

TOWN COUNCIL MEETING MINUTES-WEDNESDAY, NOVEMBER 1, 2023

The council met on Wednesday, November 1, 2023, and called to order at 7:05 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, Michael Ursillo, Esq  
John Ferreira, acting Town Sergeant

ABSENT Town Sergeant, Archie Martins

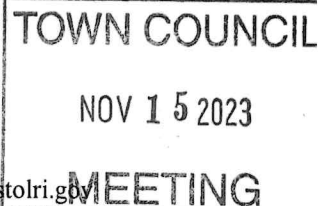
**Special Recognitions**

**Town Administrator Contente re - 2023 Historic Preservation Project Awarded to Unity Park**

At the commencement of the meeting the council acknowledged Joseph M. Brito, Jr, and Unity Park LLC for their 2023 Historic Preservation Project award. Town Administrator Contente and all council members extended their heartfelt congratulations and gratitude to Mr. Brito and his team for their unwavering commitment to preservation, community engagement, development revitalization, and notable achievements in the realms of both economy and environment.

Valerie Talmage, executive director of Preserve Rhode Island, presented an overview of the Rhody Award for Excellence in Historic Preservation, emphasizing the significance of honoring such endeavors. She reiterated the recognition of Unity Park during the award ceremony and provided insights into the remarkable aspects of the project. Ms. Talmage also delved into the project's specifics, highlighting its impressive transformation, and offered further congratulations to Mr. Brito and his dedicated team of professionals.

A video presentation was shown of the Unity Park Project.



Mr. Brito shared insights about the inception of Unity Park, crediting his son Chris for originating the name. He emphasized the collaborative effort of various stakeholders, including the Town Council, Zoning Board, Planning Board, Historic District Commission, Fire Chief, and Police Chief, in bringing the project to fruition. He expressed gratitude for the collective effort, emphasizing that the success of the project was a result of their joint commitment and dedication. Mr. Brito acknowledged the tireless support of his wife, Betty, throughout the process, thanking her for her unwavering belief in their vision and endeavors

The Council presented Mr. Brito and Unity Park, LLC with the following citation:

In recognition of Unity Park Development's 2023 Rhody Award for historic preservation by Preserve RI, the Town of Bristol proudly acknowledges and commends Joseph M. Brito, Jr.'s outstanding vision and the concerted efforts of Unity Park, LLC's dedicated team, along with the collaborative spirit of the community.

With the unwavering commitment of Unity Park LLC and their proficient support team, in conjunction with the cooperation of the town of Bristol, Unity Park has undergone a remarkable transformation. Once an abandoned industrial site that housed the National Rubber Company, this location has evolved into a vibrant and dynamic new commercial complex.

Unity Park now stands as a shining example of historic preservation, a place where the past converges with the present to create a brighter future. It has become home to a thriving community of Blue Economy businesses, restaurants, a coffee shop, a brewery, and a distillery.

This remarkable achievement not only honors our rich history but also serves as an inspiration to all who recognize the value of preserving our heritage while embracing the potential for growth and renewal.

In making this presentation, the Honorable Town Administrator and Honorable Town Council of the Town of Bristol, State of Rhode Island, in accordance with the authority vested in them by the citizens of Bristol, and on behalf of all Bristolians, extends its heartfelt appreciation to Unity Park LLC, their team, and all those involved in this remarkable undertaking, and celebrates the enduring legacy of Unity Park in our town's history.

**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 - October 4, 2023
- A2.** Town Council Special Meeting, September 20, 2023
- A3.** Executive Session Meeting, September 20, 2023 (sealed council only)

Sweeney/Teixeira - Voted unanimously to approve the minutes of September 20, 2023, October 4, 2023, and the Executive session minutes of September 20, 2023, as prepared and presented.

**B. Public Hearings**

**C. Ordinances**

- C1.** Ordinance #2023-19 Chapter 16, Article V Stopping, Standing and Parking, Section 16-143 - Parking prohibited at all times (correction to Ordinance 2023-13 from east side to west side) **(2nd reading)**  
**(continued from October 4, 2023)**

- a. (copy of) original petition requesting parking modification

Sweeney/Parella- Voted unanimously to continue the matter to the November 15<sup>th</sup> Council meeting and refer the matter to the Police Department and Town Solicitor to draft a revised ordinance for consideration and second reading.

