



TOWN OF BRISTOL, RHODE ISLAND  
OFFICE OF TOWN ADMINISTRATOR

STEVEN CONTENTE  
*Town Administrator*

March 12, 2026

I am pleased to present to the Honorable Town Council the Fiscal Year 2026 (FY26) Financial Budget Recommendation for the Town of Bristol. The municipal appropriation, including debt service, increased by \$1,716,506, a 3.44% increase over last year's levy.

The recommended capital investment is \$542,200.00 and includes the replacement of essential Police and Fire Department equipment, Recreation Department playground replacement, and a grant match for a backup generator at the Rogers Free Library.

The budget presented includes a \$2,800,000 recommendation for municipal financing to complete road reconstruction on roads that have required environmental design and permitting.

The recommended budget also includes the Bristol Warren Regional School District's 2.66% requested increase of \$676,319 for a total Bristol contribution of \$30,666,328.

Real estate and property assessment values have grown by 42.3% with our current statistical revaluation. It is anticipated that the tax rate will decrease \$3.88 cents per thousand, from \$13.82 to \$9.94.

The annual sewer use fee is estimated to increase from \$614.00 to \$633.03 and includes funding for additional wastewater treatment facility upgrades and collection system main repairs throughout Town.

The enclosed budget request includes much input and perspective from department heads, personnel, and Town residents and taxpayers. I believe that this budget supports the Town's Capital Project to maintain infrastructure and facilities, incentivizes the continued dedication of experienced Town personnel, supports public safety, education, and is mindful to the impact on local homeowners and residents.

Respectfully submitted,

Steven Contente  
Town Administrator



**Town of Bristol Fiscal Year 2025-2026  
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**TOWN OF BRISTOL  
EXPENDITURE PROJECTIONS  
FISCAL YEAR ENDING JUNE 30, 2026**

	ADOPTED			DEPT		TA		
	BUDGET 2023-2024	DEPT REQ 2025-2026	TOWN ADMIN REC.	TOWN COUNCIL ADOPTED	CHANGE OVER PY	% CHANGE OVER PY	CHANGE OVER PRIOR YEAR	% CHANGE OVER PRIOR YEAR
401 Town Council	119,136	141,979	141,979		22,843	19.17%	22,843	19.17%
402 Town Administrator	351,519	374,265	374,265		22,746	6.47%	22,746	6.47%
403 Town Clerk	647,798	652,390	652,390		4,592	0.71%	4,592	0.71%
404 Town Solicitor	189,988	214,173	214,173		24,185	12.73%	24,185	12.73%
405 Substance Abuse	72,904	67,578	67,578		(5,326)	-7.31%	(5,326)	-7.31% A
406 Board of Canvassers	63,694	4,968	4,968		(58,726)	-92.20%	(58,726)	-92.20% B
407 Municipal Court	37,402	38,096	38,096		694	1.86%	694	1.86%
501 Finance Department	1,100,727	1,148,821	1,148,821		48,094	4.37%	48,094	4.37% C
503 Fixed Charges	1,971,490	2,260,056	2,260,056		288,566	14.64%	288,566	14.64%
504 Town Hall Complex	581,793	625,995	625,995		44,202	7.60%	44,202	7.60%
601 Community Development	616,968	647,753	630,043		30,785	4.99%	13,075	2.12%
602 Inspection	267,052	288,907	285,681		21,855	8.18%	18,629	6.98%
603 Public Works	5,289,610	5,396,134	5,396,134		106,524	2.01%	106,524	2.01%
701 Police Department	8,599,559	9,186,129	9,076,300		586,570	6.82%	476,741	5.54%
702 Animal Control	286,380	323,508	323,508		37,128	12.96%	37,128	12.96%
703 Harbor Patrol	510,829	579,560	579,560		68,731	13.45%	68,731	13.45% D
704 Fire Department	2,577,542	2,957,490	2,832,490		379,948	14.74%	254,948	9.89% E
801 Human Services	60,471	62,315	62,315		1,844	3.05%	1,844	3.05%
802 Rogers Free Library	1,233,966	1,336,167	1,336,167		102,201	8.28%	102,201	8.28% F
803 Recreation	1,097,267	1,147,780	1,127,780		50,513	4.60%	30,513	2.78% G
805 Human Resources	256,100	285,852	269,400		29,752	11.62%	13,300	5.19%
806 Municipal Observances	33,250	33,250	33,250		0	0.00%	0	0.00%
<b>Total Appropriations (General Fund)</b>	<b>25,965,444</b>	<b>27,773,166</b>	<b>27,480,949</b>	<b>0</b>	<b>1,807,722</b>	<b>6.96%</b>	<b>1,515,504</b>	<b>5.84%</b>
505 Capital Transfer	1,399,000	1,617,200	742,200		218,200	15.60%	(656,800)	-46.95%
502 Debt Service	5,302,303	5,439,333	5,439,333		137,030	2.58%	137,030	2.58%
<b>Total Taxation Appropriations</b>	<b>32,666,747</b>	<b>34,829,699</b>	<b>33,662,482</b>	<b>0</b>	<b>2,162,952</b>	<b>6.62%</b>	<b>995,735</b>	<b>3.05%</b>
901 Bristol/Warren Regional Schools	29,990,009	30,666,328	30,666,328		676,319	2.26%	676,319	2.26%
<b>Total Taxation Appropriations</b>	<b>62,656,756</b>	<b>65,496,027</b>	<b>64,328,810</b>	<b>0</b>	<b>2,839,271</b>	<b>4.53%</b>	<b>1,672,054</b>	<b>2.67%</b>
604 Water Pollution Control	2,244,024	2,308,804	2,305,527		64,780	2.89%	61,503	2.74%
606 Composting	891,709	920,845	920,845		29,136	3.27%	29,136	3.27%
607 Enterprise Fund	3,958,112	4,013,615	4,013,615		55,503	1.40%	55,503	1.40%
<b>Total Sewer User Fee</b>	<b>7,093,845</b>	<b>7,243,264</b>	<b>7,239,987</b>	<b>0</b>	<b>149,419</b>	<b>2.11%</b>	<b>146,142</b>	<b>2.06%</b>
<b>GRAND TOTAL/OPERATIONS</b>	<b>69,750,601</b>	<b>72,739,291</b>	<b>71,568,797</b>	<b>0</b>	<b>2,988,690</b>	<b>4.28%</b>	<b>1,818,196</b>	<b>2.61%</b>

- A) Decrease due to initial starting costs of programs.
- B) Increase due to polling locations, previously there was 3, there will now be 8.
- C) Increase due to revaluation in 2027 and accounting system software.
- D) Increase primarily due to addition of full time position with corresponding payroll expenses.
- E) Increase primarily due to emergency medical contract and EMS stipends.
- F) Primarily due to increase in minimum wage and addition of custodial services

**TOWN of BRISTOL**  
**REVENUE PROJECTIONS**  
**Fiscal Year Ending June 30, 2026**

		2025-2026	2024-2025	Revenue Gain ( Loss)	% Change
<b>STATE AID</b>					
	MOTOR VEHICLE PHASE-OUT-BASE REIMB	0	0	0	0.00%
	MOTOR VEHICLE PHASE-OUT ADD'L REIMB	2,910,724	2,905,818	4,906	0.17%
	TANGIABLE PROPERTY REIMBURSEMENT	147,284	0	147,284	100.00%
	RI PLAN (RWU,BROWN,VETS HOME)	1,331,081	1,324,937	6,144	0.46%
	STATE LIBRARY AID	224,131	211,491	12,640	5.98%
	MEALS & BEVERAGE TAX	746,456	708,768	37,688	5.32%
	TELEPHONE TAX DISTRIBUTION	302,239	295,616	6,623	2.24%
	HOTEL TAX	105,706	94,763	10,943	11.55%
	<b>SUBTOTAL</b>	<b>5,767,621</b>	<b>5,541,393</b>	<b>226,228</b>	<b>4.08%</b>
<b>LOCAL /DEPARTMENTAL</b>					
	FUND BALANCE APPROPRIATION	1,000,000	800,000	200,000	25.00%
	TOWN HALL COMPLEX (RENT/LEASE INCOME)	229,717	155,893	73,824	47.36%
	TOWN CLERK	750,000	750,000	0	0.00%
	FINANCE	936,000	946,000	-10,000	-1.06%
	FIXED CHARGES	411,989	995,058	-583,069	-58.60%
	INSPECTION	470,500	470,500	0	0.00%
	PUBLIC WORKS	135,500	130,500	5,000	3.83%
	POLICE	67,000	63,500	3,500	5.51%
	ANIMAL CONTROL	1,000	1,000	0	0.00%
	HARBOR PATROL	817,145	764,025	53,120	6.95%
	FIRE	1,100,000	1,100,000	0	0.00%
	LIBRARY	8,000	8,000	0	0.00%
	RECREATION	351,500	331,250	20,250	6.11%
	COMMUNITY DEVELOPMENT	34,400	38,500	-4,100	-10.65%
	MUNICIPAL COURT	100,000	100,000	0	0.00%
	OPIOID	50,000	100,000	-50,000	0.00%
	<b>SUBTOTAL</b>	<b>6,462,751</b>	<b>6,754,226</b>	<b>-291,475</b>	<b>-4.32%</b>
<b>INTERFUND TRANSFERS</b>					
	ENTERPRISE FUND	75,000	75,000	0	0.00%
	TRUST & SPECIAL FUNDS	70,000	70,000	0	0.00%
	NORTH BURIAL GROUND	4,000	4,000	0	0.00%
	<b>SUBTOTAL</b>	<b>149,000</b>	<b>149,000</b>	<b>0</b>	<b>0.00%</b>
<b>OTHER SOURCES</b>					
	A&R MARINE	1,686	0	1,686	100.00%
	BRISTOL ASSISTED LIVING	50,415	50,124	291	0.58%
	LIVING EAST BAY	46,949	36,021	10,928	30.34%
	BRISTOL HOUSING AUTHORITY	99,597	90,874	8,723	9.60%
	GLADDING SHOPS	7,560	5,314	2,246	42.27%
	ROGER WILLIAMS UNIVERSITY AGREEMENT	388,446	382,705	5,741	1.50%
	DEBT SERVICE RECOVERY	460,725	450,325	10,400	2.31%
	<b>SUBTOTAL</b>	<b>1,055,378</b>	<b>1,015,363</b>	<b>40,015</b>	<b>3.94%</b>
<b>TOTAL PROJECTED REVENUE--MUNICIPAL</b>		<b>13,434,750</b>	<b>13,459,982</b>	<b>-25,232</b>	<b>-0.19%</b>

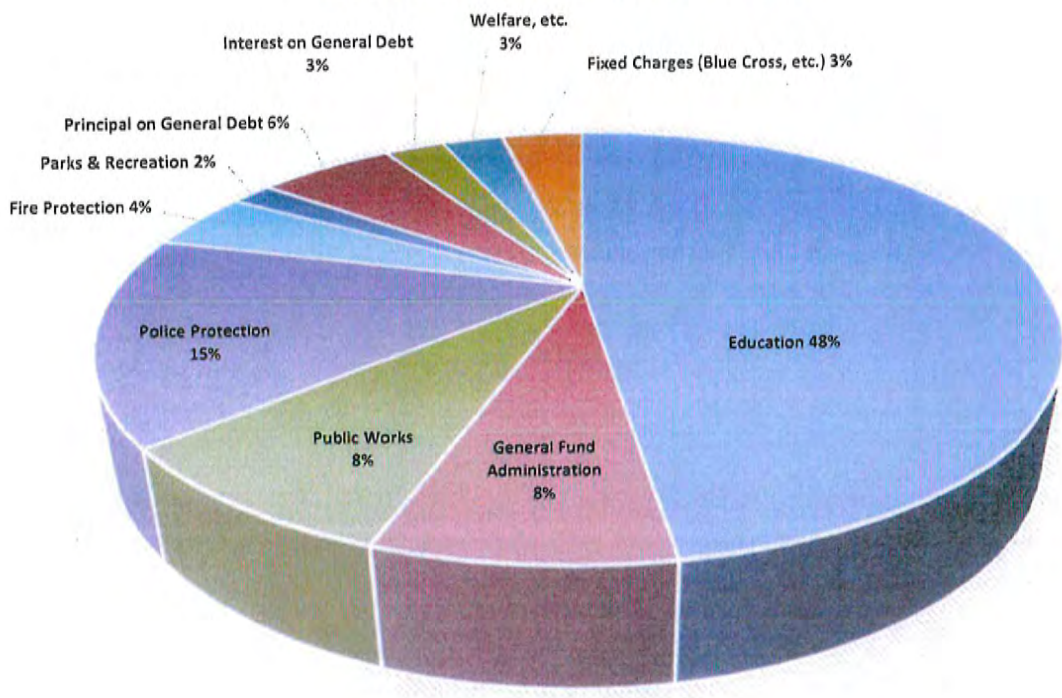
**TOWN of BRISTOL**  
**RATE CALCULATIONS**  
**Fiscal Year July 1, 2025-June 30, 2026**

TAX RATE		TOTAL	MUNICIPAL	DEBT SERVICE	SCHOOLS
TOTAL APPROPRIATIONS		64,328,810	28,223,149	5,439,333	30,666,328
LESS: NONTAX REVENUES		13,434,750	13,434,750	0	0
TAXATION REQUIRED		50,894,060	14,788,399	5,439,333	30,666,328
COLLECTION RATE	98.5%	51,669,096			
	Current Proposed Net Levy	51,669,096			
	Maximun Levy Allowed	51,950,694			

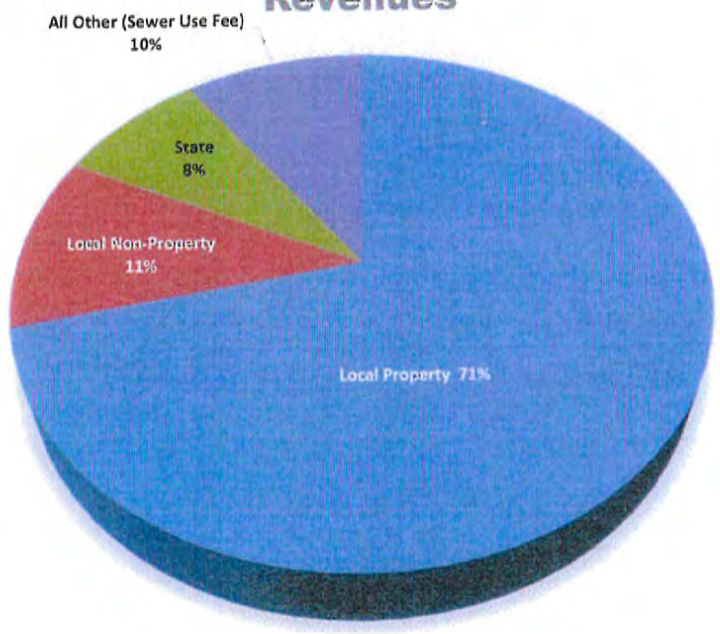
Calculation for Property Tax Rate Change

New net levy	51,669,096
Previous levy	49,952,590
Increase	1,716,506
%	3.44%
Tax Rate (Proposed)	9.94
Previous Tax Rate	13.82
Actual % increase	-28.076%
Rate cap	4.00%
Allowable maximum	51,950,694

### General Fund Expenditures



### Revenues



**TOWN OF BRISTOL**

**OPERATING BUDGETS  
BY DEPARTMENT**



**FISCAL YEAR**

**2025-2026**



# 2025-2026 BUDGET

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TOWN COUNCIL  
DEPARTMENT NAME

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401  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE

AMOUNT

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TOTAL



OPERATING SUMMARY

JWN OF BRISTOL

DEPT NAME

TOWN COUNCIL

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

401

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
401-41100	SALARIES	36,246	36,463	36,687	36,687	0	224	0.6%
401-42200	PAYROLL TAXES	2,680	2,789	2,807	2,807		17	0.6%
401 43410	ANNUAL AUDIT	30,000	30,000	50,000	50,000		20,000	66.7%
401 43400	IT & SOFTWARE (B&C)*	2,000	2,000	3,600	3,600		1,600	80.0%
401 43313	PUBLIC MEDIA	3,500	3,500	3,500	3,500		0	0.0%
401 43311	CODE SUPPLEMENTS	6,500	6,500	6,500	6,500		0	0.0%
401 48000	CONTINGENCY	10,000	10,000	10,000	10,000		0	0.0%
401 43210	RILOCAT	10,884	10,884	10,884	10,884		0	0.0%
401 45400	ADVERTISING	16,500	16,500	18,000	18,000		1,500	9.1%
401 46020	INAUGURAL	1	500	1	1		(499)	100.0%
PAGE SUBTOTALS		118,311	119,136	141,979	141,979	0	22,842	19.2%
TOTALS		118,311	119,136	141,979	141,979	0	22,842	19.2%

SALARY DETAIL

TOWN OF BRISTOL  
 Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	TOWN COUNCIL
DEPT #	401

Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
CALOIRO,NATHAN	CHAIR	6,200	6,200	6,200	6,200		0	0.0%
PARELLA,MARY	VICE	5,700	5,700	5,700	5,700		0	0.0%
TEIXEIRA,ANTONIO	MEMBER	5,700	5,700	5,700	5,700		0	0.0%
SWEENEY, TIMOTHY	MEMBER	5,700	5,700	5,700	5,700		0	0.0%
LEY,AARON	MEMBER	5,700	5,700	5,700	5,700		0	0.0%
MARTINS,AIRES	TOWN SGT.	1,515	1,560	1,607	1,607		47	3.0%
ABILHIERA, R.	PROBATE	5,731	5,903	6,080	6,080		177	3.0%
PAGE SUBTOTALS		36,246	36,463	36,687	36,687	0	224	0.6%
TOTALS		36,246	36,463	36,687	36,687	0	224	0.6%

**Town of Bristol FY2025 Budget Narrative**  
**Town Council Department #401**

**401-41100 Salaries**

This amount provides for Council salaries per the Town Code and 3% increases for Town Sergeant and Probate Judge.

