

TOWN COUNCIL MEETING MINUTES-WEDNESDAY, FEBRUARY 7, 2024

The council met on Wednesday, February 7, 2024, and called to order at 7:00 p.m. in the Town Hall, Council Chambers, Council Chairman Calouro presiding:

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

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

ABSENT: Town Sergeant, Archie Martins

**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 Meeting - January 17, 2024**

Sweeney/Teixeira - Voted  
unanimously to approve the minutes  
of January 17, 2024, with the  
specified adjustments, which  
include adding the motion to  
agenda item I2 and rectifying the  
spelling of Dylan Ferrera to  
Ferreira.

Prior to the vote being taken, Clerk Cordeiro acknowledged that she had been informed that the motion concerning agenda item I2 from the previous council meeting on January 17, 2024, had been unintentionally omitted. She stated that it should be included to reflect: Teixeira/Sweeney- Unanimously voted to reject the proposed ordinance. Additionally, she pointed out that Mr. Ferreira's name was misspelled as "Ferrera" in item I2 and should be corrected to read "Ferreira."

**A2.** Town Council Special Workshop - January 24, 2024

Teixeira/Sweeney - Voted unanimously to approve the minutes of January 24, 2024, as prepared and presented.

**(Move agenda Item)**

\*Sweeney/Teixeira- Voted unanimously to suspend the regular order of business to consider agenda item H1 at this time.

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

**B. Public Hearings**

**C. Ordinances**

- C1.** Ordinance#2024-01 Chapter 11 & 18, Chapter 11 - Comprehensive Schedule of Fees. Sec 11-1 Comprehensive schedule of fees and Chapter 18-Parks and Recreation Article I - In General Sec 18-11 - Bristol Parks and Recreation special event **(2nd reading)**

Sweeney/Teixeira- Voted unanimously to consider this action to constitute the Second Reading for the adoption of Ordinance #2024-01. Advertise in the local newspaper

- C2.** Ordinance 2024-02 Chapter 15 Junk, Secondhand and Antique Dealer Sec. 15-36 Required conditions; Sec. 15-38 Hearing on application by town council and Sec. 15-39 Prerequisites to issuance ( to comply with legislative changes exempting licensing requirements for businesses dealing with secondhand consignment goods, resale good, ~~thief~~ thrift goods and antiques) **(1st Reading)**

Teixeira/Sweeney- Voted unanimously to consider this action to constitute the first reading of Ordinance #2024-02. Advertise in the local newspaper.

- C3.** Ordinance #2024-03 Chapter 16, Article V Stopping, Standing and Parking, Section 16-146 - Parking time Limited in designated area (to add a 30 min parking restriction on High Street M-F 10 am - 4pm) **(1st Reading)**

Sweeney/Teixeira- Voted unanimously to consider this action to constitute the first reading of Ordinance #2024-03. Advertise in the local newspaper.

- C4.** Ordinance #2024-4 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to increase the number of Class BV Limited Licenses from 7-8) **(1st Reading)**

Teixeira/Sweeney- Voted unanimously to consider this action to constitute the first reading of Ordinance #2024-04. Advertise in the local newspaper.

**D. Licensing Board - New Petitions**

- D1.** Bristol Harbor Inn d/b/a BHI LLC, 259 Thames Street - request for Dancing & Entertainment License

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

Teixeira/Sweeney-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 six-month review.

**E. Licensing Board - Renewals**

**F. Petitions - Other**

**F1.** Edward J. Correia, Carnival Chairman for the Fourth of July Committee re - Request Use of Town Common for Carnival, June 17 - July 6, 2024, (set up June 17 - June 20, 2024, breakdown July 4 - July 6, 2024, Carnival open June 21 - July 4, 2024, from 5PM - 11PM except on July 4th from 12PM - 5PM)

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

Teixeira/Sweeney- Voted unanimously to approve the petition per the recommendations received and subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

**F2.** Library Director Dyer, on behalf of Rogers Free Library and Bristol BookFest Steering Committee, request to sell/serve alcohol on town property on April 5, 2024

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

Teixeira/Parella- Voted unanimously to approve the petition per the recommendations received and subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies

**F3.** Stephen Cavalieri, 45 Congregational Street re Request for no a parking box on Congregational Street (from

the southeast corner of his residence extending east on the north side of Congregational Street)

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Director of Public Works

Sweeney/Ley- Voted unanimously to refer this matter to the Town Solicitor so that he may draft ordinance language for Council consideration on February 28, 2024.

