

TOWN COUNCIL MEETING MINUTES-WEDNESDAY, JULY 23, 2025

The council met on Wednesday, July 23, 2025, 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 Solicitor, Michael Ursillo, Esq
Town Sergeant, Archie Martins

ABSENT W/ REGRET: Councilman, Timothy Sweeney

At this point in the meeting, Council Chairman Calouro requested that the Council add an agenda item to consider the matter of recent member of the community that have passed away

Teixeira/Parella- Voted unanimously to add a non-action agenda item to allow for recognition of community members.

The Council took a moment to recognize the recent passing of several individuals who made significant contributions to the Bristol community. Former Councilman Ray Cordeiro, who also served on the Bristol Housing Authority and the Library Board, was remembered for his many years of service and dedication. Council members reflected on his lasting impact and friendship. Bill McMillan, long-serving Chair of the Zoning Board and known for his humble and steady presence, was also acknowledged for his contributions to town governance and community life. In addition, the Council honored Owen Traynor, who served on the Harbor Commission and was active with the Christmas Festival Committee. And for Brian McCarthy, who served over 40 years as a volunteer firefighter, further underscoring the loss of several longtime and valued community members. Council members expressed their condolences to the families and friends of these individuals. The Council extended its thoughts and prayers to all their loved ones.

Motion RE: Consent Agenda - To Approve the Consent Agenda

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

A. Submission of Minutes of Previous Meeting(s)

A1. Town Council Meeting Minutes - May 28, 2025

A2. Town Council Meeting Minutes - June 18, 2025

Teixeira/Ley - Voted unanimously
to approve the minutes of May 28,
2025, June 18, 2025

A3. Town Council Meeting Executive Session Minutes
(sealed, council only) - June 18, 2025

Teixeira/Ley - Voted unanimously
to continue the matter to the next
council meeting of August 20,
2025.

Prior to the vote being taken, Clerk Cordeiro requested that approval of the executive session minutes be continued to the August 20th Council meeting to allow time for review by the Town Solicitor.

B. Public Hearings

C. Ordinances

D. Licensing Board - New Petitions

D1. Daniel Manchester for The Bristol Historical
Preservation Society - Request for Mobile Food
Establishment Event Permit for "Annual Flea and Fair"
August 9, 2025 from 9:00 AM - 4:00 PM (set-up 7AM)
(rain date August 10, 2025)

a. recommendation - Town Administrator and Chief of
Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of
Public Works

d. recommendation - Town Administrator and Director of
Parks and Recreation

Teixeira/Ley - 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. AZJ Aidan's d/b/a Aidan's Pub, Michael Cockcroft, 5 John Street - Modification of Dancing and Entertainment License for expansion of premises (to include outdoor entertainment on Fridays 7-10 pm)

a. recommendation - Town Administrator and Police Chief

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley - 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; Subject to a three-month review

Prior to the vote being taken, Councilman Teixeira noted the repeated use of the term "modification" on the agenda and remarked that it was not a term he recalled seeing frequently in past Council meetings. He asked for clarification on its meaning and intent.

Clerk Cordeiro explained that over the past couple of years, the Council has implemented a more detailed review process for dancing and entertainment licenses. In the past, petitions typically included only the standard hours of operation. However, starting last year, the Town began collecting more specific information on entertainment schedules—such as the exact days, times, and whether entertainment is held indoors or outdoors—through a supplemental page added to the application. This adjustment was made in response to instances where businesses made changes to their entertainment hours or locations without Council knowledge or approval. By requiring this detailed information, any changes to previously approved entertainment activities can be formally reviewed and authorized by the Council. The term "modification" is now used to identify those petitions that include changes or additions to entertainment hours or locations since their last approval, and ensures the Council is fully informed and can take proper action.

Chairman Calouro added that, as discussed at the previous meeting, there is a need for a clearer and more consistent way of presenting what is being proposed in entertainment and licensing applications. He noted that in the current application, there is a clear visual depiction—such as tables and chairs—which helps convey the setup and intended use. However, not all applications have been this detailed, nor has such detail been previously required. Going forward, this will change. As part of the upcoming policy updates, applicants will be required to include photographs or diagrams. Chairman Calouro emphasized that the goal is for anyone—regardless of whether they are familiar with the area—to be able to look at the application and clearly understand both the current conditions and the proposed changes

D3. Liberatos Lounge and Restaurant, LLC d/b/a The Beach House, Gerry Liberatos, 805 Hope Street - Modification of Dancing and Entertainment License for expansion of premises (to include outdoor entertainment Monday - Sunday, 6:00 PM to 9:00 PM)

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley - 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; Subject to a three-month review

