

TOWN COUNCIL MEETING MINUTES-WEDNESDAY, JULY 29, 2026

The council met on Wednesday, July 29, 2026, and called to order at 7:00 p.m. in the Town Hall, Council Chambers, Council Chairman Calouro presiding:

PRESENT: Council Chairman, Nathan Calouro
Vice-Chairwoman, Mary Parella
Councilman, Antonio "Tony" Teixeira
Councilman, Timothy Sweeney
Councilman, Aaron Ley

ALSO PRESENT: Town Administrator, Steven Contente
Town Solicitor, Andy Teitz, Esq
Town Sergeant, Archie Martins

The Pledge of Allegiance

Council Chair Calouro led the Council and audience in the Pledge of Allegiance.

Prior to the start of the meeting Chairman Calouro and members of the council wished Clerk Cordeiro a Happy Birthday.

Motion RE: Consent Agenda - To Approve the Consent Agenda

Teixeira/Sweeney- Voted unanimously to approve the Consent Agenda as prepared and presented.

A. Submission of Minutes of Previous Meeting(s)

A1. Town Council Meeting Minutes - June 24, 2026

Sweeney/Parella- motioned to approve these minutes as prepared and presented. Voting in favor Calouro, Parella, Sweeney, and Ley. Abstaining Teixeira

B. Public Hearings

C. Ordinances

D. Licensing Board - New Petitions

D1. Adolfo Escoto, Don Taco & Tequila, 468 Hope Street request one day Liquor License extension of hours on August 15, 2026, to 1:00 AM

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Teixeira/Sweeney- Voted unanimously to approve the request of a one day Liquor License extension of hours on August 15, 2026, to 1:00 AM

Prior to the vote being taken, Assistant Manager Richard Cunha appeared before the Council and informed the Council of the request for a one-day extension of the establishment's liquor license hours until 1:00 A.M. on August 15, 2026, to accommodate a wedding. He noted that no music or entertainment would occur during the extended hours and respectfully requested the Council's consideration.

The Council discussed the request and noted that the establishment had received a positive recommendation. The Council further noted that the owner was a longtime Bristol business owner and expressed agreement with allowing the one-day extension of hours.

D2. Travis Brassard, Stone Soup Kitchen, LLC, 676 Hope Street request for Victualling License

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

d. recommendation - Town Administrator and Water Pollution Control

Teixeira/Parella-Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

Prior to the vote being taken, Travis Brassard and Brenda Perreira, owners of Stone Soup Kitchen, LLC, appeared before the Council regarding their request for a Victualling License.

Mr. Brassard and Ms. Perreira stated that they began their business in Warren approximately a year and a half ago as a scratch kitchen specializing in homemade food. They explained that the Bristol location would operate under a market-style concept, offering freshly prepared foods for customers to purchase, take home, heat, and enjoy. They anticipated opening the Bristol location by September 1, 2026.

The Council congratulated Mr. Brassard and Ms. Perreira on their new location, noting their familiarity with the Warren establishment. Council members welcomed Stone Soup Kitchen to Bristol and wished them continued success.

E. Licensing Board - Renewals

E1. Private Investigator License Renewals 2026-2027 for:

- Charles Galligan, 83 Fales Road
- Veronica Ramos, 23 Fernwood Road
- Stephen Payne, 124 Windward Lane
- Charles Camara, 17 Dixon Avenue

a. recommendation - Town Administrator and Chief of Police

Sweeney/Teixeira-Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

E2. Dog Kennel License Renewals 2026-2027 for:

- Matthew Dame, A Dog's Life-36 Spring Street
- Donna Olivo, All Paw's Inn- 185 Bayview Avenue
- Allison Barr, Allison's Pampered Pets -
7 Michael Drive
- Ashley Preite, Ashley Preite Grooming, LLC -
629 Metacom Avenue
- Karen McCarthy, Courteous Canine- 1 Vasta Lane
- Erin Meyer, Crate Escape Doggie Day Camp -
15 Gooding Avenue, Unit 17 & 18
- Erin Meyer, Crate Escape Doggie Day Camp -
64 Ballou Blvd
- Karl Correia, East Bay Kennels-47 Broad Common
Road
- Kali Cordes, Kali's Cottage Pet Boarding-
10 Hampden Road

a. recommendation - Town Administrator and Chief of
Police (Animal Control)

b recommendation - Town Administrator and Director of
Community Development

Teixeira/Sweeney-Voted unanimously to
grant this license per the
recommendations received and
conditions, if any, as delineated, and
also subject to conformance to all laws
and ordinances and payment of all fees,
taxes, and levies

F. Petitions - Other

F1. Maria Semeraro-Bellanca, 43 Bayview Avenue, Unit #2F,
request for Accessible Parking Space in the Vicinity
of Residence **(review/2nd Reading)**

a. recommendation - Town Administrator and Chief of
Police

b. recommendation - Town Administrator and Director of
Public Works

c. recommendation - Town Administrator and Chief of Police **(Updated)**

d. (Draft) 2nd Reading Resolution - Resolution No. 2026-7-29-F2

Sweeney/Teixeira- Voted unanimously to consider this action to be the second reading for the adoption of the resolution for an accessible parking space. Inform the Public Works Department.