**401-42200 Payroll Taxes**

Town share of payroll taxes for active employees.

**401-43410 Annual Audit**

Estimated proportional share of the annual audit.

**401-43400 IT & Software: Boards & Commissions**

This program would manage all boards and commissions in one centralized location, manage term limits, provide membership reports, provide public access to vacancies, and provide an online application process.

**401-43313 Public Media**

This line item covers the annual expense for video and live stream of Town Council meetings.

**401-43311 Code Supplements**

This line covers the codification, printing and on-line availability of Town Ordinances.

**401-48000 Contingency**

This figure is an estimate and "place holder" only. The Council typically sets its Contingency Fund during budget deliberations.

**401-43210 RILOCAT (Rhode Island League of Cities and Towns)**

Annual dues.

**401-45400 Advertising**

Advertising of budgets, ordinances, public service appointments and other Council-directed advertising in print media. Most of this advertising is required by Town Charter, Ordinance, or State Statute.

**401-46020 Inaugural**

The council typically allocates \$500 in each election year. Since there are no scheduled elections in FY 2026, the funds will not be allocated.



# 2025-2026 BUDGET

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TOWN ADMINISTRATOR  
DEPARTMENT NAME

\_\_\_\_\_  
402  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE

AMOUNT

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TOTAL



SALARY DETAIL

TOWN OF BRISTOL

DEPT NAME

TOWN ADMINISTRATOR

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

402

Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
CONTENTE,STEVEN	T.A.	95,500	95,500	100,000	100,000		4,500	4.7%
DICKERVITZ, ERIC	OPERATIONS/COMMUNICATIONS	70,040	73,542	75,748	75,748		2,206	3.0%
SECURO, LAUREN	ADMIN ASST.	58,710	60,471	62,285	62,285		1,814	3.0%
JOCELYN,CHRISTINE	HR	21,240	28,080	28,922	28,922		842	3.0%
LONGEVITY		0	0	0	0		0	
SICK INCENTIVE		0	2,577	2,654	2,654			
		0	0	0	0	0	0	
PAGE SUBTOTALS		245,490	260,170	269,611	269,611	0	9,440	3.6%
TOTALS		245,490	260,170	269,611	269,611	0	9,440	3.6%

**Town of Bristol FY2026 Budget Narrative**  
**Town Administrator Department #402**

Expenditures:

0100-100 Salaries

Funding for salaries of the Department.

0011-200 Active Medical

Net cost of healthcare coverage for executive secretary.

0011-205 Active Dental

Net cost of dental coverage for executive secretary (currently receiving "buy-back", no dental).

0012-250 Payroll Taxes

Town share of payroll taxes for active employees.

0013-252 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan for the executive secretary, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

0014-302 State Pension

Town share of the defined benefit portion of the State of RI pension plan for the executive secretary, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 14.07%.

0323-401 Labor & Negotiation

This line covers the cost of legal fees incurred for labor matters and union contract negotiations.

0201-410 Contingency

Contingency funds for unanticipated requests and/or expenditures during the year.

0200-417 Operating

This line item covers the annual operating expenditures such as supplies, advertising, etc.

**Town of Bristol FY2026 Budget Narrative**  
**Town Administrator Department #402**

0213-417 Department Dues & Conferences

Conferences and membership dues for the Department.

0234-408 Vehicle Gas & Oil

Vehicle fuel and expenditures for the Town car.





# 2025-2026 BUDGET

TOWN CLERK  
DEPARTMENT NAME

403  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
LICENSES & FEES	5500-650	750,000	750,000
TOTAL		750,000	750,000

OPERATING SUMMARY

TOWN OF BRISTOL				DEPT NAME	TOWN CLERK			
Fiscal Year July 1, 2025-June 30, 2026				DEPT #	403			
LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
403 41100	SALARIES	361,192	391,453	403,186	403,186	0	11,733	3.0%
403 42101	ACTIVE MEDICAL	115,169	122,655	106,631	106,631		(16,024)	-13.1%
403 42102	ACTIVE DENTAL	5,043	5,043	4,303	4,303		(739)	-14.7%
403 42200	PAYROLL TAXES	27,631	29,946	30,844	30,844		898	3.0%
403 42301	DEFINED CONTRIBUTIONS	3,612	3,842	3,957	3,957		115	3.0%
403 42302	STATE PENSION	51,975	52,099	55,679	55,679		3,580	6.9%
403 45500	PRINTING	2,300	2,500	2,500	2,500		0	0.0%
403 43200	DUES & CONFERENCES	2,000	3,500	4,000	4,000		500	14.3%
403 43321	LAND EVIDENCE	26,000	26,000	27,000	27,000		1,000	3.8%
403 43322	PROBATE	400	760	760	760		0	0.0%
403 43323	RECORD RESTORATION	5,000	5,000	5,000	5,000		0	0.0%
403 43324	LICENCING SOFTWARE	7,200	5,000	8,530	8,530		3,530	70.6%
	Previously Business Licensing							
PAGE SUBTOTALS		607,522	647,798	652,390	652,390	0	4,592	0.7%
TOTALS		607,522	647,798	652,390	652,390	0	4,592	0.7%

SALARY DETAIL

TOWN OF BRISTOL								
Fiscal Year July 1, 2025-June 30, 2026					DEPT NAME	TOWN CLERK		
					DEPT #	403		
Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
CORDEIRO, MELISSA	TOWN CLERK	95,387	98,290	101,287	101,287		2,997	3.0%
DACOSTA, CARLA	DEPUTY	0	67,600	69,630	69,630		2,030	3.0%
MARSHALL, CATHERINE	SR. CLERK	50,620	52,669	54,250	54,250		1,581	3.0%
O'BRIEN JACQUELINE	SR. CLERK	50,620	52,669	54,250	54,250		1,581	3.0%
CARROLL, PAULA	SR. CLERK	50,620	52,669	54,250	54,250		1,581	3.0%
CHAVES, MARGARIDA	SR. CLERK	50,620	52,669	54,250	54,250		1,581	3.0%
LONGEVITY		4,378	7,809	7,809	7,809		0	0.0%
SICK INCENTIVE		0	7,078	7,460	7,460		382	5.4%
WOLFE, MELANIE		0	0		0			
FLOOR, LUCIA		0	0		0			
HUBBARD, LORI	DEPUTY	58,945	0		0			
PAGE SUBTOTALS		361,192	391,453	403,186	403,186	0	11,733	3.0%
TOTALS		361,192	391,453	403,186	403,186	0	11,733	3.0%

**Town of Bristol FY2026 Budget Narrative  
Town Clerk Department #403**

Revenues

Revenues for the Town Clerk's Office are derived primarily from fees collected for Land Evidence (deeds, mortgages, etc.) recordings, the Town's apportionment of the Real Estate Transfer Tax, Vital Records Certificates (Birth, Death, Marriage), Licenses, Probate filing fees and taxes, and copies. The largest portion of the revenues results from Real Estate transactions driven by the number of sales and the amount of the sales.

Expenditures:

**403-41100 Salaries**

This amount provides salary adjustments per the Town Hall contract. It encompasses the application of identical salary adjustments from union members to non-union members. Additionally, a salary adjustment for one non-union position has been made to ensure a fair and equitable salary rate in line with regional standards.

**403-42101 Active Medical**

Net cost of healthcare coverage for active employees.

**403-42102 Active Dental**

Net cost of dental coverage for active employees.

**403-42200 Payroll Taxes**

Town share of payroll taxes for active employees.

**403-42301 Defined Contribution**

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

**403-42302 State Pension**

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 14.07%.

**4403-45500 Printing**

Expenses covered by this budget line item include purchases such as parking permits, State Street/Church Street Dock stickers, department stationery, and dog licenses. Additionally, funds allocated to this line item will cover up to 18 special certificate holders used for citations and proclamations.

## **Town of Bristol FY2026 Budget Narrative Town Clerk Department #403**

### **403-43200 Conferences/Dues/Subscriptions**

This budget narrative details the anticipated expenses for the Town Clerk's office's ongoing professional development and networking in fiscal year 2026. Funds will support attendance at regional and state conferences, meetings, and memberships in relevant professional associations to stay informed on the latest trends, laws, and best practices in municipal governance. Planned conferences include the New England Association Conference, the Rhode Island Clerk's Conference, Rhode Island Town and City Clerk Association quarterly meetings, and professional association dues and subscriptions. The knowledge and connections gained from these engagements will enhance office efficiency, compliance, and service delivery, ultimately benefiting the community. This investment reflects our commitment to excellence in governance and public service.

### **403-43321 Land Evidence**

This line covers the expenses related to the permanent storage and management of Land Evidence documents and is offset by recording fees collected by the Clerk's Department. This line item will also include the expense for recording supplies including but not limited to recording labels and recording machine ribbons, etc.

### **403-43322 Probate**

Annual funding for the maintenance and support of the database structure, encompassing phone and remote support, system upgrades, and modifications to forms and reports. This line item also covers expenses related to quarterly conferences for the Probate Court Judge and Probate Court Clerk and Assistant.

### **4403-43323 Records Restoration**

Annual Town contribution dedicated to the restoration and preservation of vital Town records, including newspaper book binding. This line item may also be used to supplement grant funding secured for these preservation efforts.

### **403-43324 Licensing Software** *(previously listed as business licensing)*

This budget line item supports the maintenance and implementation of online platforms for business licensing and vital records requests. It includes the necessary fees for both systems, which streamline processes, enhance accessibility, and improve operational efficiency. Businesses can manage applications, permits, renewals, payments, inspections, and recommendations through a user-friendly interface, while the addition of the vital records platform ensures seamless digital record retention and service accessibility for residents.



# 2025-2026 BUDGET

\_\_\_\_\_  
TOWN SOLICITOR  
DEPARTMENT NAME

\_\_\_\_\_  
404  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE

AMOUNT

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TOTAL



**Town of Bristol FY2026 Budget Narrative**  
**Town Solicitor Department #404**

Expenditures:

0100-401 Solicitor

This line represents Solicitor costs as contracted by the Town, including general consult, criminal prosecutions, zoning, planning and land use. In FY22 Historic District Commission legal fees were brought to Solicitor budget from Community Development.

0301-401 Court Costs

Fees for court filings.

0302-401 Litigation

Fees specific to representation and defense against third party claims and lawsuits.





# 2024-2025 BUDGET

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BOARDS AND COMMISSIONS  
DEPARTMENT NAME

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405  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	AMOUNT	
OPIOID	50,000	100,000
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL	_____	_____



SALARY DETAIL

TOWN OF BRISTOL		SALARY DETAIL			SUBSTANCE ABUSE			
FISCAL YEAR JULY 1, 2025-JUNE 30, 2026					DEPT #	405		
Employee Name	Title	2022-2023 Adopted	2023-2024 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
PALUMBO, BARBARA	CORDINATOR	14,560	14,997	16,016	16,016		1,019	7.00%
<b>TOTALS</b>		-	14,997	16,016	16,016	-	1,019	6.80%

22.00 hr

**Town of Bristol FY2026 Budget Narrative  
Boards and Commissions Department #405**

Expenditures:

0200-417 Substance Abuse

This request is to fund the Substance Abuse Task Force coordinator's salary not funded by the Regional grant. It also includes office supplies, pre-prom, CADCA training, STAAND graduation medals.



# 2025-2026 BUDGET

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BOARD OF CANVASSERS  
DEPARTMENT NAME

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406  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE

AMOUNT

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TOTAL

OPERATING SUMMARY

TOWN OF BRISTOL

Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME

BOARD OF CANVASSERS

DEPT #

406

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
406 41100	SALARIES	3,500	3,500	3,500	3,500	0	0	0.0%
406 41300	OVERTIME	0	4,525	0	0		(4,525)	-100.0%
406 41101	ELECTIONS- SALARIES	36,188	39,600	0	0		(39,600)	-100.0%
406 42200	PAYROLL TAXES	268	614	268	268		(346)	-56.4%
406 43230	ELECTIONS- SUPPLIES	9,000	15,455	1,200	1,200		(14,255)	100.0%
406 44320	REDISTRICTING	0	0	0	0		0	#DIV/0!
<b>PAGE SUBTOTALS</b>		48,956	63,694	4,968	4,968	0	(58,726)	-92.2%
<b>TOTALS</b>		48,956	63,694	4,968	4,968	0	(58,726)	-92.2%

SALARY DETAIL

OWN OF BRISTOL

DEPT NAME BOARD OF CANVASSERS

Fiscal Year July 1, 2025-June 30, 2026

DEPT # 406

Employee Name	Title	2023-2024	2024-2025	DEPARTMENT	TOWN	TOWN	\$ CHANGE	% CHANGE
		Adopted	Adopted	2025-2026	ADMIN	COUNCIL		
FRANCES O'DONNELL	CHAIR	1,250	1,250	1,250	1,250		0	0.0%
PETER HEWETT	VICE	1,125	1,125	1,125	1,125		0	0.0%
MARIE KNAPMAN	SECR.	1,125	1,125	1,125	1,125		0	0.0%
PAGE SUBTOTALS		3,500	3,500	3,500	3,500	0	0	0.0%
TOTALS		3,500	3,500	3,500	3,500	0	0	0.0%

**TOWN of BRISTOL**

Budget Narrative

July 1, 2025 - June 30, 2026

Department: Board of Canvassers

Dept. No.: 406

100-100 Salaries

Salary appropriation based on the previous fiscal year. The Board of Canvassers' salaries will remain unchanged for FY 2025-2026. However, a salary increase will be proposed during election years to accommodate the additional workload, including a stipend for alternate members who work on Election Day(s). This adjustment reflects the increased number of seminars, trainings, and responsibilities required to maintain compliance and preparedness for election operations.

012-250 Payroll Taxes

This account represents the Town's share of payroll taxes for the board members.

102-100 Elections – Salaries

This line covers stipends for all poll workers and other Town Employees who participate directly in elections and early-in-person voting. As there are no scheduled elections in FY 2026, no funds will be allocated

102-417 Election(s) – Supplies/Services

This line item is typically allocated for poll worker meals, required election supplies, voter registration drives, and mandatory newspaper advertising for election events. With no scheduled elections in FY 2026, the funds will be utilized for voter registration drives and poll worker recruitment efforts during the off-cycle year.





# 2025-2026 BUDGET

MUNICIPAL COURT  
DEPARTMENT NAME

407  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
FEES & FINES	5500-651	100,000	100,000
TOTAL		100,000	100,000

OPERATING SUMMARY

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME MUNICIPAL COURT  
DEPT # 407

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
407 41100	SALARIES	17,532	18,023	18,529	18,529	0	506	2.8%
407 41150	DETAIL WAGES	2,000	2,000	2,000	2,000		0	0.0%
407 42200	PAYROLL TAXES	1,341	1,379	1,417	1,417		39	2.8%
407 46000	SUPPLIES	500	500	650	650		150	30.0%
407 45900	OPERATING	15,500	15,500	15,500	15,500		0	0.0%
PAGE SUBTOTALS		36,874	37,402	38,096	38,096	0	695	1.9%
TOTALS		36,874	37,402	38,096	38,096	0	695	1.9%

SALARY DETAIL

BR2 PAGE

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TOWN OF BRISTOL						DEPT NAME	MUNICIPAL COURT		
Fiscal Year July 1, 2025-June 30, 2026						DEPT #	407		
Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY	
M. CORDEIRO	ADMIN.	4,022	4,144	4,270	4,270		126	3.0%	
J. HOWLETT	JUDGE	10,200	10,506	10,821	10,821		315	3.0%	
J. FERREIRA	BALIFF	2,110	2,173	2,238	2,238		65	3.0%	
ASSOCIATE JUDGE	ASSOC. JUDGE	1,200	1,200	1,200	1,200		0	0.0%	
<b>PAGE SUBTOTALS</b>		17,532	18,023	18,529	18,529	0	506	2.8%	
<b>TOTALS</b>		17,532	18,023	18,529	18,529	0	506	2.8%	

**TOWN of BRISTOL**

Budget Narrative

July 1, 2025 - June 30, 2026

Department: Municipal Court

Dept. No.: 407

Revenues

Municipal Court revenues are derived from the Town's apportionment of traffic fines and court fees, and from the local fines imposed for violations of the Town Code.

