

The council met on Wednesday, December 21, 2022, 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, Timothy Sweeney  
Councilman, Aaron Ley

ALSO PRESENT: Town Administrator, Steven Contente  
Assistant Town Solicitor, Andy Tietz, Esq.  
Town Sergeant, Archie Martins

**Motion RE: Consent Agenda - To Approve the Consent Agenda**

Sweeney/Teixeira-Voted unanimously  
to approve the Consent Agenda

**A. Submission of Minutes of Previous Meeting(s)**

- A1.** Town Council 26th Re-Organizational Meeting - December 7, 2022
- A2.** Executive Session Meeting - December 7, 2022 (sealed council only)

Sweeney/Teixeira -Voted unanimously to accept and approve the council meeting minutes and executive session minutes of December 7, 2022, as presented

**B. Public Hearings**

**C. Ordinances**

- C1.** Ordinance #2022-18 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to decrease the number of Class D Liquor Licenses from 7-6) **(1st reading)**

Teixeira/Sweeney- Voted  
unanimously to consider this  
action to constitute the first

reading of Ordinance #2022-18.  
Advertise in the local newspaper

**D. Licensing Board - New Petitions**

**E. Licensing Board - Renewals**

**E1. Junk and Secondhand License Renewals 2022-2023**

- a. recommendation - Town Administrator and Chief of Police
- b. recommendation - Town Administrator and Department of Community Development

Teixeira/Sweeney-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 subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

**E2. Ben Luk, Bristol Buffet, LLC, 180 Mt. Hope Ave., re relinquishing Class BV Liquor license**

Teixeira/Sweeney- Voted unanimously to refer to the solicitor to draft an ordinance amendment to reduce the Class "BV" liquor license by one and consider the matter at the second reading of February 8, 2022

**F. Petitions - Other**

**F1. Paula Labao, 38 Congregational Street, request a no-parking box across from the driveway on the north side of Congregational Street**

- a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Department of Public Works

Sweeney-/Teixeira-Voted  
unanimously to refer this matter  
to the Town Solicitor to draft an  
ordinance language for no parking,  
subject to the recommendations  
received, for council  
consideration

**F2.** Rebecca Nichols of Jay El Trophies, 468 Thames Street,  
request for curb loading zone at 468 Thames Street

a. recommendation - Town Administrator and Chief of  
Police

b. recommendation - Town Administrator and Department  
of Public Works

Sweeney-/Teixeira-Voted  
unanimously to refer this matter  
to the Town Solicitor to draft  
ordinance language for a curb load  
zone parking, subject to the  
recommendations received, for  
council consideration

**F3.** Amy Komiega, 81 Oliver Street, re removal of  
Accessible Parking Space at 50 Monroe Avenue **(1<sup>st</sup>  
Reading)**

a. recommendation - Town Administrator and Chief of  
Police

b. recommendation - Town Administrator and Department  
of Public Works

Teixeira/Sweeney - Voted unanimously to  
consider this action to constitute the  
first reading of a request to remove an  
accessible parking space and to  
continue said matter until the meeting

of January 18, 2023, for the second reading.

**G. Appointments**

**G1.** Conservation Commission (3 terms to expire December 2025)

- a. Craig Fisher, 5 Sunset Road, interest/reappointment
- b. Lindsay Green, 73 Union Street, interest/reappointment
- c. Raymond P Payson, 131 Ferry Road, interest/reappointment
- d. Carly N. Reich, 99 Aaron Avenue, interest/appointment
- e. George Voutes, 17 Shore Road, interest/appointment

Teixeira/Sweeney -Voted unanimously to reappoint Craig Fisher, Lindsay Green, and Raymond Payson to the Conservation Commission to fill the term(s) to expire in December 2025.

**G2.** Juvenile Hearing Board (1 term to expire December 2025)

- a. Oryann Lima, 73 Franklin Street, interest/reappointment

Sweeney/Teixeira-Voted unanimously to reappoint Oryann Lima to the Juvenile Hearing Board to fill the term to expire in December 2025.

