



TOWN OF NARRAGANSETT
Town Hall • 25 Fifth Avenue • Narragansett, RI 02882
Tel. (401) 789-1044 Fax (401) 783-9637
www.narragansettri.gov
Anne M. Irons, CMC
Town Clerk
Board of Canvassers

BOARD OF CANVASSERS 2017 ANNUAL REPORT

The Board of Canvassers is made up of three board members two of which are from a political party and one that is unaffiliated and 2 alternates, one from the Democratic Party and one from the Republican that oversee all elections conducted in the town.

In 2017 was an off election year. Therefore, the Board did not meet.

Alternates, James McKnight and Patricia Gardiner terms expired on March 7, 2017 and requested not to be reappointed leaving 2 vacancies on the Board.

Respectfully Submitted,

Anne M. Irons, Ex Officio – Board of Canvassers

Town of Narragansett Conservation Commission Annual Report 2017

Submitted by Michael Lapisky, Chair

OVERVIEW

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

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

HIGHLIGHTS

The 2017 Town Conservation Commission was comprised of 7 members with an annual budget of \$500.00.

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

Much progress was made concerning the Moses Trail of South Pier Road. Stephanie Figary, Commission Member, flagged the wetlands near the trail. In 2018, the Commission along with assistance from the Department of Community Development will use this information to submit a Trail maintenance permit to RIDEM. This project will be ongoing in 2018 with hopes that the trail will be open to the public by years end.

The Commission had discussions about the Street Tree set back Program, looked into potential ordinance changes (found none were needed) to begin a startup project. The board invited members of the RI Tree Council to give proposals for a Town program, information was sent to the Town Manage.

The Commission had discussions about a potential plastic bag ban ordinance for the Town of Narragansett. This discussion began in April, when a URI class attended a regularly scheduled meeting. The class became involved in the subject and assisted by gathering research and assembling a comprehensive report on Plastic Bag Bans in New England. The Commission drafted an ordinance and prepared a presentation. The Commission is seeking to meet with Town Council in early 2018 to discuss moving this project to public hearing.

Reviewed and provided advisory commentary on

Congdon Street development (Fonseca)

Clarke Road Subdivision – continued to 2018

ADOPT-A-SPOT

Considerable progress was made on the Adopt-A-Spot program in 2017. This left very few vacancies to fill for 2018. Monthly status reports were submitted by Adopters and the program continued to run as designed.

MEMBERSHIP DUTIES

MEMBERS:

- Michael L Lapisky - Chair
- John Kaufman – Vice Chair
- Kina King - Secretary
- Stephanie Figary – Member
- John DiPanni – Member
- Brian Wagner – Member
- Sara Wigginton - Member

Membership Attendance Monthly Meetings 2017

- 1/3: Lapisky, Kaufman, Figary, Wagner, King, Wigginton
- 2/7: Lapisky, Kaufman, Figary, Wagner, King, Wigginton
- 3/7: Lapisky, Figary, Wagner, King, Dipanni, Wigginton
- 4/4: Lapisky, Kaufman, Figary, Wagner, Dipanni, Wigginton
- 5/2: Lapisky, Figary, Wagner, Dipanni, Wigginton
- 6/6: Lapisky, Kaufman, Wagner, King, Dipanni, Wigginton
- 7/11: Lapisky, Figary, Wagner, Dipanni, King
- August: No Meeting
- 9/5; Lapisky, Figary, Wigginton, King
- 10/3: Lapisky, Kaufman, Wagner, Figary, DiPanni, King
- 11/7: Lapisky, DiPanni, Figary, King, Wigginton, Wagner
- 12/5: Lapisky, Kaufman, Figary, Wagner, King, DiPanni, Wigginton

TOWN OF NARRAGANSETT CITIZENS FINANCE COMMITTEE
ANNUAL REPORT – CALENDAR YEAR 2017

The Finance Committee members are:

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

The finance committee met seven (7) times during the 2017 calendar year. The committee also held a workshop with the Town Council to discuss the committee's role.

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

The Committee addressed the following during the calendar year:

- At the request of the finance director, the committee reviewed the director's three-year projections she previously submitted to the Town Council.
- Reviewed Nyhart updated pension and OPEB calculations and, as a result, requested the Town Council to approve funding for NyHart to prepare pension/OPEB calculations using alternative benefit scenarios
- Reviewed and commented on monthly Statement of Budget Operations presented by the finance director

Submitted by: Harris Chorney, committee chair
March 19, 2018



GALILEE ADVISORY COMMITTEE

2017 Annual Report

2017 Accomplishments:

- Interpretive signs of port history throughout the port
- Sidewalk planters and plantings
- Continued flags on island at entrance to Galilee
- Continued banners on light poles throughout the port
- Continued hanging flower baskets on Galilee light poles

2017 Topics Monitored & Discussed:

- Entrance to Galilee sign repair
- Trees & Shrubbery at end of Galilee Escape Road proposal
- Block Island property owners parking
- Lobster pot storage area
- Salty Brine wind turbine
- Town Dock's new sales office building
- Replacement of DEM Port of Galilee sign
- Replacement of the Great Island Bridge
- Lighthouse Inn demolition proposal
- Ongoing bulkhead repair project
- Fund 43 Landing Fees distribution
- Galilee parking & blocking traffic
- Continued ideas for Galilee improvement projects
- East Wall reconstruction project

Attendance:

The Committee met every second Tuesday of every month in 2017 except July & August for summer recess and on election day in November.

All members listed to the left of this report were regularly present for all meetings in 2017 except for Mr. Duckworth who attended rarely.

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

GALILEE ADVISORY COMMITTEE

Chair

Kevin M. Kosko

Members

Matt Mannix

Raymond DeRosa

Ed Duckworth

Barry L. Keinard

John A. Thompson

Richard Peter Watelet

William G. Shepherd

Harvey Cataldo

Linda McArthur

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

January 2nd 2018

Ms. Susan Cicilline- Buonanno, President
Narragansett Town Council
25 Fifth Avenue
Narragansett, Rhode Island 02882

RE: Annual Report and Attendance Record

Honorable Town Council,

First off I would like to say that for me it is an honor to serve with the members of this commission. Each and every member has his own unique skill sets and they are all very knowledgeable of the workings of the Town waters.

It is because of this that the RI CRMC holds the Town of Narragansett's HMP up as a road map for other Rhode Island towns to follow while they work on their individual harbor management plans.

Attendance of the members of this commission is exemplary, with absolutely zero problems with unexcused absences; even excused absences are too few to mention. It is evident that our members enjoy what they are doing and we always have a quorum.

I am pleased to report that the Narragansett Harbor Commission has had a very productive 2017 year and pursuant to the Narragansett Code of Ordinances :

Sec: 82-128 (9) **Additional powers and duties**

To review and make recommendations on proposed water use activities contiguous to the waterfront, and in the waters within the jurisdiction of the town that are received for review by other municipal agencies

We as a body have reviewed several dock applications to ensure that they would not interfere with Town Right of Ways, Fairways or Mooring Fields.

We work closely our Harbormaster to stay on top of all situations that involve our Towns waterways – the Harbor Commission has an outstanding working relationship with our Harbormaster, Kevin Connors, he is doing an outstanding job for the Town.

During our 2017 year after having finalized our Harbor Management Plan updates as required by the State of Rhode Island and presenting them to the Town Council for passage.

We have moved on to projects we hope to move forward over the next few years.

- 1) a plan for a public/private partnership to create transient moorings inviting boaters to visit our town visit our local businesses. We hope to present this plan to the Town Council in a workshop shortly.
- 2) a plan to study the use of chemical fertilizers and pesticides in our waters.
- 3) a plan to study oyster reef restoration in Point Judith Pond and to explore a partnership with State and federal agencies to open up causeways in the pond to increase flow – similar to what was done on the Escape Road which was a huge success - to enhance water quality.

I would also like to take this opportunity to bring the councils attention to our town liaison Bruce Lofgren who help has been immeasurable.

If the Council has any questions please feel free to contact us:

Respectfully,

Harvey Cataldo
Chairman

Cc: Narragansett Harbor Commission – all members

2017 Annual Report

Narragansett Historic District Commission

Overview

The following report provides a description of the key activities and accomplishments of the Narragansett Historic District Commission (Commission), through the past calendar year.