**407-4110**

This item contains three percent (3%) salary increases for the Chief Judge, Clerk, and Bailiff.

**407-41150 Detail Wages**

This item provides for the supplemental wages paid to police officers assigned out of their regular work hours to the Municipal Court. Funds will also be used for substitute court Bailiffs when necessary.

**407-42200 Payroll Taxes**

This account represents the Town's share of payroll taxes for the employees of the Department.

**407-46000 Supplies**

This amount has been adequate in previous years for the purchase of expendable supplies and printed materials used exclusively for the Municipal Court.

**407-45900 Operating**

The Operating line item mainly supports the court operating system software license per State requirements. The license provides a "cloud-based" system that relieves our need to store court files on the Town server. Funds also support Database maintenance and technical support.



# 2025-2026 BUDGET

FINANCE  
DEPARTMENT NAME

501  
DEPARTMENT NUMBER

REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
DEPARTMENTAL	5004,5500-653	20,000	20,000
OTHER LOCAL NON-PROPERTY	5002-6000-656	1,000	1,000
INTEREST & PENALTY	5001-602	300,000	310,000
INVESTMENT	5003,5005-5099-652	615,000	615,000
TOTAL		936,000	946,000



SALARY DETAIL

TOWN OF BRISTOL  
 Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	FINANCE
DEPT #	501

Employee Name	Title	2022-2023 Adopted	2023-2024 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
CARULLI, CARL	TREASURER	0	0	120,000	120,000		120,000	0.0%
SMITH,BRENDON	DEPUTY TREASURER	0	0	80,000	80,000		80,000	0.0%
LEADEM,KRISTOPHER	ASSESSOR	0	0	92,700	92,700		92,700	0.0%
PERRY, MICHELLE	PAYROLL CLERK	57,724	59,987	61,787	61,787		1,800	3.0%
FLOOR, LUCIA	BOOKKEEPER	0	57,959	59,698	59,698		1,739	3.0%
CABRAL, MEGAN	SNR CLRK	50,620	52,669	54,249	54,249		1,580	3.0%
MARSHALL, LISA	SNR CLRK	50,620	52,669	54,249	54,249		1,580	3.0%
HUBBARD, LORI	SNR CLRK	50,620	52,669	54,249	54,249		1,580	3.0%
CARULLI, CARL	DEPUTY TREASURER	77,100	85,000	0	0		(85,000)	-100.0%
HASSELL, SARA	TREASURER	87,550	98,000	0	0		(98,000)	-100.0%
FLOOR, LUCIA	SNR CLRK	50,620	0	0	0		0	0.0%
FULL TIME BOOKEEPER		33,446	0	0	0		0	0.0%
PRAY, FRAN	P-T ACCT. CLERK	17,210	0	0	0		0	0.0%
MEO, MICHELLE	ASSESSOR	82,479	84,954	0	0		(84,954)	-100.0%
STROM, BOB	ACCOUNTANT	30,000	0	0	0		0	0.0%
LONGEVITY		13,557	12,038	6,257	6,257		(5,781)	-48.0%
SICK INCENTIVE			10,460	7,774	7,774		(2,686)	-25.7%
BOARD OF ASSESSMENT		1,800	1,800	1,800	1,800		0	0.0%
PAGE SUBTOTALS		603,347	568,204	592,762	592,762	0	24,558	4.3%
TOTALS		603,347	568,204	592,762	592,762	0	24,558	4.3%

**Town of Bristol FY2026 Budget Narrative**  
**Finance Department #501**

Revenue:

Revenue in the finance department is received primarily from investment and interest income.

Expenditures:

501 41100 Salaries

Funding as required by union contract and funding for non-union personnel. Board of assessment review stipend is calculated at \$50.00 per meeting/12 meetings per year/ 3 members.

501 41300 Overtime

This is to account for overtime required during the quarterly tax collection and billing periods.

501 42101 Active Medical

Net cost of healthcare coverage for active employees.

501 42102 Active Dental

Net cost of dental coverage for active employees.

501 42200 Payroll Taxes

Town share of payroll taxes for active employees.

501 42301 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

501 42302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 14.07%.



**Town of Bristol FY2026 Budget Narrative**  
**Finance Department #501**

501 46000 Supplies

Required reference material for tax assessment and supplies unique to the Department (including blank check stock, tax bills, and payroll forms).

501 43400 IT & Support

Funding for finance department annual software costs including assessment, collections, human resources, payroll, accounting, and fixed asset programs.

501 43430 Revaluation

Funding set aside for upcoming revaluations. A full revaluation is scheduled for December 2027.

501 43200 Department Dues & Conferences

Funding for assessment, collection, and finance organization dues, materials, and conferences to maintain certifications.



# 2025-2026 BUDGET

DEBT SERVICE  
DEPARTMENT NAME

502  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE

AMOUNT

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TOTAL



TOWN of BRISTOL  
DEBT PAYMENT SCHEDULE  
JULY 1, 2025-JUNE 30, 2026

Date Due	Debt Service Description	Debt Amount	Principal	Interest	Total Paid By Date	Paid
7/1/2025	GOB Series 2024A	\$2,865,000	\$140,000	\$68,725.00	\$208,725	
8/1/2025	Ser. 18A GOB Sewer	\$290,000	\$10,000	\$4,540.63		
8/1/2025	GOB Series 2018A	\$4,960,000	\$280,000	\$68,225.01		
8/1/2025	GOB Series 2022	\$7,405,000	\$380,000	\$98,650.00	\$841,416	
8/15/2025	Ser. 19A GOB Sewer	\$380,000	\$40,000	\$5,000.00		
8/15/2025	GOB Series 2015B	\$5,540,000		\$11,700.00		
8/15/2025	GOB Series 2017B RF	\$6,905,000		\$62,675.00		
8/15/2025	GOB Series 2017C RF/TX	\$147,000		\$799.38		
8/15/2025	GOB Series 2017C RF/TX	\$683,000		\$4,650.63		
8/15/2025	GOB Series 2019A	\$4,945,000	\$225,000	\$68,250.00		
8/15/2025	GOB Series 2021 RF 10&11	\$3,735,000		\$14,950.95	\$433,026	
8/15/2025	Heavy Rescue Cap Lease	\$264,000	\$0	\$0.00		
9/1/2025	SRF/Water Series 2004A	\$1,000,000	\$0	\$0.00		
9/1/2025	SRF/Water Series 2005A	\$3,655,000	\$219,000	-\$2,194.80		
9/1/2025	SRF/Water Series 2006A	\$3,700,000	\$210,000	\$2,308.11		
9/1/2025	SRF/Water Series 2007A	\$3,245,000	\$183,000	-\$1,453.55		
9/1/2025	SRF/Water Series 2009A-EF	\$3,600,000	\$131,479	\$4,118.45		
9/1/2025	SRF/Water Series 2010B	\$3,970,000	\$214,000	\$25,061.91		
9/1/2025	SRF/Water Series 2011A	\$3,070,000	\$165,000	\$19,765.87		
9/1/2025	SRF/Water Series 2012A	\$2,395,000	\$124,000	\$16,152.65		
9/1/2025	SRF/Water Series 2013A	\$2,600,000	\$130,000	\$19,948.25		
9/1/2025	SRF/Water Adm Series 2014	\$2,000,000	\$98,000	\$16,894.00		
9/1/2025	SRF/Water Adm Series 2016	\$2,500,000	\$125,000	\$23,254.75		
9/1/2025	SRF/Water Series 2016B	\$2,500,000	\$126,000	\$18,887.50		
9/1/2025	SRF/Water Series 2018A	\$2,222,500	\$112,000	\$22,815.68		
9/1/2025	SRF/Water Series 2019A	\$2,270,000	\$109,000	\$20,911.90		
9/1/2025	SRF/Water Series 2020A	\$2,697,500	\$131,000	\$19,932.53		
9/1/2025	SRF/GF Alloc. 2023	\$1,266,000	\$52,000	\$15,580.80		
9/1/2025	SRF/Road&Bridge Series 2015	\$500,000	\$26,000	\$3,641.30		
9/1/2025	SRF/Road&Bridge Series 2016	\$1,175,000	\$62,000	\$8,100.85		
9/1/2025	Ser. 09 SRF-GF Alloc.	\$3,600,000	\$47,332	\$1,482.64		
9/1/2025	SRF/ Water Series 2022	\$7,810,000	\$319,000	\$100,516.10	\$2,919,536	
9/15/2025	GOB Series 2015A	\$1,600,000		\$13,993.75		
9/15/2025	GOB Series 2022A	\$4,475,000		\$68,725.00		
9/15/2025	Ser. 22A GOB Sewer	\$1,310,000		\$21,550.00		
9/15/2025	GOB Series 2023	\$6,440,000	\$75,000	\$147,012.50	\$326,281	
10/15/2025	GOB Series 2017/Lit	\$1,435,000	\$145,000	\$5,111.25	\$150,111	
11/15/2025	GOB Series 2013 Ref. FY21	\$2,255,000	\$130,000	\$26,393.75		
11/15/2025	GOB Series 2021	\$3,295,000	\$175,000	\$32,437.50	\$363,831	
12/15/2025	Ser. 17A GOB Sewer	\$1,100,000		\$8,718.75		
12/15/2025	GOB Series 2012	\$2,000,000	\$133,333	\$6,933.67		
12/15/2025	GOB Series 2017A	\$2,455,000		\$22,531.25	\$171,517	
1/1/2026	GOB Series 2024A	\$2,865,000		\$65,225.00		
2/1/2026	Ser. 18A GOB Sewer	\$290,000	\$0	\$4,340.63		
2/1/2026	GOB Series 2018A	\$4,960,000		\$62,625.01		
2/1/2026	GOB Series 2022	\$7,405,000		\$91,050.00	\$223,241	
2/15/2026	Ser. 19A GOB Sewer	\$380,000		\$4,000.00		
2/15/2026	GOB Series 2015B	\$5,540,000	\$415,000	\$11,700.00		
2/15/2026	GOB Series 2017B RF	\$6,905,000	\$740,000	\$62,675.00		
2/15/2026	GOB Series 2017C RF/TX	\$147,000	\$14,000	\$799.38		
2/15/2026	GOB Series 2017C RF/TX	\$683,000	\$46,000	\$4,650.63		
2/15/2026	GOB Series 2019A	\$4,945,000		\$62,625.00		
2/15/2026	GOB Series 2021 RF 10&11	\$3,735,000	\$375,000	\$14,950.95	\$1,751,401	
3/1/2026	SRF/Water Series 2004A	\$1,000,000	\$0	\$0.00		
3/1/2026	SRF/Water Series 2005A	\$3,655,000	\$0	\$0.00		
3/1/2026	SRF/Water Series 2006A	\$3,700,000		\$3,994.43		
3/1/2026	SRF/Water Series 2007A	\$3,245,000		\$6,054.10		
3/1/2026	SRF/Water Series 2009A-EF	\$3,600,000		\$6,810.50		
3/1/2026	SRF/Water Series 2010B	\$3,970,000		\$25,110.50		
3/1/2026	SRF/Water Series 2011A	\$3,070,000		\$21,088.60		
3/1/2026	SRF/Water Series 2012A	\$2,395,000		\$14,422.85		
3/1/2026	SRF/Water Series 2013A	\$2,600,000		\$17,238.75		
3/1/2026	SRF/Water Adm Series 2014	\$2,000,000		\$15,634.70		
3/1/2026	SRF/Water Adm Series 2016	\$2,500,000		\$21,711.00		

3/1/2026	SRF/Water Series 2016B	\$2,500,000		\$17,797.60		
3/1/2026	SRF/Water Series 2018A	\$2,222,500		\$21,578.08		
3/1/2026	SRF/Water Series 2019A	\$2,270,000		\$19,963.60		
3/1/2026	SRF/Water Series 2020A	\$2,697,500		\$19,231.68		
3/1/2026	SRF/Water Series 2023	\$1,266,000		\$15,006.20		
3/1/2026	SRF/Road&Bridge Series 2015	\$500,000		\$3,350.10		
3/1/2026	SRF/Road&Bridge Series 2016	\$1,175,000		\$7,527.35		
3/1/2026	Ser. 09 SRF-GF Alloc.	\$3,600,000		\$2,451.77		
3/1/2026	SRF/Water Series 2022	\$7,810,000		\$97,150.65	\$336,122	
3/15/2026	GOB Series 2015A	\$1,600,000		\$13,993.75		
3/15/2026	GOB Series 2022	\$4,475,000	\$150,000	\$68,725.00		
3/15/2026	Ser. 22 GOB Sewer	\$1,310,000	\$50,000	\$21,550.00		
3/15/2026	GOB Series 2023	\$6,440,000		\$145,512.50	\$449,781	
4/15/2026	GOB Series 2017/Lit	\$1,435,000		\$3,407.50	\$3,408	
5/15/2026	GOB Series 2013 Ref. FY21	\$2,255,000		\$24,443.75		
5/15/2026	GOB Series 2021	\$3,295,000		\$30,250.00	\$54,694	
6/15/2026	Ser. 17A GOB Sewer	\$1,100,000	\$80,000	\$8,718.75		
6/15/2026	GOB Series 2012	\$2,000,000		\$4,597.19		
6/15/2026	GOB Series 2017A	\$2,455,000	\$150,000	\$22,531.25	\$265,847	
6/30/2026	GOB Series 2025A est.	\$2,800,000		\$120,000.00		
6/30/2026	Ser. 25 SRF-GF Alloc. est	\$2,000,000		\$65,000.00		
6/30/2026	SRF/Water Series 2025 est.	\$2,500,000		\$65,000.00	\$250,000	
			\$6,337,144	\$2,411,792.71	\$8,748,936	

Total EF:	\$2,576,479	\$758,125.15	\$3,334,604
Total GF:	\$3,760,665	\$1,653,667.56	\$5,414,333
<b>GRAND TOTAL</b>	<b>\$6,337,144</b>	<b>\$2,411,792.71</b>	<b>\$8,748,936</b>

**Town of Bristol FY2026 Budget Narrative**  
**Debt Service #502**

Expenditures:

502 48110 Principal-Bonded Debt

Amount required to fund principal portion of bonded debt service payments.

502 48210 Interest-Bonded Debt

Amount required to fund interest portion of bonded debt service payments.

502 48400 Bond Issuance Cost

All costs associated with issuance of bonds including fiscal agent, bond counsel, registrar, bond printing, and Moody's rating.

502 48300 Fees & Charges

Legal, custodian and other fees associated with borrowing.



# 2025-2026 BUDGET

FIXED CHARGES  
DEPARTMENT NAME

503  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
OPEB TRUST CONTRIBUTION		411,989	995,058
TOTAL		411,989	995,058





**Town of Bristol FY2026 Budget Narrative**  
**Fixed Charges Department #503**

Expenditures:

0011-204 Retiree Medical & Dental

Estimated cost of health and dental insurance premiums for all retired town employees eligible for coverage.

0051-251 Split Life Policies

Life insurance coverage on employees, the benefits are split between the employee and the OPEB Trust. Proceeds are to be used to fund post-employment benefits and future insurance purchases.

0050-352 Post-Employment Benefits

Town contributions have been exceeding the actuarially determined contribution for many years as the Town has been working to adequately fund the Post-Employment Benefits Trust. Contributions consist of direct employer and employee payments as well as retiree non-pension payments in addition to net life insurance proceeds, increases in the cash surrender value of the life policies along with implicit rate subsidy values as calculated by the Town's actuarial firm. The current funded status of the plan is 137%.

For FY26, the Town will take a distribution from the Trust in the amount of \$411,989 covering partial retiree non-pension benefits.

0015-405 Insurance

Various insurance policies, such as property and liability, workers compensation, and Police and Fire IOD.

0016-415 Insurance Claims

Insurance claim settlements.

0017-417 Unemployment

Funding for reimbursement to Department of Labor and Training for unemployment expenditures.

0052-417 Severance Pay

This line represents estimated severance costs. Unused funds are transferred to the severance fund account at fiscal year end.