**G3.** Personnel Board (1 term to expire December 2026)

- a. Elizabeth Rene, 11 Lincoln Avenue, interest/reappointment

b. Robert J. Larisa III, 72 Sherman Avenue,  
interest/appointment

Teixeira/Sweeney-Voted unanimously  
to reappoint Elizabeth Rene to the  
Juvenile Hearing Board to fill the  
term to expire in December 2026.

**G4.** Board of Tax Assessment Review **(3 terms)**  
(2 terms to expire December 2025; 1 full member (R), 1  
alternate member (D) and  
1 term set to expire December 2024; 1 vacant (R)  
alternate member)

a. Erich Haslehurst, Chair, Democratic Town Committee  
re nomination Tracy Ramos for reappointment as  
alternate

b. Thomas Carroll, Chair, Republican Town Committee re  
nomination of Mr. Peter A. Hewett for reappointment as  
an alternate member and Mr. Anthony H. Rego for  
appointment as a full member

Teixeira/Sweeney-Voted  
unanimously to close  
nominations and to instruct  
the Clerk to cast one ballot  
in favor of Tracy Ramos for  
reappointment of alternate  
member (D) with the term to  
expire in December 2025; one  
ballot in favor of Tony Rego  
for appointment of full  
member (R) with the term to  
expire in December 2025; and  
one ballot in favor of Peter  
Hewett for appointment of  
alternate member (R) with the  
term to expire in December  
2024.

Vice Chairwoman Parella questioned if the charter could be  
changed to remove the rule of party affiliations requirements on

the Board. Assistant Solicitor Teitz noted that the bipartisan board is governed by state statute.

At this point in the meeting, the council recessed due to technical complications and resumed at 7:26 pm.

**G5.** North & East Burial Grounds Commission (1 alternate term to expire December 2028)

- a. Joshua Jacob Cabral, 192 Wood Street,  
interest/appointment

Sweeney/Teixeira-Voted unanimously to instruct the Clerk to set a special meeting for interviews to be held at the convenience of the parties and to continue this matter until January 18, 2023, or a special meeting at a date to be determined.

**G6.** Rogers Free Library Board of Trustees (1 term to expire January 2030)

- a. David Swanson, 150 Ferry Road (not seeking reappointment- term limits)
- b. Jackie Katz, Chair, recommendation of Marie Knapman for appointment

Sweeney/Teixeira-Voted unanimously to appoint Marie Knapman based on the recommendation of the Chair and instruct the Clerk to send a letter of thanks to David Swanson for service.

Prior to the vote taken, members of the council discussed the recommendation process of the Library Board of Trustees. It was noted that, although the members of the council agree with the selection of the candidate, the council should have the opportunity to have dialog and meet with the recommended candidate.

Al Wroblewski, a trustee of the Board addressed the council. Mr. Wroblewski provided a brief overview of the appointee selection process; explaining that the candidates are interviewed by a committee and then vet a potential recommendation to the Board of Trustees, then a recommendation is provided to the council for approval. He explained that the process has been the same for quite some time. He stated that the board would work with the council to ensure the procedures are properly implemented.

The council agreed that the council liaison, Vice Chairwoman Parella, would reach out to the board of trustees to establish new methods of the appointment procedures for council consideration at the February 8, 2023, meeting.

- G7.** Christmas Festival Committee (David Scarpino, Chair)  
re Proposed Membership 2022-2023

Sweeney/Teixeira-Voted unanimously to close nominations and to instruct the Clerk to cast one ballot in favor of the slate of nominees, as recommended, with the term(s) to expire in December 2023.

## **H. Old Business**

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

- I1.** Town Administrator Contente re First Amendment to PCS Lease Renewal

Parella/Teixeira - Voted unanimously to approve the first amendment Lease renewal and to authorize the Town Administrator to sign on behalf of the Town.

Prior to the vote taken, Town Administrator Contente stated that the amendment would allow for four (4) additional and successive five (5) year terms extension with an increased escalation clause. He explained the monthly fee would increase from \$874 a month with a 3% annual escalation to \$1000 a month with a 3.5% annual escalation.