~~F4. Town Administrator and Director of Public Works recommendation re Stephen Cavalieri request for no parking box on Congregational Street~~

*It is hereby noted for the record that agenda item F4 was a coding error in the meeting agenda platform and the referenced recommendation was provided in conjunction with agenda item F3. NO ACTION TAKEN.*

**G. Appointments**

**G1.** Newport and Bristol County Convention & Visitors Bureau

a. Brian J. Travers, 474 Hope Street  
Interest/Appointment

b. Stephan Brigidi, 30 Bradford Street  
Interest/Appointment

Teixeira/Parella- Voted unanimously to instruct the Clerk to set a special meeting for interviews to be held at the next council meeting on February 28, 2024, or at the convenience of the parties

**G2.** Board of Fire Engineers (terms set to expire February 2025)

- a. recommendation - Town Administrator and Fire Chief

Parella/Teixeira- voted unanimously in favor of the slate of candidates for the ensuing term based on the recommendation of the Fire Chief.

**G3.** Auxiliary Harbormaster (term to expire January 2025)

- a. recommendation - Harbor Master to Appoint Thomas Lake, 6 Deer Run Road

Teixeira/Sweeney- Voted unanimously to appoint Thomas Lake to the Auxiliary Harbormaster with a term set to expire in January 2025, per the recommendation of the Harbormaster.

**G4.** Bristol 250th Commission (total of nine (9) terms set to expire December 2027- members consisting of - (3) council appointments - (1) Town Administrator Appointment- (1) rep. Explore Bristol- (1) rep. Fourth of July- (1)rep. BHPS (1)-rep. BWRSD (1)-rep. RWU)

- a. Douglas O'Roak, 513 Wood St, Apt 3 (TC) (interest/appointment)

- b. Andrea Rounds, 15 Mild Street (TC) (interest/appointment)

- c. Michael Reilly, 21 Sandy Lane (TC) (interest/appointment)

- d. Warren Rensehausen, 112 Church Street (TC) (interest/appointment)

- e. Alayne White, recommendation Explore Bristol Representative

- f. ~~Carel~~ Catherine Zipf, recommendation Bristol Historical and Preservation Society Representative

- g. Jessica Almeida, recommendation BWRSC Representative

h. Town Administrator recommendation, Louis P. Cirillo, 28 Central Street

Sweeney/Parella- Voted unanimously to instruct the Clerk to set a special meeting for interviews at the convenience of the parties; and to appoint; Alayne White, Catherine Zipf, Jessica Almeida, and Louis Cirillo as the representatives of said board with a term(s) to expire December 2027.

Prior to the vote being taken, the correction of the spelling or the name in item G4f was noted for the record to read Catherin Zipf.

**G5.** Assistant Harbormasters (term to expire January 2025)

a. recommendation - Harbor Master to Appoint:

Sean McCormack, 206 Poppasquash Road

James Vieira, 181 Mt. Hope Avenue

Michael Mazzone, 2 Ambrose Court

Teixeira/Sweeney- voted unanimously in favor of the slate of candidates for the ensuing term based on the recommendation of the Harbor Master.

The council expressed gratitude for the public's interest in serving on town boards or commissions. They encouraged those who were not appointed during this session to explore other boards that might align with their interests. The council also extended thanks to all applicants for their participation.

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 volunteered 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**

### **H1. Pare Engineering - Bristol Elks Lodge Dock update**

- a. Memo - recommendation from Bristol Harbor Master and Pare Engineering
- b. Bristol Elks Lodge minutes

Sweeney/Teixera- voted unanimously to receive and file the Pare Engineering Study; with the condition that the slips remain available for the Elks as the town continues to collaborate with them during their study and incorporate the harbor master's recommendation for the establishment of a written policy ensuring the appropriate handling of slip usage.

Prior to the vote being taken, Brian Dutra and Todd Turcotte representatives from Pare Engineering Corporation, addressed the council. They delivered a presentation featuring a slideshow that outlined their evaluation of the potential impacts of the town's marina expansion at the pier near the Elks facility. It was noted that a comprehensive wave rendering analysis of the post-conditions was not conducted. Instead, a limited wind probability analysis was performed, which will be discussed shortly. The expansion of the dock at Church Street commenced with conceptual designs in 2013, followed by design and permitting by Pare in 2016. Permits were received at the end of 2020 into 2021, with construction beginning in 2021 and the ribbon cutting occurring in June of 2022.

