

**TOWN COUNCIL MEETING- WEDNESDAY, MAY 8, 2024**

The council met on Wednesday, May 8, 2024, and called to order at 7:06 p.m. in the Town Hall, Council Chambers, Council Chairman Calouro presiding:

PRESENT: Council Chairman, Nathan Calouro  
Vice-Chairwoman, Mary Parella  
Councilman, Antonio "Tony" Teixeira  
Councilman, Timothy Sweeney  
Councilman, Aaron Ley

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

*It is hereby noted for the record that technical issues were experienced during the commencement of the council meeting. Due to a technical malfunction, the Town Council meeting video for Wednesday, May 8, 2024, begins with agenda item G1.*

**ADD ITEM**

Sweeney/Teixeira- Voted unanimously to add an agenda item to consider achievements of Town Staff, Paula Carroll, and Recognition of the 2024 Fourth of July Chief Marshalls, Rick and Patrica Baccus

At this point in the meeting, Council Chairman Calouro requested that the Council add an agenda item to consider the achievements of Town Staff, Paula Carroll, and Recognition of the 2024 Fourth of July Chief Marshalls, Rick and Patti Baccus.

Chairman Calouro recognized the recent accomplishment of Paula Carrol who worked in the Town Clerk's Office for receiving a Presidential Core Value Medallion in Public Administration.

Town Clerk Cordeiro took a moment to recognize Mrs. Carroll's outstanding achievements, emphasizing her exceptional dedication and hard work that led to her receiving a prestigious award. Mrs. Carroll's commitment was highlighted, not only in her professional endeavors but also in her personal life. Clerk Cordeiro commended Mrs. Carroll for demonstrating unwavering diligence in her work ethic despite juggling multiple

responsibilities. As a mother of three children, working full-time at the town hall, and managing a part-time job, Mrs. Carroll's dedication was exemplary. Furthermore, Clerk Cordeiro underscored Mrs. Carroll's notable involvement and contribution to the community, showcasing her profound commitment beyond her professional responsibilities.

Members of the council offered their sincere congratulations to Mrs. Carroll and extended their best wishes for her continued success in her future endeavors.

Chairman Calouro also took a moment to recognize this year's 2024 Fourth of July Chief Marshalls. The council members extended their heartfelt congratulations to Rick & Pattie Baccus for being selected as the 2024 Fourth of July Chief Marshalls, expressing their admiration for the excellent choice made by the Fourth of July Chairwoman. They conveyed their appreciation for Rick and Pattie's active involvement in the community, Rick's dedicated service to the country, and their significant contributions to the Fourth of July committee. Additionally, they wished them much success and happiness and eagerly anticipated another wonderful celebration.

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

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

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

- A1.** Town Council Special Meeting (public service interviews) - April 15, 2024
- A2.** Town Council Special Meeting Draft Minutes (Public Hearing 2024-2025 Budget)-April 15, 2024
- A3.** Town Council Executive Session Minutes - April 17, 2024 (sealed, council only)
- A4.** Town Council Meeting Minutes (motions only) - April 17, 2024
- A5.** Special Council Meeting Public Hearing Budget Adoption and Public Service Interviews Draft Minutes - April 29, 2024

Sweeney/Teixeira - Voted unanimously to approve the minutes of April 15,17, and 29, 2024, as prepared and presented.

**B. Public Hearings**

**C. Ordinances**

- C1.** Ordinance No. 2024-10 Chapter 17 - Offenses and Miscellaneous Provisions, Article II - Alcoholic Beverages Establishments, Sec. 17-82. - Number of Licenses (to decrease the number of B Limited licenses from 7 to 6 and increase the number of BV Licenses from 32 to 33. **(2nd Reading) (continue to May 29th)**

Teixeira/Sweeney- Voted unanimously to continue to the May 29, 2024, council meeting.

Prior to the vote being taken, Clerk Cordeiro mentioned that the request for continuation to the May 29th council meeting was necessary to meet advertising requirements since the deadline for the May 8th meeting had not been met properly.