D4. Thames Street Landing Tavern Company, LLC, d/b/a DeWolf Tavern, Sai Viswanath, 259 State Street - Modification of Dancing and Entertainment License (to include outdoor entertainment on Wednesdays from 6:00 PM - 9:00 PM)

a. recommendation - Town Administrator and Police Chief

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley - 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; Subject to a three-month review

Prior to the vote being taken, Councilman Teixeira expressed concern that the application materials, particularly the sketches, were not entirely clear. He questioned whether the entertainment was being requested for the second and third floors, but not the first. It was confirmed that the interior portions of the entertainment license were previously approved during the renewal process. The current request before the Council pertains only to outdoor entertainment from 6:00 PM to 9:00 PM, which had not been previously presented. The highlighted section labeled "patio entrance" with "entertainment" noted in yellow corresponds to the request under consideration.

D5. Korcula Culinary Consulting, LLC d/b/a Judge Roy Bean Saloon, Cruz Goler, 1 State Street - Modification of Dancing and Entertainment License (to include entertainment on Sunday from 12:00 PM - 6:00 PM)

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley - 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; Subject to a three-month review

D6. The Lobster Pot Inc., Jeffrey Hirsh, 119-121 Hope Street - Modification of Dancing and Entertainment

License (to include outdoor entertainment on Sundays from 3:00 PM – 6:00 PM)

- a. recommendation - Town Administrator and Chief of Police
- b. recommendation - Town Administrator and Fire Chief
- c. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley - 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; Subject to a three-month review

- D7.** Vigilant Brewing Co., Kevin Amaral 44 Ballou Blvd. - Modification of Dancing and Entertainment License (to include outdoor entertainment and include entertainment indoors on Wednesdays)

- a. recommendation - Town Administrator and Chief of Police
- b. recommendation - Town Administrator and Fire Chief
- c. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley - 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.

- D8.** Bristol Golf Club Inc., Kevin Francis, 95 Tupelo Street re One Day Sunday Dancing & Entertainment License on July 27, 2025, at 1:00 PM -10:00 PM for their Annual Cookout

- a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

Teixeira/Ley - 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.

D9. Maryanne Brandmeier for The Japan American Society of Rhode Island, re - Request for One-Day Dancing and Entertainment License for the 42nd Annual Black Ships Festival at Independence Park on August 23, 2025, from 10:00AM -3:00PM (also see D10, D11, D12, and F1)

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks and Recreation

It is noted for the record that under agenda item D9, Councilman Teixeira motioned to combine agenda items D9, D10, D11, D12 and F. The motion was seconded by Councilman Ley and unanimously approved. Discussions related to this combined item took place under agenda item D9. However, any actions taken on these items are individually listed under their respective agenda headings as reflected herein.

Teixeira/Ley - 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

Prior to the vote being taken, Laura McNamara of 8 Waverly Road, Barrington, RI, representing the Japan America Society, appeared before the Council to announce the 42nd Annual Black Ship Festival, taking place the weekend of August 22-24. Two events will be held in Bristol: the first on Friday, August 22, from

5:30 PM to 8:00 PM at Rockwell Park, featuring live taiko drummers, food trucks, and additional performances and activities. The second event will take place on Saturday, August 23, from 10:00 AM to 3:00 PM at Independence Park, and will include a cultural marketplace with food trucks, traditional Japanese tea ceremonies, taiko drummers, and other cultural demonstrations. Festival details are available on the Japan America Society of Rhode Island website at www.jasri.org.

D10. Maryanne Brandmeier, for The Japan American Society of Rhode Island - Request for Mobile Food Establishment Event Permit for Black Ships Festival at Independence Park on August 23, 2025, from 10:00AM - 3:00PM

- a. recommendation - Town Administrator and Chief of Police
- b. recommendation - Town Administrator and Fire Chief
- c. recommendation - Town Administrator and Director of Parks and Recreation
- d. recommendation - Town Administrator and Director of Public Works

It is noted for the record that the motion for agenda item D10 occurred during discussion under agenda item D9, and the actions related to agenda item D10 are reflected therein.

Teixeira/Ley - 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

D11. Maryanne Brandmeier for The Japan American Society of Rhode Island, Re-Request for One-Day Dancing and Entertainment License for the 42nd Annual Black Ships Festival at Rockwell Park on August 22, 2025, at 6:30 PM

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

c. recommendation - Town Administrator and Director of Parks and Recreation

It is noted for the record that the motion for agenda item D11 occurred during discussion under agenda item D9, and the actions related to agenda item D11 are reflected therein.

