

TOWN COUNCIL MEETING MINUTES- WEDNESDAY, DECEMBER 18, 2024

The council met on Wednesday, December 18, 2024, 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, Aaron Ley

ALSO PRESENT: Town Administrator, Steven Contente
Town Clerk, Melissa Cordeiro
Town Solicitor, Michael Ursillo, Esq
Town Sergeant, Archie Martins

ABSENT: Councilman, Timothy Sweeney

Add Item

Chairman Calouro requested to add an agenda item to recognize the recent passings of three individuals who contributed to the town and community through their service. A motion to approve the addition was made by Vice Chairwoman Parella and seconded by Councilman Teixeira. The motion passed unanimously. The council took a moment to honor Joseph DeMelo, David Simoes, and John Faria, each of whom served on a town board and dedicated themselves to the local community and shared their sentiments.

Motion RE: Consent Agenda - To Approve the Consent Agenda

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

A. Submission of Minutes of Previous Meeting(s)

- A1.** Town Council Meeting Minutes - November 20, 2024
- A2.** Town Council Executive Session Meeting Minutes - November 20, 2024 (sealed, council only)

A3. Town Council Reorganizational Meeting Minutes -
December 4, 2024

Teixeira/Parella - Voted unanimously to approve the minutes of November 20, 2024, Executive session minutes of November 20, 2024, and the December 4, 2024, reorganizational minutes as prepared and presented.

B. Public Hearings

C. Ordinances

- C1.** Ordinance No. 2024-21 Chapter 17 Offenses and Miscellaneous Provisions, Article II Alcoholic Beverage Establishments, Sec. 17-82 Number of Licenses (to reduce the number of licenses from 33 to 32) **(1st Reading)**

Teixeira/Parella - Voted unanimously to consider this action to constitute the first reading of Ordinance #2024-21. Advertise in the local newspaper.

- C2.** Ordinance No. 2024-22 Chapter 8 Boats, Docks, and Waterways, Sec. 8-55-Transient anchoring and anchorages, Sec. 8-57-Mooring inspections, Sec. 8-60-Mooring permits, Sec. 8-64 Permitting of slips at town docks, Sec. 8-66 Additional requirements for commercial mooring permits, Sec. 8-70 Permitting of dinghy spaces, Sec 8-71 Insurance requirement for Town marina, Sec. 8-72 Parking Permits for Dock Holders, Sec. 8-73 Dock User Agreement, Sec. 8-74 Dock/Mooring Forfeiture, and Sec. 8-75 Standard of Review for Forfeiture Appeals **(1st Reading)**

Teixeira/Parella - Voted unanimously to consider this action to constitute the first reading of Ordinance #2024-22. Advertise in the local newspaper.

D. Licensing Board - New Petitions

E. Licensing Board - Renewals

F. Petitions - Other

F1. Michael T. Javery, 26 Tanglewood Drive, Riverside re Permitted overnight parking in the Marina Ferry Dock Parking lot during winter off-season for non-residents

a. Recommendation -Harbor Master Marsili

Teixeira/Parella - Voted unanimously to adopt a resolution as set forth in the memo provided by Harbormaster Marsili.

Chairman Calouro noted that a positive recommendation was received regarding the petition. Michael Javery, the petitioner, addressed the council, highlighting the challenges faced by Prudence Island residents due to insufficient parking. He discussed the economic burden, the impact of weather conditions when traveling, and the difficulties caused by having to park far away, particularly for students commuting to school.

It was noted that adopting a policy to permit overnight parking at the Prudence Ferry Dock parking lot during the winter off-season could be implemented by resolution and did not require an ordinance. Harbormaster Marsili clarified the off-season dates and assured that the proposed end date for off- season parking would not interfere with marina preparations for the busy summer season.

Additionally, it was clarified that DEM approval was not required for off-season parking, as such approval is only necessary during the recreational boating season. The parking lot consists of 50 spaces, with 23 spaces reserved for non-residents during the period from December 1 to March 31 annually, at a monthly rate of \$150.

Harbor Master Marsili explained that for the initial implementation, parking will operate on a first-come, first-served basis until a more structured process can be developed. Placards will be issued initially, with stickers to be introduced in the future. It was explained that stickers would be valid for one vehicle registration only, and multiple vehicles would require separate purchases.

The Harbormaster's Office will collaborate with the Police Department to ensure proper enforcement of the new policy.