Mr. Turcotte noted that certain areas of site exposure influenced the design criteria, particularly the susceptibility of the area to south-southwest winds. Protecting the marina from five-foot waves originating from this direction was a key aspect of the design. To achieve this, a wave attenuator was installed and designed. For those unfamiliar, a wave attenuator is a structure designed to reduce incoming waves, ensuring safer conditions within the marina. In this case, a concrete float,



approximately six feet deep and sixteen and a half feet wide, anchored with elastomeric tendons and sixteen-ton anchors, was utilized.

He explained that this concrete float acts as a barrier within the water column, causing waves to reflect off it upon impact. As a result, only a fraction of the original wave is transmitted, making the wave attenuator highly effective in maintaining optimal conditions within the marina. Such structures are commonly employed to ensure the operational efficiency of marinas.

The presentation delved into the following information:

- The project history
- site exposure
- the wave attenuator
- overview of the Bristol Elks Lodge location and its surroundings
- Observed conditions
  - Noting similar wave reflections hitting off the stone revetment near the Elks Lodge that reflects back in front of the float.
- Methods -
  - ASCE Definitions
  - Wave Growth
  - Wave Reflection
  - Noting that for this evaluation they considered the scenario where a wave hitting the wave attenuator reflects entirely, although, in reality, it's usually less than 100%. However, for conservative estimation, they assumed complete reflection. When a wind-generated wave hits the wave attenuator, it can effectively double in height upon reflection. For instance, a six-inch wave hitting the attenuator could bounce back and combine with another six-inch wave, resulting in a total wave height of one foot, exceeding the threshold for favorable birthing conditions.
- Fetch pre-construction
- Suggested affects
- Other Consideration

In conclusion, their findings indicate that we are primarily limited by duration, with wind speeds of around 11 knots being the key factor in producing waves exceeding one foot. These conditions are more prevalent during the boating season, which

they defined as running from May 1st to October 31st, encompassing normal activity hours from 7 am to 9 pm. Noting that while the wave conditions are primarily influenced by duration, the presence of the wave attenuator may alter the wave patterns slightly, particularly in the direction towards the Elks. We analyzed wind speeds and their frequency during the boating season to provide a comprehensive understanding of the potential wave conditions in the area.

Mr. Turcotte noted that another factor to consider is the condition of the wave fence integral to the Coast Guard pier. Pare Engineering Group has recently been informed that this wave fence, which previously provided protection, is now in need of repair and is not functioning as effectively as before. As a result, the area once shielded by the Coast Guard pier is experiencing increased exposure to wave action. These multiple factors contribute to the evolving conditions in the area and warrant further consideration in our assessment.

In summary, our report indicates that there is a 4% probability of encountering wave conditions rated as good to fair, rather than strictly good. Outside of this narrow window, wave conditions are generally moderate to fair. Our analysis was based on data from NOAA tide gauges collected over the course of the year 2023, focusing on a specific and limited timeframe to derive these findings.

Discussion ensued regarding the potential conditions of the timber structure under the Coast Guard pier and the potential effects on the Elks pier.

It was noted that the new marina protects the Elks from the north winds.

Vice Chairwoman Parella highlighted that recent years have seen an increase in storm activity, characterized by strong winds and frequent storms. While some may attribute this to the construction of the marina, she questioned how much of it could be attributed to climate patterns themselves. Mr. Turcotte acknowledged that climate-related factors are indeed significant considerations in engineering projects. He emphasized that flooding incidents, such as the marina flooding the street on multiple occasions in the past month, are becoming more frequent. This increased frequency of extreme weather events undoubtedly factors into engineering decisions and planning considerations.

Discussions ensued regarding climate change and its effects.

Harbor Master Marsili addressed the council, highlighting his prior role overseeing the Coast Guard station in town for five years. He echoed concerns about the deteriorating fencing at the station, which has required periodic maintenance. A project was initiated in 2014 to address some of these issues. Regarding dock usage, he mentioned that an agreement was made last year allowing boaters from the Elks to utilize the town marina, though this occurred only twice.