Mission

The Historic District Commission's primary goal is to maintain the historic architecture located within the five historic districts of Narragansett. We preserve the seaside character of Narragansett by use of a review and approval process subject to specific guidelines tailored to the needs and requirements of Narragansett. The Commission is an assistive resource to the community and aids citizens in the process of preservation and restoration of its architecture.

Guidelines

The Standards & Guidelines adopted and put into immediate usage in 2010 are the foundation of all decisions by the Commission as they relate to requests to alter, construct or demolish structures in the Town's five (5) local Historic Districts. These seventy-eight (78) guidelines, which parallel performance manuals throughout the State along with the Department of Interior Standards, were tailored to fit specific needs and environmental concerns of the Narragansett locality.

Hearings

During the 2017 calendar year, the Commission reviewed and approved in entirety or with limitations:

Public Hearings: Fourteen (14) projects (See attached list)

Administrative approvals: Twelve (12) Projects (See attached List)

Assistive Resources

- Pre-application Process: Applicants may informally present their intended renovations to the Commission in a round table format to achieve an insight as to the appropriateness of their project. Reviewed six (6) projects in 2017.
- Liaison Staff Guidance: Community Development is always available during business hours to guide homeowners and answer their questions.
- Website: The NHDC page is maintained by Community Development and is linked to the Town of Narragansett website. All of the available requirements and resources can be found there.
- Guidelines: A list of seventy-eight guidelines has been created and can be viewed on our website. Also provided are descriptions of specific do's and don'ts to preserve your property along with photos and drawings.
- Property Owner's Guide: A brief step-by-step guide describes the entire process which is also available on our website
- Narragansett Historic District Commission House Doctor Consultant: The N.H.D.C./H.D.C. provides direct consultation for any problem that a homeowner may have with their property. This includes free site visits and analysis when necessary.
- Tip of the Month: Advertised monthly in the Narragansett Times is a tip which provides helpful, seasonal guidance to ensure property maintenance for homeowners.
- Resource List: The Commission maintains and has on file a list of local, competent, craftsmen, architects, engineers, consultants and contractors.
- Advisory Assistance: The HDC will provide comment on any project or program that the Town Council or other board may request and on specific issues of rare impact will consider commenting on situations in Non-historic districts.

Special Projects

Expansion of Historic Districts:

The Commission completed and submitted to the Town Council a study of expanding three existing districts and creation of three new historic districts. Based on HDC member's field analyses, the maps were amended by staff to incorporate onsite observations and suggestions for areas of expansion.

Following the Commission's 2016 workshop meeting with the Town Council addressing their preliminary analysis of potential historic districts the Commission made some adjustments and sought input from the public. In 2016 the

Commission held 3 public workshops in late summer for all residents in the target areas, at which they received significant public input. Further refinements were made in early 2017 and forwarded to the Town Council for public hearings. The HDC participated in three full public hearings in concert with the Town Council in October and November, 2017. Following these meetings, another round of adjustments was made to the six proposed maps and forwarded to the Town Council in late December. Action expected in early 2018.

Tax Credit Ordinance:

This ordinance was approved and adopted on November 21, 2016. Following adoption, the staff and Commission worked together to draft an appropriate application form for use by property owners of historic properties to use after receipt of and HDC Certificate of Appropriateness. This form was reviewed by the Tax Assessor and revised slightly, then finalized in mid-2017.

Future Projects

- Grants: Now that the Commission is qualified as a certified local Government, we are currently considering various projects to explore grant funding for planning and engineering.

2017 Updated List of Commission Members

Keith Lescarbeau: Chair / Restoration Specialist

Robert Shields: Vice Chair / Engineer

Wayne Douglas: Secretary / Landscape Architect

Gaia Charren: Historic B & B Homeowner – Starr Cottage Inn

Moira Hintsä: Historic Homeowner

Kristen Connell: Historic Homeowner

Judith Kenower: Friends of the Towers

Judith Anderson (Replaced Mrs. Douglas in December)

Meghan Murray (Replaced Mrs. Anderson as alternate in December)

Liaison Department

Michael DeLuca: Community Development Director

Bruce Lofgren, Planning Technician

Denise Buonanno: Clerk of Boards

Secretary to Chair

Cheryl Lescarbeau

Historic District Applications
 CERTIFICATES OF APPROPRIATENESS
 PUBLIC HEARING REVIEWS

Application	Owner	Address	Description
<u>2017</u>			
PH-1	Kaufman	333 Ocean Road	New Construction/gym
PH-2	Torregrossa	80 Central Street	Ext Repairs & modifications
PH-3	Moran	460 Ocean Road	Addition & Stair enclosure
PH-4	Davis	350 Ocean Road	New Construction/2-car garage
PH-5	Moran	460 Ocean Road	In-ground pool
PH-6	Salander	Ocean Road	New Construction
PH-7	McKee	450 Ocean Road	Ext Repairs , addition
PH-8	Smith	22 Matthewson Street	Window removal /Replacement
PH-9	Moran	460 Ocean Road	Window replacement
PH-10	Ewing	49 Central Street	Repairs to foundation, windows
PH-11	Coast Guard House	40 Ocean Rd	2 nd Floor dining Enclosure
PH-12	St. Peters Church	72 Central Street	Window replacement
PH-13	Southbound Realty	301 Ocean Road	Pool, Cabana, Carriage House
PH-14	Ritter	434 Ocean Road	In-ground pool

Historic District Applications EXPEDITED REVIEWS

Application	Owner	Address	Description
2017			
A – 044	Town of Narragansett	35 Ocean Road	Repointing masonry
A – 045	Smith	22 Matthewson Street	Foundation Repair
A – 046	Vranka	60 Central Street	Fix railing, posts, ballisters
A – 047	Fabbri	20 Matthweson Street	Reshingle roof
A - 048	Middlebridgee School	333 Ocean Road	Roof, gutters, storm windows
A – 049	Ritter & Keller	434 Ocean Road	Replace roof
A – 050	Donaldson	56 Central Street	Replace roof
A – 051	DeWardener	75 Caswell Street	Rear fence
A – 052	Milligan	67 Caswell Street	Install generator
A – 053	Palmieri	94 Central street	Resurface Driveway
A – 054	Suprenant	64 Caswell Street	Front Step repair
A – 056	Town of Narr.	25 Fifth Avenue	Reshingle roof

2017 HDC MONTHLY STATISTICS

1/10 PH: 'Middlebridge School /construction of gymnasium – Approved 7/0
FULL HOUSE **1 APPROVAL**

2/7 PH: 80 Central Street, exterior modification to dwelling & carriage house – Approved 5/0
Hazard Castle Estates, pre-application, new construction, Ocean Road
ABSENT: R. Shields, M. Hints & J. Anderson **1 APPROVAL**

3/14 PH: 350 Ocean Road, construction of a new garage – Approved 6/0.
460 Ocean Road, Wildfield Lodge, small addition/stair case enclosure – Approved 6/0
ABSENT: K. Connell **2 APPROVALS**

4/11 PH: Wildfield Lodge, construction of an in-ground swimming pool – Approved 6/0
ABSENT: W. Douglas & G. Charren **1 APPROVAL**

5/9 PH: Wildfield Lodge Carriage House – addition of front entryway portico and
demolition/rebuild of carport/stable –Approved 7/0 Vote
Hazard Castle Estates – new construction of second house, Approved 7/0
ABSENT: J. Kenower **2 APPROVALS**

6/13: No Public Hearings
ABSENT: W. Douglas

7/11: No Public Hearings
ABSENT: K. Connell

8/8 PH: Wildfield House, 460 Ocean Rd., exterior repair & window replacements - Approved 7/0
FULL HOUSE **1 APPROVAL**

9/12: Boon Cottage – 49 Central Street, Repair concrete berm, casement windows & foundation
FULL HOUSE **1 APPROVAL**

10/10: Ninigret Cottage, 22 Mathewson St., Window removal & replacement – Approved 7/0
Coast Guard House, enclosure of second floor dining room – Approved 6/1 (BS)
FULL HOUSE **2 APPROVALS**

11/7: St. Peter's By The Sea, 72 Central Street, window replacement – Approved 6/0
ABSENT: K. Connell **1 APPROVAL**

12/5: Southbound Realty, 301 Ocean Road, in-ground pool – Approved 6/1 (BS)
Wildfield Farm Stable, 434 Ocean Road, in-ground pool –Approved 7/0
ABSENT: J. Anderson **2 APPROVALS**

2017 HDC ATTENDANCE REPORT

Special Meetings: 1: 12/11/17

Regular Meetings: 12

Total: 13

Mr. Lescarbeau	Perfect Attendance
Mr. Shields	1 Absentee: 2/7
Ms. Charren	1 Absentee: 4/11
Mrs. Hintsa	1 Absentee: 2/7
Mrs. Connell	3 Absentees: 3/14, 7/11, 11/7
Mrs. Kenower	1 Absentee: 5/9
Mrs. Anderson	2 Absentees: 2/7, 12/5
Meghan Murray	First meeting was in December



NARRAGANSETT HOUSING AUTHORITY
Town Hall, 25 Fifth Avenue, Narragansett, RI 02882
Telephone (401) 789-9489 *TDD (401) 782-0610 *Fax (401) 782-0150

'18 JAN 16 PM 2:26

January 16, 2018

Ms. Anne Irons, Town Clerk
Town of Narragansett
25 Fifth Avenue
Narragansett, Rhode Island 02882

Re: Annual Report and Attendance Record

Dear Anne:

I am pleased to report that monthly meetings were held for the calendar year of 2017 for the Narragansett Housing Authority. There was not severe absenteeism to report by any of our board members.