G. Appointments

G1. Recreation Board (1 three-year unexpired term set to expire March 2026)

a. Memo from Town Clerk Cordeiro re: Recreation Board Member Joseph DeMelo

Teixeira/Ley- Voted unanimously to acknowledge with deep sadness the passing of Mr. Joseph DeMelo; and to advertise the unexpired term in the local paper

G2. Coastal Resources Management Council Representative (CRMC) (1 one-year unexpired term set to expire January 2026)

a. John Troiano III, 707 Hope Street - interest/reappointment

b. Kevin Manual, 19 Peckham Place- interest/appointment

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

Prior to the vote, Councilman Teixeira discussed the application received from Kevin Manuel and suggested conducting interviews. He also expressed interest in hearing from the current sitting member, Mr. Troiano, who is seeking reappointment, to gain insight into his experience in the position

G3. Bristol Housing Authority (1 five-year unexpired term set to expire January 2030)

a. Donna M. St. Angelo, 25 Duffield Road - interest/reappointment

b. Recommendation - Bristol Housing Authority
Executive Director, M. Candace Pansa

Teixeira/Parella- Voted unanimously to reappoint Donna St. Angello to the Bristol Housing Authority with a term set to expire in January 2030.

At the conclusion of the board appointments, Chairman Calouro took a moment to express his deep gratitude and appreciation for all members of the community who volunteer their time to serve on one of the town's many boards and commissions. He acknowledged the invaluable contributions of these individuals, recognizing their commitment to the betterment of the community.

H. Old Business

I. Other New Business Requiring Town Council Action

- I1.** Public Notice DEM, Office of Water Resources re Town of Bristol - Gibson Road requires a response by January 2, 2025.

Teixeira/Parella- Voted unanimously to send a letter of recommendation to approve.

- I2.** Bond Counsel, Mack re - Town of Bristol Borrowing Resolution (to borrow and issue bonds up to \$2,000,000).

Teixeira/Parella-Voted unanimously to adopt the Borrowing Resolution as presented

Bond Counsel Mack explained that two resolutions were before the Council for consideration this evening. The resolution under discussion involved an amount of \$2 million, to finance new initiatives for the Water Quality and Flood Mitigation Program. This includes implementing the recommendations of the Silver Creek Watershed Study through engineering, design, permitting, construction, and construction administration for the Silver Creek Watershed Water Quality and Flood Mitigation Project.

The project also encompasses capital improvements to stormwater basins at Highview Drive and Varnum Avenue, an upgraded closed drainage system at Sherry Avenue and Varnum Avenue, and the

acquisition of property rights as needed, related costs of issuance.

Discussions centered on the potential use of State Revolving Funds (SRF) to support the project. Bond Counsel Mack noted that while some projects may qualify for SRF funding, a response from DEM is still pending. To avoid delays, Director Diane Williamson, Town Administrator Contente, and Mack met with the Rhode Island Infrastructure Bank and learned about their stormwater lending program, which supports projects that may not meet SRF criteria.

To expedite the process and leverage favorable interest rates, two resolutions were proposed: one for \$2 million and another for \$2.5 million. If the projects qualify for SRF, federal matching funds could be accessed, benefiting the town. If not, the Infrastructure Bank's alternative program provides a viable option with subsidized rates and fewer administrative challenges.

The resolutions are structured for flexibility, addressing separate projects with a \$500,000 difference, both under the Infrastructure Bank's subsidized loan program. This approach ensures the town can proceed efficiently, regardless of DEM's decision.

It was noted that funds can be drawn incrementally, reducing upfront interest costs.

Town Administrator shared the details of the project.

Town Treasures Carulli noted that bond obligations are decreasing, with a \$1 million bond dropping off this year and a \$3.6 million bond next year, freeing over \$4.5 million in total.

Counsel Mack noted that the motion would incorporate to borrow up to 2 million dollars, under Ri. General Law Section 45-12-2. The loan would be for the projects described in the Resolution. It would also authorize the town treasurer and the chairman of the Town Council to approve the interest rate at a private sale with the Rhode Island Infrastructure Bank, and to borrow for this project.

- 13.** Bond Counsel, Mack re - Town of Bristol Borrowing Resolution (to borrow and issue bonds up to \$2,500,000)

Teixeira/Ley - Voted unanimously to adopt the Borrowing Resolution as presented.

Prior to the vote being taken, Counsel Mack noted that the proposed \$2.5 million borrowing through the State Revolving Fund (SRF) will support several key infrastructure projects. These include upgrades to the compost facility, focusing on odor control, improved lighting, and site improvements to meet Federal and State standards. Additional projects involve updates to the sewer collection system, solids handling, and specific components at the wastewater treatment plant, such as settling tanks, Rotating Biological Contactors (RBCs), and aerated grit chambers. The funding also covers improvements to odor control systems, including the installation of exhaust fans and updated piping. Lastly, the proposal includes the design and evaluation of the permanent abandonment and removal of the Ferry Road pumping station and shoreline gravity sewer interceptor, as well as the design of a new collection system for the area. These initiatives aim to modernize critical infrastructure and ensure compliance with environmental regulations.