- I2.** Chuck MacDonough, Chairman, Fourth of July Committee – Review and Approval of Proposed Revisions to Fourth of July Committee Bylaws

a. Proposed changes to Bristol Fourth of July  
Committee Policy Manual

b. Policy Manual

Sweeney/Teixeira- Voted to ratify the  
bylaws as presented. Voting in favor of  
this motion was Council Chairman  
Calouro, Councilman Sweeney, Councilman  
Teixeira, and Councilwoman Parella.  
Voting opposed was Councilman Ley.

Prior to the vote taken, Assistant solicitor Teitz provided an  
overview of the proposed changes and highlight the following  
changes for council approval:

- o *"A Life Member Emeritus who wishes to become active again  
must only pass a background check".*
- o *"All nonmember volunteers shall be required to pass a  
background check before being allowed to work at a  
Committee event".*

Discussions ensued regarding the town's BCI process and current  
policies.

Major Burke provided the council with an overview of RI State  
BCIs and Town noncomprehensive BCIs.

It was noted that the BCIs received in the Clerk's office from  
the Bristol Police station only indicated if a criminal record  
existed or did not exist.

Councilman Teixeira suggested striking out the words "before  
being allowed to work at a committee event" from article II,  
item 6 but later withdrew that suggestion.

A discussion ensued regarding who would be responsible for the  
judgment of a criminal record and if it would prohibit the  
applicant from participating in boards, commissions, or  
volunteering, with respect to the severity of a crime and/or the  
timeframe from when the instance may have occurred.

Mr. MacDonough noted that nonmember volunteers were required to  
provide background checks; and that nonmember BCIs were  
processed at the volunteer's expense of \$5.00. He asked if the  
council would consider waiving the fee for nonmembers as they do  
for regular members. Council Chairman stated that the waiving of  
the \$5.00 nonmember fee would be considered.



Mr. MacDonough explained that any member who has received life member status and who no longer wishes to be active on the Committee shall be given Life Member Emeritus Status. A Life Member Emeritus is not allowed to vote or work on any committee events. Currently, they are not recognized as "members" because they have not completed a background check, as required by the council. The committee is requesting to exempt life member emeritus from passing a background check as they are not voting or working on any committee events. In the case of a life member wanting to resume active participation, a BCI would then be required.

Councilman Ley explained that he was not comfortable supporting the amendments to the Bylaws due to the ambiguity of the BCI policy as a whole.

**I3.** Harbor Master Marsili re transient revenue and fuel revenue report for 2022

Sweeney/Teixeira - Voted  
unanimously to receive and file

Prior to the vote taken, Harbor Master Marsili provide the council with an overview of revenues received from the transient docks and dock fuels. He noted that estimated transient revenues were \$90,000 and to date, they have generated approximately \$140,000. He further explained that the marine fuel revenue generated a net income of approximately \$116,000 well over the projected revenue amount of \$50,000.

Councilman Teixeira suggested that a restricted account be established to assist with the costs of the dock's maintenance fees.

Vice Chairwoman Parella suggested the Harbor Master work with the Town Administrator to prepare and provide recommendations for allocated maintenance funds and provide them to the council for consideration during budget workshops.

**I4.** Council Chairman Calouro re discussion of a potential workshop for the 2023 legislation agenda

Teixeira/Sweeney - Voted  
unanimously to instruct the Clerk  
to set a special meeting for a  
legislative workshop to be held at

the convenience of the parties and to continue this matter until that special meeting at a date to be determined

Prior to the vote taken, Council Chairman stated he would like to hold a workshop with local legislators to discuss the 2023 legislative agenda as hosted in other neighboring cities and towns. He explained that it would be beneficial to have discussions and a clear picture of the goals of the town and the Legislator's agenda for 2023.

Councilman Sweeney suggested that a list of topics should be provided to the Legislators prior to the workshop so they may be prepared to answer.