I will provide a copy of our annual report which will be compiled once our audit is completed by the end of March 2018.

If you should have any further questions feel free to reach me via e mail at mike@nha-housing.com or via telephone at 401-789-9489. Thank you.

Sincerely,

Michael C. McLoughlin
Executive Director



**TOWN OF NARRAGANSETT
POLICE DEPARTMENT**

40 Caswell Street • Narragansett, RI 02882 • Chief Sean Corrigan
Tel. (401) 789-1091 • TDD (401) 782-0661 • Fax (401) 789-8819

February 8, 2018

Detective John A. Silveira
Narragansett Police Department

Juvenile Hearing Board
Annual Report

The Town of Narragansett Juvenile Hearing Board hears cases referred by the Juvenile Division of the Police Department, for persons under the age of 18. Juvenile offenders who are charged with violating the criminal laws of the State of RI or the Ordinances of the Town are presented to the board, accompanied by a parent or guardian. The Juvenile Hearing Board hears these cases and typically recommends sanctions such as, essays, letters of apology, community service.

The board currently has three members, Joan Ricci, Anthony Lupino, and Brother James Martino.

From January 1, 2017 to December 31, 2017, the Juvenile Hearing Board heard a total of 5 cases:

- 1 Case for Social Host
- 2 Cases for Possession of Alcohol by a Minor
- 2 Cases for Transportation of Alcohol by a Minor

All cases have been completed and dismissed.

Detective John A. Silveira #339
Narragansett Police Department
40 Caswell St., Narragansett, RI 02882
401-789-1091 x339
401-265-4978 (cell)
jsilveira@narragansettri.gov



Narragansett Land Conservancy Trust

Annual Report – 2017

Overview / Support

The Land Conservancy Trust (“Trust”) is organized under the provisions of Division 3 of the Town Charter

Section 2-101. – Established; purpose

1. Acquiring land, development rights and easements within the town, affording priority to environmentally sensitive lands;
2. Preserving open spaces, farmlands, scenic vistas, wetlands, estuaries, adjoining uplands and critical habitats;
3. Preserving land providing access to coastal waters; and
4. Preserving land for future public recreational and educational use

In addition, Section 2-105 (5) gives the Trust the responsibility to “Administer and manage land and interests in land held by it in a manner which allows public use and/or enjoyment consistent with the natural, historic and scenic resources of such land.” Under this provision, the Trust is responsible for the Middlebridge property and the Sunset Farm / Kinney Bungalow properties.

The Trust is supported by the Community Development department. The Parks & Recreation department oversees the day-to-day operation of these properties.

Land Acquisition

- Developed a set of criteria to be used to guide the Trust in its evaluation of potential properties to acquire. This set was developed from existing criteria combined with others from other land trusts
- Conducted a detailed map survey of all potential ‘target’ properties in the Town. Next steps include prioritizing these targets, developing a strategy for the highest priority properties and ensuring that the Town is ‘in line’ for any state or federal properties which may become surplus
- Conducted discussions with several other land trust leaders, representatives of conservation funding organizations and consultants to learn about the process and funding sources and partnerships
- Began detailed investigations of several high priority parcels

Existing Properties

Middlebridge Conservation Land

- Completed an update to the Middlebridge Management Plan which was received and approved by the Town Council on December 18, 2017
- Reviewed the non-commercial section of the five-year paddle sports business contract
- Supported the recommendation to extend the caretaker lease for another five years
- Provided concurrence that the Town should consider extending the lease for the URI Women’s Rowing Team

Sunset Farm

- Working with town staff and a town council member, developed a set of expectations for the management of Sunset Farm

Kinney Bungalow

- Analyzed the proposed \$400k HVAC system and recommended installation on a 6-3 vote of trustees
- Developed a new occupancy and use report
- Completed a preliminary design of large lighted signs at the entrance to the property. Siting has been decided upon. Detailed design is underway
- Installed a bronze plaque by the entrance to the Bungalow declaring its placement on the Registry of Historic Places

Administrative

- Established an ad hoc communication subcommittee with three tasks: to define the message about the mission of the Trust; to establish webpages within the Town's website; to identify alternative means to communicate the mission to the community. To date, the subcommittee, working with Community Development, has developed an information brochure and has established a webpage which will be expanded in 2018

Meetings, Membership and Attendance

During the year, the following changes of trustees were made

- Chris Goglia indicated that he would not seek reappointment and encouraged the Trust to replace him early given that Chris' work and family obligations would make attendance unlikely
- Jerry Brunetto was appointed to fill this vacancy.

A motion was made by Sue Bush, duly seconded by Brian Wagner, to approve the Annual Report.

That motion passed 8-0.

(Thomas Rogers, Terence Fleming, Sue Bush, Jill Lawler, Brian Wagner, Jason Colonies, Jerry Brunetto, Pati Sylvia)

Prepared by Thomas Rogers



The following table presents the attendance of trustees of the Land Conservancy Trust for CY 2017

Meeting Date	T. Rogers	J. Lawler	T. Fleming	S. Bush	C. Goglia	M. Mannix	P. Sylvia	B. Wagner	J. Colonies	J. Brunetto
1-19-17	✓	✓	✓	✓	X	✓	✓	✓	✓	
2-16-17	✓	✓	✓	✓	✓	X	✓	✓	✓	
3-16-17	✓	X	✓	X	✓	X	✓	✓	✓	
4-20-17	✓	✓	✓	✓	✓	X	✓	X	✓	
5-18-17	✓	X	✓	✓		✓	✓	✓	X	
6-15-17										
7-20-17	✓	✓	✓	✓		✓	✓	✓	✓	✓
8-17-17	✓	✓	✓	X		X	X	✓	✓	✓
9-21-17	✓	✓	✓	✓		✓	✓	✓	✓	✓
10-5-17 (SM)	✓	X	X	✓		X	✓	X	X	X
10-12-17 (SM)	✓	X	X	✓		X	X	X	X	✓
10-19-17	✓	X	✓	✓		✓	✓	✓	✓	✓
11-16-17	✓	✓	✓	✓		✓	X	✓	✓	✓
12-14-17 (SM)	✓	✓	✓	✓		✓	X	X	✓	✓
12-21-17										

SM = Special Meeting

3/16/17 – Sue Bush away on business – Chris Goglia acting secretary.

4/20/17 – Sue Bush arrived late to the meeting – Chris Goglia acting secretary.

6/15/17 – Meeting cancelled due to NHS graduation, inability to reschedule due to conflicting schedules

Chris Goglia's last month serving on the LCT was April, 2017

Jerry Brunetto joined the LCT in July, 2017

8/17/17 – Sue Bush not present – Brian Wagner, acting secretary

8/17/17 – Matt Mannix was only present briefly

10-5-17 – Special meeting to discuss Middlebridge Plan update

10-12-17 – Special meeting to discuss Middlebridge Plan update

12-14-17 – Special meeting for workshop with Town Council regarding Middlebridge Plan Update

12-21-17 – Meeting cancelled

**Maury Loontjens Memorial Library
Town Of Narragansett
Annual Report 2017**

Attendance Record For meetings of the Library Board of Trustees for 2017:

Chairman, Laurie Kelly 13; Secretary, Ann Sullivan 11; Nancy McKenna 13; Ellen Koomia 7; Gail Shields 10; Gloria Roman 13; Karen Shabshelowitz 10;

2017 picked up where 2016 ended...with work to obtain and renovate property for a new Library. Narragansett Town officials continued to pursue a business deal with the owners of the Pier Marketplace. With a new Town Council and changes in the town administration, progress slowed but still remained our strong focus. In June 2017 the Town advertised an agenda item regarding a purchase agreement for the property, but during this meeting the Town Council chose to again postpone a decision. Many library supporters attended this meeting and many residents were turned away due to fire codes pertaining to attendance capacity for the Council Assembly Room.