- C2.** Ordinance No. 2024-11 Amendment to Chapter 17 of the Ordinances of the Bristol Town Code Offenses and Miscellaneous Provisions, Article II Alcoholic Beverages Establishments. Sec. 17-82.- Number of Licenses for Class C, a maximum of one license - (limited to the sale of beer, wine, and hard seltzer) **(see also H1) (1st reading)**

Parella/Teixeira- Voted unanimously to combine C2 and H1 and discuss both items in section H1 in the order it appears on the agenda.

Sweene/Parella- Voted unanimously to continue the matter to May 29, 2024.

*\*It is hereby noted for the record that discussion and action concerning agenda item H1 appear, in place, as found within.*

**D. Licensing Board - New Petitions**

- D1.** Steve Cavalieri, 230 Wood Street request One-Day Sunday Dancing and Entertainment License at the Cup Defenders Association on Sunday, May 19, 2024 from 12:00 PM - 4:30 PM for Celebration of Life Memorial
- a. recommendation - Town Administrator and Fire Chief
  - b. recommendation - Town Administrator and Chief of Police

Teixeira/Parella- Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies.

- D2.** Steve Cavalieri, 230 Wood Street request One-Day Sunday Dancing and Entertainment License at the Cup Defenders Association on Sunday, June 2, 2024 from 4:00 PM - 7:00 PM for Children's Christmas Party Fundraiser
- a. recommendation - Town Administrator and Fire Chief
  - b. recommendation - Town Administrator and Chief of Police

Teixeira/ Parella-Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies.

- D3.** Steve Cavalieri, 230 Wood Street request One-Day Sunday Dancing and Entertainment License at the Cup Defenders Association outdoors on Sunday, September 15, 2024, from 5:00 PM - 9:00 PM for Building Improvements Fundraiser
- a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

Teixeira/Parella-Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies.

Prior to the vote being taken, petitioner Steve Cavalieri addressed the council and provided the highlight of the events to occur at the cup defenders.

**D4.** Eli Dunn, Folklore Provisions, 301 Hope Street, request sidewalk use and alcohol service license

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and DCD Code Compliance Coordinator

c. recommendation - Town Administrator and Police Chief

Sweeney/Teixeira- Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies.

Prior to the vote being taken, petitioner Eli Dunn spoke to the council. He expressed his enthusiasm about operating the new establishment and shared that he plans to open it on the 2nd or 3rd weekend in June, following his wedding scheduled for June 1st.

**E. Licensing Board - Renewals**

**F. Petitions - Other**

**F1.** Karen Cox, North American Family Institute, requesting Run 4 The Kidz 5K Race beginning and ending at Vigilant Brewing on Saturday, September 8, 2024, starting at 9:00 AM

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

Teixeira/Sweeney-Voted unanimously to approve the petition per the recommendations received and conditions delineated and also subject to conformance to all laws and ordinances

Prior to the vote being taken, petitioner Karen Cox addressed the council. She clarified for the record that the event falls on a Sunday rather than a Saturday. Additionally, she highlighted that the funds raised from the event would support children and adults dealing with behavioral health and juvenile justice issues. She emphasized that these funds would be allocated towards providing educational, recreational, vocational, and cultural opportunities.

**F2.** Shirley Collins, 22 Cottage Street, request to keep accessible parking space across the street from residence **(1st reading)**

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

Teixeira/Sweeney- Voted unanimously to consider this action to constitute the first reading of a request for an accessible parking space and to continue the said matter until May 28, 2024, for the second reading.

**F3.** Alcida Pacheco, 17 Orchard Street request the replacement of a no parking box located adjacent to her driveway on Shaws Lane

- a. recommendation - Town Administrator and Department of Public Works

b. recommendation - Town Administrator and Chief of Police

c. supplemental parking information - Lt. Wozny

Parella/Teixeira- Voted  
unanimously to combine F3 and I5.

