rhode Island Stormwater Design and Installation Standards Manual (RISDISM).
- Budgetary level construction cost estimate of the approved concept.

For the purpose of this proposal, we have assumed that detailed topographic plans will not be necessary for the preparation of the preliminary design; BETA will utilize available GIS mapping from the Town as a base for the preliminary design graphics and watershed delineation. BETA requests the GIS mapping be provided by the Town in digital (AutoCAD) format.

#### **Possible Design Issues**

- Determination of Ownership of the existing paved paper street off S. Pier Road
  - BETA understands that the Town has conducted research and to date has not determined ownership of the property. For the purposes of this proposal it is assumed that ownership by the Town will be confirmed by other parties.
- Location of water metering station opposite driveway entrance to Salt Pond Plaza.

**Task 3: Project Coordination / Meetings** –For the purposes of this proposal, BETA has assumed attendance at four (4) project related meetings with the Town in order to coordinate and complete the Preliminary Design. These meetings are in addition to the meetings included in Task 1.

Mr. David Ousterhout  
March 5, 2013

**SCHEDULE & FEE**

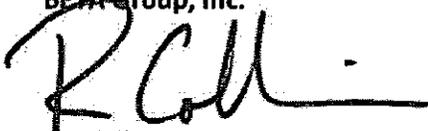
It is estimated that the required work (Tasks 1 – 3) will take approximately three (3) months from the date of authorization to proceed. Below is a fee breakdown for BETA to complete work as described above:

<i>Task 1: Data Collection/Coordination</i>	<i>\$ 6,200</i>
<i>Task 2: Preliminary Design</i>	<i>\$ 13,200</i>
<i>Task 3: Project Coordination/Meetings</i>	<i>\$ 2,500</i>

***Total Proposed Fee: \$ 21,900***

We trust this proposal meets your current needs and look forward to continuing our successful relationship with the Town of Narragansett. Should you have any questions and/or require any clarifications related to this proposal, please do not hesitate to call.

Very truly yours,  
BETA Group, Inc.



Randall Collins  
Associate

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: \_\_\_\_\_ 19 \_\_\_\_\_**

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

**Date Prepared:** April 3, 2013  
**Council Meeting Date:** April 15, 2013

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**TO:** Richard Kerbel, Interim Town Manager

**FROM:** Jeffry Ceasrine, P.E., Town Engineer  
David E. Ousterhout, Director of Public Works

**PREPARED BY:** Susan W. Gallagher, Purchasing Agent

**SUBJECT:** DPW Facility – Environmental Remediation (oil discharge)

**RECOMMENDATION:**

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

**SUMMARY:**

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

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

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**Action Date:**

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

This contract amendment is for the 2013 calendar year quarterly sampling, testing, and reporting of groundwater wells as ordered by RIDEM's Remedial Approval Letter of January 26, 2011.

Funding is available within the Public Works Maintenance Facility Major Maintenance and Non-Capitalization Account, 19-710-7000, Westmoreland Maintenance Facility.

**ATTACHMENTS:**

1. March 18, 2013 Proposal from Weston & Sampson, Inc.

Five Centennial Drive  
Peabody, MA 01960-7985  
tel: 978-532-1900 fax: 978-977-0100  
www.westonandsampson.com

Engineering, Environmental  
Remediation, Construction  
Management, Environmental  
Investigation, Site Remediation

**Weston & Sampson**

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

March 18, 2013

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

**Re: Proposal for Additional Consulting Services - 2013  
Town of Narragansett Department of Public Works Facility**

Dear Mr. Ceasrine:

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

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

The 2010-2012 quarterly groundwater sampling results indicate that trichloroethylene (TCE) continues to exceed the RIDEM Method 1 GA Groundwater Objective of 5 micrograms per liter (ug/L) in one monitoring well (WS-3R) located inside the DPW garage. No other VOCs were detected above the RIDEM Method 1 GA Groundwater Objectives. Based on this information, Weston & Sampson has developed a scope of work and budget to continue quarterly groundwater monitoring, a groundwater elevation survey, and remedial action report as detailed below:

**Task 1.0 Groundwater Monitoring and Elevation Survey**

- Groundwater samples will be collected from monitoring wells WS-1, WS-3R, WS-4R, WS-6 and WS-7 using EPA low-flow groundwater sampling techniques. The samples will be submitted for analysis of VOCs via EPA Method 8260. Quarterly groundwater monitoring will be completed in March 2013, June 2013, September 2013, and December 2013.
- A groundwater elevation survey will be performed at the Site and a groundwater flow contour map will be prepared utilizing the information obtained from the survey.

Massachusetts	Connecticut	Rhode Island	New Hampshire	Maine	Vermont	New York	Florida
Five Centennial Drive (HQ) Peabody, MA 01960-7985	273 Clivdend Road Rocky Hill, CT 06067	277B Tiogue Avenue Coventry, RI 02816	100 International Drive Suite 152 Portsmouth, NH 03801	PO Box 189 York, ME 03909	98 South Main Street Suite 2 Waterbury, VT 05676	301 Manchester Road Suite 201A Poughkeepsie, NY 12603	1990 Main Street Suite 750 Sarasota, FL 34236

100 Foxborough Blvd., Suite 260  
Foxborough, MA 02035  
225 New Boston Street  
Woburn, MA 01801

*When it's essential, it's Weston&Sampson's*

**Task 2.0 Remedial Action Report**

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

**ASSUMPTIONS**

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

**COST**

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

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

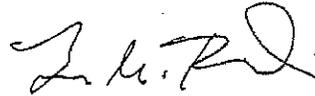
- Task 1.0: Quarterly Groundwater Sampling and Flow Survey \$10,300
- Task 2.0: Remedial Action Report \$4,700

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

Very truly yours,  
WESTON & SAMPSON INC.



James S. Currier, LSP, LEED GA  
Project Manager



Frank Ricciardi, P.E., LSP  
Team Leader



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

**NOTICE TO PROCEED**

Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 20  
Amend No. \_\_\_\_\_**

**Date Prepared:** April 5, 2013  
**Council Meeting Date:** April 15, 2013

**TO:** Richard Kerbel, Acting Town Manager

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

**SUBJECT:** Pension Board Appointment

**RECOMMENDATION:**

That the Town Council appoint an individual to the Pension Board for a two year term which will expire 11/1/2014.

**SUMMARY:**

An application has been received from Matthew S. Turco. The following indicates the original board appointment date and expiration date.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
David Krugman	11/1/2010	11/1/2012

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.

**TOWN CLERK USE ONLY:**

- Consent Agenda
- Carry Over to Date: \_\_\_\_\_
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Action Date:**

Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.

**ATTACHMENTS:**

1. Council Rules for Commission, Committee and Board Appointments



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

**Town Clerk's Office**  
[www.narragansettri.gov](http://www.narragansettri.gov)

## TOWN OF NARRAGANSETT

### RULES FOR COMMISSION, COMMITTEE AND BOARD APPOINTMENTS

#### I. SELECTION PROCESS OF MEMBERS

1. As authorized by the Town Council, the Town Clerk shall advertise once a year in a local newspaper, the commissions, committees, and boards that will have upcoming appointments. When a vacancy occurs it will be placed on the Town's website.
2. Upon receipt of an application, the Town Clerk shall date stamp it and retain the original.
3. The application shall remain on file for a period of two (2) years from the date received. The Town Clerk will contact applicant after the two year period to seek availability and interest. The Town Clerk will forward all applications on file for an open board when a vacancy becomes available on that particular committee, commission or board to the Town Council and to the Town Manager.
4. All vacancies on the Planning or Zoning Boards will require that the Town Council interview those candidates.
5. The Town Council motion to appoint a candidate to a particular committee, commission or board, shall have the names of each applicant candidate listed on the summary.
6. A written staff recommendation may be submitted to the council through the Town Manager.