A Town Council meeting was then scheduled for October 16, 2017 with an agenda item to vote publicly on the purchase of this building. The meeting was moved to the high school auditorium in order to meet the needs of a large number of residents wishing to attend. Over 250 people were in attendance, and many, many spoke about the subject at hand. In the end the Council voted 3 to 2 not to accept the proposal and the purchase was voted down.

It seemed as though this project was finished. However, negotiations picked back up with Bob Gilbane and the Council, and after some important changes to the structure of the deal and hard work by all involved, the Council added an agenda item in December 2017 that outlined a new proposal and publicly approved the development of a purchase and sales agreement to buy the marketplace.

Other notable happenings:

- The Annual Winter Speaker Series returned to the library from January through March 2017 in conjunction with Friends of Canonchet, Narragansett Historical Society and Narrow River Preservation.
- The Friends of the Narragansett Library received an award from the Coalition of Library Advocates for Outreach in the community. This outreach event was held in August, 2016 and was entitled, "Shout Out for Your Library". This program sought to educate residents and patrons about the work of the Maury Loontjens Memorial Library and its future location. The presentation was held at the RI State House and the Friends were awarded a certificate and a check.
- The Library attained high attendance counts for many days throughout the summer of 2017. The highest overall attendance was for the month of July with the start of Summer Reading Programs and other events. This total was 13,647 patrons.

- Highest attendance for one event in August was the viewing of the Solar Eclipse. On that day a record 843 people used our building, and more were on our lawn.
- The Friends participated in Gansett' Days events by offering a jewelry sale as a fundraiser. It was well attended and raised over \$7,000; The Library also held an open house for technology related activities and partnered with other agencies to show participants the future of information technology.
- The 2nd Annual Costume Parade hosted by the library and the Friends attracted over 100 walkers who marched the route collecting treats at various business stops and ending at the Library's future home in the Pier Marketplace.

Notable Statistics:

- Total Library Collection – 140,997
- Circulation - physical Items – 151,982; electronic downloads – 18,680
- Total Library Programs - 475 attended by 10,171 guests
- Computer Users – 12,024
- Wireless Sessions – 8,570
- Library Card Holders – 7,918

The Library continues to offer programs, events and workshops that meet the needs of our community. The Library also provides opportunities for residents to enrich their lives and have access to things they would not necessarily be able to afford or experience on their own.

The Library in Narragansett is a warm and inviting place, valued very highly by the residents of the town. A well trained and friendly staff, supportive trustees, enthusiastic patrons, friends and supporters of the Library all make the public Library in Narragansett an important asset of the Town. In the year 2018, the Library looks forward to obtaining a new, larger physical space that will allow us to serve more of our community.

Respectfully Submitted,

Laurie A. Kelly, Library Chairman
Maury Loontjens Memorial Library

NARRAGANSETT PENSION BOARD

2017 Annual Report



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

PENSION BOARD

Chair

Michael V. Stone

Vice Chair

Daniel G Holland

Members

Andrew Boruta
Teri Donovan
Michael DeLuca
Mary Jane Gray
Benedict J. Ingegneri
Keith Lagasse

Mission

The mission of the Pension Board is the investment of fund assets in accordance with our Investment Policy Statement, as well as review and approval of pension and buyback requests in accordance with Town Ordinance Chapter 58, Articles 1 and 2.

2017 Accomplishments

- The Pension board met 11 times in 2017 for regular monthly meetings.
- Reviewed the FY 17 actuary report
- Reviewed and approved 14 pension requests
- Met with our portfolio manager on a monthly basis. This update included a portfolio status update, market updates, trends, fund allocations, and recommended changes.
- Received updates from the following fund managers during the year
 - Jason Leibowitz, WestEnd Advisors, Global Equity
 - Mark Luschini, Chief Investment Strategist for Janney Montgomery Scott
 - James Cushman, ClearBridge Investments
 - Hersh Cohen, Co-Chief Investment Officer, ClearBridge
 - Paul Ehlichman, Managing Director, ClearBridge
- Started 2017 with assets of \$77,490,693 and finished with assets of \$90,631,364 an estimated 14.12% return for the year.
- Discussed the Pension Ordinance for needed updates and changes in relation to CBAs
- Ongoing work on the Plan Document
- Implemented an annual retiree affidavit to verify current location and status.

Attendance

- A quorum was met at each meeting in 2017, with no meeting in August.

Submitted by: Daniel G Holland, Pension Board Vice Chair

**Town of Narragansett
Department of Community Development
and
Planning Board**

2017 Annual Report

Overview

The following report provides a description of the key accomplishments of the Department of Community Development for the 2017 calendar year. By extension, it also addresses the actions of the Planning Board (as required under RIGL 45-22-8). The Department of Community Development also provides administrative support to the Zoning Board of Review, the Historic District Commission, the Conservation Commission/Tree Board, the Land Conservancy Trust and the Harbor Management Commission. Their annual reports are drafted and submitted separately.

Staff Responsibilities and Duties:

Organizationally, the Community Development Staff has the following primary duties:

- Director – Provides administrative supervision of all staff activities; Drafts, reviews, and updates selected provisions of the town Comprehensive Plan; Drafts and reviews proposals for zoning text and map changes; Reviews and reports to Planning Board on subdivisions and land development projects; Assists the Historic District Commission to review and comment on historic building repairs; Attends all meetings of Town Council, Planning Board and Historic District Commission and several meetings of others boards noted above.
- Environmental Planning Specialist – Focuses the majority of work hours on two primary duties: conducts Environmental Planning Projects and oversees the use, expansion, and improvement of the Towns GIS mapping system. Serves as liaison to other departments (Fire, Assessor, Finance etc.) to aid in their use of GIS; Works with the general public in regards to FEMA Flood Insurance Rate Map determinations, policy, and building requirements; Assists with the management of the Town website and provides technical support to Town staff as needed. Oversees work of the Planning Technician to provide direct staffing support to the Planning and Zoning Boards by conducting and reporting on Site Reviews scheduled for public hearing; Aids the public in determining submittal requirements for Special Use Permits and Variances; Works closely with the Planning Technician and CD Administrative Assistant to arrange proper scheduling for each public hearing. The Environmental Planning Specialist is responsible for drafting and/or assisting with policy and regulatory plans including the Zoning Board Rules of Procedure, the Hazard Mitigation Plan and the Middlebridge Master Plan.
- Planning Technician - The Technician has provided support to the Director & the Environmental Planning Specialist by reviewing building plans and zoning applications to ensure compliance with regulations, and drafting of Historic District

Reviews, Staff Reviews, and Site Reviews for relief. The Technician also provides administrative staffing to the Conservation Commission and Harbor Management Commission. Daily activities have involved drafting of decision letters, preparing public notices and agendas and creating visuals including maps, charts, tables and other graphics for use at Planning and Zoning Board meetings. Planning Board package preparation, drafting of Planning & Zoning Board agendas and advertisements, and other office tasks as assigned. The Planning Technician often works closely with the public on a regular basis to provide customer service to understand planning and zoning processes. The Technician has assisted with the proposed historic district expansions by providing direct GIS mapping assistance and participating in Commission meetings and public workshops.

- CD Administrative Assistant – Provides direct assistance to Director, Environmental Planner and Planning Technician for daily work requirements including appointment setting and follow-up; Routes all walk-ins and telephone calls to the appropriate staff member; responsible for completing weekly payroll; responsible for ordering of all needed office supplies and maintaining detailed records of all Purchase Orders; responsible for daily mail pick-up and distribution; responsible for management of budgetary needs as it relates to financial allotments for each fiscal year; Serves as primary manager of CDBG files and works closely with the Staff of East Greenwich Housing Consortium to manage payments to sub-recipients; Carries out all documentary tasks related to assembling annual CDBG request; Serves as Clerk of the Planning Board, Zoning Board and Historic District Commission; Provides administrative support relative to scheduling of meetings, receipt of applications, oversight for completeness, setting and posting of agendas, attendance at hearings and drafting of minutes.