Harbor Master Marsili noted that his recommendation, in alignment with PARE Corporation, is that no additional wave attenuation equipment is needed. Instead, he suggests implementing a more formal agreement or Memorandum of Understanding (MOU) to clearly define dock usage terms and conditions, limited to bad weather.

Eric Gardner, residing at 1 Bowden Avenue, Barrington, addressed the council, pointing out that Pare Engineering was the same company that provided the evaluation as the one that engineered the town's project. He inquired about the distinction between a wave attenuator and a floating breakwater. In response, Mr. Turcotte clarified that although Pare Engineering was involved in designing the marina, the engineers responsible for the evaluation were not part of the design project, and their analysis was conducted independently.

Mr. Turcotte went on to explain the difference between a breakwater and a wave attenuator.

Mr. Gardner voiced his concerns with the wave attenuator and why no impact study was done.

Mr. Turcotte spoke on the process of the project.

Mr. Gardner raised concerns about the delay in addressing the issue, which was initially brought to the town's attention over 14 months ago in December 2022. He noted that action was only taken after the Elks Lodge, a nonprofit, commissioned a \$6,000 coastal impacts report, which highlighted potential problems not only with the docks but also with the bulkhead and structure. The report was delivered to the town in May, giving the town's engineers a month to review it. However, the town requested more time to propose a solution. Seven months later, the Elks were not given the same courtesy, and they were not formally notified of this decision in writing. Mr. Gardner requested additional time for their engineer to review the report and prepare for a public discussion.

Sheila Belanger, residing at 87 King Phillip Avenue, addressed the council, stating her involvement with the Elk's Lodge committee and her background as a Coast Guard Captain. She expressed concerns regarding the wind study conducted in 2023, noting that it may have coincided with a particularly calm boating season, which could explain why the Elks may not have utilized the docks as frequently. She suggested that the town should have conducted a more comprehensive study and requested that an independent engineer oversee the study to ensure its impartiality.

Tim Palmer of 7 Church Cove Road addressed the council, pointing out that the timing of the study did not align with the Elks' typical use of the docks, which primarily occurs from 4-8 pm when wind speeds are typically higher.

Discussions ensued regarding wind speed studies.

Steve Groteu of 403 Wood Street addressed the council, raising questions about certain slides in the presentation. He expressed concerns about how the reflection of the waves may not accurately reflect the impact on the Elks' bulkhead.

Brian Henry, residing at 4 Fairmont Avenue, addressed the council, expressing his concerns about the increased difficulty of docking at the Elks when wind speeds reach 7-8 knots, which he noted as being different from previous years.

Zachary Heath of 33 Brooks Farm Drive, a member of the Elks for 12 years and captain of the Elks Hardliner Club, voiced his concerns about the significant difference observed between the before and after conditions following the installation of the new marina.

Rick Baccus of 311 Woodbridge Lane addressed the council, expressing concerns about the impact of the seawall. He requested that the town collaborate with the Elks Lodge to assess the effects of potential seawall damage to prevent any risk of losing their building. Sweeney inquired if the seawall was at risk, to which Mr. Baccus responded that they were uncertain if it was directly related to the installation of the new marina, hence the recommendation for a partnership and study.

Chairman Calouro summarized that the study indicated a low to minimal impact of the new marina. He emphasized that the current situation did not justify spending \$30,000 on an extensive study, considering the findings of minimal impact. He expressed

reluctance to allocate taxpayer money for the study. Vice Chairwoman Parella suggested that the Elks provide a proposal for the study to determine if further action is necessary. She acknowledged that while the marina might have had some impact, other factors such as climate change and storm surges have also affected the community. She also recommended that documentation on previous conditions be submitted.

Councilman Sweeney expressed his appreciation for the Elks and their significance to the community, highlighting the value of their partnership with the town. He emphasized the importance of considering the facts presented in the case. Based on Pare's analysis and the recommendation from the harbor master, he suggested that the Elks should proceed with their study independently. However, he proposed a motion to receive and file the matter, with the condition that the slips remain available for the Elks as the town continues to collaborate with them during their study.

Chairman Calouro emphasized for the record that the town places full trust in the professionals hired to provide their expert opinions, considering them as an extension of the town's authority.