It was discussed that the council would work on a list of topics to be discussed such as:

- o Bristol's goals, wants, and wishes
- o Increased funding for school systems
- o Hope Street sidewalk repairs
- o Increase in local board membership requirements
- o What items are proposed in legislation that may affect Bristol
- o What the Legislator's focus is for Bristol

**15.** Town Administrator Contente re Communication relating to Thames Street Long Term Parking Lot end lease

Parella/Teixeira - Voted  
unanimously to receive and file

Prior to the vote taken, Town Administrator Contente stated that the Prudence Ferry Parking lot lease was set to expire. He explained that the land is due to change ownership and will not be available for long-term lease. He explained that he informed the town of Portsmouth and the Ferry corporation of the possibility of a short-term lease and asked if they would consider taking over the responsibility. He noted that the 36-space lot was mainly occupied by Portsmouth residents and Bristol absorbed the costs of

**16.** Director Williamson re Proposal of a new sign to be installed on the Bristol Waterfront

Sweeney/Teixeira- Voted  
unanimously to authorize the  
Director of Community Development

to obtain necessary permits and grant funding for the installation of the new sign on the Bristol Waterfront.

Prior to the vote taken, Director Williamson explained to the council that the proposed sign had been donated to the Town of Bristol by Dr. Patrick Connely. She explained that multiple locations have been explored and that Rockwell Park was proposed to be the best-suited place for the sign.

Director Williamson explained that if the council was in agreement with erecting the sign at Rockwell Park, she would seek the necessary permitting and grant funding to assist with the cost of installing the sign.

A discussion ensued regarding the colors of the sign. Director Williamson noted the sign would be red, white, and blue.

Vice Chairwoman Parella recommended the color scheme of the sign should resemble the colors of downtown Way Finder signs.

Dr. Patrick Conley, of One Bristol Point Road, addressed the council and explained the initial intent of the sign and how it was later donated to the Town of Bristol. He stated that he and his staff would be able and willing to assist the town with the installation of the sign.

The council thanked Dr. Conley for the donation.

- I7.**   \*\*Town Solicitor- Request for Executive Session Pursuant to RIGL § 42-46-5(a)(2) Litigation - Litigation status report regarding all pending litigations.

*It is hereby noted for the record that discussion and action concerning this agenda item took place at the conclusion of the public agenda as found below.*

Sweeney/Teixeira- Voted unanimously to convene in Executive Session pursuant to RIGL Section 42-46-5 (a) (2) regarding Litigation - Litigation status report regarding all pending litigations at 8:49 PM:

Teixeira/Sweeney - Voted unanimously to resume the open session and seal the minutes of the Executive Session at 9:27 p.m.

Assistant Solicitor Teitz announced that no action was taken in Executive Session.

**J. Bills & Expenditures**

**J1.** RFP# 996 - Land Evidence/Records Management System

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

Prior to the vote taken, the Clerk read the following bids:

- Info Quick Solutions, Inc of Liverpool, NY
  - option 1 - \$1850.00 - monthly
  - option 2 - \$1600.00 - monthly
- New Vision Systems Corporation of Alpharetta, GA
  - option 1 - \$4108.00 - monthly
  - option 2 - \$2337.00 - monthly
- Avenue Insights & Analytics, LLC of Centerville, VA
  - option 1 - \$1650.00 - monthly
  - option 2 - \$1375.00 - monthly

**K. Special Reports**

**K1.** Allan Klepper, Barrington Director, Bristol County Water Authority - Monthly Report November 19, 2022

Sweeney/Teixeira - Voted unanimously to receive and file

**K2.** Allan Klepper, Barrington Director, Bristol County Water Authority - Monthly Report December 8, 2022

Sweeney/Teixeira - Voted  
unanimously to receive and file

(add item)

*At this point in the meeting, Councilman Ley requested that the Council might add an agenda item to consider discussions of Ledger Adams Ley.*

Ley/Parella- Voted unanimously to  
add the agenda item of Ledger  
Adams Ley for discussion.

Councilman Ley proudly announced the birth of his third son **"Ledger Adams Ley"** born yesterday Tuesday, December 20, 2022, at 4:41 pm weighing 6 lbs, 10oz. He explained how blessed he and his family were to welcome a healthy new addition to their family. That Christmas was delivered early to the Ley Family, and they couldn't wait to bring Ledger home!