2017 Key Highlights

- A. **Historic Preservation** – Director, Planning Technician and CD Administrative Assistant worked closely with the Historic District Commission members to pursue expansion of historic districts from 150 regulated properties to 400+ properties. This year the HDC refined their proposal for expansion of three historic districts and for three new districts. Staff edited the GIS maps at their direction to assist in identifying these areas of expansion. In the fall, members of the Historic District Commission held three public hearings with the Town Council to share their revised proposals with the public and gain input to the final maps. In December, the final set of proposed districts was forwarded to the Town Council. Anticipate Town Council action early in 2018.
- B. **Community Development Block Grant (CDBG)** – Director coordinated the submittal of a \$75,000 CDBG application in December, 2017. The purpose of this grant request is to establish a housing rehabilitation program for income-qualified homeowners. This program would be funded through the State “set-aside” and would not impact the \$150,000 cap allotted to the Town for site specific block grants.

- C. **GIS Improvements** – General improvements to GIS data are continually made and data is updated in an effort to provide more accurate and accessible information. Progress has been made with the GIS update Project through the consultant, Applied Geographics, Inc. The Tax Assessor Maps have been drafted and include subdivisions and mergers from 2005 to 2015. New draft maps have been created and provided to the Town. Additional work is required on those maps before they are made available to the public. Work on the online website continues. Staff, is continuing to work on the identified an error in the parcel identification series MBLU (Map/Block/Lot/Unit) and will work with the new Tax Assessor to remedy the issue and correct the error. Staff anticipates this issue to be resolved in July, 2018 with the web-based GIS expected to be online by summer.

The Phase II scope of work has not yet been approved or acted upon; Staff will complete Phase I before additional work is assigned.

- D. **Comprehensive Plan Amendments** – Staff finalized the complete update of the Town Comprehensive Plan in 2017 with aid from the consultant team at the Horsley Witten Group. Following Town Council’s 2016 approval, staff forwarded the revised Comprehensive Plan’s three documents, (Baseline Report, Roadmap and Action Plan) to the Statewide Planning Program staff for review on November 28, 2016. Received comments from 8 of 33 State agencies that were solicited. Final set of revisions were drafted in 2017 and the entire plan was re-approved by Town Council on September 5, 2017. Printing of copies for numerous Town departments and the Town Council was completed in late fall. New Comprehensive Plan was installed on Town website in November, 2017.
- E. **Hazard Mitigation Plan** – The Environmental Planning Specialist has been working closely with the Local Hazard Mitigation Committee to update the Action Items and to revise the Towns Risk Assessment Matrix. Work will extend into 2018.
- F. **Site Review/Staff Review Applications** – During the 2017 calendar year, the Department of Community Development received and processed thirty-seven (37) Staff Review applications and forty-three (43) Site Review applications for Planning Board and Zoning Board review.
- G. **Adopt-A-Spot** – During the 2017 calendar year, the Department of Community Development has continued to work with the Conservation Commission in managing and expanding the Adopt-a-Spot program.
- H. **Zoning Amendments** – The Community Development Department periodically reviews the Town’s Zoning Ordinance to consider minor changes in text that may relate to other regulatory provisions or need clarification in light of a real world experience. In 2017 staff proposed text revisions in the following sections:
- a. Section 12.4 – Special use permits
 - b. Section 5 – Expansion of Historic Districts (See A. above)

Town Council tabled an ordinance that would update Section 12.4 for more information in July. The Historic District expansion was subject to 3 hearings by Town Council with closure and decision pending at the close of the calendar year.

- I. Bike Path Expansion** – In 2017 the Director submitted a request to RIDOT to transfer the management and funding for Sections 4a and 4B of the William C. O’Neill Bike Path to the Town. Local residents David and Rosemary Smith had suggested the last phase of the Bike Path be divided into 2 subsections so that the first 1,375 feet (which do not have any major permitting delays), could be constructed in the next 1-2 years. RIDOT has since transferred Section 4A to the Town and has contract agreements pending for the transfer of Section 4B and the Safe Routes To School Project. DiPrete Engineering has been contracted to do the permitting and design for Section 4A. McMahon Associates has the contract for the SRTS project. Staff will work closely with Engineering Department in 2018 to solicit bids for the design and permitting of Section 4B once the contract agreement is signed.
- J. Firefighter Exhibit at SC Museum** – The Director has continued working with representatives of the South County Museum, the Narragansett Lions Club and the RI Dept. of Environmental Management to pursue State authorization to build a new Firefighter Museum Exhibit at the South County Museum. Because this site was purchased with Federal funds there are certain limitations on construction of buildings. It was determined that “6f conversion” of the majority of the SCM leasehold to remove the federal regulatory oversight was the most prudent course of action. In 2017, the Lions Club contracted with the Newport Appraisal Group to provide a land appraisal for both the Museum site and the 8+acre replacement site located behind the Narragansett Elementary School. Although the appraisal was completed and indicated a favorable value for the replacement parcel, the federal Department of Interior rejected the proposal. We are now investigating an alternative replacement site with RIDEM staff. Should a new site avail itself town staff will renew efforts to gain state and federal authorization to convert the SC Museum to remove the federal regulations clearing the way for the process for approval to proceed.
- K. ‘Gansett Days Mapping** – For the third year in a row, Staff has assisted the Parks & Recreation Department by preparing a Town-Wide Map of all the activities scheduled over the three-day event. The mapping included providing Q-R coding so that participants could interactively use the map to locate a particular event to attend. The Map was prominently displayed at the Events main location for use by residents and visitors alike.
- L. Harbor Management Plan** – During the 2017 calendar year, the Planning Technician has continued to act as a liaison to the Harbor Management Commission and has assisted the Commission in updating the Town’s Harbor Management Plan. Staff has worked closely with the Coastal Resource Management Council (CRMC) and the Town Solicitor to ensure the revisions are consistent with State laws and CRMC policies and guidelines. The Harbor Management Plan was adopted by the Town in 2016 and is still awaiting state approval. Once the state has provided comments to the Town, the report may require a few minor revisions in 2018, but overall the Plan is close to competition.

Statistical Highlights

1) Board Meetings Attended by Staff

a) Planning Board:

- 17 Meetings - 12 Regular Monthly Meetings, 5 Special Meetings
- 3 Public Hearings – 1 continued;
- 45 Site Review Agenda Items with 34 recommended for approval, 6 recommended for denial, and 5 continued/deferred into 2017. (Of the 6 recommended for denial, 4 were approved by the Zoning Board, after the site plan was revised.

b) Zoning Board:

- 13 Meetings (42 Public Hearing Agenda Items)

- | | |
|--|-------------|
| c) Building Code Board of Appeals: | 1 Meeting |
| d) Conservation Commission/Tree Board: | 10 Meetings |
| e) Land Trust: | 14 Meetings |
| f) Harbor Management Commission: | 10 Meetings |
| g) Historic District Commission: | 13 Meetings |

2) Planning Board Highlights

Members

- | | |
|-------------------|-----------------------|
| Terence Fleming: | 1993 – Present |
| Joseph O’Neill: | 1972 – Present |
| Stephen Glazer: | 2005 – 2017 |
| Vincent Indeglia: | 2009 – Present |
| Robin Plaziak: | 2017 – December, 2017 |
| Donald Leighton: | 2016 - present |

- a) Major Subdivisions: 3
- b) Minor Subdivision: 1 – Robinson Farms
- c) Subdivision Public Hearings: 3
- d) Pre-Application Review: 3
- e) Comprehensive Plan deliberations: Concluded Planning Board final text revisions in July to respond to State agencies’ comments and suggestions.
- f) Pre-Application Subdivision Reviews: 3
- g) Comprehensive Permit: 1 – Boon Docks Condominiums
- h) Recommendations to Town Council: 4
 - i) CDBG applications – 1
 - ii) Historic District Map expansion
 - iii) Comp Plan and Zoning revisions for 1007 Boston Neck Road
 - iv) Text revisions of Section 12.4 of the Zoning Ordinance

Site Reviews:

- v) 34 Recommended for Approval
- vi) 6 Recommended for Denial

vii) 2 Continued or deferred into 2018

i) Notable Agenda Items:

- (a) Several Commercial Developments including
 - o Jerry's Hardware – new location
 - o Edgewood Realty – 1007 Boston Neck Road
 - o Ciunci – Pt. Judith Road
- (b) Residential Developments
 - o Boon Docks Condominiums
 - o Rodman Cottages
 - o Clarke Road Subdivision