Prior to the vote being taken, Chairman Calouro noted that the matter had been continued to allow the Council to review additional information. He stated that the Council was aware that the applicant was unable to attend the meeting because she was away.

Police Chief Lynch reported that, following further review by the Bristol Police Department, officers spoke with neighboring residents who utilized the existing accessible parking spaces on lower Bayview Avenue and confirmed that those spaces continued to be needed.

Chief Lynch further stated that the Police Department spoke with the applicant's landlord regarding the possibility of accommodating accessible parking on the property. Due to the narrow configuration of the rear of the property, it was determined that the area could not effectively accommodate both an accessible parking space and tenant parking.

Chief Lynch stated that the Police Department therefore recommended establishing an additional accessible parking space adjacent to the existing accessible parking space in the same vicinity. He explained that this would effectively extend the existing accessible parking area to accommodate two vehicles, provide easier access for the applicant, and represent the most efficient use of the available on-street parking area. The council concurred.

F2. Richard and Monica Chartier, 36 Platt Street request a traffic sign installment and 4-way stop at the intersection of Coggeshall Avenue and Platt Street

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Community Development

c. recommendation - Town Administrator and Department of Public Works

Sweeney/Teixeira- Voted unanimously to refer this matter to the Town Solicitor to draft ordinance language for Council consideration at the August 19, 2026 Town Council meeting, and to request that the Town Administrator work with the Department of Public Works to review the existing traffic signage and install speed limit and dead-end signs, as needed.

Prior to the vote being taken, Richard and Monica Chartier appeared before the Council and explained their request for the installation of a four-way stop at the intersection of Coggeshall Avenue and Platt Street. They also requested a review of the existing traffic signage in the area, noting the need for a properly installed dead-end sign on Platt Street and clear signage identifying the 15 MPH speed limit on Platt Street.

Chairman Calouro noted that the recommendation received was in favor of the proposed four-way stop and that a majority of the affected neighbors had signed a petition supporting the request.

Following discussion, the matter was referred to the Town Solicitor to prepare the necessary ordinance for first reading to establish a four-way stop at the intersection of Coggeshall Avenue and Platt Street. The Council further requested that the Town Administrator work with the Department of Public Works to review the existing traffic signage on Platt Street and install appropriate speed limit and dead-end signage, as needed.

F3. James Crouch, 139 Bradford Street, Unit 1F requesting a Mobile Food Event Permit on August 16, 2026, at Independence Park from 7:00 AM - 11:00 AM for post Wedding Breakfast

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks & Recreation

d. recommendation - Town Administrator and Director of Public Works

Sweeney/Teixeira-Voted unanimously to grant a one-day Mobile Food Event Permit for a post-wedding breakfast to be held the parking lot near Quito's, as recommended, on August 16, 2026, from 7:00 a.m. to 11:00 a.m., with the event limited to one (1) mobile food establishment per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

Prior to the vote being taken, James Crouch of 139 Bradford Street, Unit 1F, appeared before the Council regarding his request for a Mobile Food Event Permit to operate a food truck in the downtown waterfront area. He noted the food truck would be for his wedding guests. Mr. Crouch stated that, following discussions with the Police Department, an alternative location had been identified near the Quito's area, which is currently closed, rather than the originally requested parking spaces along Thames Street. He further stated that the Bristol Harbor Inn had declined to allow the food truck to operate from its parking lot, resulting in the request to utilize Town property.

Councilman Teixeira expressed support for the location near Guido's, citing improved safety and ease of access for patrons. Vice Chairwoman Parella noted that locating the food truck along the boardwalk would provide pedestrian access without requiring patrons to enter the street.

Chairman Calouro noted that the proposed location is within a public park and stated that positioning the food truck to one side would provide the operator with a reasonable measure of exclusivity while maintaining the public nature of the area.

Councilman Sweeney expressed his support and moved to approve the Mobile Food Event Permit, consistent with all staff and public safety recommendations, with the food truck to be located in the Guido's area. The motion was seconded by Councilman Teixeira.

There being no further discussion, the motion passed unanimously on a voice vote. Chairman Calouro extended congratulations and well wishes to the applicant.