Chairman Calouro requested that the motion be amended to incorporate the harbor master's recommendation for the establishment of a written policy ensuring the appropriate handling of slip usage

2. Stephan Brigidi, 93 Highland Road re Presentation of Selected Design Sculpture for Bristol Middle Passage Port Marker Project
  - a. Middle Passage Port Marker Project Minutes, September 21, 2022
  - b. Port Marker Intro
  - c. Proposed Port Marker Design
  - d. Passage Port Marker additional supporting information

Sweeney/Teixeira- voted  
unanimously to approve the  
selected design sculpture for the

Bristol Middle Passage Port Marker Projects subject to the approval of all and any permits and overseeing authority such as but not limited to CRMC, local and state historical preservation commissions.

Prior to the vote being taken Stephan Brigidi, who resides at 93 Highland Road, spoke to the council. Mr. Brigidi gave the council an outline of the Bristol Middle Passage Port Marker Project, detailing the process leading to the selection of the final model and the chosen artist responsible for fabricating the sculpture.

Dr. Bernard Feedman, residing at 864 Hope Street, addressed the council, offering a brief overview of Bristol's history of the slave trade. Additionally, he introduced the winning artist responsible for the Port Marker Sculpture, Professor Spence Evans.

Professor Spence Evens addressed the council, discussing the significance of the memorial design and the importance of historical context in the Bristol Middle Passage Port Marker Project. He emphasized his practice of community engagement before initiating any project and highlighted the community's connection to history and the need for clarity in representing it. Professor Evens explained the symbolism of the two adults and one child in the model, representing African ancestors and members of the Pocono tribe, while deliberately omitting depictions of pain and trauma to preserve the groups' true identities and promote a positive narrative of resilience. He emphasized the project's focus on hope and resilience rather than guilt, stressing the enduring nature of monuments and their role in fostering connections between past, present, and future generations.

Professor Evens expressed his hope for the project to serve as a unifying symbol for the community, highlighting the council's role in advancing reconciliation efforts. He reiterated his commitment to community involvement in public art projects and emphasized the project's potential to promote reflection and unity within the Bristol community.

The council members conveyed their gratitude for the design and the thoughtful context behind the model. They extended their congratulations to the artist for winning the design award.

It was mentioned that there would be a plaque containing a summary of the project along with a QR code. This QR code would grant visitors access to detailed information about the history of the slave trade related to the project.

It was noted that the sculptures would be crafted from bronze material, with the figures varying in size. Specifically, the adults would stand approximately 6 feet tall.

During the meeting, there was a moment to recognize the extensive effort invested in the Bristol Middle Passage project. Gratitude was extended to Dr. Freeman for his dedicated work and consistent attendance at numerous meetings. The library was also thanked for its role in hosting the monuments or their replicas. Additionally, acknowledgment was given to two other noteworthy monuments and the labor put into their creation. Finally, special appreciation was expressed to Professor Evans for his significant contributions. His thoughtful and heartfelt work, particularly evident in the chosen design, was commended, with the sentiment that it held a powerful message open to interpretation by all.

Peter Hewitt residing at 11 Wendy Drive, addressed the council and voiced his dissatisfaction with the proposed location of the marker on town property during his address to the council. He expressed a preference for its placement on private property instead. Additionally, he emphasized his hope that the funding for the sculptures would be sourced from private sources rather than public funds.

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

### **II. WPC Superintendent DaSilva re Screw Pump Repairs**

#### **a. Main Lift Pump Station Supporting Documentation**

Teixeira/Parella- voted unanimously to approve the funding of the negotiated screw pump repairs to be allocated from the Enterprise Fund Balance account.

Prior to the vote being taken, Director Jose DaSilva addressed the council with a brief summary of the main lift pump station project, highlighting that the project had undergone bidding processes twice. He noted that despite expectations, the bids had exceeded anticipated costs on both occasions.

Chris Cronan, an engineer representing PARE, addressed the council, delivered a PowerPoint presentation, and reviewed the following:

- Main lift pump station
  - Screw pumps maintenance
  - Recent repairs and evaluation of damages
  - 2023 Screw Pump evaluation on the South Pump and North Pump
- Project challenges
  - Access
  - Bypass pumping
  - Upper bearing replacement
- Previously estimated bid estimates and received proposals
  - Bid negotiation and bid reevaluations'
  - Bid review
  - Unexpected cost factors

It was noted that the required critical project was negotiated to \$749,000 and recommended the council award the bid to HART Engineering Corporation in the amount of \$749,000.