Professional Development/Staff Training

The following is a summary list of workshops, seminars, and conferences attended by Community Development staff:

- a. 2017 Rhode Island League of Cities & Towns Convention (JS, MD, BL)
- b. CDBG Workshop #1(MD)
- c. CDBG Public Hearing – November 1, 2017 (MD)
- d. 2017 Southern New England Regional APA Conference – Prov. RI (MD)
- e. ESRI Users Conference (JS)
- f. RIFMA Conference (JS)
- g. HURREVAC Workshop/Seminar (JS)
- h. RI Emergency Management Agency Conference - CCRI (JS)
- i. Coastal Resilience Workshop (JS)
- j. FEMA MAP Revision Meeting (JS)
- k. Community Rating System – Presenter (JS)
- l. PREP-RI Resilience Training for the Planning Board
 - i. 6 Modules (JO)
 - ii. 3 Modules (TF,)
 - iii. 2 Modules (RP, VI, DL)

2018 Outlook

In addition to the projections of staff activity noted in the highlights above, this department anticipates initiating /continuing work on the following projects and programs:

1. Primary Objectives

A. Zoning Map Update: Initiate action to bring Zoning Maps up to date with Comprehensive Plan.

- Engage assistance of a consultant to map areas where zoning changes are necessary
- Draft alternatives that will comply with Land Use Plan
- Conduct Public Workshops to refine proposals

- Oversee the process of advancing the revised proposal through the Planning Board and Town Council hearing process.
- B. *Zoning Ordinance Text Update:* Continue actions to update the Zoning Ordinance to correct errors, clarify components or include additional language to assist the Town in regulating development in town.
- Work with Staff, Planning Board and interested parties to make edits to the Ordinance. Present changes to Town Council in 2 to 3 segments
 - i. Section 12.4 - Applicability
 - ii. Section 18.3 – Assistance by experts
 - iii. Section 22 – Form of certification for notices sent out by applicants to abutters of a proposed site designated for a change of zone.
 - iv. Several Sections – Streamlining of zoning approval process:
Continue work with Planning Board to research the possibility of creating a streamlined process for review and approval of dimensional variances and special use permits that request minimal waivers and/or authorization for minor site amendments to existing developments.
- C. *Land Cover Update:* Oversee the services of App-Geo Staff to complete the current GIS Land Cover layer and Tax Assessors maps and oversee activity to bring both up to current. Phase II of the project will be initiated including departmental objectives regarding GIS.
- Supervise the work of the App-Geo Staff
 - Ensure delivery of final product.
- D. *Rules of Procedure:* Present and adopt the Rules of Procedure for the Planning Board. A similar project was recently completed for the Zoning Board.
- E. *State of RI Projects:*
- *Bike Path:*
 - i. Work closely with Engineering Department staff to bring forward design and permitting of bike route alignment for Section 4A..
 - ii. Work with Town Engineer to draft RFP and hire consultant to design Section 4B and expedite process of State environmental permits.
 - *Safe Routes To School:* Oversee the Safe Routes To School infrastructure construction projects related to improving bicycle and pedestrian access to the Pier Middle School. Work closely with consultant engineers and Town staff (Engineering, DPW, School Dept) to advance the targeted capital improvements.
 - *TIP roadway projects:* Work with RIDOT staff to transfer roadway improvements project for South Pier Road, and others to Town control and management.

F. Canonchet Farm:

- Work with Friends of Canonchet Farm to generate design for the Linear Park component and seek appropriate permits from RIDOT and CRMC to approve construction in the near future.
- Continue in assisting South County Museum and Narragansett Lions Club to complete the “6f conversion” to eliminate federal regulatory requirements and enable the construction of a Fireman’s Exhibit Hall.

G. Historic District Expansion: Staff will finalize maps for the expansion of several existing districts and create new historic districts in the Town per Town Council vote anticipated in February, 2018.

2. **Secondary Objectives**

H. Trails: Continue work on permitting for the trail entrance on South Pier Road with RIDEM staff. Coordinate work with DPW on trail entrance construction once State permit is in hand. Also, assist the Land Conservancy Trust in design and implementation of enhancement to the Sunset Farm Trails to make them available to the public without impact to farming operations.

2017 PLANNING BOARD MONTHLY STATISTICS

(Applications highlighted in red indicate the Motion was denied.)

(To include: Public Hearings, Site Reviews, Major/Minor Subdivision Public Hearings, Administrative Subdivisions, Pre-Application Reviews, Comprehensive Plan Meetings, Recommendations to Town Council, Site Reviews, Recommended for Approval, Recommended for Denial, & Commercial Staff Reviews).

1/18: **Site Review:** James Deslandes, Blossom Way/Robinson Street, **Approval 4/0**
Site Review: Joseph & Jane Edmonds, 40 Flint Stone Road, **Approval 4/0**
Site Review: Raymond Larkin, Pocono Road, **Approval 4/0**
Site Review: Nancy Bowron, 8 Lane One, **Approval 4/0**
Site Review: Diana Brazill, Boston Neck Road, **Approval 4/0**
Recommendation to TC: Section 12.4 (Applicability)– continued to 2/9 Special Meeting
ABSENT: VI **5 SR Approvals**

2/8: **Site Review:** Thomas & Sheila Altieri, 40 Burnside Avenue, **Approve 5/0**
Site Review: Nicholas Budano, 46 Follett Road, **Approval 5/0**
FULL HOUSE **2 SR Approvals**

2/9 - Special: Section 12.4 & Streamlining Discussion - Continued to Monday, 2/27 due to snow storm)

2/27 –Special: Section 12.4 – No Motion Action Taken
ABSENT: SG & VI

3/7 - Special: Section 12.4 – No Action Taken
ABSENT: SG & VI

3/21: **Rec. to Town Council -Comp. Plan and Zoning Amendment – Approve 3/0**
Amendment of Final Subdivision – Hazard Castle Estates – tree removal – Approval 3/0
Pre-Application Review – Robinson Farms – continued
Site Review: (John Kisserbeth) Lynn Neville, 87 Winterberry Road – **Denial 3/0 Vote**
Site Review: Anthony Manocchia - **continued**
Section 12.4- No Action Taken
ABSENT: VI & DL **1 SR Continued and 1 SR Denial**

4/18: **Site Review:** Augustine Manocchia, Julia Avenue – **Approval 3/0 (TF recused)**
Site Review: Robert Pettibone, 21 Pilgrim Avenue – **Approval 4/0**
Site Review: Jessie Sammis, III – application withdrawn
Site Review: John Curran, 13 Greenbriar Road – **Approval 4/0**
Pre-Application Review: Robinson Farms/Scott Hallberg – **No Action Taken**
Recommendation To Town Council – Revision to text of Section 12.4 – Approval 4/0
ABSENT: VI **3 SR Approvals**

5/16: **Informational Hearing:** Comp. Permit: Boon Docks Condo – **Approval 5/0**
Site Review: Southwind Corporation / Coast Guard House – **Approval 5/0**
Site Review: Tanis & James Moore, 77 Hollywood Avenue – **Approval 5/0**
Site Review: Jay & Patricia Readyhough, 16 Gull Road – **Approval 5/0**
Site Review: Alfred Verrecchia, 580 Ocean Road - **Approval 5/0**
Site Review: Robert Benjamin, 81 Inez Street – **Approval 5/0**
FULL HOUSE **5 SR Approvals**

6/20: Informational Public Hearing: Robinson Farms Master Plan – Continued to July 18th PB.