0053-417 Salary Reserve (27<sup>th</sup> PP)

**Town of Bristol FY2026 Budget Narrative**  
**Fixed Charges Department #503**

Every eleventh year 27 biweekly pay periods occur in the Town's fiscal year. Fiscal 2016-2017 was the last year this occurred. This line item allows for the establishment of a reserve to partially fund the amount in each of the eleven years.



# 2025-2026 BUDGET

TOWN HALL COMPLEX  
 DEPARTMENT NAME

504  
 DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
PROPERTY LEASES	401-6002-656	229,717	155,893
TOTAL		229,717	155,893

OPERATING SUMMARY

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	TOWN HALL COMPLEX
DEPT #	504

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
504 41100	SALARIES	21,487	22,154	13,000	13,000	0	(9,154)	-41.3%
504 42200	PAYROLL TAXES	1,644	1,695	995	995		(701)	-41.3%
504 43405	WEB SITE MAINTENANCE	11,000	11,000	11,000	11,000		0	0.0%
504 43400	IT & SUPPORT	126,444	130,444	150,000	150,000		19,556	15.0%
504 46066	POSTAGE	37,000	40,000	40,000	40,000		0	0.0%
504 46001	CENTRAL PURCHASING	28,000	28,000	28,000	28,000		0	0.0%
504 46003	SOFTWARE & LICENSES	45,000	60,000	60,000	60,000		0	0.0%
504 44400	COPY MACHINES	22,000	22,000	22,000	22,000		0	0.0%
504 47500	TECHNOLOGY REPLACEMENT	51,000	51,000	51,000	51,000		0	0.0%
504 44300	BUILDING MAINT	55,000	55,000	55,000	55,000		0	0.0%
504 44301	ELEVATOR MAINT	10,000	10,000	15,000	15,000		5,000	50.0%
504 44302	ALARM MONITORING	4,000	10,000	10,000	10,000		0	0.0%
504 46220	ELECTRIC	24,000	24,000	24,000	24,000		0	0.0%
504 45300	TELEPHONE & INTERNET	28,000	28,000	31,500	31,500		3,500	12.5%
504 46270	WATER	5,000	5,000	5,000	5,000		0	0.0%
504 46210	NATURAL GAS	10,000	10,000	10,000	10,000		0	0.0%
504 44410	PARKING LOT LEASES	22,435	23,500	23,500	23,500		(0)	0.0%
504 44340	SCHOOL BUILDINGS	50,000	50,000	50,000	50,000		0	0.0%
NEW LINE	SECURITY SYSTEM	0	0	26,000	26,000		26,000	#DIV/0!
	STATEHOUSE LEASE	5,500	0	0	0	0		
	DEFINED CONTRIBUTIONS	0	0	0	0	0		
	STATE PENSION	0	0	0	0	0		
	ACTIVE MEDICAL	0	0	0	0	0		
	ACTIVE DENTAL	0	0	0	0	0		
	PAGE SUBTOTALS	557,510	581,793	625,995	625,995	0	44,201	7.6%
	TOTALS	557,510	581,793	625,995	625,995	0	44,201	7.6%

SALARY DETAIL

TOWN OF BRISTOL  
 Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME TOWN HALL COMPLEX  
 DEPT # 504

Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
CALDERISO, MATTHEW	BLDG MANAGER	9,794	9,794	10,000	10,000		206	2.1%
	TEMPORARY EMPLOYEE	3,000	3,000	3,000	3,000		0	0.0%
ALMEIDA, JOSEPH	BYFIELD CUSTODIAN	8,693	9,360	0	0		(9,360)	-100.0%
** Moved to 603**								
PAGE SUBTOTALS		21,487	22,154	13,000	13,000	0	(9,154)	-41.3%
TOTALS		21,487	22,154	13,000	13,000	0	(9,154)	-41.3%

## **Town of Bristol FY2026 Budget Narrative Town Hall Complex Department #504**

### Revenues

Revenues for the Town Hall Complex are derived from leases of Town property and are increased in FY26 to account for the property lease from solar energy production at the capped landfill beginning March 2026.

### Expenditures:

#### 0100-100 Salaries

Salaries for the Town Hall Complex include the economic development/communications coordinator, school building supervisor, temporary staff and part-time custodian for the school buildings.

#### 0012-250 Payroll Taxes

Town share of payroll taxes for active employees.

#### 0600-401 Web Site Maintenance

This is the cost for technology maintenance and updates for the Town website.

#### 0601-401 IT & Support

Centralized IT services for all General Fund Town Departments.

#### 0209-402 Postage

Equipment rental and postage for all Town departments other than Police and Public Works.

#### 0506-402 Central Purchasing

Office supplies & equipment for Town Hall Departments, Boards and Commissions.

#### 0212-403 Software & Licenses

Software and licensing fees to support all general government computers, servers, and technology devices of the Town.

#### 0222-404 Copy Machines

Rental, supply and maintenance costs for Town Hall Complex copy machines.

#### 0223-404 Technology Replacement

#### 0902-417 Security System

Operation, maintenance, of new security software to run town-wide camera security system.

**Town of Bristol FY2026 Budget Narrative**  
**Town Hall Complex Department #504**

This will continue funding for an operating budget line dedicated to the replacement and maintenance of computers, servers, and related devices.

0221-407 Building Maintenance

Carpet and fabric cleaning, maintenance supplies, Town-wide boiler and HVAC contracts, and minor repairs for Town Hall, and Burnside Building.

0250-407 Elevator Maintenance

Town-wide elevator maintenance and inspections.

310-407 Alarm Monitoring

Alarm and fire service monitoring, Town Hall, and Burnside Building.

0203-409 Gas & Electric

Gas and Electricity for Town Hall, and Burnside building.

0204-409 Telephone & Internet

Telephone equipment, maintenance, and usage.

0205-409 Water

Bristol County Water Authority charges and Burnside building fire service.

0207-409 Fuel, Heating

Heating oil and gas for Town Hall, Burnside Building.

324-417 Parking Lot Leases

Leases for parking lots rented by the Town. Currently these are located at the Library, 10 Court Street adjacent to the Town Hall parking lot, and Church Street.

0801-417 Statehouse Lease

Lease for meeting space at 240 High Street.

0901-417 School Buildings

Operation, maintenance, and repair of Town-owned school buildings.

0902-417 Security System

Operation, maintenance, of new security software to run town-wide camera security system.

**Town of Bristol FY2026 Budget Narrative  
Town Hall Complex Department #504**

0902-417 Security System

Operation, maintenance, of new security software to run town-wide camera security system.





# 2025-2026 BUDGET

COMMUNITY DEVELOPMENT  
DEPARTMENT NAME

601  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
ZONING FEES	5500-650	9,000	7,000
PLANNING FEES	5500-650	20,000	25,000
HISTORIC DISTRICT	5500-650	5,000	5,000
MAPPING FEES	5500-650	400	1,500
TOTAL		34,400	38,500





## **Town of Bristol FY2026 Budget Narrative Community Development Department #601**

### Revenue:

Revenue in the Community Development Department is received primarily from zoning, planning, historic district and mapping fees.

### Expenditures:

#### 0100-100 Salaries

5% increase requested for Non-Union employees. Salary Adjustment for Director and for Principal Planner. Support Staff is per the Union Contract. Director, Principal Planner, and Senior Clerk receive longevity. Zoning and Planning Board stipends are per the Town Council.

#### 0011-200 Active Medical

Net cost of healthcare coverage for active employees.

#### 0011-205 Active Dental

Net cost of dental coverage for active employees.

#### 0012-250 Payroll Taxes

Town share of payroll taxes for active employees.

#### 0013-252 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

#### 0014-302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI).

#### 0120-401 Consulting Engineer

This funding covers reviews and inspections needed and requested by the Department and the Planning Board and for special projects and surveys for the Department and the Town.

## **Town of Bristol FY2026 Budget Narrative Community Development Department #601**

### 3000-401 Tree Planting

Funded requested for tree planting to replace the many trees that have needed to be removed due to age/sickness. We also have many tree planting requests from residents. This includes grant match for watershed trees and other town trees.

### 0600-400 Secretarial Support

Secretarial support is for the required Zoning Board Stenographer, Historic District and Planning Board recorder of minutes.

### 0400-401 Conservation Projects

Funding is requested for Conservation Projects to help maintain open space parcels including trail maintenance and signage.

### 0950-401 GIS Implementation

Increase requested to fund our contract with our GIS Consultant as well as on-call services for any additional miscellaneous mapping needed by the Town departments.

### 6000-401 Stormwater Phase 2

Requested funding is for Phase 2 compliance and outreach including monitoring efforts with Save Bristol Harbor and a DPW Stormwater Pollution Prevention Plan.

### 8000-401 Bristol Historic District

This funding is for grant match for a CLG grant for a project in the District to be determined.

### 9000-401 Comprehensive Plan Implementation

This funding is part of a multi-year operational plan to implement components of the Comprehensive Plan.

### 1000-402 Office Equipment

This funding is for needed office equipment.

### 0213-417 Dues and Training

Certification maintenance required for planning accreditation and certified floodplain manager is required for the Director.

**Town of Bristol FY2026 Budget Narrative  
Community Development Department #601**

0500-417 Advertising

This will cover required advertising for legal advertisements for the Zoning Board, Historic District Commission and Planning Board, as needed.

0700-417 Tourism Partnership

See attached.



## Town of Bristol, Rhode Island

*Economic Development | Tourism Partnership*

DATE: March 4, 2025

TO: Steven Contente, Town Administrator

FROM: Eric Dickervitz, Operations Manager

**RE: FY 2026 Tourism Partnership Budget**

The Town of Bristol supports and promotes tourism initiatives and economic growth, in part, through the volunteer efforts of **Explore Bristol RI** and the **Bristol Merchants Association**.

In addition, the Town welcomes the **Japan-America Society of RI** as host of the annual Black Ships Festival, a 2-day event that celebrates Commodore Matthew C. Perry's role in opening International trade between Japan and America.

With respect to these organizations, and in support of their efforts on behalf of the Town of Bristol, I am requesting funding for the Tourism Partnership in the amount of \$48,370.00.

A summary of the proposed tourism activities is attached.

### Recommendation

It is my recommendation that the Tourism Partnership budget receive \$48,370.00 to be appropriated as follows:

<b>Black Ships Festival:</b>	<b>\$5,500</b>
<b>Bristol Merchants Association:</b>	<b>\$9,000</b>
<b>Explore Bristol:</b>	<b>\$32,870</b>
Website   eMedia:	\$ 9,500
Lou Hammond:	\$20,000
EBN Map:	\$ 2,500
PVWCVB   SOS	\$ 620
EB Decals	\$ 250
<b>Additional advertising:</b>	<b>\$ 1,000</b>

**FY2026 Tourism Partnership Activities**

<b>Tourism Activity</b>	<b>Activity Type</b>	<b>Organization</b>	<b>Activity Date</b>	<b>FY 2025 Approved</b>	<b>FY2026 Request</b>
Black Ships Festival	Event	Japan-American Society of RI	Friday-Saturday, Aug. 22-23	\$5,500	\$5,500
State Street Art Festival	Event (Series)	BMA	Saturday, Aug. 23	\$1,500	\$1,500
State Street Harvest Festival	Event (Series)	BMA	Saturday, Sep. 27	\$1,500	\$1,500
Halloween Children's Walkabout	Event (Series)	BMA	Saturday, Oct. 26	\$0	\$0
Holiday Preview	Event	BMA	Friday, Nov. 21	\$1,500	\$1,500
State Street Farmers Market	Event (Series)	BMA	April 2026	\$1,500	\$1,500
State Street Spring Arts Fair	Event (Series)	BMA	May 2026	\$1,500	\$1,500
State Street Spring Arts Fair	Event (Series)	BMA	June 2026	\$1500	\$1500
Explore Bristol eMedia	Marketing	Explore Bristol		\$9,600	\$9,500
Explore Bristol Map EBN	Marketing	Explore Bristol		\$2,000	\$2,500
Public Relations Lou Hammond	Public Relations	Explore Bristol		\$16,000	\$20,000
Prov Visitors Bureau RI SOS	Membership	Explore Bristol		---	\$620
EB Decals	Print	Explore Bristol		---	\$250
Advertising	Advertising	Town		\$1,000	\$1,000
<b>Total:</b>	-	-	-	<b>\$43,100</b>	<b>\$48,370</b>







# 2025-2026 BUDGET

BUILDING INSPECTION  
DEPARTMENT NAME

602  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
PERMIT FEES	5500-650	468,000	468,000
SCALE OFFICIAL		2,500	2,500
TOTAL		470,500	470,500





**Town of Bristol FY2026 Budget Narrative  
Inspection Department #602**

Revenue:

Revenues are derived from permit fees and from penalties for working without a permit. Projected revenues for FY 26 show an 18% increase over revenues collected during the previous year.

Expenditures:

0100-100 Salaries

The positions include the Building Official, Building, Electrical, Plumbing, Mechanical, weights and measures and Code Compliance Inspectors along with a part-time Permit Tech.

0011-200 Active Medical

Net cost of healthcare coverage for active employees.

0011-205 Active Dental

Net cost of dental coverage for active employees.

0012-250 Payroll Taxes

Town share of payroll taxes for active employees.

0013-252 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

0014-302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 14.07%.

0212-403 Software & Licenses

The majority of this covers the cost of the building permit and plan review software. OpenGov, the permit software, is also used by other Town Departments.

**Town of Bristol FY2026 Budget Narrative  
Inspection Department #602**

0214-408 Fuel/Mileage

Vehicle fuel stipends for building inspectors who use their own vehicles.

0200-417 Operating

Department specific office and field equipment, codes and technical references, tablets for code inspectors.

0213-417 Dues and Conferences

Required continuing education for Building Official and Flood Plain Manager (CFM) certifications. This also includes continuing education for the Building Inspector and Permit Tech.



# 2025-2026 BUDGET

DEPARTMENT OF PUBLIC WORKS  
DEPARTMENT NAME

603  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
DEPT-LANDFILL RECEIPTS	5102-653	70,000	65,000
ROAD CUT PERMITS	5100-650	25,000	25,000
PERMITS	5101-650	10,500	10,500
SPECIAL PICK-UPS	6002-650	10,000	10,000
COMPOST BAG SALES		5,000	5,000
METALS		15,000	15,000
TOTAL		135,500	130,500

OPERATING SUMMARY

TOWN OF BRISTOL								
Fiscal Year July 1, 2025-June 30, 2026				603				
LINE ITEM NUMBER	LINE ITEM NAME	2023-2024	2024-2025	DEPARTMENT	TOWN	TOWN	\$ CHANGE OVER PY	% CHANGE OVER PY
		Adopted	Adopted	2025-2026	ADMIN	COUNCIL		
603 41100	SALARIES	2,092,988	2,179,175	2,173,650	2,173,650	0	(5,525)	-0.3%
603 41160	CLOTHING	43,400	51,000	51,000	51,000		0	0.0%
603 41300	SUPP WAGES-OVERTIME	158,363	163,114	163,114	163,114		0	0.0%
603 42101	ACTIVE MEDICAL	539,033	542,707	575,339	575,339		32,632	6.0%
603 42102	ACTIVE DENTAL	21,708	20,758	22,211	22,211		1,453	7.0%
603 42200	PAYROLL TAXES	175,548	183,087	182,664	182,664		(423)	-0.2%
603 42301	DEFINED CONTRIBUTIONS	19,635	22,032	21,989	21,989		(43)	-0.2%
603 42302	STATE PENSION	318,081	295,236	319,237	319,237		24,001	8.1%
603 44600	TREE CARE/ PRESERVATION	75,000	90,000	90,000	90,000		0	0.0%
603 43440	ENVIRONMENTAL MONITORING	25,000	25,000	25,000	25,000		0	0.0%
603 44304	GROUNDS MAINTENAMCE	287,730	307,800	316,730	316,730		8,930	2.9%
603 46066	POSTAGE	1,500	1,500	1,500	1,500		0	0.0%
603 46067	JANITOR SUPPLIES	22,000	25,000	25,500	25,500		500	2.0%
603 44400	COPY MACHINE	1,500	2,500	2,500	2,500		0	0.0%
3 43211	PEST CONTROL	5,000	5,000	5,000	5,000		0	0.0%
603 46050	CHEMICALS	2,000	2,000	2,000	2,000		0	0.0%
603 46000	SUPPLIES	7,000	8,000	8,500	8,500		500	6.3%
603 46061	SWEEPER BROOMS	3,000	3,500	3,500	3,500		0	0.0%
603 46064	PROTECTIVE GEAR	4,500	5,000	5,000	5,000		0	0.0%
PAGE SUBTOTALS		3,802,987	3,932,410	3,994,434	3,994,434	0	62,024	1.6%
		5,052,487	5,289,610	5,396,134	5,396,134	0	106,524	2.0%