F4. Gregory Pastore, 44 Church Street request for the removal of an accessible parking space located in front of residence **(1st Reading)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Public Works

Teixeira/Parella- Voted unanimously to consider this action to constitute the first reading of a request for an accessible parking space and to continue the said matter until august 19, 2026 for second reading and adoption of resolution.

Prior to the vote being taken, petitioner Gregory Pastore stated that he purchased the residence in November and had not observed the accessible parking space being used during the approximately nine months since his purchase. He noted that the space had originally been established for a previous owner who had since passed away and stated that its removal would return the space to general on-street parking.

The Council discussed its practice of reviewing requests for both the establishment and removal of accessible parking spaces. The Council noted that when an accessible parking space is no longer needed, it may be returned to general parking and that, should a need arise in the future, a new request for an accessible parking space could be submitted for consideration.

G. Appointments

G1. Rogers Free Library Board of Trustees - 1 three-year term set to expire January 2029

a. Kaitlyn Carmody, 12 Ellen Street - interested/appointment

b. Christina Palmer, 7 Church Cove Road - interested/appointment

c. recommendation - Anne Silvia, Chair of RFL Board of Trustees for appointment of Kaitlyn Carmody

Parella/Sweeney- Voted unanimously to appoint Kaitlyn Carmody to the Rogers Free Library Board of Trustees with a term set to expire in January 2029

H. Old Business

H1. Proposed License to Maintain agreement between Town of Bristol and Joseph B & Judy A Jorge, for a strip of land abutting 27 Surf Drive - **continued from January 17, 2024 (~~call for Public Hearing August 19th~~)**

a. memo from Town Solicitor

Teixeira/Sweeney - Voted unanimously to continue the matter to a future Town Council meeting for further consideration.

Prior to the vote being taken Town Solicitor Teitz requested that the matter be continued, noting that outstanding questions remained and that the Town had been in communication with the applicant. Town Solicitor Tietz stated that additional time was needed before the matter would be ready for Council consideration.

In response to the Council's inquiry as to whether the matter should be continued to the next meeting, the Town Solicitor recommended that it be continued to a future date to be determined, as it was uncertain whether the outstanding questions would be resolved in time for the next Council meeting.

H2. Review of Municipal Liquor Licensing Practices
(Phased Approach- requested by council continued from April 22nd)

- a. Compiled Council Recommendations submitted
- b. Councilman Ley - Recommendations
- c. Councilman Sweeny - Recommendations
- d. Councilman Teixeira - Recommendations
- e. Vice Chairwoman Parella - Recommendations

Parella/Sweeney - Voted unanimously to refer the matter to the Town Solicitor to draft a policy/guidelines reflecting the Council's discussion for consideration at its next meeting

Prior to the vote being taken, Clerk Cordeiro noted receipt of letters from Maryann Bergenholtz and Thomas Bergenholtz.

The Council reviewed its existing practice regarding the issuance of new liquor licenses. Chairman Calouro stated that the Council's general practice has been to issue a limited beer and wine license for an initial six-month period to a new licensee, unless the applicant already held a liquor license in Town and was adding another location. Following the initial six-month period, the applicant could return to the Council for consideration of a full liquor license.

The Council discussed whether this practice remained appropriate in light of changes in the Town and the restaurant industry. Members discussed allowing the Council to consider a full liquor license at the outset when an applicant demonstrates significant prior experience operating or managing a liquor-licensed establishment and a satisfactory operating history, while retaining the Council's discretion to review each application individually.

The Council discussed the types of experience that could be considered, including ownership, management, or direct daily responsibility for an establishment holding a liquor license. Such experience could be obtained in Rhode Island or another state. The Council could also consider an applicant's operating history, references, prior issues, if any, and how those issues were addressed.

Vice Chairwoman Parella discussed requiring a demonstrated period of experience and initially referenced 18 months, while indicating that a shorter period could also be considered. Following discussion, the Council favored using general language regarding significant prior experience rather than establishing

a fixed minimum period that might not appropriately address all circumstances.

The Council discussed that an applicant without significant liquor-license experience would generally be considered for a limited license for the initial six-month period. An applicant demonstrating significant experience and a satisfactory operating history could be considered for a full liquor license at the outset, subject to the Council's case-by-case review.

Councilman Sweeney noted that a written policy should not create an automatic barrier for an individual seeking to establish a business in Bristol. The Council discussed applicants with food-truck or restaurant experience, as well as applicants who may have substantial management experience without having been the named liquor license holder. The Council agreed that applicants should have the opportunity to present their qualifications and experience and that the Council should retain discretion to consider the individual circumstances of each application.

The Council also discussed possible safeguards for applicants with limited experience, including issuance of a limited license, adjusted hours of operation, and follow-up reviews. Members discussed requiring licensees granted a full license to appear before the Council at approximately three months and six months following issuance to allow the Council to review operations and address any concerns.