Amendment to Recorded Plat, Fort Greene Sub-division – Recommended approval

Site Review: Kyle Cehanowicz, Pine Tree Point Road – Continued to July 18th PB

Site Review: Beverly Reuter Trust, 15 Brown Street – Continued/no date certain

Site Review: Michael Ridolfi, 127 Boon Street – Approval 4/0 w/conditions

ABSENT: SG

1 SR Approval and 2 SR Continued

7/18: Informational Public Hearing continued: Robinson Farms Master Plan – Denial 3/1 (SG)

PH: Amendments to Comp. Plan: Review of Text Amendments – Approval 5/0

Site Review (continued): Kyle Cehanowicz, Pine Tree point Road, Approval 5/0

Site Review (continued): Beverly Reuter Trust, 15 Brown Street, Denial 3/1/1 (VI/DL)

Site Review: Alexander Petrucci, 220 Knowlesway Extension, Approval 5/0

Site Review: Rafael Fonseca, Congdon Street – Continued to 8/15 PB meeting

FULL HOUSE

3 SR Approvals, 1 Continued and 2 Denials

8/15: Preliminary Public Hearing: Comp. Permit/Boon Docks Condos – Continued to 9/19

Site Review: Paul & Tara Santa Barbara, 10 Sea Crest Drive, Approval 3/0

Site Review: Robert Ferraro, Jerry’s Hardware, Pt. Judith Rd., Approval 3/0

Site Review: NGP, LLC, Cumberland Farms, 1141 Boston Neck Rd. – Approval 3/0

Site Review: Rafael Fonseca (continued), 5 Congdon Street – Denial 3/0 Vote

ABSENT: SG & VI

3 SR Approvals, 1 Continued and 1 Denial

9/19: Preliminary Public Hearing: Comp. Permit/Boon Docks Condos, Approval 4/0

Site Review: Ernestine Mercurio – continued at the applicant’s request

Site Review: Knowles Camp, 64 Burnside Avenue, Approval, 4/0

Site Review: James Bedell, Sylvan Road, Approval 4/0 Vote

Site Review: Holly Flagg & Camilla Lee, Ocean Road, Approval 5/0 (VI arrived)

Recommendation to TC/HDC proposed districts – Approval 4/1 - (Nay–VI)

FULL HOUSE

3 SR Approvals and 1 Continued

9/27 –Special - (because of application overloads):

Site Review: Paul Luba & Faith LaSalle, 98 Colonel John Gardner Rd., Approval 4/0

Site Review: DeWardener/Phillips, 46 Kingstown Road, Approval 3/2 - (Nays TF & Doc.)

Site Review: Joseph Hageman, 25 Anawan Drive, Approval 5/0

Site Review: Dr. Gene McKee, 450 Ocean Road, Approval 5/0

Site Review: Francis & Susan Flynn, 7 Riptide Road, Approval 5/0

FULL HOUSE

5 SR Approvals

10/17: Site Review: Ernestine Mercurio, Pocono Road, Motion fails 2 to 2 (VI Recused)

Site Review: Jessica R. Beers, 149 Saltaire Avenue, Approval 5/0

Site Review: Richard & Marian Button, 106 Circuit Drive, Approval 5/0

Site Review: Carol Hagan McEntee, 305 Colonel John Gardner Road, Approval 5/0

Site Review: Marc & Dianna Beaulieu, 118 Winterberry Rd, Motion fails 3 to 2 (TF, JON & SG)

FULL HOUSE

3 SR Approvals and 2 SR Denials

11/14: Site Review: Ciunci, Inc., 88 Pt. Judith Road – continued at applicant’s request.

ABSENT: DL

12/12: Master Plan Informational Hearing, Clarke Road Subdivision - continued to January.

Amendment to Zoning Ordinance, Section 22: text revision, Approval 4/0

Site Review: Thomas Szelag, Ocean Road/Pocono Road, Approval 4/0 Vote
ABSENT: DL **1 SR Approval**

12/19 (S): Canonchet Farm Linear Park

ABSENT: Dr. O'Neill

2017 Final Tally: 34 Approvals
3 Continuations
6 Denials - (4 of which were approved by the ZB)

APPLICATIONS THAT WERE RECOMMENDED FOR DENIAL BY THE PLANNING BOARD AND APPROVED BY THE ZONING BOARD

1. The Planning Board recommended denial of the **Neville application** by a 3/0 Vote at their March 21st meeting; and the Zoning Board approved it with a 5/0 Approval Vote at their April 20th Public Hearing.
 2. At the July 18th Planning Board meeting the **Beverly Reuter Trust application** was recommended for denial by a 3/1/1 Vote; and that same application was approved at the August 17th Zoning Board meeting by a 5/0 Vote.
 3. At the August 15th Planning Board meeting the **Raphael Fonseca application** was recommended for denial by a 3/0 Vote; and that same application was approved at the September 21st Zoning Board meeting by a 5/0 Vote.
 4. At the October 17th Planning Board meeting, the **Beaulieu application** was recommended for denial; and that same application was approved at the November 16th Zoning Board meeting by a 5/0 vote.
-

2017 PLANNING BOARD ATTENDANCE REPORT
(Based on attendance at regularly scheduled meetings only)

Regular Meetings: 12

Special Meetings: 5: 2/9, 2/27, 3/7, 9/27, and 12/19

Total: 17

Terry Fleming: Perfect Attendance

Dr. Joseph O'Neill: Perfect Attendance

Vincent Indeglia: Four Absences: 1/18, 3/21, 4/18, 8/15

Steven Glazer: Two Absences: 6/20, 8/15 (resigned at 10/17 mtg.)

Donald Leighton: Three Absences: 3/21, 11/14, 12/12

Robin Plaziak: (First meeting was December 12th)



Narragansett Recreation Advisory Board

2017 Annual Report

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

RECREATION ADVISORY BOARD

Chair

Keith B. Kyle

Vice-Chair

Roxann Pereira

Members

Thomas J.
O'Rourke III
Rick Lema
Paul Roche
Winter Hames
Thomas Warren

Council Liaison

Jill Lawler

School Committee

Liaison

Frank White

Attendance:

The committee met on the below listed dates in the year 2017:

January 9

February 12

March 13

April 10

May 8

June 12

September 11

October 11

November 13

December 11

Topics Discussed:

- Beach Sunscreen Initiative
- Little League Concession- Contract Terminated
- North Beach Clubhouse Winter rates- Daisy McLeod appointed new Events coordinator for North Beach Clubhouse and Kinney Bungalow.
- Parks Budget, After School Programs at Clarke Road
- Sunscreen Pilot Program with Raw Elements
- Road Races: Director Steve Wright walked the Rec Board thru lengthy process; should road race organizations provide financial information.
- Bench Program: Benches are not perpetual. Same vendor. 15 year life expectancy
- Recreation Building –Visit by Town Council with Rec Board and Steve Wright present
- North Pavilion - diagram displayed to RAB
- Golf Fundraiser- Canceled
- Beach Facilities List- Availability: Cabanas, North Pavilion, South Pavilion
- Beach Opening Procedures
- Rec Building Update: 2 TC members showed to view property; discussed fundraising for building
- Beach Workshop: Presentation by Michelle Kershaw with Q&A afterward with public attendees
- Planning Joint Festivals with the Lions Club; Harvest Festival/Pumpkin Festival at Kinney Bungalow/Sunset Farm
- Festival of Lights. Views on Warming Tent/Pub provided by the Narragansett Education Foundation.

- Paul Roche (New RAB Member) presented pamphlets on past fundraising efforts in his town in CT
- Demolition of Windmill Building, discussed
- Sunscreen Initiative Update: one sponsor for 2018
- Motion to form Committee for Friends of Narragansett Parks & Recreation

Respectfully submitted,

Geri Cataldo

Clerk

Department of Parks & Recreation



TOWN OF NARRAGANSETT

Town Hall • 25 Fifth Avenue • Narragansett, RI 02882-3699
Tel. (401) 789-1044 TDD (401) 782-0610 Fax (401) 783-9637

Tax Assessment Board of Review

John Sheil, Chairman
Joseph Robenhymmer
David Archambault

2017 Annual Report

The Tax Assessment Board of Review held seven (7) hearing dates for the calendar year 2017. One (1) of these meetings was scheduled as an organizational meeting for the upcoming Tax Appeals for 2017.

Each hearing date consisted of approximately three (3) to six (6) appointments for taxpayer appeals to the Board.

A total of fourteen (14) appeals were heard in front of the Board in 2017.

Meeting Date

Members present

1/10/17	John Sheil & Joe Robenhymmer <i>(Also present, Allan Booth, Interim Tax Assessor)</i>
9/12/17	David Archambault & Joe Robenhymmer <i>(Also present Allan Booth, Interim Tax Assessor)</i>
10/3/17	John Sheil, Joe Robenhymmer & David Archambault <i>(Also present, Allan Booth, Interim Tax Assessor)</i>
10/24/17	John Sheil, Joe Robenhymmer & David Archambault <i>(Also present, Allan Booth, Interim Tax Assessor)</i>
11/7/17	John Sheil & Joe Robenhymmer <i>(Also present, Allan Booth, Interim Tax Assessor)</i>
11/21/17	David Archambault –LACK OF QUORUM - Rescheduled <i>(Also present Allan Booth, Interim Tax Assessor)</i>
12/5/17	John Sheil, David Archambault & Joe Robenhymmer <i>(Also present, Allan Booth, Interim Tax Assessor)</i>

Respectfully submitted,

John Sheil, Chairman

Town of Narragansett

Zoning Board

2017 Annual Report

Overview

The Zoning Board of Review (Zoning Board), which also serves as the Platting Board, and the Building Code Board of Appeals is empowered to hear and decide appeals, to grant special use permits, use variances and dimensional variances, in accordance with the specific provisions called out in the Narragansett Zoning Ordinance under RIGL 45-24 et seq. The following report provides a description of the key accomplishments of the Zoning Board, the Platting Board, and the Building Code Board of Appeal for the 2017 calendar year.