SALARY DETAIL

TOWN OF BRISTOL								
Fiscal Year July 1, 2025-June 30, 2026								
		DEPT NAME					DPW	
		DEPT #					603	
Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	Department 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
AITKENS, CHARLES	MECH AIDE	57,390	59,111	60,884	60,884		1,773	3.0%
PONTE, DEAN	LABORER	55,801	57,475	59,199	59,199		1,724	3.0%
RIBEIRO, JOSE	LABORER	55,801	57,475	59,199	59,199		1,724	3.0%
HARVEY, CHRIS	LANDF. OPR	57,390	64,734	66,676	66,676		1,942	3.0%
MEDEIROS, CARLOS	ARBORIST	62,849	64,733	66,676	66,676		1,943	3.0%
KOMIEGA, JON	LABORER	55,801	57,475	59,199	59,199		1,724	3.0%
TERRA, BRAD	TRASH/RECY. DRIVER	61,283	63,121	65,015	65,015		1,894	3.0%
NORTH, ROBERT	TRUCK DRIVER	57,390	59,111	60,885	60,885		1,774	3.0%
NAPPI, MICHAEL	CUSTODIAN	55,205	57,475	59,199	59,199		1,724	3.0%
COSTA, KYLE	CUSTODIAN	56,400	58,091	59,834	59,834		1,743	3.0%
LEITE, JASON	PART TIME CUSTODIAN	19,266	35,675	37,637	37,637		1,962	5.5%
COSTA, LOUIS	TRUCK DRIVER	57,390	59,111	60,885	60,885		1,774	3.0%
CABRAL, DENNIS	LABORER	55,801	57,475	59,199	59,199		1,724	3.0%
BENNETT, KIMBERLY	OFFICE MGR	57,724	59,457	61,241	61,241		1,784	3.0%
LSH, JENNIFER	DIREC. SEC.	50,621	52,140	53,704	53,704		1,564	3.0%
MELLO, CAROL	CLERK	50,620	52,140	53,704	53,704		1,564	3.0%
TERRA, JOSEPH	ASST. FOREMAN	72,349	0	0	0			
KRAUSE, LAWRENCE	MECH. 2	63,480	65,384	0	0		(65,384)	-100.0%
LONGEVITY		88,587	94,599	98,558	98,558		(94,599)	-100.0%
DIFFERENTIAL		40,921	41,944	37,637	37,637		(41,944)	-100.0%
SICK INCENTIVE		0	1,915	1,972	1,972		(1,915)	-100.0%
PAGE SUBTOTALS		1,132,068	1,118,643	1,081,303	1,081,303	0	(37,340)	-3.3%
TOTALS		2,092,988	2,179,175	2,173,650	2,173,650	0	(5,525)	-0.3%

**Town of Bristol FY2026 Budget Narrative**  
**Public Works Department #603**

Revenue:

Public Works Department revenues are derived primarily from the Transfer Station Operations including disposal fees from homeowners as well as recycling revenues from scrap metal and annual access permits. The Department also receives road cut revenues from saw cutting road pavement for utility installations and site contractors. Additional revenue is generated from special pickups done monthly.

Expenditures:

41100 Salaries

Personnel costs for all members of the Department.

41160 Clothing Allowance

Clothing allowance per union contract.

41300 Overtime

Department overtime wages as needed.

42101 Medical Insurance

Net cost of healthcare coverage for active employees.

42102 Dental Insurance

Net cost of dental coverage for active employees.

42200 Payroll Taxes

Town share of payroll taxes for active employees.

42301 Defined Contribution -TIAA

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

42302 Defined Benefit -ESRI

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employee Retirement System of RI (ESRI).

**Town of Bristol FY2026 Budget Narrative  
Public Works Department #603**

43211 Rodent Control

Transfer Station and DPW pest control contract.

43440 Landfill/Environmental Monitoring

Monitoring of closed landfill as well as the Verndale Circle property.

44210 Transfer Station Operations

Maintenance and operating costs of the building and compactor, repeater and tower maintenance, facility maintenance to include scale house and road surface, utilities and upkeep, security lighting and cameras, scale calibration and maintenance and maintenance, repair and replacement of compactor transport boxes.

44211 Tipping Fees

Trash tipping fees to RI Resource Recovery Corporation. Tipping Fees have been broken out from Transfer Station Operations to track tipping fees separately and recording on the MTP report.

44220 Snow & Ice Removal

To purchase sand and salt as well as the purchase and repair/maintenance of snow removal equipment including plows and plow blades, sanders and snow blowers. This line is also utilized for private contractors to plow streets, sidewalks, and parking lots per contract.

44300 Building Repairs & Maintenance

For maintenance of DPW building and grounds.

44304 Grounds Maintenance

Town-wide landscaping and grounds maintenance contract.

44305 Road Materials

Bituminous asphalt, both hot and cold, gravel, and other materials as needed to maintain the roads throughout the Town.

44306 Road Signs

**Town of Bristol FY2026 Budget Narrative  
Public Works Department #603**

To purchase signs, poles, and mounting hardware as needed for Town signs.

44307 Road & Sidewalk Maintenance

To fund small projects/repairs of sidewalks and roads as needed.

44308 Street Lighting

Streetlight electricity costs as well as repair, maintenance, and installation or replacement of streetlights on Town (non-state roads) streets.

44310 Motor Vehicle Repairs

Repair and maintenance of all DPW fleet vehicles and equipment, including small and large dump trucks, sweepers, backhoes, asphalt hot box, trailers, etc.

44311 Landfill Vehicle Maintenance

Repair and maintenance of vehicles that are assigned to the Transfer Station.

44312 Packer & Recycling Vehicle Maintenance

Repair and maintenance of all trash and recycling vehicles.

44330 Drainage

To maintain the existing Town-Wide stormwater drainage system through cleaning and flushing pipes, catch basins and manholes. Includes the purchase of materials and other costs for the replacement, installation, and repair of failed or collapsed drainage structures.

44400 Copy Machines

Copy machine lease including toner and copy machine supplies.

44600 Tree Care & Preservation

Maintenance and care for Town trees.

45300 Telephone & Internet

Telephone and internet services for the Department.

45400 Advertising

**Town of Bristol FY2026 Budget Narrative  
Public Works Department #603**

Advertising in the local paper for DPW related public information.

46000 Supplies

Office supplies for the Department.

46050 Chemicals

Weed and root control (drainage system) per contract and DPW operations as well as bee and wasp repellent as needed.

46060 Tires

All costs related to tire replacement, retreading, and disposal for DPW vehicle tires.

46061 Sweeper Brooms

Sweeper side and main broom replacements.

46063 Portable Radios

Maintenance, repair, replacement, and acquisition of all components for the DPW radio system. This includes console and portable radios as well as the radio infrastructure (repeater, programming, service and tuning, etc.)

46064 Protective Gear

Reflective vests, hard hats, and other personal protective equipment as required by Federal OSHA similar regulations.

46065 Protective Boots

This line item has been combined with the clothing allowance line item.

46066 Postage

Postage and meter rental for DPW and Transfer Station mailings for billing, checks, and letters.

46067 Janitorial Supplies

Janitorial supplies for all Town departments.

46210 Natural Gas

**Town of Bristol FY2026 Budget Narrative**  
**Public Works Department #603**

Natural gas service for the DPW facility.

46220 Electricity

Electricity and heating oil for DPW facility.

46260 Vehicle Fuel

Gasoline and diesel fuel for the Department. This also includes DEF fluid and non-ethanol gas for small vehicles.

46270 Water Service

Water service for the Department.

47301 Building Security

Installation and maintenance of security cameras at the DPW Garage and Transfer Station.

47500 Technology Replacement

Computer hardware and software for the Department.

47515 Tools & Equipment

Tools and equipment necessary to perform DPW functions.

48092 Patriotism

To replace flags and maintain flagpoles throughout Town.

48096 Holiday Lighting

Funds for annual holiday lighting.





# 2025-2026 BUDGET

POLICE  
DEPARTMENT NAME

701  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	AMOUNT	
	FY26	FY25
FINES & FEES	6,000	5,000
POLICE DETAIL ADMIN FEES	46,000	45,000
COPIES/REPORTS	1,000	1,000
VIN CHECKS	9,000	8,000
CRASH REPORTS	3,500	3,500
BACKGROUND CHECKS	0	0
FINGERPRINTS	0	0
SOLICITATION	1,500	1,000
TOTAL	67,000	63,500

OPERATING SUMMARY					BR1	PAGE	1	
TOWN OF BRISTOL			DEPT NAME		POLICE			
Fiscal Year July 1, 2025-June 30, 2026			DEPT #		701			
LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
701 41100	SALARIES	3,096,470	3,247,075	3,529,909	3,529,909	0	282,835	8.7%
701 41500	DETAIL WAGES	115,000	115,000	125,000	125,000		10,000	8.7%
701 41400	SUPP WAGES	504,802	525,215	533,361	533,361		8,146	1.6%
701 41600	SPECIAL DETAIL	10,000	10,000	10,000	10,000		0	0.0%
701 41100	CIVILIAN SALARIES	534,006	524,228	545,557	545,557		21,329	4.1%
701 41160	CLOTHING ALLOW	67,145	67,145	78,605	78,605		11,460	17.1%
701 41300	POLICE OVERTIME	190,000	190,000	190,000	163,170		0	0.0%
701 41300	CIVILIAN OVERTIME	16,500	16,500	16,500	16,500		0	0.0%
701 42101	ACTIVE MEDICAL	809,002	876,245	772,587	772,587		(103,658)	-11.8%
701 42102	ACTIVE DENTAL	37,617	36,117	32,349	32,349		(3,768)	-10.4%
701 42200	POLICE PAYROLL TAXES	56,786	59,266	63,630	63,241		4,364	6.9%
701 42200	CIVILIAN PAYROLL TAXES	42,114	41,366	42,997	42,997		1,632	3.8%
701 42301	POLICE DEFINED CONTRIBUTIONS	108,038	113,169	119,298	119,298		6,129	5.1%
701 42301	CIVILIAN DEFINED CONTRIBUTION	4,856	4,962	5,104	5,104		142	2.8%
701 42303	POLICE LOCAL PENSION	1,767,083	1,890,546	1,977,995	1,977,995		87,449	4.4%
701 42302	POLICE STATE PENSION	292,783	208,608	324,511	324,511		115,903	35.7%
701 42302	CIVILIAN STATE PENSION	73,524	67,289	71,815	71,815		4,527	6.3%
701 46066	POSTAGE	2,000	2,000	2,000	2,000		0	0.0%
701 46010	UNIFORMS	2,000	2,000	2,000	2,000		0	0.0%
701 46038	COMMUNICATIONS	25,000	25,000	25,000	25,000		0	0.0%
701 46039	PHOTO LABORATORY	1,000	1,000	1,000	1,000		0	0.0%
701 46031	POLICE OFFICER SUPPLIES	1,800	1,800	1,800	1,800		0	0.0%
701 47500	COMPUTER EQUIPT/SUPPLIES	70,000	125,000	125,000	125,000		0	0.0%
701 46035	COLOR GUARD	1,200	1,200	1,200	1,200		0	0.0%
701 46009	AMMUN & WEAPONS	20,000	20,000	20,000	20,000		0	0.0%
701 47520	M/V REPLACMENT	62,000	0	77,610	0		77,610	#DIV/0!
701 47301	BUILDING SECURITY	1,500	1,500	1,500	1,500		0	0.0%
701 44300	BUILDING MAINT	25,000	30,000	45,000	40,000		15,000	50.0%
PAGE SUBTOTALS		7,937,226	8,202,229	8,741,329	8,631,500	0	429,271	5.2%
TOTALS		8,287,556	8,599,559	9,186,129	9,076,300	0	476,741	5.5%



SALARY DETAIL						BR2	PAGE	1
TOWN OF BRISTOL				DEPT NAME	POLICE			
Fiscal Year July 1, 2025-June 30, 2026				DEPT #	701			
Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
LYNCH, KEVIN	Chief	120,657	125,797	130,200	130,200		4,403	3.5%
MCNALLY, SCOTT	D-Chief	88,548	98,647	104,697	104,697		6,049	6.1%
ST. PIERRE, STEVEN	Captain	83,971	92,078	97,931	97,931		5,852	6.4%
VEADER, JULIE	Captain	83,971	92,078	97,931	97,931		5,852	6.4%
WOZNY, ROMAN	Captain	83,971	92,078	97,931	97,931		5,852	6.4%
ESTRELLA, BRETT	Lieutenant	78,170	81,337	93,051	93,051		11,714	14.4%
MEDEIROS, PAUL	Lieutenant	78,170	87,341	93,051	93,051		5,710	6.5%
MORSE, BRIAN	Lieutenant	78,170	87,341	93,051	93,051		5,710	6.5%
MOURATO, RICARDO	Lieutenant	78,170	87,341	46,526	46,526		(40,815)	-46.7%
VIEIRA, MICHAEL	Lieutenant	78,170	87,341	93,051	93,051		5,710	6.5%
BATISTA, KYLE	Sergeant	78,170	81,337	86,867	86,867		5,530	6.8%
GALLISON, TIMOTHY	Sergeant	78,170	81,337	86,867	86,867		5,530	6.8%
CLIFFORD, ADAM	Detective	76,066	13,193	0	0		(13,193)	-100.0%
KEARNS, TIMOTHY	Detective	76,066	79,159	84,624	84,624		5,465	6.9%
NAPPI, JOHN	Detective	76,066	79,159	0	0		(79,159)	-100.0%
BOOTH, ALEXANDER	Patrolman	71,700	74,641	86,867	86,867		12,226	16.4%
CARINHA, BARRY	Patrolman	71,700	74,641	86,867	86,867		12,226	16.4%
CARREIRO, TYLER	Detective	71,700	74,641	79,970	79,970		5,329	7.1%
CELIO, JOSEPH	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
CORREIA, BRANDON	Detective	71,700	74,641	79,970	79,970		5,329	7.1%
PAGE SUBTOTALS		1,595,007	1,638,771	1,619,423	1,619,423	0	(19,348)	-1.2%
TOTALS		3,096,470	3,247,075	3,529,909	3,529,909	0	282,835	8.7%

SALARY DETAIL					BR2	PAGE	2	
TOWN OF BRISTOL					DEPT NAME	POLICE		
Fiscal Year July 1, 2025-June 30, 2026					DEPT #	701		
Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
GAFFNEY, RACHEL	Patrolwoman	71,700	74,641	79,970	79,970		5,329	7.1%
GONSALVES, SEAN	Patrolman	71,700	74,641	86,867	86,867		12,226	16.4%
MEDEIROS, KEITH	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
MYLNEK, JOHN	Patrolman	71,700	74,641	0	0		(74,641)	-100.0%
SILVA, GREGORY	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
MORAN, KEVIN	Patrolman	71,700	18,660	0	0		(18,660)	-100.0%
GRECO, ANGELO	Patrolman	71,700	74,641	0	0		(74,641)	-100.0%
JENSEN, DEREK	Sergeant	71,700	74,641	86,867	86,867		12,226	16.4%
KELLY, MICHAEL	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
ROZA, JOSHUA	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
WOOD, RUSSEL	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
FLESER, ASHLEIGH	Patrolwoman	71,700	74,641	79,970	79,970		5,329	7.1%
ALMEIDA, ADAM	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
MONSON, JOSHUA	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
RAIOLA, CHRISTOPER	Patrolman	71,700	74,641	79,970	79,970		5,329	7.1%
SALISBURY, STEFANIE	Patrolman	63,499	74,641	79,970	79,970		5,329	7.1%
CAMPAGNA VINCENT	Patrolman	0	64,746	0	0		(64,746)	-100.0%
DEALMEIDA SABRINA	Probation 2ND/1ST	0	64,746	75,598	75,598		10,852	16.8%
SHELDON III DAVID	Probation 2ND/1ST	0	64,746	75,598	75,598		10,852	16.8%
VENTO MEGAN	Probation 2ND/1ST	0	64,746	75,598	75,598		10,852	16.8%
CARVALHO, ALEXANDER	Probation 2ND/1ST	0	64,746	74,899	74,899		10,153	15.7%
ABDALLAH, ZIAD	Probation/2nd	0	63,106	73,937	73,937		10,831	17.2%
LEONARDI,JOSEPH	Probation/2nd	0	63,106	69,532	69,532		6,426	10.2%
JONES, JONATHON	Probation/2nd	0	0	69,532	69,532		69,532	#DIV/0!
LIMA, JEREMY	Probation/2nd	0	0	69,532	69,532		69,532	#DIV/0!
BOTELHO, ALEXANDER	Probation/2nd	0	0	68,214	68,214		68,214	#DIV/0!
KRETCHMAN, ZACHARY	Probation/2nd	0	0	68,214	68,214		68,214	#DIV/0!
MALAFRONTE, NICHOLAS	Probation/2nd	0	0	68,214	68,214		68,214	#DIV/0!
PACHECO, MATTHEW	Probation/2nd	0	0	68,214	68,214		68,214	#DIV/0!
Reorg Sgt Promotions (3)		0	20,089	0	0	0	(20,089)	-100.0%
BURKE, BRIAN	Deputy Chief	88,548	0		0	0		
PROBATIONARY (OPEN)	Probationary	60,548	0		0	0		
NHEM, VANNA	Patrolman	0	0		0	0		
LEFEBRVE, GEORGE	Patrolman	71,700	0		0	0		
SILVA, JOSEMAR	Patrolman	63,499	0		0	0		
KENNEY, MICHAEL	Sergeant	78,170	0		0	0		
PAGE SUBTOTALS		1,501,463	1,608,303	1,910,486	1,910,486	0	302,183	18.8%