Prior to the vote being taken, Town Administrator Contente provided an overview of the supplemental recommendation received. He highlighted that he is recommending a 15' no parking on the west side of King Philip Avenue starting at the intersection of Dyer Avenue extending 15' northbound. He explained that the 15' to the corner was in keeping with traffic

standards and combined with the 20' width of Dyer Avenue the bus would have a total of 35' of clearance. It was further noted that the student bus driver had no issues with the bus stop and had no issues stopping on the roadway for pickups.

Town Administrator Contente clarified that the 15' no parking box 15' from the corner does not require council action nor an ordinance change.

Jodi and Mark Traghella of 71 King Philip Avenue addressed the council. Mrs. Tregbella provided clarification, explaining that her initial petition aimed to establish a 20-foot "no parking" box at the point where her residence's front door intersects with the street ensuring safe passage for her special needs child. She expressed her concerns She emphasized her concerns about the inadequacy of the 15-foot corner "no parking" box in ensuring her son's safe access to the bus.

Discussions ensued relating to incorrect placements of no parking boxes and corrections made.

Discussions ensued regarding the advertising requirements necessary to fulfill the request for an additional "no parking" zone near the front area aligned with the path leading from the front door. Solicitor Ursillo suggested specifying the location and dimensions for the re-advertisement.

Police Chief Lynch noted that an investigation would be conducted in the morning. Additionally, he clarified that if the council wishes, he has the authority to temporarily install a parking block until a final decision is made. The council agreed by consensus to install a temporary no-parking block.

Patricia Esteves of 74 King Philip Avenue addressed the council and expressed her concerns about limited parking in the already congested streets and the current abuse of parking.

Patricia Esteves from 74 King Philip Avenue spoke before the council, expressing her concerns about the scarcity of parking in the already overcrowded streets and the existing misuse of parking spaces.

The council agreed to review the parking situation and assess the balance between addressing limited parking and ensuring safe bus access.

- C2.** Ordinance #2023-20 Chapter 19, Article I - In General, Section 19-2 Prohibited areas and rules governing peddlers, hawkers, itinerant vendors, and mobile food establishments (to include Itinerant vendors and mobile food establishments) **(2nd reading)**

Teixeira/Parella- Voted unanimously to consider this action to constitute the Second Reading for the adoption of Ordinance #2023-20. Advertise in the local newspaper

- C3.** Ordinance #2023-21 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to decrease the number of Class BV Limited Licenses from 9-7) **(1st reading)**

Sweeney/Teixeira - Voted unanimously to consider this action to constitute the first reading of Ordinance #2023-21. Advertise in the local newspaper.

- C4.** Ordinance #2023-22 Chapter 16, Article V Stopping, Standing and Parking, Section 16-152 - Curb loading zones (Charles St north side extending 66 feet west) **(1st reading)**

Teixeira/Sweeney- Voted unanimously to consider this action to constitute the first reading of Ordinance #2023-22. Advertise in the local newspaper.

**D. Licensing Board - New Petitions**

- D1.** Paul Diniz, Destiny's Hometown Diner, 24 Gooding Avenue re - Request for Victualling License (new location)

- a. recommendation - Town Administrator and Fire Chief
- b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department 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.

**D2.** Yong Lei Ren, New Lucky Garden, 576 Metacom Avenue #17, re - Request for Victualling License (*new name/new ownership*)

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department of Community Development

d. recommendation - Town Administrator and Water Pollution Control

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.

**E. Licensing Board - Renewals**

**F. Petitions - Other**

**F1.** Carol Krushnowski, 9 Fenmore Road, re - Request to finish and pave Fenmore Road

- a. recommendation - Town Administrator and Chief of Police
- b. recommendation - Town Administrator and Department of Public Works
- c. recommendation - Town Administrator and Planning Board

Sweeney/Teixeira- Voted unanimously to complete and surface a 15-foot-wide one-way extension from Fenmore Road to Brookwood Road, in accordance with the received recommendations and pending inclusion in the town's annual budget process within the upcoming three years.

Prior to the vote being taken, Clerk Cordeiro noted a "received at-meeting" memo from BETA Engineering was provided summarizing the impact of extending the pavement on Fenmore Road to Brookwood Road.

Town Administrator Contente noted that the town's departments are aligned on the completion of the pending work. He explained that an engineer's study received as the late item, revealed the existing 10-inch corrugated pipe is insufficient during storms, causing concerns about potential flooding on Brookwood Road. The engineers suggest a 15-foot width limit for the road extension to prevent flooding, with an estimated cost of \$65,000. To manage runoff, swales will be constructed alongside the road. Consequently, the one-way 15-foot road plan is recommended, enhancing egress while minimizing additional runoff impact on Brookwood Road.