Sweeney/Ley- Voted unanimously to  
deny the petition per the  
recommendations received.

Prior to the vote being taken, it was noted that a parking evaluation had been conducted by the Bristol Police Department. It was concluded that the petitioner's request for the full no-parking box was not supported. However, it was clarified that while the recommendation was to deny the original request, there was a suggestion to extend the existing no-parking box located on the northeast corner of Shaws Lane by a total of 20 feet. This extension aimed to assist with vehicle clearance around the corner.

The suggestion to extend the no-parking zone by 20 feet would be consolidated with the request made by the Department of Public Works, as outlined in agenda item I5.

It was noted that the recommendation by Lt. Roman Wozney to add three additional no Parking on Ryan Ave @ Shaw's Lane; Shaw's Lane @ Rock Street; and DeWolf Ave @ Rosita was being brought to the council after he was informed of areas that were challenging to navigate large trucks through narrow and congested streets. Parking modifications were being proposed to ensure safe operations of these vehicles.

*\*It is hereby noted for the record that action concerning agenda item I5 appears, in place, as found within.*

- F4.** Heidi Vermilyea, Chairwoman, Bristol Fourth of July Souvenir Sub-Committee and General Chairwoman, Bristol Fourth of July Committee, Camille Teixeira requests the selling of souvenirs prior to the Bristol Fourth of July Concert Series in Independence Park starting May 26, 2024 through the end of the concerts July 3, 2024

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

Teixeira/Parella- Voted unanimously to grant the petition to the Bristol Fourth of July committee to sell souvenirs at Independence Park beginning May 26, 2024, through July 3, 2024.

## **G. Appointments**

### **G1.** Bristol 250th Commission (appointments set to expire December 2027)

- a. (Draft) Resolution - to increase the number of board appointments from 3 to 5

Parella/Teixeira- Voted unanimously to adopt the resolution as presented.

### **G2.** Bristol 250th Commission (5 council appointments set to expire December 2027)

- a. Douglas O'Roak, 513 Wood Street, Apt 3 (interest/appointment)
- b. William Jude Leary, 9 Patricia Ann Drive (interest/appointment)
- c. Warren Rensehausen, 112 Church Street (interest/appointment)
- d. Andrea Rounds, 15 Milk Street (interest/appointment)



e. Michael Rielly, 21 Sandy Lane  
(interest/appointment)

Teixeira/Parella- Voted unanimously to appoint Douglas O'Roak, William Leary, Warren Rensehausen, Andrea Rounds, and Michael Rielly, to the Bristol 250<sup>th</sup> Commission with a term set to expire in December 2027.

**G3.** Recreation Board, 2nd Alternate (one 3-year term set to expire February 2027)

a. Kevin Centazzo, 54 Franca Drive -  
interest/appointment

b. Michael Tomaselli, 4 Dixon Avenue -  
interest/appointment

c. Joseph Bruno, 44 Sandra Court

Sweeney/Ley- Voted unanimously to appoint Michael Tomaselli to the Recreation Board as 2<sup>nd</sup> Alternate with a term set to expire in February 2027.

Prior to the vote being taken, Clerk Cordeiro made a note for the record that, after speaking with Mr. Bruno, he apologized for his absence from the previously scheduled interviews. However, due to personal reasons, he is unable to commit to an appointment on the board at this time and wishes to withdraw from consideration.

## **H. Old Business**

**H1.** Robert McNeil, McNeil Design Collaborative d/b/a The Northeast Golf Company, 96 Broad Common Road, request to add a Class C Liquor License **(continued from 4/17/2024) (see also C2)**

a. Suggested restriction for the Class C Alcohol license for Bristol Golf Park

Sweeney/Parella- Voted unanimously to continue the matter to May 29, 2024.