Town Clerk Cordeiro noted that the Council's prior practice had not been established as a written policy and that applicants remained able to request a full license pursuant to the applicable ordinance and State law. The Council discussed establishing a written policy so that prospective applicants would be informed of the Council's general practices when beginning the application process through the Town Clerk's Office.

The Council further discussed application of the proposed policy to new owners acquiring an existing liquor license. The Town Solicitor clarified that the policy would apply to the transfer of a license to a new owner, but would not apply when an existing licensee was transferring the location of its establishment.

Town Solicitor Teitz stated that the proposed written policy could establish a limited license for the first six months as the Council's general practice, while providing that the Council may waive that practice for an applicant who demonstrates

significant experience operating or managing a liquor-licensed establishment and a satisfactory operating history.

I. Other New Business Requiring Town Council Action

**II. Town Administrator Contente - Brewster Thornton Group
Guiteras School Design Development Update**

Sweeney/Teixeira_- Voted unanimously to approve the proposed Change of Service for architectural and engineering services related to the renovation of Guiteras School, as presented, and proceeding with bid for the project as a single-phase construction project managed by a general contractor

Prior to the vote being taken, Town Administrator Contente reported that Community Development and Building had relocated to Guiteras School ahead of the initial project schedule. He stated that the original scope of work for Brewster Thornton Group Architects was to prepare Guiteras School for the relocation of those departments from Reynolds School.

Town Administrator Contente explained that the proposed change order would expand the previously approved limited scope to advance a larger project for the consolidation of Town offices at Guiteras School. He stated that the potential sale of Reynolds School could provide funding for additional improvements and allow the Town to relocate all Town offices to Guiteras School should the Council elect to proceed with the sale.

Nathaniel Ginsberg of Brewster & Thornton Group Architects reported that the project team had completed master planning, a building assessment, hazardous-materials review, existing-conditions and building-systems reviews, and site master planning. He stated that potential layouts for Town offices throughout the building had been developed, including consideration of building circulation and use of the site.

Mr. Ginsberg reported that the team was approximately 75% through design development for the initial phase. He explained that the expanded scope would require the team to return to the beginning of the design-development phase; however, the programming and schematic-design phases would not need to be

repeated because the earlier planning had contemplated future Town office uses.

The Council was advised that the estimated total project cost was approximately \$3 million, inclusive of construction, engineering, architectural services, and construction oversight. Town Administrator Contente stated that the project would provide outfitted office space for Town departments and air conditioning throughout the building.

The Council was further advised that the available funding would not provide for a complete auditorium fit-out for Council chambers, new entrance additions, or exterior site work. Town Administrator Contente stated that the auditorium would remain available for larger meetings and referenda, while the second floor could accommodate Council meetings, Probate Court, and Municipal Court. He noted that the schematic design remained in draft form and would be further reviewed with Town departments and the Council.

Mr. Ginsberg reported that the building's heating system was relatively new and that the project team had identified existing ductwork and chases from the building's former school ventilation system that could potentially be utilized for the installation of air conditioning.

The Council discussed the consolidation of Town offices, the potential sale of Reynolds School and other Town-owned buildings, and the potential return of those properties to the tax rolls. Chairman Calouro stated that the Council did not take the potential sale of Town buildings lightly and discussed the anticipated operational efficiencies and cost benefits associated with consolidating Town functions in one location.

Town Administrator Contente stated that estimating and bidding remained to be completed and that the project would be designed within the available budget. He further stated that the project was intended to proceed without a tax increase, with funding anticipated from existing Guiteras funds and proceeds from the sale of Town property.

**12. Town Administrator Contente - Correspondence
Regarding the Town's S&P Global Bond Rating
(Informational)**

Sweeney/Teixeira- Voted unanimously to receive and place this matter on file.

Prior to the vote being taken, Town Administrator Contente reported that the Town received a AA+ bond rating from S&P Global for 2026. He reported that the interest rate for the Town's road-paving borrowing was 3.79% and stated that the strong bond rating contributed to favorable borrowing costs.

Town Administrator Contente reported that S&P Global reviewed the Town's audit and financial information and conducted an approximately one-and-one-half-hour interview with the Treasurer and Town Administrator. He stated that the review included the Town's school bonds, capital forecast, pension plans, other post-employment benefits, annual budget performance, fund balance, and local economy.

Town Administrator Contente stated that the Town's capital forecast included anticipated school bond obligations and continued annual borrowing of approximately \$2.5 million for sewer improvements. He noted that these planned obligations were considered as part of the rating process.

The Council discussed factors that could support achieving a AAA rating. Town Administrator Contente stated that rating agencies utilize scorecards and that additional income and reserves may be among the factors considered. He stated that additional information was expected regarding areas in which the Town could improve its rating.