Teixeira/Ley - 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

D12. Maryanne Brandmeier, for The Japan American Society of Rhode Island - Request for Mobile Food Establishment Event Permit for Black Ships Festival at Rockwell Park on August 22, 2025, at 5:30-8:30 PM

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks and Recreation

d. recommendation - Town Administrator and Director of Public Works

It is noted for the record that the motion for agenda item D12 occurred during discussion under agenda item D9, and the actions related to agenda item D12 are reflected therein.

Teixeira/Ley - 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

D13. Director Rensehausen, Bristol Parks & Recreation and The Prevention Coalition requests a One Day Dancing & Entertainment License for "Movie in the Park" at Independence Park, August 6th from 8:00 PM -10:00 PM

- a. recommendation - Town Administrator and Chief of Police
- b. recommendation - Town Administrator and Fire Chief
- c. recommendation - Town Administrator and Director of Parks & Recreation

Teixeira/Ley - 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

D14. Allison Barr, Allison's Pampered Pets, 7 Michael Drive - Modification of Kennel License (to increase number of dogs from 10 to 15 or more in residential zone)

- a. recommendation - Town Administrator, Chief of Police and Animal Control Director
- b. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley- Voted unanimously to grant the modification of the existing license (to increase number of dogs from 10 to 15 in the residential zone) 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, takes, and levies. Subject to a six-month review

Prior to the vote being taken, Councilman Teixeira expressed some initial confusion regarding the request, noting that the Council had previously approved an increase to 10 dogs last year. He questioned the reference to reducing numbers and then increasing to 15, stating he would not support any further increase beyond that. He emphasized the importance of the six-month review period to assess the impact and reaffirmed the Council's ongoing support for small and home-based businesses in town. Despite his concerns, he stated he would vote in favor of the request to increase to 15 dogs.

Councilman Ley noted that the Animal Control Officer had provided positive recommendations and that a six-month review was included. As a nearby resident, he stated he had observed no traffic or parking issues at the property and praised the applicant for maintaining a clean and well-managed operation.

Chairman Calouro added that he reviewed the recommendations and was pleased to see that the Police Department had reported no calls for service at the property in the past three years, indicating no adverse impact on neighbors.

The applicant noted that she has been operating her business at the location for 18 years.

E. Licensing Board - Renewals

E1. Dog Kennel License Renewals 2025-2026

- a. recommendations - Town Administrator, Chief of Police, and Animal Control Director

Teixeira/Ley- Voted unanimously to grant renewal of these licenses based upon the recommendations received and the receipt of all necessary renewal paperwork from the licensees and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies.

E2. Private Investigator License Renewals 2025-2026

- a. recommendation - Town Administrator and Chief of Police

Teixeira/Ley - Voted unanimously to grant renewal of these licenses based upon the recommendations received and the receipt of all necessary renewal paperwork from the licensees and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies.

F. Petitions - Other

F1. Maryanne Brandmeier, The Japan American Society of Rhode Island, requests permission to fly the Japanese Flag in recognition of the 42nd Anniversary of the Black Ships Festival at Rockwell Park and Independence Park on August 22-23, 2025

a. memo from Clerk of Canvassers re qualifying signatures received

It is noted for the record that the motion for agenda item F1 occurred during discussion under agenda item D9, and the actions related to agenda item F1 are reflected therein.

Teixeira/Ley- Voted unanimously to approve this petition, allowing the "Japan" flag may be flown at Independence Park and Rockwell Park from August 22 until August 23, 2025, with the Town assuming no responsibility for the care of this flag beyond its raising.

F2. Edward and Valerie Lee, 6 Normand Street request for a license to maintain Town property, asphaltting 40 feet by 25 feet of road at the end of Normand Street

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Community Development

d. recommendation - Town Administrator and Director of Public Works

Teixeira/Ley - Voted unanimously to deny the petition for license to maintain, and to refer to the Town Administrator and Department of Public Works to explore a solution for the proposed area and report back to the Council with findings and progress at a future meeting.

Prior to the vote being taken, petitioner Edward Lee of 6 Norman Street appeared before the Council to request an extension of the paved portion of Spruce Lane, which currently ends approximately 10 feet into his property. He explained that over the past 39 years, snowplows have left piles of rocks and debris at the end of the unpaved section, causing hardship due to his physical limitations and damage to personal vehicles. He proposed paving an additional 40 feet of the road and asked whether the Town might consider reimbursing him if he did the work in advance.

It was clarified that the petition request was for an unimproved portion of Spruce Lane off of Normand Street.

Council members and department heads discussed the issue, acknowledging that maintenance of the roadway is not the resident's responsibility. It was noted that converting the area to pavement could cause drainage issues and would require permitting due to elevation changes and environmental concerns. The Council agreed the matter should be addressed by the Town.