Chairman Calouro noted a recent call with the Administrator and Director Williamson that sought clarity from the engineer regarding the possibility of a two-way road. It was confirmed that the current paved section of Fenmore can remain two-way, while the proposed improved section, limited to 15 feet, would be one-way. He highlighted that the proposal would improve trash collection and fire access, with considerations for the area's traffic and drainage constraints. He noted that although he had a preference for a wider, two-way road, he suggested that due to budgetary limitations, a 15-foot, one-way road would be more feasible. This road construction was estimated to cost \$65,000. He recommended including this project in the budget within the

next three years, allowing sufficient time for financial planning and approval.

It was noted that to ensure accuracy and proper property delineation, a survey would be necessary, and this cost was factored into the budget estimate.

Daniel Lesser, residing at 12 Brookwood Road, expressed his concerns about the cost of paving and drainage during the council meeting and questioned the cost-effectiveness of the project. He also voiced his opposition to the completion of the road. However, he indicated his willingness to consider the road being designated as one-way.

Richard Rinaldi of 10 Fenmore Road addressed the council and raised concerns about the 15-foot width at the bottom of the road, expressing potential issues for emergency vehicle access, and giving his estimation of an average car's 6-foot parking space. Chairman Calouro acknowledged the existing lack of pavement for vehicle passage.

Mr. Rinaldi emphasized the necessity of maintaining access to fire engines, citing two nearby hydrants supplying Fenmore. He questioned whether the proposed 9-foot clearance, considering parking and a swale, would be sufficient for emergency vehicles. Town Administrator Contente explained that departmental input and engineering considerations would guide parking solutions, potentially incorporating grassy strips or designated no-parking zones to facilitate traffic within the 15-foot space.

Discussions ensued regarding parking concerns and enforcement.

#### **G. Appointments**

**G1.** Bristol Planning Board (1 unexpired term set to expire April 2025)

a. Armand Bilotti, 2 Stephen Drive, letter of resignation

b. Richard Ruggiero, 21 Kingswood Road, (alternate member) interest in full term member

c. Michael Sousa, 249 Hope Street Unit 6, (alternate member) interest in full term member

d. George Duarte, 47 Lafayette Drive, interest/appointment



e. Myra M. Page, 423 Hope Street Unit K,  
interest/appointment

f. Jessalynn L. Jarest, 183 High Street,  
interest/appointment

Teixeira/Parella- Voted unanimously to:

- accept the resignation and instruct the Clerk to send a letter of thanks for service.
- To elevate Richard Ruggiero to full member and elevate Michael Sousa to 1<sup>st</sup> Alternate.
- to set a special meeting for interviews to be held at the next council meeting of November 15, 2023, or at the convenience of the parties

**G2.** Historic District Commission (2 unexpired terms set to expire July 2025)

a. Michael O' Loughlin, 114 Constitution Street,  
interest/appointment

Teixeira/Parella - Voted to instruct the Clerk to set a special meeting for interviews to be held at the next council meeting of November 15, 2023, or at the convenience of the parties. Voting in favor were Calouro, Parella, Teixeira, and Ley. Councilman Sweeney was recused from the vote.

Prior to the vote taken, Councilman Sweeney recused himself from the vote.

**G3.** Rogers Free Library (2 unexpired terms set to expire January 2024)

a. Al Wroblewski, Chairman, Rogers Free Library Board of Trustees, recommendation of:

1. Cara Cromwell, 349 Hope Street,  
interest/appointment

2. Anne Marie Silvia, 75 Maple Lane,  
interest/appointment

3. Caroline Jacobus, 35 Church Street,  
interest/appointment

b. List of all interested applicants

Sweeney/Teixeira- Voted  
unanimously to instruct the  
Clerk to set a special  
meeting for interviews to be  
held at the next council  
meeting of November 15, 2023,  
or at the convenience of the  
parties.

Prior to the vote being taken it was clarified that the  
recommendations received by the RFL Chairman Wroblewski were in  
order by preference.

It was further noted that due to the numerous interviews to be  
scheduled, priority should be given to scheduling RFL  
considering their absence of membership.