The Council discussed that the AA+ rating represents a strong credit rating for the Town and assists in reducing borrowing costs. The Council also noted that Bristol's tax rate ranks seventh from the bottom among Rhode Island's 39 municipalities.

I3. Fire Chief DeMello regarding Board of Engineers recommendation of Residential Recreational Fires

a. Vice Chairwoman Parella - consideration of the previously proposed 2015 Firepit Ordinance

Parella/Teixeira - Voted unanimously to refer the matter to the Fire Chief, Town Administrator, and Town Solicitor to draft ordinance language for Council consideration at the August 19, 2026 Town Council meeting.

Prior to the vote being taken, Fire Chief DeMello recommended that the Town's regulations governing recreational fires be tied to the Rhode Island State Fire Code. He stated that the existing Town ordinance generally references campfires and prohibits the burning of trash and leaves but does not establish detailed standards for recreational fires or an effective penalty structure for repeat violations.

Fire Chief DeMello stated that the State Fire Code uses the term "recreational fire" and includes fires for ceremonial purposes, cooking, or warmth. He explained that the Code establishes standards for recreational fires, including size limitations, and allows the authority having jurisdiction to establish certain additional local requirements.

Fire Chief DeMello discussed developing a concise checklist for residents and firefighters identifying the requirements for recreational fires, including fire location and size, permitted and prohibited materials, weather conditions such as Red Flag Warnings, and other applicable safety requirements.

In response to the Chairman's inquiry regarding the need for an ordinance and the Town's existing enforcement authority, Fire Chief DeMello stated that the Fire Department may order a fire extinguished pursuant to the Fire Code; however, the existing Town ordinance does not provide an effective local penalty structure for repeated noncompliance. He stated that repeat matters may currently be referred to the zoning enforcement official, while more serious matters may be referred to the State Fire Marshal and, depending upon the circumstances, could result in a criminal investigation.

Vice Chairwoman Parella expressed concern regarding recreational fires on smaller lots, particularly in downtown areas where homes, older garages, fences, trees, and historic structures are located in close proximity. She discussed concerns involving the burning of pallets and other inappropriate materials, excessive flames and smoke, and the potential risk to surrounding vegetation and structures.

The Council discussed utilizing the State Fire Code standards for recreational-fire dimensions. Fire Chief DeMello stated that the current State Fire Code allows recreational fires up to three feet in diameter and two feet in height. The Council noted that a proposed ordinance considered in 2015 referenced a smaller fire-pit size and discussed relying upon current State standards where appropriate.

The Council discussed conditions that could make recreational fires unsafe, including high winds, drought conditions, excessive fire size, the burning of treated or other inappropriate materials, and failure to ensure that a fire is fully extinguished. Fire Chief DeMello stated that the proposed ordinance and accompanying public information should establish clear standards that are readily available to residents.

The Council also discussed public education before and during implementation of a new ordinance. Fire Chief DeMello stated that information could be provided through the Town website, social media, and other Town communication methods and noted that most complaints are resolved when fire personnel respond and explain the applicable requirements.

Fire Chief DeMello stated that Police and Fire personnel generally respond jointly to complaints reported as smoke in the area because such calls may involve a structure fire. The Council discussed a progressive approach to enforcement, beginning with education and warnings where appropriate, followed by fines or Municipal Court proceedings for repeated violations.

The Council stated that the ordinance should provide the Fire Department and Police Department with clear enforcement authority for repeat violations, with the objective of correcting unsafe behavior and promoting compliance rather than generating revenue.

I4. Director Williamson proposed amendment to the Short-Term Rental Zoning Ordinance

a. (draft) Ordinance

Sweeney/Teixeira - Voted unanimously to refer the matter to the Town Solicitor to prepare proposed zoning ordinance amendments related to short-term rentals for a First Reading at the August 19, 2026 Town Council meeting, with the amendment that the provision requiring a Special Use Permit for properties hosting or advertising short-term rentals for more than seven (7) total nights in a calendar year be revised to fourteen (14) total nights. The motion further authorized the Town Clerk to advertise and publish notice of the Second Reading and

Public Hearing in advance, and referred the proposed amendments to the Planning Board for a formal recommendation to the Town Council prior to the Public Hearing.

Prior to the vote being taken, Community Development Director Williamson reported that short-term rentals had been identified as a priority during the comprehensive plan update and related public workshops. She stated that participants had raised concerns regarding the potential impact of short-term rentals on housing availability and residential neighborhoods.

Planner/HDC Coordinator Toth presented the draft ordinance and stated that its primary purpose was to preserve long-term housing in Bristol while establishing a local regulatory framework for new short-term rentals.