7. All applications received shall be available for public review to the extent under law, in the office of the Town Clerk.
8. The mission for each board, commission or committee shall be available in the office of the Town Clerk and on the town's website.

## II. REQUIREMENT FOR MEMBERSHIP

1. Applications for the various commissions, committees and boards shall be available in the Town Clerk's Office or on the Town's website.
2. Applications shall be completed and submitted to the Town Clerk no later than the advertised filing date also unless otherwise approved by the unanimous consent of the council only applications received before the scheduled appointment date shall be considered for appointment.
3. The Town Clerk shall notify individuals whose terms are about to expire by letter, to determine if that individual wishes to be considered for reappointment. Members are reappointed at the discretion of the Town Council.
4. Individuals wishing to be considered for reappointment shall notify the Town Clerk prior to the expiration of the date in the letter sent to them.
5. The chairperson of each commission, committee or board shall submit an *Annual Report* including an attendance record, to the Town Clerk, for those individuals wishing to be considered for reappointment.
6. No person shall be appointed to serve concurrently on more than one commission, committee, or board created by the Town Council, with the exception of AdHoc commissions, committees or boards, or dual appointments required by Charter, Ordinance or Resolution. Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.
7. Any appointee who is absent without cause for three (3) consecutive meetings may be subject to removal by the Town Council.
8. When any member of a commission, committee or board is absent for (3) consecutive meetings, the Chairperson shall notify the Town Clerk, who shall in turn notify the Town Council for direction. Should the Chairperson recognize any other attendance deficiencies, the Town Clerk shall be notified, who shall in turn notify the Town Council for direction.

9. The applicant shall comply with all State Laws and Regulations, as well as Ethics Commission requirements for appointees.

### III. APPOINTMENT REVIEW PROCESS

1. The Town Council shall review each application and may invite specific candidates to an interview with the Council prior to a regularly scheduled meeting or work session. Candidates interviewed by the Town Council will be sent a letter of appreciation by the Town Clerk.
2. When making a nomination, the Council member making the recommendation will verbally outline reasons for the nomination.

Adopted February 1, 2010

Amended 11-15-10

**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

**CC: 21  
Amend No. \_\_\_\_\_**

**Date Prepared: April 8, 2013  
Council Meeting Date: April 15, 2013**

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**TO:** Honorable Town Council  
**FROM:** Rich Kerbel, Acting Town Manager  
**SUBJECT:** Work Session on the FY 2012 Comprehensive Annual Financial Report

**RECOMMENDATION:**

That the Town Council schedule a work session between the Town Council and the town Auditors (*Bacon & Company LLC*) regarding the FY 2011-2012 annual audit.

**SUMMARY:**

Each year the town's auditing firm conducts an audit of the town's finances. As part of the review and certification of the town's finances, the auditing firm of *Bacon & Company LLC* will be presenting its findings from the most recent audit. Staff is recommending that the Town Council hold a work session at 6:30 p.m. Monday June 3, 2013. Then following the work session, the auditing firm will have an opportunity to present its findings to the general public as part of the regular Town Council meeting.

**ATTACHMENTS:**

1. None

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**TOWN OF NARRAGANSETT  
COUNCIL COMMUNICATION**

CC: 22

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

Date Prepared: April 11, 2013  
Council Meeting Date: April 15, 2013

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**TO:** Honorable Town Council  
**FROM:** Richard Kerbel, Interim Town Manager  
**SUBJECT:** School Budget

**RECOMMENDATION:**

That the Town Council schedule a work session with the School Committee for the School Budget.

**SUMMARY:**

The Town Council should schedule a final work session with the School Committee to discuss the school budget.

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**TOWN CLERK USE ONLY:**

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 Approved  
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