SALARY DETAIL					BR2	PAGE	3	
TOWN OF BRISTOL					DEPT NAME	POLICE		
Fiscal Year July 1, 2025-June 30, 2026					DEPT #	701		
Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
MARSHALL, GARY	Business Manager	71,750	74,263	76,491	76,491		2,228	3.0%
RODRIGUES, BERT	Clerk/Disp	52,709	54,290	56,461	56,461		2,171	4.0%
STONE, NATALIE	Clerk/Disp	52,709	54,290	58,115	58,115		3,825	7.0%
VIOLETT, GARY	Dispatcher	51,330	52,870	54,985	54,985		2,115	4.0%
PEREIRA, KATELYNNE	Dispatcher	51,330	52,870	54,985	54,985		2,115	4.0%
MELO, JORDAN	Dispatcher	51,330	52,870	54,985	54,985		2,115	4.0%
NALLE-SIEBAN, Marissa	Dispatcher	0	52,870	0	0		(52,870)	-100.0%
VELLECA, ABIGAL	Dispatcher	0	0	54,985	54,985		54,985	#DIV/0!
SMITH, STEVE	Dispatcher	0	0	54,985	54,985		54,985	#DIV/0!
Seasonal/Temp			18,000	18,000	18,000		0	0.0%
New Dispatcher	Dispatcher		52,870		0		(52,870)	-100.0%
PART/TIME DISPATCHERS (2)	Dispatcher	19,188	0		0		0	
PT Secretary	Clerk/Disp	19,188	0		0		0	
MARSHALL JR., DAVID	Dispatcher	0	0		0		0	
ABBOTT, PAULA	Exec. Sec.	0	0		0		0	
CARROLL, NATALIE	Secretary/ PT	52,709	0		0		0	
FAULKNER, ROBERT	Dispatcher	51,330	0		0		0	
CIVILIAN LONGEVITY		20,162	19,071	20,450	20,450		(19,071)	-100.0%
CIVILIAN HOLIDAYS		20,968	22,949	23,972	23,972		(22,949)	-100.0%
CIVILIAN SICK INCENTIVE		4,055	3,516	3,643	3,643		(3,516)	-100.0%
CIVILIAN EDUCATION		0	0	0	0		0	#DIV/0!
CIVILIAN ACCREDATION INC		5,250	3,500	3,500	3,500			
PARKING ENFORCEMENT PROGRAM		10,000	10,000	10,000	10,000		(10,000)	-100.0%
PAGE SUBTOTALS		534,006	524,228	545,557	545,557	0	21,329	4.1%

**Town of Bristol FY2026 Budget Narrative  
Police Department #701**

Revenue:

Revenue in the Police Department is received primarily from fines and fees.

Expenditures:

41100 Salaries

To Fund the salaries of the department members as contractually obligated. The Department is currently staffed with 42 sworn officers, including the Chief of Police.

41500 Detail Wages

Funding for public safety/ security for all Town related events-- 3<sup>rd</sup> & 4<sup>th</sup> of July festivities, parade, concert series, British car show and other 4<sup>th</sup> of July committee, Summer celebratory events, and Christmas Festival. Additional security has been added to specialty events based on LE intelligence in concert w/new events in recent years-- Town Beach Security detail, Grand Illumination. Detail and Overtime rates are contractually obligated.

41400 Supplemental Wages

Contractual wages which include holiday pay, sick leave incentive, longevity as well as educational incentive (sworn personnel only) and accreditation incentive (sworn & civilian personnel)

41600 Special Details

To fund special details such as downtown patrols during closing hours of the bars and directed patrol in areas requiring a high visibility and police presence, as well as enforcement of local noise ordinance violations, all to continue to assure the citizens of the community a safe environment to which they have become accustomed.

41100 Civilian Salaries

Contractual wages for Clerks, Dispatchers, and Secretaries. It also includes longevity, holidays, education.

41160 Clothing Allowance

Clothing allowance per Town contract.

41300 Overtime

**Town of Bristol FY2026 Budget Narrative  
Police Department #701**

The department has historically maintained challenges (red balances) on this line as the costs for overtime increase in concert with planning values (e.g., normal cost of living increases in salary/time off allowances/contractual language related to leave).

41300 Civilian Overtime

Civilian overtime per Town contract and is due to mandates set by State and Federal regulations with regards to reporting data which is recorded by civilian clerks.

42101 Active Medical

Net cost of healthcare coverage for active employees.

42102 Active Dental

Net cost of dental coverage for active employees.

42200 Payroll Taxes

Town share of payroll taxes for active employees.

42301 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

42303 Police Pension (Municipal)

Town's contribution to the Town private pension plan only. Additional amounts are budgeted to cover the cost of the annual valuation performed by the actuaries. There are no remaining active members in the plan.

42302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 8.21% sworn and 14.07% civilian.

46066 Postage

Postage expenditures of the Police Department.

46010 Uniforms



## **Town of Bristol FY2026 Budget Narrative Police Department #701**

This will fund uniform changes and purchasing of equipment & police patches for officers.

### 46038 Communications

These funds will be used for radio communications—additional radio receiver site for department's VHF digital radio communication. This line item is also for service agreements needed to maintain the newly upgraded dispatch center as well as camera system maintenance.

### 46039 Photo Lab

Needed to maintain and replace camera equipment used by the patrol and detective division.

### 46031 Police Officer Supplies

Supplies for Officers of the Department.

### 47500 Computers

Carousel Industries Phone System support, inventory software, Guardian Tracking Personnel system, Power DMS Accreditation Software and Police DTS (Detail Scheduling), Firewall Annual Licensing, Network Storage Device Annual Warranty. For the last several years the Federal Gov't has reduced the amounts of the grants (Byrne & Homeland Security) to one-third or less of what police departments were allocated in the past. Now the municipalities, including Bristol, must fund their replacements of Mobile Data Terminals (Cruiser computers), desktops and servers, which there are several that retain record management data, NCIC data, and registry and court data. This line item also covers the leasing of the software system that we use (Information Management Corporation) and the cost of running the modems that give us direct contact from our patrol vehicles to the registry of motor vehicles, the FBI database, and our database along with any and all licenses associated. These modems are used on a 24-hour basis, 365 days a year, which is mandated by both State and Federal Law.

### 46035 Color Guard

Account is used to purchase uniforms, boots, and leather gear for color guard personnel as well as for purchasing flags and flag accessories.

### 46009 Ammunition & Weapons

The department needs to purchase rounds of ammunition for yearly qualifications of police personnel for different types of weapons as mandated by State Law, as well as replacement of weapons for department personnel as needed. As required by State Law

**Town of Bristol FY2026 Budget Narrative**  
**Police Department #701**

all officers must qualify with assigned weapons of which ammunition is required for the purpose of qualifications.

47520 Motor Vehicle Replacement

Police SUV outfitted with emergency equipment, a storage box, radio and computer equipment. Ford is no longer manufacturing the Taurus and the equipment is obsolete and will not fit in the new Explorers. This is needed to maintain the fleet at its optimal capacity.

47301 Building Security

Cameras, security and fire alarms for the Department.

44300 Building Maintenance

Maintain an aging facility which is open and in operation 24-7, 365 days a year.

44310 Motor Vehicle Expense

This line item is used for vehicle repairs and maintenance for fleet.

46260 Vehicle Fuel

This line includes fuel and oil for the Police Department motor vehicle fleet as well as fuel for the new police vessel/boat which is used seasonally. Approximately 90% of the department members are certified to ride police bicycles. Certified personnel have been outfitted and equipped. We will utilize bicycle patrols, walking patrols and double-up officers in police vehicles to save on vehicle maintenance and fuel whenever feasible.

45300 Telephone

This line item covers the police department's phone expenses—I3 Broadband (traffic cameras), T-Mobile (Mobile Command), and Sprint (cell phones). Money is deducted from this account on a monthly basis by the Finance Department to cover other phone/internet related expenses.

46210 Heating Oil

Heating oil service for the Police Department building.

46220 Electricity

Electricity cost for the station

**Town of Bristol FY2026 Budget Narrative**  
**Police Department #701**

43201 Conferences & Training

Training as mandated under state law for domestic abuse, firearms, and certifications in SFST, Breathalyzer, noise meter/ taser qualifications, along with other miscellaneous training associated with police duties which may be required by Federal and State Law.

42400 Education

In accordance with RI General Law 42-28.1-4, the department has an unfunded State mandate to pay for officers' college courses. Notably, this line item has been challenging to meet with a core of officers enrolled at higher learning institutions seeking to garner advanced college degrees in Criminal Justice studies.

46033 Detective Expense

To provide a service of live scan leasing fees and maintenance agreement as well as background checks, as required by State/ Federal Laws, for certain jobs--participation in youth programs.

46032 Patrol Expense

Line item used for all patrol related equipment—repair and replacement, noise meter and radar repair and calibrations, traffic tickets, printed forms, office supplies, etc.

45400 Advertising

New employees & citizen's police academy and miscellaneous information forwarded to the public.

43445 Written Directives

Costs associated with the writing of Rules & Regulations plus expenses associated directly with the Accreditation process including Annual National Accreditation costs.

46034 Probationary Patrolman Expense

Funding Requested at this time.

43331 Police Academy Expense

Funding Requested at this time.

**Town of Bristol FY2026 Budget Narrative  
Police Department #701**

46031 Medical Expense

Independent Medical Examinations (IME) for officers sick/injured returning for duty.

44400 Police Copy Machine Expense

Expenses associated with the maintenance & usage of three copy machines at police headquarters used daily.



# 2025-2026 BUDGET

ANIMAL CONTROL  
DEPARTMENT NAME

702  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
FINES & FEES	5500-653	1,000	1,000
TOTAL		1,000	1,000

OPERATING SUMMARY

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME ANIMAL CONTROL  
DEPT # 702

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
702 41100	SALARIES	139,591	148,845	157,097	157,097	0	8,252	5.5%
702 41160	CLOTHING ALLOWANCE	1,400	1,400	1,500	1,500		100	7.1%
702 41300	OVERTIME	2,500	2,500	2,500	2,500		0	0.0%
702 42101	ACTIVE MEDICAL	23,932	18,237	32,711	32,711		14,474	79.4%
702 42102	ACTIVE DENTAL	1,257	588	1,313	1,313		725	123.2%
702 42200	PAYROLL TAXES	10,870	11,578	12,209	12,209		631	5.5%
702 42301	DEFINED CONTRIBUTIONS	1,183	1,272	1,355	1,355		82	6.5%
702 42302	STATE PENSION	17,019	16,809	18,473	18,473		1,664	9.9%
702 43341	VET SERVICES	7,700	7,700	15,000	15,000		7,300	94.8%
702 43342	CARCASS REMOVAL	450	450	450	450		0	0.0%
702 46066	POSTAGE	300	300	300	300		0	0.0%
702 46000	SUPPLIES	7,000	7,000	7,000	7,000		0	0.0%
702 46002	OFFICE SUPPLIES	1,800	1,800	1,800	1,800		0	0.0%
702 47301	BUILDING SECURITY	2,500	2,500	2,500	2,500		0	0.0%
702 44300	BLDG MAINT	25,100	25,100	25,100	25,100		0	0.0%
702 44310	MOTOR VEHICLE	6,200	6,200	6,200	6,200		0	0.0%
702 46260	VEHICLE FUEL	1,500	1,500	1,500	1,500		0	0.0%
702 46210	NATURAL GAS	7,000	9,000	9,000	9,000		0	0.0%
702 46220	ELECTRICITY	12,500	12,500	12,500	12,500		0	0.0%
702 45300	TELEPHONE & INTERNET	600	4,300	8,200	8,200		3,900	90.7%
702 46270	WATER	3,000	3,000	3,000	3,000		0	0.0%
702 46210	FUEL, HEATING	7,000	0	0	0		0	#DIV/0!
702 43203	CERTIFICATION	2,300	2,300	2,300	2,300		0	0.0%
702 45900	OPERATIONS	1,500	1,500	1,500	1,500		0	0.0%
702 45301	CELL PHONE SERVICE	0	0	0	0		0	#DIV/0!
PAGE SUBTOTALS		284,202	286,380	323,508	323,508	0	37,128	13.0%
TOTALS		284,202	286,380	323,508	323,508	0	37,128	13.0%

SALARY DETAIL

TOWN OF BRISTOL								
Fiscal Year July 1, 2025-June 30, 2026		DEPT NAME	ANIMAL CONTROL					
		DEPT #	702					
Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
HEATHER SIMMONS	ACOS	0	63,656	70,000	70,000		6,344	10.0%
JENNIFER BUSBY	ACO	51,154	52,689	54,269	54,269		1,580	3.0%
CAMILA OLIVERA	ACO-PT	0	0	10,027	10,027		0	0.0%
HEATHER PAVAO	ACO-PT	9,033	10,027	10,027	10,027		0	0.0%
KENNEL KEEPERS		0	3,900	3,900	3,900		0	0.0%
ACCREDITATION		500	500	500	500		0	0.0%
LONGEVITY		5,294	3,581	3,688	3,688		107	3.0%
HOLIDAY		2,754	3,242	3,340	3,340		98	3.0%
SICK INCENTIVE		0	1,224	1,346	1,346		122	10.0%
DEBORAH DISILVA	ACOS	61,823	0	0	0		0	0.0%
RAYMOND CHIN	ACO-PT	9,033	10,027	0	0		0	0.0%
PAGE SUBTOTALS		139,591	148,845	157,097	157,097	0	8,252	5.5%
TOTALS		139,591	148,845	157,097	157,097	0	8,252	5.5%

**Town of Bristol FY2026 Budget Narrative  
Animal Control Department #702**

Revenue:

Revenue in the Animal Control Department is received primarily from fines and fees.

Expenditures:

41100 Salaries

Salaries for an Animal Control Supervisor, a full time Animal Control Officer (ACO), and two part time Animal Control Officers @ \$20.00/hr. This includes a 3% increase and funds additional contractual benefits such as longevity, holiday and sick incentive.

41160 Clothing

Contractual benefits for uniform replacement for salaries for an ACO's and to outfit the part-time employees.

41300 Overtime

Overtime for call-back of ACO's for emergency after hour calls, order backs, court appearances and to shift coverage as needed.

42101 Active Medical

Net cost of healthcare coverage for active employees.

42102 Active Dental

Net cost of dental coverage for active employees.

42200 Payroll Taxes

Town share of payroll taxes for active employees.

42301 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.



**Town of Bristol FY2026 Budget Narrative**  
**Animal Control Department #702**

42302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 14.07%.

43341 Vet Service

Routine and necessary medical care and emergency veterinary services for the animals impounded at the animal shelter.

43342 Carcass Removal

Removal and disposition of deceased domestic animals by a private company.

46066 Postage

Postage expenses for animal shelter.

46000 Supplies

Purchase of necessary supplies needed to run the shelter and animal control division.

46002 Office Supplies

Purchase of office supplies for the shelter including, but not limited to, stationary, pens, computer supplies, legal notices, binders, summons pads and printing costs.

47301 Building Security

Annual security system monitoring fee and quarterly fire inspections.

44300 Building Maintenance

Maintenance and repairs at the animal shelter, including maintenance, back flow testing and sanitation pumping in addition to HVAC maintenance and monthly pest/rodent control and generator maintenance.

44310 Motor Vehicle

Maintenance services for the animal control vehicles. This includes a 2006 Chevrolet Van and a 2019 Ford Transit Connect.

**Town of Bristol FY2026 Budget Narrative**  
**Animal Control Department #702**

46260 Vehicle Fuel

Gas and oil for the animal control vehicles.

46220 Electric

Electricity for the animal shelter. Shelter hours are five days per week, from 8:00am to 9:00pm Monday through Friday, with weekend hours from 8:00am to 4:00pm.

45300 Telephone & Internet

Telephone and internet services for the animal shelter.