Director Jose da Silva and Engineer Chris Cronin provided an update on the proposed improvements to the Ferry Road pump station and shoreline interceptor, initially constructed under the WPA in the 1930s. They highlighted that the pump station, located only seven feet above sea level, is increasingly vulnerable to climate change and storm events, with last year's storm coming within two feet of flooding the station. Its proximity to the shoreline makes it a high-risk structure that requires a proactive approach.

Several years ago, the main sewer line serving the university was upsized due to increased capacity needs, and the proposed improvements would align with future planning efforts. The current project focuses on evaluating potential steps, costs, and impacts for abandoning the Ferry Road pump station and shoreline interceptor. This planning aligns with the State's requirement for municipalities to prepare forward-looking infrastructure strategies.

Proactive measures have already been implemented. While Ferry Road was previously open for maintenance, laterals were installed for approximately 26 properties, providing stubs to property lines to avoid future roadwork should the pump station and interceptor be abandoned. This preparation reflects significant forethought, ensuring a smoother transition for affected properties south of Van Winkle Avenue, which may require additional considerations.

Town Administrator Contente explained that during the annual permitting process with DEM, the agency is encouraging the Town to reduce the volume of water treated, emphasizing the need to

address inflow and infiltration. A portion of the proposed \$2.5 million bond will fund upgrades to the town's sewer collection system to seal pipes, preventing groundwater and sump pump water from entering the system.

A significant issue identified is the Ferry Road main, where high tides result in seawater entering the system, requiring treatment. DEM is aware of this problem, and part of the bond funding will be used to hire a consulting engineer to develop a plan to eliminate this issue.

Director Jose da Silva noted that laterals have already been installed on Ferry Road to prepare for potential abandonment of the main. However, Van Winkle Avenue poses a challenge, as its lower elevation will require a pump to move sewage uphill. The study funded by this bond will focus on planning and strategizing for these future improvements, not immediate implementation.

Council Mack noted that the motion would incorporate borrowing up to 2.5 million under RI Gen. Laws section 45-12-2 of the Rhode Island General Laws. The loan would be for the projects described in the Resolution and the lender would be the Rhode Island Infrastructure Bank. And all of these projects on in this resolution do qualify under DEM for the revolving fund.

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. Bid #1055 Rehabilitation for Reuse of the Former Walley School to Create a Community Resources and Senior Center

Parella/Teixeira- Voted
unanimously to receive and file.

Prior to the vote taken, Clerk Cordeiro mentioned that a memo had been received from Planner Toth concerning an addendum to bid #1055, indicating that the bid deadline has been extended to January 15, 2025. Director Williamson explained that the continuation for the bid opening was due to time constraints

faced by potential bidders to get proposals in based on the scope of the project.

K. Special Reports

- K1.** Discover Newport - Statement of Activities September 30 and October 31, 2024

Teixeira/Parella-Voted unanimously to receive and file

- K2.** Newport and Bristol County Convention and Visitors' Bureau and Subsidiary Annual Comprehensive Financial Report (Fiscal year ending June 30, 2024)

Teixeira/Parella-Voted unanimously to receive and file

L. Town Solicitor

M. Executive Sessions

- M1. Town Administrator Contente request for Executive Session Pursuant to RI Gen. Laws 42-46-5, (5) re discussions or considerations related to the acquisition or lease of real property for public purposes.

- M2. Town Solicitor re Request for Executive Session pursuant to RIGL § 42-46-5(a)(2) potential litigation

Teixeira/Parella - Voted unanimously to convene in Executive Session pursuant to RIGL Section 42-46-5 (a) (5) re discussions or considerations related to the acquisition or lease of real property for public purposes and RIGL § 42-46-5(a)(2) potential litigation at 7:48 PM.

Teixeira/Ley - Voted
unanimously to resume open
session and seal the minutes
of the Executive Session at
8:40 PM.

Solicitor Ursillo announced that a motion was made and voted on in Executive Session relative to acquisition of real property for open space.

At the conclusion of the open session, the Council Chairman and members of the Council took a moment to express their heartfelt holiday wishes. They extended warm greetings to the community, wishing everyone a joyous and peaceful holiday season, including specific well wishes for Happy Holidays and a meaningful Hanukkah celebration.

