



STEVEN CONTENTE
Town Administrator

TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

July 1, 2026

Town Clerk Melissa Cordeiro
Town of Bristol
10 Court Street
Bristol, RI 02809

Re: Designation of Acting Town Administrator

Dear Town Clerk Cordeiro:

Pursuant to Section 304 of the Bristol Town Charter, I hereby designate Fire Chief Michael DeMello to perform the duties of the Town Administrator during my temporary absence from July 5, 2026, through July 16, 2026. During this period, Fire Chief DeMello shall serve as Acting Town Administrator.

For the conduct of normal Town business, Operations Manager Eric Dickervitz will be available to assist Town departments, employees, and the public during my absence.

Thank you.

Respectfully,

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

Steven Contente
Town Administrator

Cc: Town Department Heads