46270 Water

Water service for the animal shelter.

46210 Fuel, Heating

Heating for the animal shelter.

43203 Certification

Certification and training for ACO's, as mandated by State and Federal law for all employees.



# 2025-2026 BUDGET

HARBOR PATROL  
DEPARTMENT NAME

703  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
RESIDENT SLIPS (NEW)	5500-653		
DOCK FEES	5500-653	328,120	279,500
TRANSIENT SLIPS	5800-653	115,000	115,000
TRANSIENT MOORINGS	5800-653	35,000	35,000
MOORINGS	5800-653	185,000	185,000
HARBOR PARKING	6000-653	4,500	0
FERRY DOCK & OFFICE LEASE	6100-656	19,525	19,525
FUEL DOCK REVENUE	5550-653	100,000	100,000
OTHER REVENUE	5900-653	30,000	30,000
TOTAL		817,145	764,025





**TOWN of BRISTOL**

Budget Narrative

July 1, 2025-June 30, 2026

Department: Harbor Patrol

Dept. No. : 703

703 Revenue:

Revenue of the Harbor Patrol is received from mooring, dock, parking, transient docks and moorings, Fines and Ferry Revenue, Marine Fuel.

41100 Salaries

The seasonal staff salary line has increase to allow for the minimum wage increase, more staffing on the weekends to provide better customer service, and salary for training. There is numerous annual trainings that we need to complete and we are required to pay the staff while they are here. The standard 3% increase in salary for full time staff.

42101 Active Medical

This account represents the cost of providing healthcare coverage for active employees of the Department.

42102 Active Dental

This account represents the cost of providing dental coverage for active employees of the Department.

42200 Payroll Taxes

This account represents the Town's share of payroll taxes for the employees of the Department.

42301 Defined Contribution

This account represents the Town's share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted

42302 State Pension

This account represents the Town's share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 contribution is 14.07% of salary.

46010 Uniforms

Purchase of new uniforms and equipment for the Harbor Patrol.

#### 47515 Radio Maintenance

Mid 2028 Mandate from State EMA all old HTX style radios will no longer be supported by the state 800mhz system. New single band 800mhz radios at today's cost would be roughly \$4500.00 per radio. Harbor patrol currently requires minimum 8 portable radios with 800mhz capabilities, 2 which will require 800mhz, VHF, and UHF capabilities for Harbormaster and Deputy Harbormaster to align with surrounding communities' continuity of communications. 2 Current Radios mee the standard for pass down to Harbor patrol use, (they are 10yrs old at this point). Purchase for new triband radios today's cost is approx. \$10,000 per unit including supporting accessories. Over the next 3 years we will be able to replace all current radios.

#### 46022 Safety Equipment

Purchase new safety equipment for the building and docks. This includes life rings, swim ladders and fire safety equipment.

#### 46000 Office Equipment

Maintenance and purchase of office supplies and equipment.

#### 46021 Mooring Stickers Permit Decals

Purchase of annual permit decals and miscellaneous signs for the marina and parking.

#### 46003 IT Software

Purchase of equipment and support Maintenance of security camera system, reservation system, and permit billing system for the Maritime Center.

#### 44300 Building Maintenance

The requested is for continuing maintenance on the building and mechanical systems. Upcoming projects this year include re-flashing the maritime center roof quoted at \$5000.00, painting of restrooms, HVAC and Laundry duct cleaning, and maintenance on other equipment.

#### 44381 Boat Repairs

A small increase is needed to keep up with the inflation rates of materials and time to keep up with the maintenance schedule will be followed IAW with the manufactures recommendations on the outboard engines and other equipment associated with the harbor patrol boats. The service needs to be performed by Mercury and Yamaha Technicians the service on all 3 outboards will be approximately \$5500. The rest of the remaining funds will be to replace aging equipment and perform other maintenance.

44382 Dock Repairs

Maintenance and repair of docks. Replacement program for aged and worn pilings. The department does 90% of this work in house and only hires outside for electrical work and piling replacement. The planned maintenance this year is to build a new floating dock for the Fire Boat, replacement of 150ft of dock at Rockwell Dock, and continued maintenance and inspections on the Church Street Marina. This coming year in addition to the underwater inspection of the mooring system, we also need to clean the Seaflex system and submerged power cables. The cleaning is on a 3-year cycle.

44383 Buoy Maintenance

Expenditures related to the maintenance of buoys and navigation aids.

46110 Public Rights of Way Maintenance

Continue the maintenance at rights of way throughout Town.

46261 Boat Fuel

Purchase of fuel for Department boats. Funding is adequate to fuel the boats.

46260 Vehicle Fuel

Purchase of fuel for Department vehicle. Funding is adequate to fuel the truck.

45300 Telephone

Telephone and internet service for the Harbor Department.

46270 Utilities

Gas, electric and heating oil service for the Maritime Center. After 3 years of the Marina being fully operational, these services are underfunded. I will be proposing a rate increase for FY 2026 to cover the increased utility usage.

45900 Operating

Misc. supplies and operating equipment for the Department.

43202 Training



Funding level is adequate to cover the cost of the training, continued NASBLA training to continue to improve harbor patrol skills.



# 2025-2026 BUDGET

BRISTOL FIRE & RESCUE  
DEPARTMENT NAME

704  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
COST RECOVERY - RESCUE	5500-654	1,100,000	1,100,000
TOTAL		1,100,000	1,100,000





SALARY DETAIL

TOWN OF BRISTOL

DEPT NAME

FIRE & RESCUE

iscal Year July 1, 2025-June 30, 2026

DEPT #

704

Employee Name	Title	2023-2024	2024-2025	DEPARTMENT	TOWN	TOWN	\$ CHANGE	% CHANGE
		Adopted	Adopted	2025-2026	ADMIN	COUNCIL		
MICHAEL DEMELLO	Fire Chief	99,760	104,760	113,260	113,260		8,500	8.1%
STEPHEN KNAPMAN	Deputy Chief	0	85,098	90,204	90,204		5,106	6.0%
ROBERT FERGUSON	Fire Marshal	65,881	70,493	74,269	74,269		3,776	5.4%
RICHARD GIANNINI	Admin Lieut.	59,740	61,532	65,694	65,694		4,162	6.8%
MICHAEL HUMMEL	EMS Coordinator	59,740	63,922	68,000	68,000		4,078	6.4%
EMA STIPEND	EMA Specialist	10,000	10,000	10,000	10,000		0	0.0%
DUTY OFFICERS		29,680	39,630	45,030	45,030		5,400	13.6%
	D. CHIEF	6,074	6,672	7,000	7,000		328	4.9%
	A. CHIEF	5,624	6,216	6,500	6,500		284	4.6%
	A. CHIEF	5,624	6,216	6,500	6,500		284	4.6%
	A. CHIEF	5,624	6,216	6,500	6,500		284	4.6%
	CLERK	3,322	3,322	3,322	3,322		0	0.0%
	DRIVER E1	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER E2	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER E3	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER E4	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER L1	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER R1	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER R2	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER R3	1,834	1,834	1,834	1,834		0	0.0%
	RES CAPT	8,200	8,796	9,500	9,500		704	8.0%
	EMS S. 1ST LT	5,000	5,592	6,092	6,092		500	8.9%
	EMS 1ST LT	3,800	4,392	4,892	4,892		500	11.4%
	EMS S. 2ND LT	3,200	3,792	4,292	4,292		500	13.2%
	EMS 2ND LT	2,600	3,072	3,572	3,572		500	16.3%
	DRIVER SH	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER E10	1,834	1,834	1,834	1,834		0	0.0%
	DRIVER E5	1,834	1,834	1,834	1,834		0	0.0%
PAGE SUBTOTALS		394,043	509,894	544,801	544,801	0	34,907	6.8%
TOTALS		491,509	537,156	573,599	573,599	0	36,443	6.8%

SALARY DETAIL

TOWN OF BRISTOL  
 Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	FIRE & RESCUE
DEPT #	704

Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
	DRIVER M1	1,834	1,834	1,834	1,834		0	0.0%
	BRUSH TRUCK DRIVER	1,834	1,834	1,834	1,834		0	0.0%
	Driver R4	0	1,834	1,834	1,834		0	0.0%
	JANITOR	1,986	1,986	1,986	1,986		0	0.0%
	JANITOR	1,986	1,986	1,986	1,986		0	0.0%
	JANITOR	1,986	1,986	1,986	1,986		0	0.0%
	JANITOR	1,986	1,986	1,986	1,986		0	0.0%
	JANITOR	1,986	1,986	1,986	1,986		0	0.0%
	LONGEVITY	14,858	11,830	13,366	13,366		1,536	13.0%
	EMA Specialist	0	0	0	0		0	#DIV/0!
JAMES VIEIRA	Deputy Chief	69,010	0	0	0		0	#DIV/0!
PAGE SUBTOTALS		97,466	27,262	28,798	28,798	0	1,536	5.6%
TOTALS		491,509	537,156	573,599	573,599	0	36,443	6.8%

## **Town of Bristol FY2026 Budget Narrative Fire Department #704**

### Revenue:

The Department utilizing a third-party billing agency will collect and contribute approximately \$1,100,000 to the general fund. Funds are collected from third party medical insurance companies, Medicare, Medicaid, and other insurance companies for medical treatment and transport to area hospitals. Town residents do not receive bills for services, only their insurance company is billed. Additional revenues collected are from plan reviews, tent inspections, residential smoke/carbon monoxide alarm inspections, CPR training, and Hazardous Materials, which are retained as restricted funds.

### Expenditures:

#### 41100 Salaries

The line funds the salaries of all full-time personnel, Deputy & Assistant Chiefs, Weekend Fire Duty Officers, First Driver's for all apparatus, Board of Engineers Clerk, and janitors for all stations. This includes step increases over last year.

#### 41300 Overtime

This line properly classifies full time employee overtime. A small increase is requested to properly classify expenses to this line that have been charged to the special detail account.

#### 41600 Special Details

No change requested in this line item as the amount is consistent with the previous 3-year average expenditures. Most of this expense is dedicated to the 4<sup>th</sup> of July celebration. The remainder is used for critical responses; storms (snow/hurricane/flooding), emergency conditions and holiday details.

#### 41160 Clothing Allowance

This line funds the maintenance of uniforms for all full-time personnel to ensure uniforms remain presentable, clean, and contain the appropriate patches and insignias per department policy.

#### 41170 EMS Stipend

This line funds staffing for Paramedics, EMT's, EMR, and Drivers. Current year funding provides stipend per call rates as follows: Paramedic \$62, AEMT-Cardiac \$52, EMT \$47, EMR \$37, and First Responder Operator \$30 and staffing of two ambulances on the weekends from 0500 Saturday through 0500 Monday, as well

**Town of Bristol FY2026 Budget Narrative**  
**Fire Department #704**

as Monday holidays with a stipend per shift model between \$15-\$27.50/hour depending on certification levels. Remaining funds support incentives for overnight shifts and staffing of the second ambulance. As current EMS call volume is exceeding 3,700 emergency runs annually, rigorous training requirements for initial/renewal of licensure, and department activities place a heavy time burden on personnel and necessitates daily management to ensure staffing and quality service delivery occurs to the community. An increase of \$225,000 over the previous year appropriation is requested to maintain staffing levels, attract and maintain new members in a highly competitive environment, and transition one ambulance to stipend per shift staffing 24/7/365. Proposed funding provides stipend per call rates as follows: Paramedic \$65, AEMT-Cardiac \$55, EMT \$50, EMR \$40, and First Responder Operator \$32, staffs one ambulance 24/7/365 (\$525,600), staffs a second ambulance on weekends as aforementioned (\$103,000), overnight incentive (\$20,000), second ambulance staff incentive (\$80,000), and stipends for 3<sup>rd</sup> and 4<sup>th</sup> emergency calls (\$21,400).

41175 Fire Incentive Stipend

This line funds the firefighter response incentive program in a stipend manner. No change requested this year.

42101 Active Medical

Net cost of healthcare coverage for active employees.

42102 Active Dental

Net cost of dental coverage for active employees.

42200 Payroll Taxes

Town share of payroll taxes for active employees.

42301 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

42302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 21.33%.



**Town of Bristol FY2026 Budget Narrative**  
**Fire Department #704**

43260 Emergency Medical Services

This account provides funding for contracted paramedic advanced life support services to support EMS response. The increase this year reflects the competitive market for qualified personnel and the increased cost of equipment.

46010 Uniforms

No change requested in this line item as the amount is consistent with previous 3-year average expenditures. This line funds duty and dress uniforms for all department personnel, badges, honor guard uniforms, and related items.

46070 EMS Disposable Supplies

This line funds the purchase of EMS equipment that is not reusable, such as IV catheters, suction tubes, medications, gauze pads, needles and similar items. To decrease the risk of infection, most of the EMS equipment used is single use only. An increase is requested due to increased costs and call volume.

44303 Communications Maintenance

This line funds the repairs of all dispatch, mobile, portable, and pagers utilized throughout the department. This line will also fund related service contracts for the aforementioned items.

46002 Office Supplies

No change requested in this line item as the amount is consistent with the previous 3-year average expenditures. This line funds typical office items such as stationary, copy paper, printer toner, writing instruments, plan review stamps, paper clips, and similar items.

46066 Printing & Postage

This line funds bulk printing, such as patient information cards, and postage or shipping charges when sending equipment for repair.

46051 Chemicals & Gases

This line funds the oxygen for EMS and calibration gases for gas detection equipment.

**Town of Bristol FY2026 Budget Narrative**  
**Fire Department #704**

45101 Special Events

This line funds services provided at special events such as Fireman's Memorial Sunday, award ceremonies, appreciation ceremonies, and supporting accessories. An increase is requested due to increasing costs primarily related to 4<sup>th</sup> of July, mainly the field hospital.

43400 Software & Licenses

This line funds information technology maintenance for both building and mobile operations, such as patient EMS reports, FD network servers, microwave link, EMS scheduling software, Emergency Reporting RMS, and mobile Tri-Tech dispatch software. Requested increase to align with realistic 5 year expenditure average and increased cost of software.

47510 EMS Equipment

This line funds the purchase of EMS equipment that is reusable but does not meet the requirements for capital expenditures. IV pumps, suction units, stair chairs, and similar items are examples.

47511 FIRE Equipment

This line funds the purchase of EMS equipment that is reusable but does not meet the requirements for capital expenditures. Chain saws, couplings, ladders, axes, flashlights, and similar items are examples.

47512 Communications Equipment

This line funds the replacement of mobile & portable radio equipment that does not meet the requirements for capital expenditures. This line also funds replacement batteries, microphones, antenna, and similar accessories for portable radio equipment. Radios have a 10-year lifespan, while batteries last 2-3 years.

47514 Personal Protective Equipment

This line funds personal protective equipment (PPE) such as firefighting coats, pants, helmets, gloves, eye protection, hoods, and similar items. Fluctuation will occur in this line based on the number of new personnel that require PPE, and the condition of PPE in use, which has a 10-year useful life.

**Town of Bristol FY2026 Budget Narrative**  
**Fire Department #704**

44300 Building Repair & Maintenance

This line funds the maintenance of buildings and grounds with repairs that do not meet the requirements for capital improvement, such as overhead door repairs, minor painting, minor carpentry, electrical repairs, HVAC repairs, and other similar repairs. An increase is requested due to increased maintenance costs.

44302 General Equipment Maintenance

This line funds the repair of various equipment, such as stretchers, EKG monitors, chain saws, generators, water pumps, jaws-of-life, and similar equipment.

47513 Breathing Apparatus

This line funds the accessories, testing, replacement, and repair of breathing apparatus used by fire fighters to enter hazardous atmospheres. Annual maintenance is required for all SCBA to meet standards and ensure safety.

46260 Vehicle Fuel

This line funds the gasoline, diesel fuel, oil, and antifreeze for fifteen (15) pieces of apparatus. The actual number of gallons expended in the previous year and current fuel prices are the determining factor.

44310 Motor Vehicle Maintenance

This account funds all the repairs and preventive maintenance for all pieces of apparatus. This line is subject to fluctuation dependent on the repairs necessary, which can be unpredictable. An increase is requested to align with actual expenditure average.

45300 Telephone & Internet

An increase recommended in this line item to appropriately classify expenses previously charged in other locations. Funds land line, cellular communications, emergency management, and internet communications in the rescue vehicles required for hospital notification.

46210 Natural Gas

This line funds all the utility costs for four (4) stations. A decrease I recommended based on supplied data and usage.

**Town of Bristol FY2026 Budget Narrative**  
**Fire Department #704**

46220 Electric

This line funds all the utility costs for four (4) stations. Increase over last year's appropriation is recommended based on supplied data and usage.