Support Staff

The Zoning Board is supported by Building Inspections Office and the Department of Community Development through administrative staff. Organizationally, the Building Inspections Office staff consists of six employees - the Building/Zoning Official, the Assistant Building Inspector, two (2) part-time Community Housing Officers, the Building Inspection Clerk and a Rental Registration Clerk. The Community Development staff consists of four employees – the Director, the Environmental Planning Specialist, the Planning Technician and the Administrative Assistant. Each staff person in the Community Development office provides some level of assistance to the Zoning Board with application review.

2017 Key Highlights

The Comprehensive Plan for Narragansett was approved by the State and Town Council in 2017.

The Zoning Board has reviewed, revised and approved the Rules of Procedure in April, 2017. It was provided to the Town Council and placed on file.

Single Family Improvements – The Zoning Board heard 31 separate applications for single family developments – new construction, additions, demolition or an improvement to an existing dwelling. Of those applicants, 31 approved, 2 were continued to 2018 and 1 was denied.

Non-Conforming Residential Improvements – The Zoning Board heard 6 separate applications for non-conforming residential properties. These include a demolition and reconstruction of Knowles Camp dwellings (Knowles Camp, Inc.), a second and third floor addition to a single family dwelling in a commercial zoning district (Ridolfi), a restoration and expansion of two 2-family dwellings with 2 or more dwelling units onsite (Petrucci, McKee) and approval of relief as part of a subdivision of the property (Flagg.Lee and Deslandes). Of these applications, all were approved.

Commercial Improvements – The Zoning Board heard and approved 3 commercial projects in 2017. NGP II - Cumberland Farms received an approval to expand the freezer/storage area and Southwind Corporation –the Coast Guard House received approval to enclose and expand the south side deck area to create additional internal dining area and a bar. Jerry’s Hardware received an approval to construct a new building on a nearby lot to relocate the business.

Statistical Highlights

12 Scheduled Zoning Board Meetings - 13 Meetings held

- (10 Regular Monthly Meetings, 3 Special Meetings)
(2 meeting were cancelled or postponed due to lack of quorum)

2 Appeals of the Building/Zoning Official Determination

- 1 Reversal of the Building/Zoning Official Determination
- 1 Withdrawal

40 Zoning Board Public Hearing Agenda Items

- 37 Zoning Board Approvals
 - 35 Single family Approvals
 - 2 Commercial Approvals
- 1 Zoning Board Denial
- 2 Zoning Board Continuances to 2018

Board Membership

The Board membership has remained the same with the following members:

James Manning, Chairman

Anthony Brunetti, Vice Chairman

Geraldine Citrone, Secretary

Robert Ferraro

Joseph Paglia

John Kennedy, First Alternate

Christopher Almon, Second Alternate

2018 Outlook

Participation in training programs to enhance efficiency in conduct of public hearings, deliberations and formulation of decisions are offered throughout the year. The Board anticipates the creation of a decision template, in order to assist with making sound and thorough decisions.

2017 ZONING BOARD MONTHLY STATISTICS

Date	Public Hearing	Location	Action
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January 16 - Rescheduled to February 2nd due to lack of abutter notification

February 2 (Special):

Carbone	Follett Road	Continued to May 18
Bouvier	14 Percy Lane	Approval 5-0
Deslandes	Blossom Way	Continued to March 23
Edmonds	40 Flint stone Road	Approval 5-0
Brazill	221 Boston Neck Road	Approval 5-0

All present

February 16

Larkin	269 Pocono Road	Approval 5-0
Bowron	8 Lane One	Approval 5-0

Absent: AB & RF

March 23

Deslandes	Blossom Way	Continued to April 20
Altieri	40 Burnside Avenue	Approval 5-0
Budano	46 Follett Road	Approval 5-0

Absent: JK

April 20

Deslandes	Blossom Way	Approval 5-0
Aberle	11 Barnacle Road	Approval 5-0
Neville	83 Winterberry Road	Approval 5-0

All Present

May 18

Manocchia	Julia Avenue	Approval 5-0
Pettibone	21 Pilgrim Avenue	Approval 5-0
Curran	13 Greenbriar Road	Approval 5-0
Carbone	52 Follett Road	Continued to July 20
Vickers (Appeal)	130 Boon Street	Reversal Approved 4-1

Absent: AB & JK

June 22

Moore	77 Hollywood Avenue	Approval 5-0
Benjamin	81 Inez Street	Approval 5-0
Southwind Corporation	40 Ocean Road	Approval 5-0
Readyhough	16 Gull Road	Approval 5-0
Verrecchia	580 Ocean Road	Approval 5-0

Absent: GC & JP

July 20 NO QUORUM – rescheduled to 7/27

July 27

Brown (Appeal)	45 Burnside Avenue	Continued to August 17
Carbone	52 Follet Road	Continued to September 21
Cehanowicz	Pine Tree Point	Approval, 5-0
Ridolfi	127 Boon Street	Approval 5-0

Absent: JK

August 17

Brown (Appeal)	45 Burnside Avenue	Continued to October 19
Beverly Reuter Trust	15 Brown Street	Approval 5-0
Petrucci	220 Knowlesway Extension	Approval 5-0
NGP II, LLC	1141 Boston Neck Road	Approval 5-0

Absent: JM

September 21

Carbone	52 Follett Road	Continued to January 18, 2018
Fonseca	Congdon Street	Approval 5-0
Santa Barbara	10 Sea Crest Drive	Approval 5-0
Ferraro	Pt. Judith Road	Approval 5-0

All Present

October 19

Brown (Appeal)	45 Burnside Avenue	Withdrawn
Knowles Camp	64 Burnside Avenue	Approval 5-0
Bedell	Sylvan Road	Approval 5-0
Flagg/Lee	320 Ocean Road	Approval 5-0
McEntee	Col. John Gardner	Approval 5-0

Absent: AB & JP

October 26

Luba/LaSalle	98 Colonel John Gardner Rd	Approval 5-0
deWardener/Phillips	46 Kingstown Road	Approval 5-0
Hageman	25 Anawan Drive	Continued to November 16
McKee	450 Ocean Road	Approval 5-0
Flynn	1 Mollusk Drive	Approval 5-0

Absent: JK

November 16

Hageman	25 Anawan Drive	Continued to January 18, 2018
Mercurio	Pocono Road	Decision date December 14
Beers/Pernicone	149 Saltaire Avenue	Approval 5-0
Button	106 Circuit Drive	Approval 5-0
Beaulieu	118 Winterberry Road	Approval 5-0

Absent: AB & RF

December 14

Mercurio	Pocono Road	Denial 5-0
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Absent: AB & RF

2017 Final Tally

Regular Meetings: 10
Special Meetings: 3: 2/2, 7/27, 10/26
Total: 13

40 Zoning Board Public Hearing Applications
37 Approvals
2 Continuations
1 Denial

2 Appeal Public Hearings
1 Withdrawn
1 Reversal

2017 Attendance

James Manning, Chairman	Absences:	8/17
Anthony Brunetti, V. Chairman	Absences:	2/16, 5/18, 10/19, 11/16 and 12/14
Geraldine Citrone, Secretary	Absences:	6/22
Robert Ferraro	Absences:	2/16, 11/16, and 12/14
Joseph Paglia	Absences:	6/22 and 10/19
John Kennedy (1 st)	Absences:	3/23, 5/18, 7/27(S), 10/26(S),
Chris Almon (2 nd)	Absences:	none

A motion was made by Robert Ferraro, duly seconded by Christopher Almon, to approve the Annual Report.

That motion passed 5-0.

(James Manning, Anthony Brunetti, Robert Ferraro, Joseph Paglia, Christopher Almon)

Prepared by Jill Sabo