Town Administrator Contente confirmed that he and the DPW Director had visited the site and plan to extend the pavement beyond Mr. Lee's driveway to resolve the snowplow issue but not connect it to Norman Street due to permitting and drainage constraints.

The Council voted to deny the license to maintain and refer the matter to the Town Administrator and DPW Director for appropriate action and to provide an update on the timeline at a future meeting.

- F3.** Lynn Boudreau, 36 Harrison Street, request for license to maintain a 5' wide x 23'' long, piece of town property on the Northeast corner of the residence
- a. recommendation - Town Administrator and Police Chief
 - b. recommendation - Town Administrator and Fire Chief
 - c. recommendation - Town Administrator and Director of Community Development
 - d. recommendation - Town Administrator and Director of Public Works
 - e. Letter of objection to maintain town property- James P. Murphy, Esq.

Ley/ Teixeira- Voted
unanimously to deny the
petition for license to
maintain.

Prior to the vote being taken, Lynn Boudreau of 36 Harrison Street appeared before the Council to request a license to maintain a portion of Town-owned property adjacent to her residence. Ms. Boudreau cited concerns regarding neighborhood maintenance and potential liability, noting that she had previously coordinated with the Town and Post Office to consolidate mailbox locations in the area and had independently maintained the surrounding property for several years. Her request was prompted by ongoing uncertainty created by a neighbor periodically mowing and weed-whacking the area.

Town Solicitor Ursillo clarified that granting such a license would not exclude public access or grant exclusive rights to Ms. Boudreau, as the area remained part of the public right-of-way. Council members expressed concern over setting a precedent that could complicate future public access or property maintenance policies.

Alternative solutions were suggested, including having a professional survey conducted to clarify boundary lines or pursuing legal remedies in the event of trespassing on private property.

Following discussion, the Council voted unanimously to deny the request. The decision reaffirmed the Town's policy of preserving public access to municipal property and avoiding licensing arrangements that may imply exclusivity or create potential legal or administrative complications. Ms. Boudreau was informed that her concerns were heard and appreciated, but the Council did not find sufficient justification to alter its standard practice.

F4. Howard Sutton, President, Stone Harbour Condominium Association, 345 Thames Street, requests an extension of the current no parking area on the South entrance by 6 feet on each side of the egress and a no parking buffer zone at the North entrance on Thames Street

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Public Works

Teixeira/Ley - Voted unanimously to
refer this matter to the Town Solicitor
so that he may draft ordinance language

for Council consideration on August 20, 2025.

Prior to the vote being taken, Howard Sutton, President of the Stone Harbor Condominium Association, appeared before the Council to request modifications to parking regulations at two entrances on Thames Street, citing resident safety concerns related to limited visibility of vehicles and bicycles when exiting the condominium parking areas.

Mr. Sutton specifically requested an extension of the existing no-parking buffer at the 341-343 Thames Street entrance by six feet on either side, and the creation of a new no-parking zone at the 345 Thames Street entrance. He explained that cars parked too closely to the curb cuts were obstructing visibility, posing risks to drivers, cyclists, and pedestrians—especially given the nearby activity at Bristol Bikes.

Councilman Teixeira and other members reported conducting a site visit and confirmed the visibility concerns raised. Town Administrator Contente and Chairman Calouro acknowledged the safety issues and discussed potential next steps. The Council agreed to refer the matter to the Department of Public Works for implementation and directed the Town Solicitor to prepare draft ordinance language reflecting an extension of the no-parking area by three feet on each side of both entrances, as a balanced response to the concerns raised.

The Council approved the request with a unanimous vote, with the first reading of the proposed ordinance to be scheduled for the next regular Council meeting.

G. Appointments

G1. Historic District Commission - Appointments to fill one full member term (three-year term, expiring July 2028) and two alternate member terms (three-year terms, expiring July 2028).

a. Mary Millard (full member) 620 Hope Street - interest/reappointment

b. Robert Page (alternate member) 423 Hope Street, Unit K - interest/reappointment

Teixeira/Parella- Voted unanimously to reappoint Mary Millard as full member and Robert Page as alternate member to the Historic District commission with a term set to expire in July, 2028

G2. Bristol Prevention Coalition - Appointment to fill one unexpired term, set to expire January 2027.

a. Emily Marshall, 10 Roosevelt Drive - interest in appointment

Teixeira/Ley- Voted unanimously to instruct the Clerk to set a special meeting for interviews to be held at the next council meeting of August 20, 2025, or at the convenience of the parties

G3. Board of Canvassers - Appointment to fill one unexpired Republican alternate term, set to expire March 2026

a. Memo from Clerk Cordeiro- re passing of Board Member Michael Smith

b. Letter from Clerk Cordeiro - request of recommendations for Republican (alternate member) vacancy

Teixeira/Parella- Voted unanimously to acknowledge with deep sadness the passing of Mr. Michael Smith, and to instruct the Clerk to send a letter of condolence to Mr. Smith's Family honoring his service.