#### **H. Old Business**

**H1.** Susan Proto, 245 Chestnut Street re - Request no  
parking on the south side of Chestnut Street adjacent  
to her mailbox **(continued from October 4, 2023)**

Prior to the vote being taken, Clerk Cordeiro noted that the  
applicant has withdrawn their petition at this time since a  
solution has been agreed with the post office with the  
assistance of the Bristol Police Department

Sweeney/Teixeira- Voted  
unanimously to receive and file

**H2.** (draft) resolution of the Town of Bristol for the  
Formation of the Bristol 250th Commission

Parella/Sweeney- Voted unanimously  
to adopt the resolution as

presented; and advertise in the local paper.

Prior to the vote being taken, it was noted that communication should be made with the respective board representative to encourage participation.

**I. Other New Business Requiring Town Council Action**

**II.** Public Notice from CRMC re - Russ Russ Realty, PO Box 656 for 125 Thames Street, Bristol -requires response by November 4, 2023

a. recommendation - Town Administrator and Harbor Master

b. recommendation - Town Administrator and Department of Community Development

Sweeney/Teixeira- Voted unanimously to send a recommendation to CRMC to approve the application as presented and to refer to the Harbor Master's office to assist with parking enforcement restrictions recommendation in that area.

Director Williamson mentioned the walkway connecting the Elks to Manny Sousa Park behind the Maritime Center, emphasizing the connection to town property. She explained that as a result, the town is considered a co-applicant in the CRMC application, and therefore, there's no reason for objection from her perspective.

Director Williamson highlighted that CRMC is requesting that the applicant designate or have designated two public parking spaces for boardwalk access if the petition is approved. Accordingly, if the CRMC application proceeds as presented, she recommended directing the solicitor to prepare an ordinance for the parking associated with the walkway. She noted that these spaces would be located on the north side of Constitution Street, at the end opposite the Coast Guard station, closest to the proposed walkway.

Discussions ensued regarding the specific requirements of the no parking spaces, noting that it was unclear at this time.

Motion made by Sweeney and Seconded by Teixeira to send a letter of recommendation to CRMC to approve the application as presented and to refer the matter to the Town Solicitor to draft an ordinance for two public parking spaces on the north side of Constitution Street in front of the mill to address CRMC public access parking requirements once the application is approved by CRMC.

It was further recommended to also refer to the Harbor Master's office to assist with parking enforcement restrictions recommendation in that area.

The council deliberated on the subsequent actions, deciding to postpone referring to the solicitor for a draft ordinance until the specifics of the designated parking requirements could be clarified.

The motion was amended to send a recommendation to CRMC to approve the application as presented

- 12.** Director Williamson re - Advertising for Amendments to the Zoning Ordinance per State Law (1st reading November 15, 2023, Public Hearing to be scheduled for December 6, 2023)

Sweeney/Teixeira- Voted  
unanimously to allow for  
advertising, as required per state  
law, of the December 6<sup>th</sup> public  
hearing for amendments to the  
zoning ordinance

Prior to the vote being taken, Clerk Cordeiro explained that the process deviates slightly from the usual; the request is to permit the state-mandated advertising three weeks prior to the public hearing. The council is requested to pre-approve the advertising for the December 6th council meeting. If the council does not pre-approve the advertising, the public hearing will be set for December 27. Should there be discussions at the public hearing leading to a continuation, the proposed amendments would not take effect before the state law comes into force. This process still allows for the first and second readings with the public hearing, ensuring that the amendments are integrated before the mandatory changes come into effect on January 1, 2024.

**13.** Harbor Master Marsili re - recommendation for revisions to harbor fees

a. (draft) resolution

Sweeney/Teixeira- Voted unanimously to amend the harbor fees and adopt the harbor fee change resolution.

Prior to the vote being taken, Harbor Master Marsili outlined the suggestions presented by the Harbor Commission and himself to raise certain harbor fees. He clarified that there haven't been any increases for a considerable period and that the proposed small increment still doesn't align the fees with those of neighboring communities, which are significantly higher. However, the recommendation was to implement a gradual increase rather than a substantial one to remain competitive with nearby cities and towns

**14.** Director Williamson re - Amendment to Grant Agreement for Prudence Island Ferry

a. draft agreement

Sweeney/Teixeira - Voted unanimously to accept the amendments as presented in the A&R Marine Amendment two of the sub-recipient agreement and authorize the Council Chairman and Town Solicitor to sign on behalf of the Town.