Treasurer Hassell informed the council that there were approximately 1.7 million dollars available in the enterprise fund balance. Out of this, \$500,000 had been allocated for the approved electrical system improvement project. If these funds were approved for the project, it would leave approximately \$400,000 in the enterprise fund balance. Concerns were raised regarding the potential risk to the town by using these funds. Treasurer Hassell pointed out that historically, the average balance over the years had been around \$700,000.

**I2. Bristol Christmas Festival Committee re Grand Illumination Celebration and European Christmas Festival**

Sweeney/Ley- voted unanimously to receive and file.

Prior to the vote being taken, David Scarpino, Chairman of the Bristol Christmas Festival, along with Christmas Committee member Laura Scarpino, addressed the council. They presented an overview of the committee's after-action report on the Christmas events, which utilized community surveys focusing on safety, security, impact on businesses, and community engagement. They highlighted challenges such as the lack of indoor space and crowded outdoor venues. Their purpose in addressing the council was not to make requests but to provide an opportunity for feedback on proposed options, including:



- Moving the entire Christmas festival to the town common.
- Combining the grand illumination and the festival.
- Moving the grand illumination to the town common

They elaborated on their reasoning behind the proposed options, highlighting various factors such as the utilization of pathways on the town common, which would eliminate the need to close public streets. Additionally, they discussed the potential use of adjacent buildings, emphasizing the central location of the town common. Safety and security were also mentioned as considerations, with the aim of limiting the use of public resources to just one weekend. Moreover, they brought attention to a 60-foot spruce tree located on the common that could be utilized for the tree lighting ceremony. While this might deviate from tradition, it was suggested that it could enhance the overall experience.

While members of the council expressed support for utilizing the town common for the Christmas festival and European Christmas Market and aligning the event with the same weekend as the grand illumination, they expressed apprehension about deviating from tradition by moving the tree lighting ceremony to the town common.

**CF. Citizens Public Forum**

*PERSONS WISHING TO SPEAK DURING THE CITIZENS PUBLIC FORUM MUST NOTIFY THE COUNCIL CLERK PRIOR TO THE COMMENCEMENT OF THE MEETING*

**J. Bills & Expenditures**

- J1.** Bid #1031 Souvenir Trailer Bristol Fourth of July Committee

Sweeney/Teixeira- Voted unanimously to refer this matter to the Town Administrator and the Fourth of July Committee to act in the best interest of the Town.

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

- Legacy Brothers Inc. in the amount of \$25,770.00
- Verde, Inc. in the amount of \$ 23,495.00
- Millennium Trailers in the amount of \$22,560.75
- Phoenix Contracting in the amount of \$52,750.00
- Wright Trailers Inc. in the amount of \$20,155.00
- Technology International, Inc. in the amount of \$27,000.00

**J2.** Bid #1033 Town Beach Stage Project

Teixeira/Parella Voted unanimously to refer this matter to the Town Administrator to act in the best interest of the Town.

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

- Westway Construction Inc., in the amount of \$602,800.00
- Maron Construction Co., Inc., in the amount of \$652,600.00
- JML Excavation, Inc. in the amount of 447,230.00
- New England Building & Bridge Co., Inc., in the amount of \$462,000.00
- Mill City Construction, Inc., in the amount of \$499,900.00
- Bently Builders, LLC. in the amount of 623,624.00
- Collins Construction Co. Inc./ in the amount of \$530,673.00

**J3.** Bid #1034 Elevator and Installation Package for Town-Owned Building

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

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

- Westway Construction Inc., in the amount of \$198,000.00

**K. Special Reports**

**K1.** Juan Mariscal, Chairman, Bristol County Water Authority. Tri-Town Monthly Report, January 23, 2024

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

Prior to the vote being taken, Councilman Teixeira highlighted the FY 2025 rate increase mentioned in the report, projecting a 5% rise expected to elevate the average annual home bill by \$41. Additionally, Councilman Ley brought attention to the postponement of the Pawtucket water supply system project due to the situation with the Washington Bridge.

**L. Town Solicitor**

**M. Executive Sessions**

M1. Director Williamson request for Executive Session Pursuant to RIGL § 42-46-5(a) (5) Open Space Acquisition

Sweeney/Teixeira - Voted unanimously to convene in Executive Session pursuant to RIGL Section 42-46-5 (a) (5) concerning the Acquisition of Open Space at 9:26 PM.