Prior to the vote being taken, the Town Council solemnly acknowledged the recent passing of Michael Smith, recognizing his distinguished service to the Bristol community. Chairman Calouro and council members expressed deep respect for Mr. Smith's many contributions to the town, and fondly recalled his sharp wit and playful sarcasm.

Town Clerk Cordeiro, who served alongside Mr. Smith, provided a heartfelt tribute and noted his 20 years of service on the Board of Canvassers, to which he was appointed in 2005. She described him as a source of institutional knowledge, emphasizing his integrity, kindness, and unwavering dedication to the democratic process. She highlighted the respectful and professional manner in which he fulfilled his duties.

Chairman Calouro also reflected on Mr. Smith's broader contributions, citing his inventive work—such as the development of a silver-based solution to prevent mold in boats—as a

testament to his creative problem-solving and community-minded spirit.

The Council unanimously voted to send a letter of condolence to Mr. Smith's family in recognition of his service.

- G4.** Bristol Harbor Advisory Committee - Appointment (s) to fill 3 Members to a Three-Year Term Expiring August 2028 and appoint 1 member to an unexpired Three-Year Term Expiring August 2026

a. Jeffrey Doran, 4 Dolly Drive - interest/reappointment

b. Paul Labonte, 22 Casey Drive - interest/reappointment

Teixeira/Ley- Voted unanimously to reappoint Jeffery Doran and Paul Labonte to the Bristol Harbor Advisory Committee with a term set to expire in August 2028.

- G5.** Bristol 250th Commission- Appointment to fill the BWRSD representative with a term to expire January 2027

a. Resignation of Jessica Almeida- 3 Michale Drive

b. Appointment/confirmation of Christine Hughe- 6 Sefton Drive

Teixeira/Ley- Voted unanimously to accept this resignation and to instruct the Clerk to send a letter of thanks for service; and to appoint Christine Hughe to the Bristol 250th Commission with a term set to expire in January 2027

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.

Chairman Calouro emphasized the importance of their selfless efforts in helping to shape and enhance the town's governance. On behalf of himself and the members of the council he extended a heartfelt thank you to all those who dedicated their time and expertise to the collective well-being of the community

H. Old Business

I. Other New Business Requiring Town Council Action

- II.** Steven Januario, Chairman of the Bristol Harbor Commission- Request for Council consideration and approval of newly developed Harbor Commission policies.

a. (draft) Bristol Harbor Commission Policies

Teixeira/Ley- Voted unanimously to approve and adopt the Bristol Harbor Commission Policies with the following two amendments:

- To include the number of members to constitute a majority vote
- And to add language establishing an attendance requirement for the advisory board, consistent with the requirement for Harbor Commission members.

Prior to the vote being taken, Steven Januario, Chairman of the Bristol Harbor Commission, appeared before the Town Council to present newly developed Harbor Commission policies, the result of approximately 18 months of collaborative work. The policies were crafted to establish clear structure and guidelines for the Commission's responsibilities, with input from the Town Solicitor to ensure legal compliance.

Councilman Teixeira, along with other members of the Council, reviewed the proposed policies and recommended two amendments for clarity and consistency. The first amendment specified a quorum requirement of a minimum of three members, given the Commission's structure of five regular members and two alternates. The second amendment, based on a recommendation from Harbor Commission Chair Steven Januario, extended the attendance policy to include advisory committee members, thereby establishing uniform participation standards across the Commission.

Town Solicitor Ursillo confirmed that both amendments were legally appropriate and could be incorporated without issue.

It was noted that the attendance provision would require active member participation, with consequences for repeated absences, reinforcing the importance of engagement and accountability.

Chairman Calouro emphasized the need for committed members who meaningfully contribute to the work of the Commission. The Council unanimously approved the Harbor Commission policies as amended, with a motion by Teixeira and second by Parella

- 12.** Chemist/Pretreatment Coordinator Shealyn Davey request for modifications and updates to the Sewer Use Ordinance. The primary changes affect **Section 22-236 - Local Limits** *(to incorporate the results of the recently approved Local Limits Evaluation (LLE))*. *(Additional minor revisions include a fee clarification in)* **Section 22-109 -Operations and Maintenance**, *(a spelling correction in)* **Section 22-235 National Categorical Pretreatment Standards**, *(and updated wording for industry categories in)* **Section 22-316 -Enumeration**. **(Call for advertising for public comment period)**

Teixeira/Ley- Voted unanimously to continue to the next council meeting of August 20, 2025 for first reading and advertise in the paper for public commit.