Planner/HDC Coordinator Toth stated that the proposed ordinance would require new short-term rentals to obtain a special use permit in addition to registering with the State Department of Business Regulation. He explained that the special use permit process would provide notice to neighboring property owners and an opportunity for public comment through the Zoning Board.

The proposed ordinance would not apply to existing short-term rentals actively registered with the State unless the registration lapses for more than one calendar year. The Town Solicitor stated that this provision was intended to identify legally existing uses and avoid uncertainty as to whether an existing short-term rental could continue operating.

Planner/HDC Coordinator Toth stated that the draft would generally require the owner of a short-term rental property to reside at the property during rental periods. He explained that the requirement was intended to ensure that a responsible person was present to address issues involving guests, noise, parking, or other neighborhood concerns.

The Council discussed the owner-occupancy requirement and its potential effect on residents who rent their homes for limited periods, including during the Fourth of July. Mr. Toth stated that the draft included an exception for limited rentals and would continue to allow residents to rent additional rooms or portions of an owner-occupied residence while residing at the property.

Town Solicitor Teitz stated that the Town could not require a property owner to be a Bristol or Rhode Island resident. He

explained that the proposed owner-occupancy requirement was instead intended to regulate the operation of the short-term rental by requiring a responsible operator to be present at the property during rental periods.

The Council discussed increasing the proposed limited-rental exception from seven days to 14 days per calendar year. Town Solicitor Teitz stated that a 14-day exception would allow a homeowner to rent a residence for limited periods without the owner-presence requirement and would also be consistent with a period utilized under certain tax laws. The Council indicated that the proposed ordinance language should be revised to reflect the 14-day exemption in place of the seven-day exemption

Planner/HDC Coordinator Toth stated that the proposed ordinance would limit occupancy to six persons of any age and establish parking requirements. He noted that parking requirements were particularly relevant in downtown areas, where multiple guests arriving in separate vehicles could affect parking on narrow residential streets.

The proposed ordinance would also prohibit advertising a short-term rental as an event space, wedding venue, party house, or similar use. The Council discussed that the regulations were intended to address the use of residential properties for short-term lodging rather than commercial event operations.

The Council discussed the proposed three-year duration of a special use permit. Town Solicitor Teitz stated that the permit would run with the property during its term, while the three-year limitation would allow for periodic review and provide neighbors with an opportunity to raise concerns during the renewal process if problems developed.

Town Solicitor Tietz stated that short-term rentals might not presently be a widespread issue in Bristol but that regulations should be considered before a substantial increase in such uses occurred. He noted that once legally existing short-term rental uses became established, they could potentially continue as preexisting nonconforming uses if the Town subsequently amended its zoning regulations.

The Council discussed the proposed ordinance as one local tool to address housing availability, neighborhood stability, and parking. Members also discussed examples regarding the number of short-term rentals in other Rhode Island communities and the potential impact of investor-owned short-term rental properties on the local housing market.

Town Solicitor Teitz stated that the Planning Board had reviewed the draft ordinance but that a formal Planning Board recommendation would be required prior to the public hearing. The Council discussed scheduling the ordinance for first reading at the August 19, 2026 Town Council meeting and authorizing advance public notice to allow for a public hearing in September.

I5. Director Williamson Draft amendment to the Zoning Ordinance regarding the Flood Zones

Sweeney/Teixeira - Voted unanimously to refer the matter to the Town Solicitor to prepare proposed zoning ordinance amendments related to flood zones for a First Reading at the August 19, 2026 Town Council meeting, The motion further authorized the Town Clerk to advertise and publish notice of the Second Reading and Public Hearing in advance, and referred the proposed amendments to the Planning Board for a formal recommendation to the Town Council prior to the Public Hearing.

Prior to the vote being taken, Director Williamson presented a proposed amendment to the definition of substantial improvement in the flood zone ordinance. She explained that the current ordinance requires a 10-year look-back when determining whether improvements exceed 50% of a home's value.

Director Williamson stated that, under the current ordinance, staff reviews work performed during the prior 10 years and adds the cost of the proposed project. If the total exceeds 50% of the value of the home at the beginning of the look-back period, the property owner must bring the home into compliance with floodplain requirements before proceeding with the project.

Director Williamson reported that increased construction costs and changes in property values since the COVID-19 pandemic had caused projects such as siding, doors, windows, energy improvements, solar projects, bathroom remodels, and HVAC upgrades to trigger the substantial-improvement requirement. She stated that some property owners had deferred or abandoned proposed work because of the cost of bringing their homes into floodplain compliance.

Director Williamson recommended changing the look-back period from 10 years to five years. She stated that the change would allow more property owners to complete maintenance and energy-related projects while continuing to meet floodplain-management requirements.