Members of the council, the Town Clerk, and the Town Administrator congratulated the Ley Family and wished them good health and much happiness in their growing family!

Ley/Sweeney- voted  
unanimously to receive and  
file

#### **L. Town Solicitor**

Citizens Public Forum

**Persons wishing to speak during the citizen's public forum must notify the Council Clerk and sign in prior to the commencement of the meeting.**

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 Housing Authority Meeting Minutes, October 13, 2022

(CA) AA2. Rogers Free Library Board of Trustees meeting Minutes  
October 20, 2022

(CA) AA3. Conservation Commission Meeting Minutes October 13,  
2022

(CA) AA4. Bristol Fire Department Board of Engineers Meeting,  
December 5, 2022

**(CA) BB. Budget Adjustments**

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

(CA) BB1. Tax Assessor DiMeo re Recommended Abatements &  
Additions - December 13, 2022

**(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 - December 15, 2022

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

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

**(CA) EE. Utility Petitions**

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

(CA) EE1. National Grid and Verizon - Petition for new pole  
location on Constitution Street.

a. recommendation - Town Administrator and Department  
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. Town of Little Compton Resolution re Urging the Rhode  
Island General Assembly to recognize June 19,

Juneteenth National Independence Day, as an official  
Rhode Island State Holiday

**(CA) GG. Distributions/Communications**

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

- (CA) GG1. Town Administrator Contente, appointed Gerhard (Gary) Leib re Waypoysset Preserve Trust Re-Appointed
- (CA) GG2. Town Administrator Contente, appointed Richard Devault re Personnel Board Re-Appointment
- (CA) GG3. Town Clerk Cordeiro - re Thank you letter to Susan C. Maloney for serving on the Mt. Hope Farm Trust
- (CA) GG4. Bristol County Water Authority re Water System Improvements High Service Area Expansion Status Update

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

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

- (CA) HH1. Bristol Fourth of July Committee Special General Committee Meeting - Rescheduled, November 17, 2022
- (CA) HH2. Bristol County Water Authority Meeting, November 17, 2022
- (CA) HH3. The Bristol Planning Board Technical Review Committee Meeting, November 15, 2022
- (CA) HH4. Board of Tax Assessment Review Meeting, November 16, 2022
- (CA) HH5. Rogers Free Library Board of Trustees Meeting, November 17, 2022
- (CA) HH6. Conservation Commission Meeting, November 21, 2022
- (CA) HH7. Zoning Board of Review Meeting, December 5, 2022
- (CA) HH8. The Bristol Planning Board Technical Review Committee Meeting, November 28, 2022
- (CA) HH9. Planning Board Technical Review Committee Meeting, December 13, 2022

- (CA) HH10. Board of Tax Assessment Review Meeting. December 2, 2022
- (CA) HH11. Planning Board Meeting December 8, 2022 - Cancelled
- (CA) HH12. Harbor Commission Meeting December 5, 2022
- (CA) HH13. Bristol County Water Authority Board of Directors Meeting, December 7, 2022
- (CA) HH14. Town of Bristol Housing Authority Meeting December 8, 2022
- (CA) HH15. Planning Board Technical Review Committee Revised Meeting, December 13, 2022
- (CA) HH16. Conservation Commission Meeting, December 13, 2022
- (CA) HH17. CRMC Semi-Monthly Meeting, December 13, 2022
- (CA) HH18. Bristol Housing Authority Meeting, December 15, 2022
- (CA) HH19. The North and East Burial Grounds Commission Meeting, December 14, 2022
- (CA) HH20. Rogers Free Library Board of Trustees Meeting, December 15, 2022
- (CA) HH21. Zoning Board of Review Meeting, January 3, 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) II1. Austin Davis, 93 Bay View Avenue, claim for damages to vehicle
- (CA) II2. Alec Ellsworth, 81 Wood Street, claim for damages to vehicle

**(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 Ley, and voted unanimously, the Chairman declared this meeting to be adjourned at 9:28 pm.

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Melissa Cordeiro, Town Clerk