Prior to the vote being taken, it was noted that the Chemist/Pretreatment Coordinator was unable to attend. Director of Water Pollution Control, José DaSilva, presented proposed modifications to the Sewer Use Ordinance. These updates were prompted by state and EPA requirements to periodically review local limits and water quality parameters.

Director DaSilva explained that the modifications were part of a routine regulatory process to update testing standards. He noted the addition of new testing requirements for elements such as arsenic and cadmium, with advances in technology now allowing for detection at the trillion-part level, enabling more precise environmental monitoring.

The Council was assured that these changes would have minimal impact on local businesses unless there is a catastrophic event. Using Atlantic Capes as an example, Director DaSilva emphasized that current industrial discharge practices would not be significantly affected. The intent of the modifications is to

enhance data collection on water quality and industrial discharge rather than to impose new restrictive regulations.

Clerk Cordeiro advised that, in accordance with the Rhode Island Department of Environmental Management's requirements, a 30-day public comment period must be provided. As such, she recommended that the first reading of the ordinance and proposed changes be advertised in advance of the next Council meeting, to allow residents and businesses the opportunity to review and offer feedback.

I3. Public Notice from CRMC re - Terry & Mary Steelman, 6 Portside Drive requires response by July 24, 2025

a. Harbor Master Marsilli - request extension of recommendation

b. recommendation - Town Administrator and Director of Community Development

Teixeira/Ley- Voted unanimously to send notice to CRMC to request an extension of the public comment period so that the Harbor Commission may review and provide recommendation.

I4. RI Department of Environmental Management, Office of Water Resources, Water Quality Certification Program - Notice re consideration of The Narragansett Electric Company to perform maintenance and improvements in the location of Utility line ROW

Teixeira/Ley- Voted unanimously to receive and file.

Prior to the vote being taken, Clerk Cordeiro noted a late item submitted by the Department of Public Works, marked as "Received at Meeting."

It was noted that the existing wooden poles will be replaced with metal poles. The location and height of the poles will remain the same; the change is intended to improve durability and reduce maintenance.

When asked for clarification, it was confirmed that the area will be temporarily disturbed for the replacements,

but overall disruption would be limited. The work will take place near the Warren town line

- 15.** Town Administrator Contente re the Town's outreach efforts to notify residents of the Mt. Hope Bridge closure (August 14-18) and collaboration with Explore Bristol to support local businesses during the closure period

Parella/Teixeira- Voted unanimously to appropriate up to \$200 from the Town Council Contingency account to assist with signage in support of this outreach.

Prior to the vote, Municipal Operations Manager Eric Dickervitz presented a comprehensive outreach strategy for the upcoming Mount Hope Bridge closure scheduled for August 14-18. Acknowledging the potential impact on local businesses and residents, the Town has implemented a multi-faceted communication plan to help mitigate disruption.

Municipal Operations Manager Dickervitz explained that the Bridge and Turnpike Authority will manage primary signage along major highways. Locally, the Town is focusing on business support through collaboration with Explore Bristol, which will utilize its "Bristol Blast" email list to distribute updates, despite a noted 20% open rate. Additional outreach will include updates on the Town's website, coordination with the Chamber of Commerce, and encouraging individual businesses to share information directly with their customers.

Special consideration is being given to frequently impacted industries, such as landscaping and towing services.

Chairman Calouro underscored the necessity of the closure, describing it as a critical infrastructure improvement projected to enhance drivability for the next five years. The Council unanimously approved up to \$200 from the Council contingency fund to assist in producing signage for local businesses.

Councilman Teixeira emphasized the importance of businesses taking proactive steps to promote themselves during the closure.

I6. Director Williamson re 2-year Curbside Composting Pilot Program Eastern RI Conservation District Outreach

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

Prior to the vote, Stella Piasecki of the Eastern Rhode Island Conservation District (ERICD) presented a two-year curbside composting pilot program to the Bristol Town Council. In partnership with the Town, the program aims to enroll 500 residents, offering a free composting starter kit and weekly pickup service beginning September 18, 2025, with bins to be delivered in late August or early September. As the first municipal curbside composting initiative in Rhode Island, the program is intended to reduce landfill waste and promote sustainable practices.

Piasecki emphasized the program's environmental benefits and ease of participation.

Councilman Ley acknowledged that the program's development was partially supported by Councilman Tim Sweeney. The pilot program represents a step toward more sustainable waste management practices at the municipal level, and the two-year duration will allow the Town to assess its effectiveness and consider long-term adoption.