Prior to the vote being taken, it was noted that an email had been recently received from the applicant, Rob McNeil, indicating his inability to attend the meeting due to an emergency in New Jersey. The email conveyed his apologies to the council for this unforeseen circumstance. Additionally, the email reiterated his position to pursue the Class C license, intending to offer prepared food from local vendors at the park, along with beer and wine sales for patrons. Although there hadn't been any language regarding the Class C license for review, there was hope that this matter would be addressed during the meeting or postponed to the next meeting.

Vice Chairwoman Parella expressed her concerns and expressed her hope that the suggested restrictions would have provided a more comprehensive framework, including narrower and stricter regulations for Class C licenses overall, rather than being specific to the current request by the golf park. She had anticipated that the recommendation would be more detailed, possibly incorporating suggestions from the Department of Community Development, such as specifying distances from water or sewer supplies, or estimating the costs associated with providing such services. She emphasized that while there may be several hurdles, she didn't want to see a flood of Class C license requests, as they should be reserved for extremely rare occasions.

Councilman Ley echoed similar sentiments, stating that he was also under the impression that the council would receive a more tailored rationale to justify granting any type of Class C license that additionally would have included seasonal/recreational activity.

Councilman Sweeney mentioned that he had discussions with the applicant to gain an understanding of the business plan, particularly regarding how alcohol and prepared food would be served. He sought clarification on how the applicant planned to regulate food availability from the summer months into the fall months to ensure that patrons wouldn't become overly intoxicated.

Councilman Sweeney further emphasized the importance of having food available to mitigate intoxication risks. The applicant indicated that he would prepare a plan to address these concerns, which was expected to be included in the council's packet. However, Councilman Sweeney noted that he didn't see any

such plan. Given the discussion and concerns raised, he proposed making a motion to continue the matter at the next meeting on May 29th.

Chairman Calouro clarified that there currently was no Class C license in place, and the intention was to establish clear expectations for what would warrant the issuance of a Class C license. He emphasized the distinction between a Class B and a Class C license, noting that the former requires the preparation and serving of food, whereas the latter does not. He expressed his reluctance to open the floodgates for numerous requests for Class C licenses and stressed the importance of setting clear expectations to avoid a continuous, burdensome uphill battle whenever a request is proposed.

Town Administrator Contente emphasized for clarity that the revised recommendations should provide clear guidelines on specific criteria, such as proximity to portable water sources within a certain distance, absence of sewage within a specified radius, and inclusion of seasonal/recreational activity.

Town Solicitor Ursillo clarified for the record that while the council would have the authority to impose restrictions on the issuance of any Class C license, these restrictions could not be added to the creation of the Class C license itself. He further explained that similar to a Class B license, the council has the ability to append certain restrictions. He also noted that the council is under no obligation to issue any other class C license.

Chairman Calouro also noted for the record the request for the applicant to provide the council with a detailed plan outlining how and what food will be served to patrons. They are looking for a comprehensive and detailed plan in this regard. Calling into various sandwich shops or Uber Eats would not be acceptable.

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

- 11.** Town Treasurer Hassell re- Hague, Sahady, & Co., P.C.  
- Presentation of FY2023 Annual Financial Statements

Teixeira/Sweeney- Voted  
unanimously to accept these  
financial statements as presented.

Prior to the vote being taken, auditor Taylor Matthews addressed the council. Ms. Matthews provided the council with the

highlights of the 2023 FY annual financial statements including items such as:

- The auditors' opinion- noting that the town received a clear and unmodified report, meaning that there were no findings and that no management letter comments were issued in the current year.
- management discussion analysis, which provides an objectively easy, easily readable analysis of financial highlights, and it also will provide comparative information for the statement of net position and statement of activities in a consolidated format.
- The Town of Bristol's government, wide financial statements. Wide financial statements report information about the town as a whole, using accounting methods that are similar to those used by private sector companies. The statement of net position includes all of the Government's assets, deferred outflows of resources, liabilities, and deferred inflows of resources.
- Governmental funds, focus on near-term inflows and outflows of spendable resources.
  - Noting a combined ending fund balance of \$19.4 million and out of that \$19.4 million dollars \$5.8 million of that is unassigned for the general fund, and is available for the use at the Government's discretion. The remaining fund balance amount included \$3.4 million in non-spendable fund balance, which are amounts that cannot be spent because they're either one, not in spendable form, or 2 They're legally required to remain intact.
  - \$10.7 million in restricted fund balance, which are amounts that have been restricted for specific purposes, either by creditors, granters, or laws or regulations.
  - \$2.3 in committed fund balance, which are amounts that the town Council, as the town's highest level of decision-making authority may commit for specific purposes.
  - \$7,000 in the assigned fund balance, and these are amounts that are intended by the town for use in specific purposes but are neither restricted nor committed.
- Town's general operating surplus of \$250,000
- Overview of the Proprietary fund- which is the Sewer Fund, and at the end of the fiscal year 23. The total net

position for this fund was \$23.4 million, which was an increase over last year by \$121,000

- Overview of the fiduciary funds- funds are used to account for resources held for the benefit of party outside the government. The town has an OPEB plan, which is currently funded at 124.08%. This is listed as an asset because it's more than 100 funded. The town also has a private police Pension Trust, that currently is funded at 65.22%, which is an increase from last year's 59.14%
- Overview of the Town MER's Pension plans run by the state.
- General fund budget to actual highlights
  - General fund ending with a revenue recorded in the amount of \$1.5 million more in intergovernmental revenues and the interest income came in above budget by \$454,000
  - Expenditures ended the year with an unfavorable variance of \$293,000. Some of those variances spent through public safety by \$244,000; public works was underspent by \$183,000, payroll, taxes and benefits were overspent by \$293,000 and capital outlay was underspent by \$191,000.
- Tax Collectors report
- Auditors report- noting that the town qualified for a single audit report in the current year and there were no findings, and the town was issued a clean report.

Chairman Calouro recapped the town's financial status, noting that it is in excellent condition, though there is always room for improvement. He highlighted both positive and negative aspects of spending. The town's Other Post-Employment Benefits (OPEB) is funded at 124%, and both the police and fire departments are funded at 100%. The local police fund is at 65.2%, a significant achievement compared to some other towns. This success reflects the hard work and dedication of the Town Administrator, the Town Clerk, the current council, previous councils, and everyone involved.

Town Administrator Contente highlighted the contributions employees make to the OPEB fund, which are used to offset the town's medical contributions. He noted that the town took a distribution of approximately \$800,000 to offset medical insurance co-shares for the 215 town employees, though not all employees take advantage of the insurance. This ability to provide such benefits is another advantage of having a healthy OPEB fund.

Discussions ensued regarding MER's Funding calculations.

Councilman Sweeney inquired about over-expenditures and what actions could be taken to limit it in the next budget. Deputy Treasurer Carulli responded that he would provide the council with a report and recommendations on how to address this issue.

**I2.** Mary Ann Quinn, Senior Services Coordinator, re AARP Age-Friendly Town-Wide Survey

Sweeney/Teixeira- Voted  
unanimously to receive and file.

Prior to the vote being taken, Mary Ann Quin, Senior Service Coordinator, addressed the council to discuss the AARP age-friendly town-wide survey. She noted that the town is in its first year of the age-friendly designation, and as part of the program, AARP is conducting a community needs assessment. The survey, which has already been initiated, is available on the town's website, with paper copies at the recreation department. It targets residents aged 45 and older and covers topics such as housing, transportation, social participation, and health services. The goal is to gauge the community's status and develop an action plan.

Senior Coordinator Quin mentioned that the recommendation is to have 500 completed surveys, but so far, only about 250 have been completed. She wanted to encourage public participation and achieve a more comprehensive survey. She discussed various outreach strategies. Recommendations were made to include adding announcements to church bulletins and placing the survey in a prominent area on the town's website. It was also noted that an extension could be requested to gather as much information as possible.

