



STEVEN CONTENTE
Town Administrator

TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

MEMORANDUM

To: Bristol Town Council

Date: September 8, 2026

From: Steven Contente, Town Administrator

Re: 235 High Street — Reynolds School

Dear Members of the Bristol Town Council,

Based on the Town's current facility needs and the ongoing costs associated with maintaining the former Reynolds School at 235 High Street, it is recommended that the Bristol Town Council authorize the Town to proceed with a Request for Proposals (RFP) for the sale of the property.

The Town has continued to maintain the property while evaluating its future use. Given the building's ongoing maintenance and operating costs, and the Town's other facility needs, proceeding with an RFP would allow the Town to determine the market interest and potential value of the property.

The Town Council has previously identified improvements to the Guiteras School Government Center as a use for proceeds from the sale of Reynolds School.

It is further recommended that, following completion of the Guiteras School Government Center improvements, any remaining net proceeds could be available for other municipal building improvements as determined by the Town Council.

The sale would provide an opportunity to generate funds from an underutilized municipal asset, reduce the Town's ongoing costs associated with the property, and return the property to the tax rolls, while advancing the Town's facility priorities.

Authorize the Town Administrator to proceed with the RFP process for the sale of 235 High Street (Reynolds School), including the necessary public hearing.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Steven Contente", is written over a horizontal line.

Steven Contente, Town Administrator