I7. Tax Assessor Leadam re: Tax Rate Structure and Sewer Use Fees for FY 2025-2026

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

Prior to the vote being taken, Tax Assessor Kris Leadman provided an in-depth explanation of the new tax restructuring system, which represents a significant shift in Bristol's approach to property taxation. The core of the new structure involves a split residential tax rate: \$9.60 per \$1,000 of valuation for owner-occupied properties, and \$10.61 per \$1,000 for non-owner-occupied and commercial properties.

Tax Assessor Leadman thoroughly outlined the complexities of identifying property classifications, introducing specific codes to help residents understand their tax status:

- 27-R for single-family homes (typically owner-occupied)
- 28-R for two-to-five family properties (owner-occupied)
- 35-R for condominiums

Tax assessor Leadman further explained that many residents were under the impression that the homestead program would function as a flat-rate deduction, similar to existing elderly or veteran exemptions. In reality, the program reduces the **tax rate itself**, not the assessed value. As a result, many residents found it difficult to decipher their tax bill and understand the exact benefit applied to their property

He noted that tax savings would be proportional to property value—for example, a \$500,000 home would see approximately \$500 in savings, while a \$750,000 property would save about \$750.

The rationale behind the rate structure was explained in detail. Tax Assessor Leadman stated that many commercial properties, particularly apartment complexes, experienced valuation increases exceeding 50%, while the average commercial increase was around 30%. This disparity made it difficult to lower the commercial tax rate without creating a significant revenue shortfall.

Council members explored various scenarios, including the classification of Airbnb properties. Tax Assessor Leadman clarified that these would typically be classified as residential non-owner-occupied, unless the property owner lived in one unit of a multi-unit property.

Councilman Ley recommended the creation of a user-friendly website guide with visual explanations of tax bills to assist residents in understanding the new system.

The Council acknowledged the complexity of the new structure and expressed interest in continuing to refine communication efforts

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. Town Council re Contingency funds for Fourth of July attire

Teixeira/Ley- Voted unanimously to appropriate \$183.50 from the Town Council Contingency account for reimbursement of Fourth of July attire

K. Special Reports

K1. BCWA Tri Town Monthly Report for June 26, 2025

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

L. Town Solicitor

L1. Council consideration for approval of Tender and Completion Agreement with Western Surety Company and Vinagro Materials, LLC for the Mount Hope Avenue Drainage Improvements Project.

Teixeira/Ley- - Voted unanimously to approve the Tender and Completion Agreement between the Town of Bristol, Western Surety Company, and Vinagro Materials, LLC, for completion of the Mount Hope Avenue Drainage Improvements Project (Bid N. 1032), as a result of the termination of the original contractor, New England Building and Bridge Co., and to authorize the Town Administrators to execute said agreement and any related documents.

Prior to the vote being taken, Town Solicitor Ursillo presented the need for a completion agreement with Vinagro Materials LLC following the bankruptcy of the original contractor, New England Building and Bridge Company. The proposed agreement includes a revised project completion date of October 1, requires Vinagro to post its own payment bond, and outlines the steps necessary to complete the remaining infrastructure work and punch list items.

Administrator Contente noted that despite the contractor change, the project continues to progress and emphasized the importance of completing the outstanding work

M. Executive Sessions

M1. Town Solicitor re request for Executive Session pursuant to RIGLS 42-46-5(a)(2) (litigation): Discussion and vote on approval of and participation in Purdue Pharma bankruptcy and Sackler settlement (~\$8 billion) and Alvogen, Amneal, Apotex, Hikma,

Indivior, Mylan, Sun Pharmaceuticals, Zydus, and Sandoz settlement (~\$1.2 billion) regarding In Re: National Prescription Opiate Litigation, Case No. 17-MD-2804, and to authorize the Town Solicitor's office to review, execute, and deliver any documents necessary to effectuate such approval and participation

Teixeira/Ley- Voted unanimously to convene in Executive Session pursuant to RIGL Section 42-46-5 (a) (2) concerning Litigation at 8:39 PM.

M2. Town Administrator Contente request for Executive Session pursuant to § 42-46-5 A (5) Any discussions or considerations related to the acquisition or lease of real property for public purposes.

Teixeira/Ley- Voted unanimously to convene in Executive Session pursuant to RIGL Section 42-46-5 (a) (5) concerning the Acquisition or lease of real property at 8:39 PM.

Parella/Teixeira - Voted unanimously to resume open session and seal the minutes of the Executive Session at 9:16 PM.