The Council was advised that Bristol participates in the Community Rating System, a voluntary Federal Emergency Management Agency program that provides credit for floodplain-management activities. Director Williamson stated that Bristol is currently rated Class 7, which provides a 15% discount on National Flood Insurance Program insurance for approximately 400 policyholders.

Director Williamson stated that she consulted with Rhode Island Emergency Management Agency staff regarding the proposed change. She reported that a five-year look-back would allow the Town to retain its Class 7 rating and the associated insurance discount.

The Council discussed whether other communities use shorter look-back periods and whether additional Community Rating System activities might offset points associated with the current 10-year provision. Director Williamson stated that other participating communities use different approaches and that she would continue working with State staff to identify other actions that could improve flood insurance discounts while assisting property owners.

CF. Citizens Public Forum

*PERSONS WISHING TO SPEAK DURING THE CITIZENS PUBLIC FORUM
MUST NOTIFY THE COUNCIL CLERK PRIOR TO THE COMMENCEMENT OF
THE MEETING*

The Town Solicitor stated that the Council could receive public comments during Citizens Public Forum but could not respond to questions or comments because of the requirements of the Open Meetings Act.

Rachel Averett, 2 Masterson Avenue, requested that the Council prioritize permanent interpretive signage recognizing the history of New Gorée, Bristol's free Black community. Ms. Averett stated that she had researched Rhode Island history and worked with historians, community members, and descendants over the preceding four years.

Ms. Averett discussed the history of New Gorée as a free Black community in Bristol and stated that its history, along with the history of local Indigenous peoples and land acquisition in Bristol, was not widely represented in the Town's public spaces. She stated that public history and interpretive markers play an important role in determining which people and events are remembered within a community.

Ms. Averett requested that the Council work with the appropriate boards, historians, community members, and descendants to consider the location, historical content, design, and potential funding opportunities for permanent interpretive signage. She further requested that the matter be placed on a future Council agenda and expressed her willingness to work with the Town on the initiative.

J. Bills & Expenditures

J1. Bid No. 1091 2026 Road Resurfacing Project

Sweeney/Parella- Voted unanimously to refer this matter to the Town Administrator and Department of Public Works to act in the best interest of the Town.

Prior to the vote being taken, Clerk Cordeiro presented the following bid tabulations for the bids received, as outlined below:

- T. Miozzi, LLC., in the amount of \$2,221,375.00
- J.H. Lynch & Sons, Inc., in the amount of \$2,442,210.00
- Narragansett Improvement Co., in the amount of \$2,435,225.00
- Vinagno Materials LLC., in the amount of \$1,888,222.00

J2. Bid No. 1092 Property Surveys for Drainage Easements

No Action Taken

Prior to the vote being taken, Clerk Cordeiro noted that no bid were received.

K. Special Reports

K1. BCWA Tri-Town Monthly Report - June 24, 2026

Teixeira/Sweeney - Voted unanimously to receive and place this matter on file and to request that a representative of the BCWA attend a future Town Council meeting to provide a report to the Council

Prior to the vote being taken, The Council discussed Item 2 of the report regarding the removal of the pipeline along the Palmer River and Item 3 regarding the demolition of Phase Two of the current building.

Councilman Teixeira requested that the Bristol County Water Authority Directors appear before the Council to provide an update regarding current Water Authority activities, including the matters referenced in the report.

The Council requested that the Clerk contact the Bristol County Water Authority Directors to arrange for their appearance at a future Council meeting

L. Town Solicitor

M. Executive Sessions

- M1. Town Administrator Contente request for Executive Session Pursuant to RIGL § 42-46-5 (a)(5), acquisition or lease of real property for public purposes.

Teixeira/Sweeney - Voted unanimously to convene in Executive Session pursuant to RIGL Section 42-46-5 (a) (5) concerning the Acquisition or lease of real property for public purposes at 9:09 PM.

Teixeira/Sweeney- Voted unanimously to resume open session and seal the minutes of the Executive Session at 9:16PM.

Solicitor Tietz announced that no motion was made and no vote was taken in Executive Session

Consent Agenda Items:

(CA) AA. Submission of Minutes - Boards and Commissions

Approval of consent agenda = "motion to receive and place these items on file"

- (CA) AA1. Rogers Free Library Board of Trustees Meeting Minutes - April 16, 2026
- (CA) AA2. Bristol Fire Department Board of Engineers Meeting Minutes - June 29, 2026
- (CA) AA3. Properties Committee of the BCWA Meeting Minutes - May 20, 2026
- (CA) AA4. BCWA Board Meeting Minutes - May 27, 2026
- (CA) AA5. BCWA Annual Meeting Minutes - May 27, 2026
- (CA) AA6. BCWA Finance Committee Meeting Minutes - June 9, 2026
- (CA) AA7. Conservation Commission Meeting Minutes - June 2, 2026
- (CA) AA8. Zoning Board Meeting Minutes - June 1, 2026
- (CA) AA9. Rogers Free Library Board of Trustees Meeting Minutes - May 21, 2026