**I3.** Director Williamson, Department of Community Development, re June 4, 2024 Workshop - Route 114 Resilience Plan

Sweeney/Parella- Voted unanimously  
to receive and file.

Prior to the vote being taken, Community Development Director Williamson addressed the council. She noted that the agenda item served as a public service announcement to encourage participation in the upcoming Route 114 Resilience Plan. She explained that this initiative is a unique partnership involving the state, DOT, RIPTA, and the towns of Warren and Barrington. The aim is to study the Route

114 corridor through these towns, assess existing conditions, identify areas of vulnerability, and develop a plan to implement updates or improvements. This effort hopes to secure more grant funding for the necessary construction.

Director Williamson emphasized the importance of public engagement in this process, highlighting it as an opportunity to gather community input, experiences, and priorities. She encouraged residents to participate actively to ensure the plan reflects their needs and concerns.

Discussions ensued regarding areas of vulnerability.

There is a project website that the public can access and the first workshop will be held on June 4, 2024, at the Town Hall.

- 14.** Bristol Police Department, request for support for the 7th annual Children's Leadership Camp during August 2024

Sweeney/Parella - Voted unanimously to appropriate \$1500 from the Town Council Contingency line in support of this request.

Prior to the vote being taken, Sgt. St. Pierre addressed the council, requesting support for the 2024 program. He noted that this year saw the largest enrollment and the highest number of returning campers coming back as counselors, demonstrating the camp's success in fostering peer leaders. He mentioned that a dozen former campers have volunteered to assist, helping to offset staffing costs and manage the largest class to date. Sgt. St. Pierre highlighted the details of the camp, emphasizing the meaningful experiences it provides to youth participants.

It was noted that additional funding sources have also been secured, and the cost of the camp runs at approximately \$10,500.

Chief Lynch shared some of his personal experiences growing up, emphasizing the importance of providing such opportunities to the youth in the community. He commended Sgt. St. Pierre for his diligence in launching and successfully running the program. Chief Lynch also noted that other local communities, such as Tiverton, will be observing this year's camp to implement similar programs in their area.

- 15.** Lt. Roman Wozny re parking modifications to the following roads (no parking boxes)

- a. Dewolf Avenue - Rosita Avenue, 113 Dewolf Avenue
- b. Rock Avenue - Shaws Lane
- c. Shaws Lane - Ryan Avenue

Sweeney/ Ley- Voted unanimously to refer this matter to the Town Solicitor so that he may draft ordinance language for Council consideration on May 8, 2024.

*\*It is hereby noted for the record that the discussion concerning this item was combined with agenda item F3 and appears in place, as found within.*

- I6.** Town Council Chairman Calouro re discussion and possible modification to Ordinance 2024-08 Boats, Docks and Waterways Insurance requirement for Town marina

- a. Ordinance 2024-08

Sweeney/Teixeira- Voted unanimously to refer this matter to the Town Solicitor so that he may draft ordinance language for Council consideration on May 8, 2024.

Prior to the vote being taken, Chairman Calouro explained that this item was before the council again because, although discussions had occurred regarding a recommended liability amount of \$250,000. However, this was not included in the initial motion. After consulting with the solicitor, it was recommended to modify the recently passed ordinance to specify the insurance liability amount.

**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**

**K. Special Reports**

- K1.** Bristol County Water Authority Tri-Town Monthly Report Summary of Notable Activities and Reports



- a. Project Fact Sheet - Bristol
- b. Project Fact Sheet - Barrington
- c. Project Fact Sheet- Warren

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

**L. Town Solicitor**

**L1. Town Solicitor re Legislation Promoting the Repurposing of Abandoned School Building for Affordable Housing**

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

Prior to the vote being taken, Town Solicitor Ursillo reviewed and highlighted the key points of the following memo:

*On June 30, 2022, the Governor signed into law P.L. 2022, ch. 384 (codified as RIGL 45-53-10), which was passed by the General Assembly as part of a legislative package aimed at streamlining development, providing more complete and timely information about housing, and helping municipalities meet their affordable housing goals. Further, according to subsection (b) of the statute, the stated purpose is “to provide guidance and assistance in the repurposing of vacant and unused school buildings” for use as affordable housing. In order to serve that purpose, it requires that every municipality that hasn’t met the state mandated ten percent (10%) affordable housing stock (including Bristol) to annually provide the Rhode Island Department of Education (RIDE) with a “with a complete list of buildings abandoned or no longer being used by the school district” for school purposes. RIDE, in turn, is required to annually provide the Speaker of the House, the President of the Senate, and the Secretary of Housing with a list of all such buildings statewide.*

*In addition to compiling and distributing this list, P.L. 2022, ch. 384, requires a task force to study each building on the list to determine if the building could feasibly be repurposed as affordable housing. The task force is to consist of the Secretary of Housing, a representative of the RI Housing & Mortgage Finance Corp., RIDEM, the Department of Health, along with the local fire marshal, the local building inspector, and the local planning department where the building is located. The task force is*

*required to make a feasibility determination within 150 days. If the task force determines that repurposing the building is feasible, “the office of housing and community development [OHCD] shall actively identify and invite prospective developers to submit an application” to repurpose the building for affordable housing. The OHCD shall also “assist and facilitate” applications from developers, which may include “technical and financial assistance.” The statute does not specifically spell out the types of financial assistance available, but it would most likely come in the form of grants from OHCD.*

*While this law provides for the gathering of information about the feasibility of repurposing vacant school buildings for affordable housing, and encourages developers to explore the same, it is important to note that the law still allows for local municipal control over whether a vacant school building is ultimately repurposed in two aspects. First, the task force designated to determine whether repurposing the vacant school building is feasible shall contain representatives of the local municipality. Second, and most importantly, this statute does nothing to transfer title of vacant school buildings from the local municipality to any other entity for development purposes. As stated above, the purpose of the law is to provide guidance and assistance to municipalities with respect to repurposing unused school buildings. So long as the municipality retains title to the building, the municipality will have discretion to decide whether to allow a vacant school building to be repurposed or not. Further, if the municipality were to sell the building, it could do so with restrictions limiting the allowed uses to uses other than affordable housing.*

Discussions ensued regarding affordable housing and the difference between Section 8 housing and affordable housing.

Town Solicitor Ursillo noted that the only mandatory action the town needs to take is reporting the building to the Rhode Island Department of Education. They will then decide whether to establish a task force. However, based on his experience, they are unlikely to do so unless there is significant support within the community. Essentially, they won't proceed with the entire process if the council or community eventually determines that the location or conditions aren't suitable for an affordable housing project.

Peter Hewitt residing at 11 Wendy Drive, addressed the council and questioned whether the state statute provided the town complete control of the building and believed the state to have control on seeking feasibility.

Council members expressed their concerns and disappointment about being informed of the abandonment of the school building without it being discussed during JFC meetings.

Discussions followed regarding a section in the statute stating that the Rhode Island Department of Education is required to establish rules and regulations for the implementation and enforcement of this provision. It was observed that it is believed that these rules and regulations have not yet been developed.

**M. Executive Sessions**

M1. Town Administrator Contente request for Executive Session Pursuant to RIGL §42-46-5(a) (5) - Lease of Real Property

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

Sweeney/Teixeira - Voted unanimously to resume open session and seal the minutes of the Executive Session at 8:56 PM.

