



CARL CARULLI  
Town Treasurer

TOWN OF BRISTOL, RHODE ISLAND  
OFFICE OF TOWN TREASURER

MEMORANDUM

TO: THE HONORABLE TOWN COUNCIL  
FROM: Carl J. Carulli, Treasurer  
DATE: March 2, 2026  
Subject: Authorization for Use of the Guiteras Fund for Renovation of the Guiteras School to the New Town Hall Complex

Honorable Members of the Town Council,

This memorandum is submitted for the purpose of formally authorizing the use of the Guiteras Fund to cover the expenses associated with the renovation of the Guiteras School into the new Town Hall Complex.

The transformation of the Guiteras School into a functional municipal complex is a significant undertaking that will serve the long term needs of our community. To ensure steady progress and avoid construction delays, it is necessary to make funds readily available for ongoing project expenses, including but not limited to construction costs, architectural and engineering services, materials and related contingencies.

Attached is the architectural work schedule outlining the projected phases and timeline for completion of the renovation project.

Accordingly, the town Treasurer is hereby granted approval to withdraw funds from the Guiteras Fund as needed to pay for eligible renovation expenses. This authorization shall remain in effect until the renovation project is fully completed and/or until the funds allocated from the Guiteras fund have been fully disbursed, whichever occurs first.

All withdrawals shall be made in accordance with established financial controls and municipal procurement policies. The Treasurer will maintain detailed records of all disbursements and provide periodic reports to the council to ensure transparency and accountability throughout the project.

Respectfully,

  
Carl J. Carulli/ Treasurer