Director Williamson explained that the proposed adjustments are to an increase in funding for the Prudence Ferry project. She explained that after going out to bid, the received prices were slightly higher than initially expected. The additional funding will now enable the completion of the entire project, encompassing repairs to the dolphins on the Bristol side, installation of a gate, creation of a waiting area building, and work on the dock on the Prudence Island side. She clarified that as the town is managing the grant administration on behalf of A&R Marine, we kindly request that the Town Council grant authorization to Council Chairman Nathan Calouro and the solicitor to sign the Grant agreement.

**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*

**J. Bills & Expenditures**

**J1.** RFQ #1021 - Bristol Municipal Career and Technical  
Academy/Learn365 Coordinator

Sweeney/Teixeira - Voted unanimously to  
refer this matter to the Town  
Administrator to act in the best  
interest of the Town.

Prior to the vote being taken, Clerk Cordeiro noted that  
the bid opening was held on October 17, 2023, and that only  
one RFQ was received from:

- Craig Evens of 80 Aaron Avenue... \*No value amount

Prior to the vote being taken, Clerk Cordeiro clarified that  
there was no value amount on the RFQ because the price, terms,  
and conditions that the vendor is required to provide have  
already been predetermined by grant funding for the specific  
services. The RFQ is to determine the best-qualified candidate  
to provide the actual service.

Discussions ensued regarding some of the details of the Career  
and Technical Academy/Learn365 Coordinator and program.

**K. Special Reports**

**K1.** Juan Mariscal, Chairman, Bristol County Water  
Authority Tri-Town Monthly Report, September 28, 2023

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

**L. Town Solicitor**

**M. Executive Sessions**

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. Zoning Board of Review Meeting Minutes, July 10, 2023

(CA) AA2. Bristol Fire Department Board of Fire Engineers Meeting Minutes, October 2, 2023

(CA) AA3. Historic District Commission Meeting Minutes, July 17, 2023

(CA) AA4. Historic District Commission Meeting Minutes, August 3, 2023

(CA) AA5. Historic District Commission Meeting Minutes, September 7, 2023

(CA) AA6. Bristol Housing Authority Meeting Minutes, September 14, 2023

**(CA) BB. Budget Adjustments**

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

**(CA) CC. Financial Reports**

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

(CA) CC1. Town Treasurer Hassell re - Revenue and Expenditure Statement - October 25, 2023

**(CA) DD. Proclamations, Resolutions & Citations**

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

(CA) DD1. Proclamation - proclaim October 23-31 as Red Ribbon Week (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. RFP# 1020 - Historic Consultant Services re-Survey of the Bristol Waterfront National Register

(CA) GG2. Town Administrator Contente to Kathryn J. Cavanaugh Historic Preservation Consultant re - award Bid# 1020 - Historic Consultant Services re - Survey of the Town of Bristol Waterfront National Register Historic District

(CA) GG3. East Bay Laundromat transfer of ownership update

(CA) GG4. Town Clerk Cordeiro - Thank you letter to Raymond Cordeiro for serving on the Bristol Housing Authority

(CA) GG5. Town Clerk Cordeiro - Thank you letter to Karen Binder for serving on the Newport & Bristol County Convention & Visitors Bureau Board

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

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

(CA) HH1. The Commissioners of the Cemeteries, The North and East Burial Grounds Commission Meeting, October 11, 2023

(CA) HH2. Planning Board Meeting, October 12, 2023

(CA) HH3. Planning Board Meeting Amended, October 12, 2023

(CA) HH4. Bristol Housing Authority Meeting, October 12, 2023

(CA) HH5. Rogers Free Library Board of Trustees Meeting, October 19, 2023



- (CA) HH6. Bristol Planning Board Technical Review Committee Meeting, October 24, 2023
- (CA) HH7. Bristol Planning Board Technical Review Committee Meeting, October 19, 2023
- (CA) HH8. Zoning Board of Review Meeting, November 6, 2023
- (CA) HH9. Bristol County Water Authority Board of Directors Meeting, October 26, 2023
- (CA) HH10. CRMC Council Meeting Calendar for October 2023
- (CA) HH11. CRMC Semi-Monthly Meeting - Full Council October 24, 2023
- (CA) HH12. Recreation Board Meeting, October 30, 2023
- (CA) HH13. Historic District Commission Meeting, November 2, 2023

**(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) III1. Christopher E. Hultquist, for Dallys Doppke - personal injury claim

**(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 8:49 pm.**