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. Post Retirement Benefits Fund Board of Trustees Meeting Minutes - April 30, 2024
- (CA) AA2. Post Retirement Benefits Fund Board of Trustees Meeting Minutes -September 12, 2024
- (CA) AA3. Police Pension Board Meeting Minutes- May 21, 2024
- (CA) AA4. Police Pension Board Meeting Minutes- September 9, 2024
- (CA) AA5. Conservation Commission Meeting Minutes - September 10, 2024
- (CA) AA6. Conservation Commission Meeting Minutes - October 15, 2024
- (CA) AA7. Rogers Free Library Board of Trustees Meeting Minutes - September 19, 2024
- (CA) AA8. Bristol Housing Authority Meeting Minutes - October 10, 2024

(CA) AA9. Harbor Commission Meeting Minutes- November 4, 2024

(CA) AA10. Board of Tax Assessment Review Meeting Minutes -
November 18, 2024

(CA) AA11. Bristol Fire Department Board of Engineers Meeting
Minutes - December 2, 2024

(CA) BB. Budget Adjustments

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

(CA) BB1. Tax Assessor DiMeo re Recommended Abatements &
Additions December 2024

(CA) CC. Financial Reports

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

(CA) CC1. Treasurer Carulli Year to Date Budget Report -
December 2024

(CA) DD. Proclamations, Resolutions & Citations

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

(CA) DD1. Resolution - Authorizing the Town to submit a CDBG
application for Home Repair Program and Bristol
Housing Authority for Repairs (signed)

(CA) DD2. Citation - Jose DaPonte "Man of the Year" Bristol
Sports Club - November 16, 2024 (signed)

(CA) DD3. Proclamation - Gaetano A. Armillotto Day , November
21, 2024 (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. Mt. Hope High School Robotics Team to Town Council - Thank you
- (CA) GG2. Rhode Island Department of Health to Stephen H Coutu, Administrative Contact BCWA - Notice of Violation
- (CA) GG3. Rogers Free Library 2025-2029 Strategic Plan
- (CA) GG4. By-Laws The Friends of Linden Place - Amended November 20, 2024
- (CA) GG5. Indenture of Lease, A&R Marine Corp. Inc. - November 21, 2024

(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 Agenda - November 21, 2024
- (CA) HH2. Bristol Fourth of July Committee Patriotic Exercises Meeting Agenda - December 3, 2024
- (CA) HH3. Police Pension Board Meeting Agenda - May 21, 2024
- (CA) HH4. Police Pension Board Meeting Agenda -September 9, 2024
- (CA) HH5. Police Pension Board Meeting Agenda -December 2, 2024
- (CA) HH6. Post Retirement Benefits Fund Meeting Agenda - April 30, 2024
- (CA) HH7. Post Retirement Benefits Fund Meeting Agenda - September 12, 2024
- (CA) HH8. Post Retirement Benefits Fund Meeting Agenda - November 21, 2024
- (CA) HH9. Harbor Commission Meeting Agenda - December 2, 2024

- (CA) HH10. Board of Tax Assessment Review Meeting Agenda - December 12, 2024
- (CA) HH11. Bristol County Water Authority Board of Directors Meeting - December 11, 2024
- (CA) HH12. Planning Board Meeting - December 12, 2024 Canceled
- (CA) HH13. Conservation Commission Meeting Agenda - December 10, 2024
- (CA) HH14. Bristol Planning Board Technical Review Committee Meeting (22 Wall Street) - December 3, 2024
- (CA) HH15. Planning Board Technical Review Committee Meeting (206 Bayview Avenue) - December 3, 2024
- (CA) HH16. Bristol Fourth of July Committee Meeting Agenda - November 19, 2024
- (CA) HH17. Board of Tax Assessment Review Meeting Agenda - November 18, 2024
- (CA) HH18. Planning Board Meeting Agenda - November 14, 2024
- (CA) HH19. Bristol Fourth of July Ball Sub Committee Meeting Agenda - November 18, 2024
- (CA) HH20. Zoning Board of Review Meeting December 2, 2024 (cancelled)
- (CA) HH21. Housing Authority Meeting Agenda - December 12, 2024
- (CA) HH22. Board of Tax Assessment Review - 2025 Meeting Calendar
- (CA) HH23. Bristol County Water Authority - 2025 Meeting Calendar
- (CA) HH24. Bristol Fire Department Board of Engineers - 2025 Meeting Calendar
- (CA) HH25. The North and East Burial Grounds Commission - 2025 Meeting Calendar
- (CA) HH26. Rogers Free Library Board of Trustees - 2025 Meeting Calendar
- (CA) HH27. Bristol Historic District Commission - 2025 Meeting Calendar

- (CA) HH28. Planning Board - 2025 Meeting Calendar
- (CA) HH29. Zoning Board of Review - 2025 Meeting Calendar
- (CA) HH30. Bristol Democratic Town Committee - 2025 Meeting Calendar
- (CA) HH31. Bristol Fourth of July General Committee - 2025 Meeting Calendar

(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) 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 Teixeira, seconded by Councilman Ley and voted unanimously, the Chairman declared this meeting to be adjourned at 8:40 pm.

**Melissa Cordeiro, Town Clerk
Council Clerk**