(CA) BB. Budget Adjustments

Approval of consent agenda = "motion to approve these adjustments"

- (CA) BB1. Tax Assessor Leadem - Recommended Abatements & Additions for July 2026

(CA) CC. Financial Reports

Approval of consent agenda = "motion to receive and place these items on file"

- (CA) CC1. Treasurer Carulli YTD Budget to Actual for month end June 2026

(CA) DD. Proclamations, Resolutions & Citations

Approval of consent agenda = "motion to adopt these Proclamations, Resolutions and Citations as prepared and presented"

(CA) DD1. Proclamation - Thomas M. Carrol 2026, Chief Marshal of the Bristol Fourth of July Celebration (signed)

(CA) EE. Utility Petitions

Approval of consent agenda = "motion to approve these petitions"

(CA) FF. City & Town Resolutions Not Previously Considered

Approval of consent agenda = "motion to receive and place these items on file"

(CA) GG. Distributions/Communications

Approval of consent agenda = "motion to receive and place these items on file"

(CA) GG1. Council Chairman Calouro on behalf of the Bristol Town Council regarding House Bill H7676/Senate Bill S2612 to Rhode Island Senate

(CA) GG2. Town Administrator Contente regarding Designation of Acting Town Administrator

(CA) GG3. ACLU Report- Access to Public Meetings - RI City and Town Councils and School Committees

(CA) GG4. Tupelo Realty Court Street Parking Lot Proposed Lease Agreement (signed)

(CA) GG5. Communication memo from Town Solicitor regarding Newly Enacted Legislation Pertaining to Land Use

(CA) HH. Distributions/Notice of Meetings
(Office copy only)

Approval of consent agenda = "motion to receive and place these items on file"

(CA) HH1. Rogers Free Library Board of Trustees Meeting - June 25, 2026

(CA) HH2. Planning Board Technical Review Committee Meeting - June 30, 2026

- (CA) HH3. Budget and Declining Enrollment Workgroup Meeting - June 25, 2026 (CANCELLED)
- (CA) HH4. Bristol 4th of July Committee Parade Subcommittee Meeting - June 27, 2026
- (CA) HH5. Zoning Board of Review Meeting - July 13, 2026
- (CA) HH6. BCWA - July Board Meeting Cancelled
- (CA) HH7. Planning Board Meeting - July 9, 2026
- (CA) HH8. Board of Canvassers Meeting - July 15, 2026
- (CA) HH9. Board of Canvassers Meeting - July 20, 2026 (4:30)
- (CA) HH10. Board of Canvassers Meeting - July 20, 2026 at (3:30 PM)
- (CA) HH11. Bristol Fourth of July Committee General Committee Meeting - July 14, 2026
- (CA) HH12. Conservation Commission Meeting - July 14, 2026
- (CA) HH13. Bristol Fourth of July Committee Golf Tournament Subcommittee Meeting - July 23, 2026
- (CA) HH14. Bristol Fourth of July Committee Four of Diamonds Subcommittee Meeting - July 27, 2026
- (CA) HH15. Planning Board Meeting - July 9, 2026
- (CA) HH16. Board of Canvassers Meeting - July 20, 2026
- (CA) HH17. Rogers Free Library Board of Trustees Meeting - July 16, 2026
- (CA) HH18. Planning Board Comprehensive Plan Meeting - July 23, 2026
- (CA) HH19. Historic District Commission Meeting - August 6, 2026

(CA) II. Claims (Referrals)

Approval of consent agenda = "motion to refer these items to the Insurance Committee and at its discretion to the Interlocal Trust"

(CA) III. Nicholas McGaw, 15 Hambly Road, Tiverton - claim for damages

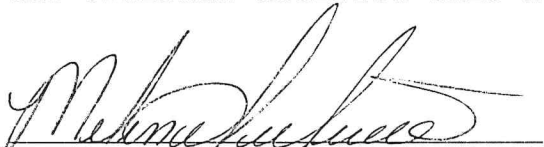
(CA) JJ. Miscellaneous Items Requiring Council Approval

Approval of consent agenda = "motion to approve these items"

(CA) KK. Curb cut petitions as approved by the director of public works

Approval of consent agenda = "motion to grant these curb cuts per the recommendation of, and conditions specified by, the Director of Public Works"

There being no further business, upon a motion by Councilman Sweeney, seconded by Councilman Teixeira and voted unanimously, the Chairman declared this meeting to be adjourned at 9:16 pm.



Melissa Cordeiro, Town Clerk
Council Clerk