Solicitor Ursillo announced that motions were made and voted on in Executive Session

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. Bristol Harbor Commission Meeting Minutes - June 2, 2025

- (CA) AA2. Bristol Planning Board Meeting Minutes - April 10, 2025
- (CA) AA3. Historic District Commission Meeting Minutes - April 3, 2025
- (CA) AA4. Historic District Commission Meeting Minutes - May 1, 2025
- (CA) AA5. Historic District Commission Special Meeting Minutes - March 26, 2025
- (CA) AA6. Bristol Fire Department Board of Engineers Meeting - June 30, 2025
- (CA) AA7. BCWA Meeting Minutes Board of Directors - May 29, 2025
- (CA) AA8. BCWA Meeting Minutes - May 29, 2025
- (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 Carulli re - Year to Date Budget Report - July 2025
- (CA) DD. Proclamations, Resolutions & Citations**
- Approval of consent agenda = "motion to adopt these Proclamations, Resolutions and Citations as prepared and presented"**
- (CA) DD1. Resolution - Town of Bristol Authorizing the Assessment of Valuations and Levy of Taxes, Sewer Service Fees and Sewer Assessments (signed)
- (CA) DD2. Resolution - Revised resolution of the Bristol 250th Semi-quincentennial Commission - (signed)
- (CA) DD3. Resolution - 2025-28-5-I2 Mooring and Docking and related harbor fees (signed)
- (CA) DD4. Proclamation - Mello's Shoe Service, Mike Iacovelli (signed)

(CA) DD5. Proclamation - Chief Marshal of the Bristol Fourth of July 240th Celebration, Dick Devault (signed)

(CA) EE. Utility Petitions

Approval of consent agenda = "motion to approve these petitions"

(CA) EE1. Narragansett Electric and Verizon request to replace/relocate P1, 2, and P3 and remove P4 on Burnside and Hope Street

a. recommendation - Town Administrator and Director of Public Works

(CA) EE2. ~~Narragansett Electric and Verizon request to install inline P28-50 on the corner of Thames and Church Street~~

~~a. recommendation - Town Administrator and Director of Public Works~~

(CA) FF. City & Town Resolutions Not Previously Considered

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

(CA) FF1. Hopkinton - Resolution - Opposing Senate Bill 0909 and House Bill 6273 re access to public records act

(CA) GG. Distributions/Communications

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

(CA) GG1. Award Letter Bid 1069 - Municipal Tree Maintenance and Stump Grinding Services

(CA) GG2. Award Letter Bid No. 1068 Road Resurfacing Project

(CA) GG3. Award Letter Bid 1066 - IT Consultant Services

(CA) GG4. Public Notice from CRMC - Heritage Foundation of RI, 101 Ferry Road - required response July 22, 2025

(CA) GG5. Council request - Portside, map of outside area

(CA) GG6. Rhode Island Energy notice re - filing of Proposed 2025 Vegetation Management Standards and Practices

(CA) GG7. Clerk Cordeiro - Thank you letter to Louis Cirillo for serving on the Bristol 250th Commission

(CA) GG8. Town Administrator Contente - Town Administrator's Appointment for Bristol 250th - Matthew Hayes

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

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

(CA) HH1. Planning Board Meeting - July 10, 2025

(CA) HH2. Zoning Board Meeting - July 14, 2025

(CA) HH3. Capital Projects Commission Meeting - June 24, 2025

(CA) HH4. BCWA Board of Directors Meeting - June 26, 2025

(CA) HH5. Planning Board Public Hearing - July 10, 2025

(CA) HH6. Bristol Fourth of July Committee Meeting - June 25, 2025

(CA) HH7. Bristol Fourth of July Sub Committee Military and Town Officials Meeting - June 25, 2025

(CA) HH8. Conservation Commission Meeting - July 1, 2025

(CA) HH9. Planning Board Technical Review Committee Meeting - June 25, 2025

(CA) HH10. Amended Planning Board Meeting - July 10, 2025

(CA) HH11. Bristol Fourth of July Sub Committee Wine Tasting Sub Committee Meeting - July 14, 2025

(CA) HH12. Planning Board Technical Review Committee Meeting - July 14, 2025

(CA) HH13. Bristol Christmas Festival Committee Meeting - July 14, 2025

(CA) HH14. Bristol Fourth of July Committee General Committee Meeting - July 17, 2025

(CA) HH15. Bristol Fourth of July Committee Policy Subcommittee - July 28, 2025

(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) II1. Glen Hogan, 9 Tilbury Drive - claim for damages
- (CA) II2. Jennifer Busby, 505 Plainfield Pike ,Greene - claim for damages
- (CA) II3. Stephen Zbysewski, 40 Harrison Street - claim for damages
- (CA) II4. Carolyn Balinskas, 1 Overlook Drive - claim for damages

(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 Vice Chairwoman Parella and voted unanimously, the Chairman declared this meeting to be adjourned at 9:16 pm.

Melissa Cordeiro, Town Clerk
Council Clerk