Solicitor Ursillo announced that a motion was made and voted on in the 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. Rogers Free Library Board of Trustees Meeting Minutes - February 15, 2024

(CA) AA2. Harbor Commission Minutes - April 4, 2024

(CA) AA3. Bristol Fire Department Board of Engineers Meeting Minutes - April 22, 2024

(CA) AA4. Bristol Planning Board Minutes - March 14, 2024

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

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

(CA) DD1. Resolution of the Bristol Town Council, Litter-Free Rhode Island

(CA) DD2. Resolution of the Bristol Town Council Urging the Rhode Island State Legislature to Support Allocating Funding for Permanent Safety Barriers on Rhode Island's Bridges Over Narragansett Bay

(CA) DD3. Citation presented to Alfred Rebello for 50-years of service to the Defiance Hose Company, Number 1

(CA) DD4. Citation presented to Anthony Mederos for 50-years of service to the Defiance Hose Company, Number 1

(CA) DD5. Citation presented to Robert McKenna for 50-years of service to the Defiance Hose Company, Number 1

**(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) FF1. Burrillville Town Council Resolution in support of Senate Bill 2024- S 2008 Relating to Education - The Education Equity and Property Tax Relief Act

(CA) FF2. Burrillville School Department School Committee Resolution, Funding Formula

- (CA) FF3. Burrillville Town Council Resolution Funding Formula
- (CA) FF4. Burrillville Town Council Resolution In Support of Senate Bill 2024 - S 2016, An act relating to Towns and Cities - Low and Moderate Income Housing
- (CA) FF5. Burrillville Town Council Resolution In Opposition to Legislation Regarding Housing and Land Use
- (CA) FF6. Burrillville Town Council Resolution Opposing House Bill 2024 - H 7978 Legislation Relating to Subdivision of Land
- (CA) FF7. Burrillville Town Council Resolution Opposing House Bill 2024 - H 7382 Legislation Relating to Town and Cities-Zoning Ordinances
- (CA) FF8. Burrillville Town Council Resolution Opposing House Bill 2024 - H 7324 Legislation Relating to Town and Cities-Zoning Ordinances
- (CA) FF9. Town of Portsmouth Resolution #2024-04-08-A Endorsing the 2023 Ride Island Bike Plan as a guiding document in the planning of transportation related infrastructure for Portsmouth
- (CA) FF10. Burrillville Town Council Resolution Opposing House Bill 2024 - H 8109 Legislation Relating to Taxation - Statewide Tangible Property Tax Exempt

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

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

- (CA) GG1. Arbor Day Foundation, Bristol recognition as a 2023 Tree City USA Community
- (CA) GG2. Town Administrator Contente to Hallman's Septic and Portable Toilets, LLC, re award Bid #1041 Portable Toilets for the 249th Fourth of July Celebration
- (CA) GG3. Town Clerk Cordeiro to Honorable Governor Daniel McKee, Honorable Speaker K. Joseph Shekarchi, and Senate President Dominick J. Ruggerio re Resolution concerning the Essential Caregiver Act
- (CA) GG4. Treasurer Hassell to Administrator Contente re resignation as Town Treasurer

a. Carl Carulli - appointed Acting Town Treasurer

**(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 - April 18, 2024

(CA) HH2. Zoning Board of Review Meeting - May 6, 2024

(CA) HH3. Bristol Fourth of July Committee General Committee Meeting - April 24, 2024

(CA) HH4. Bristol County Water Authority, Board of Directors, Notice of Work Session - April 23, 2024

(CA) HH5. Bristol County Water Authority, Board of Directors Meeting - April 25, 2024

(CA) HH6. Bristol Fourth of July Committee, Ball Committee Meeting - April 29, 2024

**(CA) II. Claims (Referrals)**

**Approval of consent agenda = "motion to refer these items to the Insurance Committee and at its discretion to the Interlocal Trust"**

(CA) III1. Alcida C Pacheco, 17 Orchard Street, claim for damage to property

**(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"**

(CA) KK1. Anthony Merryman, 40 Kickemuit Avenue, request for curb cut

- a. Town Administrator Contente to Anthony Merryman, approval for the removal of tree at owner's expense
- b. recommendation - Town Administrator and Director of Public Works

There being no further business, upon a motion by Vice Chairwoman Parella and seconded by Councilman Teixeira and voted unanimously, the Chairman declared this meeting to be adjourned at 8:56 pm.

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Melissa Cordeiro, Town Clerk

DRAFT