Sweeney/Teixeira - Voted unanimously to resume open session and seal the minutes of the Executive Session at 9:39PM.

Solicitor Ursillo announced that no motion was made and no 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 Warren Regional School District, Joint Finance Committee Meeting Minutes, May 17, 2023

(CA) AA2. Bristol Planning Board Minutes, September 14, 2023

- (CA) AA3. Bristol Planning Board Minutes, October 12, 2023
- (CA) AA4. Bristol Planning Board Minutes, November 21, 2023
- (CA) AA5. Rogers Free Library Board of Trustees Meeting Minutes, November 16, 2023
- (CA) AA6. Bristol Conservation Commission Meeting Minutes, December 5, 2023
- (CA) AA7. Recreation Board Meeting Minutes, October 30, 2023
- (CA) AA8. Capital Project Commission, November 6, 2023
- (CA) BB. Budget Adjustments**
- Approval of consent agenda = "motion to approve these adjustments"**
- (CA) BB1. Tax Assessor DiMeo re Recommended Abatements & Additions for January 2024
- (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) EE. Utility Petitions
- Approval of consent agenda = "motion to approve these petitions"**
- (CA) FF. City & Town Resolutions Not Previously Considered
- Approval of consent agenda = "motion to receive and place these items on file"**
- (CA) GG. Distributions/Communications
- Approval of consent agenda = "motion to receive and place these items on file"**
- (CA) GG1. Tupelo Realty, LLC - Renewal of Lease

- (CA) GG2. Town Administrator Contente re award Bid #1030 Bristol Fourth of July Ball to Pranzi Catering & Events
- (CA) GG3. Bristol Warren Regional School Committee Resolution requesting Change to Transportation Region-Senate Bill No. 0184
- (CA) GG4. Citation re The Portuguese Beneficial Association Dom Luiz Filipe
- (CA) GG5. Town Clerk Cordeiro - Thank you letter to Georgina MacDonald for serving on the Bristol County Water Authority
- (CA) GG6. Town Clerk Cordeiro - Thank you letter Derek Tipton for serving on the Zoning Board of Review
- (CA) GG7. Town Administrator Contente award Bid #1029 Stage and Sound Bristol 4th of July Concert Series 2024
- (CA) HH. Distributions/Notice of Meetings**  
(Office copy only)

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

- (CA) HH1. Bristol Warren Regional School District Joint Finance Committee Meeting, February 29, 2024
- (CA) HH2. Rogers Free Library Board of Trustees Meeting, January 18, 2024
- (CA) HH3. Bristol County Water Authority Meeting, January 23, 2024
- (CA) HH4. Bristol Planning Board, Technical Review Committee Meeting, January 30, 2024
- (CA) HH5. Zoning Board of Review Meeting, February 5, 2024
- (CA) HH6. Bristol Fourth of July Committee, Souvenir Subcommittee Meeting, January 31, 2024
- (CA) HH7. Bristol Fourth of July Committee Meeting, Wine Tasting, January 29, 2024
- (CA) HH8. Bristol Fourth of July Committee, General Committee Meeting, January 22, 2024

- (CA) HH9. Bristol Planning Board, Technical Review Committee Meeting, January 30, 2024
- (CA) HH10. Capital Projects Commission Meeting, January 23, 2024
- (CA) HH11. Bristol Fourth of July Committee, Photography Contest Subcommittee Meeting, January 30, 2024
- (CA) HH12. Bristol Historic District Commission Meeting, January 23, 2024
- (CA) HH13. Bristol Planning Board Technical Review Committee Meeting, January 30, 2024
- (CA) HH14. Capital Projects Commission Meeting, January 29, 2024
- (CA) HH15. Zoning Board of Review Amended Meeting Agenda, February 5, 2024
- (CA) HH16. Planning Board Meeting, February 8, 2024
- (CA) HH17. Bristol Fourth of July Committee, Membership Subcommittee Meeting, February 15, 2024
- (CA) HH18. Bristol Fourth of July Committee, Pageant Subcommittee Meeting, February 15, 2024
- (CA) HH19. Bristol Fourth of July Committee, Music & Entertainment Meeting, February 8, 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) 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 Vice Chairwoman Parella, and voted unanimously, the Chairman declared this meeting to be adjourned at 9:39 pm.

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Melissa Cordeiro, Town Clerk  
Council Clerk

DRAFT