



TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

H1A

STEVEN CONTENTE
Town Administrator

Honorable Bristol Town Council
10 Court Street
Bristol, RI 02809

October 2, 2023

Re: Recommendation for Forming a Local 250th Commission

Dear Honorable Council Members,

It is especially exciting to share a look ahead to 2026 and how Bristol Residents, Businesses, Government, and Students will celebrate the Nations 250th anniversary. To begin the planning I am recommending the establishment of a Bristol 250th Commission to be formed by Town Council Resolution. The period for the active Commission would be December 1, 2023 to December 1, 2027.

The Commission Board would include the following 9 Board Members:

- 3 Members appointed by the Town Council
- 1 Member appointed by the Town Administrator
- 1 Member representing Explore Bristol
- 1 Member representing the Bristol Fourth of July Committee
- 1 Member representing the Bristol Historical and Preservation Society
- 1 Member representing the Bristol Warren School District
- 1 Member representing Roger Williams University

The Commission should provide progress reports and/or minutes of meetings to the Town Council at lease quarterly. The Commission should request funds in January of 2024 during the municipal budget process to be used to support any initial planning incidentals and cover printing of brochures or press material.

I believe that the recommended Commission will collectively highlight Bristol's unique contributions to our Nation and successfully organize a meaningful celebration of our freedom, equality, and independence.

Sincerely,

Steven Contente
Town Administrator