46270 Municipal Water

This line funds all the municipal water costs for four (4) stations. An increase is requested due rate increases.

43203 Training & Certification

No change requested in this line item as the amount is consistent with the previous 3-year average expenditures. This line funds the firefighter 1 & 2 training program for all new recruits, professional development, continuing education for existing fire & EMS personnel, specialty training in various subjects such as vehicle extrication, hazardous materials, and marine operations.

48008 Company Allotments

No change requested in this line item as the amount is consistent with the previous 3 year average expenditures. This line funds the janitorial supplies and similar items need for building upkeep at all fire stations provided by department members.

44800 Miscellaneous

No change recommended. This line funds items that do not fit into other object codes.

43204 Dues & Subscriptions

This line funds dues to organizations, such as NFPA which provides code information, local state associations, and trade journals. An increase is requested due to increased fees and additional personnel.

43261 Emergency Management

No change is requested in this line item as the amount is consistent with the previous 3-year average expenditures. This line funds town wide emergency preparedness and response initiatives maintaining operational readiness & continuity in disasters. Supports EOC, CERT, MEDS-PODS, and similar EMA functions.

**Town of Bristol FY2026 Budget Narrative**  
**Fire Department #704**

43262 Physician Consultant

This funds a physician medical director stipend to aid with training and oversight of EMS patient care as well as prescription authorization require to order medications and equipment. An increase is requested to match work product.

43205 NFPA Testing

This line funds the required third party testing annually for items such as hose, pumps, ground ladders, nozzles, and the aerial ladder. Creation of this line will properly classify costs to the correct object line that were previously charged in other areas. Funding is recommended at \$10,000.

44301 EMS Equipment Maintenance

This line funds the repair of various equipment, such as stretchers, EKG monitors, ventilators, IV pumps, CPR devices, and similar equipment. Creation of this line will properly classify costs to the correct object line that were previously charged in other areas. Funding is recommended at \$5,000.



# 2025-2026 BUDGET

HUMAN SERVICES  
DEPARTMENT NAME

801  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	AMOUNT
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL	_____



OPERATING SUMMARY

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME ROGERS FREE LIBRARY  
DEPT # 802

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
802 41100	SALARIES	724,984	802,607	865,711	865,711	0	63,104	7.9%
802 42101	ACTIVE MEDICAL	72,694	77,419	79,710	79,710		2,291	3.0%
802 42102	ACTIVE DENTAL	2,714	2,714	2,837	2,837		123	4.5%
802 42200	PAYROLL TAXES	55,461	61,399	66,227	66,227		4,827	7.9%
802 42301	DEFINED CONTRIBUTIONS	3,978	4,072	5,273	5,273		1,201	29.5%
802 42302	STATE PENSION	57,243	55,217	74,192	74,192		18,975	34.4%
802 48005	PRINT MATERIALS	25,000	25,000	30,000	30,000		5,000	20.0%
802 45511	ELECTRONICS	4,000	4,000	8,000	8,000		4,000	100.0%
802 45512	SUBSCRIPTIONS	7,500	7,500	7,500	7,500		0	0.0%
802 45513	AUDIO-VISUAL	10,000	10,000	10,000	10,000		0	0.0%
802 47500	COMPUTER REPLACEMENT	6,000	6,000	6,000	6,000		0	0.0%
802 44300	BLDG. REPAIR/MAINT.	20,000	20,000	20,000	20,000		0	0.0%
New	CUSTODIAL SERVICES	0	44,000	45,000	45,000		1,000	2.3%
802 45300	TELEPHONE & INTERNET	4,380	4,380	4,380	4,380		0	0.0%
802 46270	WATER	4,000	4,000	4,000	4,000		0	0.0%
802 46210	NATURAL GAS	15,000	15,000	15,000	15,000		0	0.0%
802 46220	ELECTRIC	35,000	35,000	35,000	35,000		0	0.0%
802 45900	OPERATING	10,000	10,000	13,000	13,000		3,000	30.0%
802 43290	OCEAN STATE LIBRARY CONSORTIUM	45,658	45,658	44,337	44,337		(1,321)	-2.9%
PAGE SUBTOTALS		1,103,613	1,233,966	1,336,167	1,336,167	0	102,202	8.3%
TOTALS		1,103,613	1,233,966	1,336,167	1,336,167	0	102,202	8.3%



SALARY DETAIL

BR1 PAG 1

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	ROGERS FREE LIBRARY		
DEPT #	802		

Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
DYER, EILEEN	DIRECTOR	0	91,979	94,738	94,738		2,759	3.0%
NEW HIRE	DIRECTOR ADULT S	0	0	37,500	37,500		37,500	100.0%
TIHEN, THOMAS	Ref. Coord.	50,000	53,045	57,819	57,819		4,774	9.0%
WELDY, ANN KATHRIN	Adult Prog. Coord.	50,000	53,045	57,819	57,819		4,774	9.0%
GONZALEZ, MONICA	IT. Coord.	50,000	53,045	57,819	57,819		4,774	9.0%
GRIFFIN, SARAH	Youth Services Coord	50,000	53,045	57,819	57,819		4,774	9.0%
THOMPSON, AUGUST	Teen Librarian	0	50,000	54,500	54,500		4,500	9.0%
SCOBERTH, LEIGH	CIRCULATION LIBR	0	0	57,819	57,819		57,819	100.0%
CAMPANELLA-FYSART, JILL	Adult Services Libr	0	18,182	32,029	32,029		13,847	76.2%
SAN MARTIN, NATALIE	Bookkeeper	9,428	23,144	19,445	19,445		(3,699)	-16.0%
BATTCHER, REINHARD	Ref. Assoc.	31,378	28,734	25,349	25,349		(3,385)	-11.8%
TATE, PAULA	Ref. Assoc.	27,015	23,741	16,622	16,622		(7,119)	-30.0%
BLINN, CORRIE-BETH	JV. Assoc.	3,602	3,957	4,155	4,155		199	5.0%
HENDERSON, STEVEN	Circ. Assoc.	16,885	25,047	25,330	25,330		283	1.1%
MEHTA, ARADHANA	JV. Assoc.	12,663	18,553	7,794	7,794		(10,760)	-58.0%
MEHTA, SHIVANI	Coverage hours only	2,953	0	0	0		0	0.0%
MCQUILKIN, GWENDA	JV. Assoc.	13,574	11,940	12,540	12,540		599	5.0%
ECKHARDT, JASON	JV. Assoc.	10,757	17,626	18,510	18,510		885	5.0%
DONOVAN, ERIN	Storytime Librarian	18,367	24,982	20,888	20,888		(4,094)	-16.4%
WHEELER, PAUL	Facilities	15,499	24,092	25,302	25,302		1,210	5.0%
HANMER, MELISSA	Circ. Assoc.	18,573	27,623	24,866	24,866		(2,758)	-10.0%
PISASALE, CARLIE	JV. Assoc.	16,881	18,553	15,588	15,588		(2,966)	-16.0%
MARSHALL, JANE	JV. Assoc.	16,885	18,553	13,639	13,639		(4,914)	-26.5%
SULLIVAN, HANNAH	Circ. Assoc.	5,066	18,553	19,485	19,485		931	5.0%
DANIELS, LUKE	Page	16,965	4,799	9,180	9,180		4,381	91.3%
MARIA, ALISON	Circ. Assoc.	0	0	13,366	13,366		13,366	100.0%
MARINO, CAROLINE	JV. Assoc.	6,589	9,096	9,555	9,555		459	5.0%
TROMBETTA, SUE	Circ. Assoc.	9,060	10,006	10,508	10,508		502	5.0%
CLERKIN, LUCY	JV. Assoc.	6,589	5,455	12,412	12,412		6,957	127.5%
SEGAL, ALEX	PAGE	0	0	4,820	4,820		4,820	100.0%
LAWRENCE, MARY	JV. Assoc.	0	13,637	13,366	13,366		(271)	-2.0%
GIBLIN, SHANNON	MAIN CIRC	0	0	10,505	10,505		10,505	100.0%
BILLINGS, TEARESA	CHILDRENS	0	0	10,505	10,505		10,505	100.0%
FOLEY, KATHERINE	Circ. Assoc.	20,688	12,987	0	0		(12,987)	-100.0%
THOMPSON, AUGUST	Circ. Coord.	50,000	53,045	0	0		(53,045)	-100.0%
ANDRERSON, RICK	Ref. Assoc.	12,355	13,645	0	0		(13,645)	-100.0%
GREEN, EMILY	Circ. Assoc.	0	10,916	0	0		(10,916)	-100.0%
LONGEVITY		3,495	3,750	3,978	3,978		228	6.1%
SICK INCENTIVE		0	7,831	10,141	10,141		2,310	29.5%
JENKIN, DAWN	DIRECTOR	89,301	0	0	0		0	#DIV/0!
NEW EMPLOYEE	ASSISTANT DIRECT	55,000	0	0	0		0	#DIV/0!

QUENNEVILLE, JOAN		13,178	0		0		0	#DIV/0!
ROBERSON, KELLEA		14,826	0		0		0	#DIV/0!
USENIA, JULL		7,413	0		0		0	#DIV/0!
PAGE SUBTOTALS		724,984	802,607	865,711	865,711	0	63,104	7.9%
TOTALS		724,984	802,607	865,711	865,711	0	63,104	7.9%

## Town of Bristol FY2026 Budget Narrative Rogers Free Library Department #802

### Revenue:

Traditionally, revenues have been derived from fees, State library aid, and contributions from the Friends of the Rogers Free Library. In 2022, the Rhode Island State Legislature voted to increase State library aid to equal 25% of the Town's municipal appropriation to the library. However, Governor McKee's proposal to level-fund library aid for the State FY2026 budget would result in an amount lower than the 25% (24.53%). Still, due to the Town's recent years of steady funding, Bristol library aid will increase from \$206,099 in FY2025 to \$218,673 for FY2026 (but is still lower than it would be at the full 25%).

### Expenditures:

#### 0100-100 Salaries

##### Assistant Library Director/Coordinator of Adult Services:

- In order to continue to fulfil the goals of the RFL 2025-2029 Strategic Plan (see attached)
- Strategic Plan coincides with the library's in-kind, mandated five-year post-construction programmatic match for Bristol's Federal Community Learning Center grant in the areas of Health Outcomes, Educational Enrichment, and Workforce Development
- It is now necessary for the library to continue to build capacity by funding and filling the position of Assistant Library Director/Coordinator of Adult Services.
- This hybrid administrative position will largely be inward- and town-facing, and this individual will:
  - oversee the basic functions and staffing of the library;
  - assist the director in strategic planning, annual reporting, and grant writing;
  - continue to build partnerships with local agencies, organizations, and libraries;
  - oversee the library Leadership Team;
  - develop and oversee library systems and processes;
  - collaborate with the Adult Services Team to create programming that aligns with the vision and mission of the Library – with a focus on grant-related and special projects;
  - serve as liaison to Friends of the Library;
  - oversee regular facility maintenance;
  - act in the Director's stead, representing the RFL should the Director not be available.

##### Library Director will have a more outward-facing, broader focus that will allow her to:

- ensure the library's strategic and operational goals are met under the direction of the Library Board of Trustees;
- focus on the library's financial sustainability, including increased grant writing, exploring new opportunities for direct giving and fundraising, and capitalizing on local funding opportunities;
- ensure that the library operates efficiently and effectively, providing a high level of customer service;
- increase statewide and regional library collaboration, advocacy, and attention to and action on relevant legislation;
- participate more fully in statewide library committees and boards;
- oversee large grant and construction projects.

## Town of Bristol FY2026 Budget Narrative Rogers Free Library Department #802

### Full time professional staff.

- The State of Rhode Island Office of Library and Information Services' (OLIS) Public Library Staffing and Salaries Survey indicates that all of our full time salaries (with the exception of the Director), from Librarian to Technology Coordinator, still fall below median salaries for the state (see salary study attachments).
- The Library Director has worked closely with the Town Administrator to craft a two-year salary adjustment schedule for these full time professional positions.
- In year one (FY26) the supervisory professional positions would receive a 9% increase.
- If practicable, there would be a second adjustment in FY27 based upon an updated salary study.
- Teen/Adult Services Librarian position: was internal transfer from Collections/Circulation Librarian, so he retained his base salary. Since this position is not supervisory, we are not requesting the same increase for the Teen/AS Librarian positions.
- The new, experienced Collections/Circulation Librarian was hired this FY at the non-supervisory, Teen/AS Librarian (budgeted) rate. The requested adjustment for the Collections/Circulation Librarian will make this position on par with her supervisor colleagues, and on track to reach the median state salary rate for this position in FY2027, if practicable.
- A 3% increase has been calculated into the Library Director's and part-time staff salaries. The RFL team and Board are grateful for the wage adjustments for the part time library workers in the last fiscal year.

### 0011-200 Active Medical

Net cost of healthcare coverage for active employees.

### 0011-205 Active Dental

Net cost of dental coverage for active employees.

### 0012-250 Payroll Taxes

Town share of payroll taxes for active employees.

### 0013-252 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

### 0014-302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI).

## **Town of Bristol FY2026 Budget Narrative Rogers Free Library Department #802**

### 0301-402 Print Materials

RFL's budget for print materials is low for a community of our size. For example, Barrington Public Library spent \$83,500 on print materials last year, where Bristol (RLFL) spent \$30,000. Bristol has a larger population. We request an increase of \$5,000 for FY2026, from \$25,000 to \$30,000 to better serve the needs of the Bristol community with this core library service.

### 0302-402 Electronic Materials

The library has continued to augment this portion of the budget with private funds, however, e-material usage continues to increase, and multiple formats continue to increase demands on our collection budget as we struggle to make popular titles available to our full demographic. Electronic materials are a core library service for our community and therefore, we are requesting an additional amount of \$4000, which would double the allocation from \$4000 to \$8000. This line should continue to increase on par with usage increases, when practicable.

### 0303-402 Subscriptions

We do not anticipate an increase nor a decrease in maintenance of our print news and magazine subscriptions. We continue to monitor usage as interest in print periodical materials appears to be declining, but is still popular – especially for library in-house use by our older patrons.

### 0304-402 Audio-Visual

We are not requesting an increase in AV materials this year.

### 0305-404 Computer Replacement

Our Technology Coordinator has put us on a hardware replacement schedule. We do not anticipate a significant increase to our request until FY2027.

### 0221-407 Building Repairs & Maintenance

Funding for library building maintenance and repairs as needed.

### xxxx-xxx Custodial Services (added FY2025)

Funding for custodial service from a contracted vendor added in FY2025 has greatly increased the cleanliness, health, and safety of Bristol's public library facility. We have requested an increase of \$1000 for assistance with snow removal by the contracted custodians.

### 0204-409 Telephone & Internet

Telephone and internet services for the library building.

**Town of Bristol FY2026 Budget Narrative  
Rogers Free Library Department #802**

0205-409 Water

Water service for the library building.

0232-409 Gas & Electric

Gas & Electric use for the library building.

0200-417 Operating

This line reflects all of our additional operating costs.

0250-417 Ocean State Library Consortium

This line represents the funds paid to the Ocean State Libraries consortium that collectively bargains for and arranges internet and networking services, interlibrary loan, eBook platforms, our online catalog and professional development training. For FY2026 RFL's OSL fees have **decreased** by the amount of \$1321.







**Town of Bristol FY2026 Budget Narrative  
Parks & Recreation Department #803**

Revenue:

Parks & Recreation Department revenues are received primarily from the camp fees (approximately 400 children at \$300 per summer, sibling discount, \$250 for additional siblings), facility use fees, concession stand rentals, gate receipts and programs. Increase in revenue for the increased summer camp fees and program revenues.

Expenditures:

41100 Salaries

Personnel costs of the Department. This line reflects a 3% increase to the non-union staff as well as the minimum wage increase to \$15/hour. This budget also includes additional wages for the following:

- Additional 5 hours a week for the summer camp EMT

41300 Overtime Wages

Department overtime wages as needed. Please note that the OT Line is combined with the summer OT line , which had been separate in the past.

42101 Active Medical

Net cost of healthcare coverage for active employees.

42102 Active Dental

Net cost of dental coverage for active employees.

42200 Payroll Taxes

Town share of payroll taxes for active employees.

42301 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

42302 State Pension

## **Town of Bristol FY2026 Budget Narrative Parks & Recreation Department #803**

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 14.07%.

### 45100 Programs

This line includes increased senior programming , additional Community Center programs to include additions to the kitchen for cooking demos/classes, indoor, outdoor, and Zoom. Holiday and sports programs, last day of camp carnival, arts & crafts, summer basketball leagues, flag football, teen zone, talent show, and summer camp specialty programs such as golf and entertainment. Our Department , strives to continuously add new programs and although we do bring in revenue, we also have to show an expense for instructors fees.

### 45102 Transportation

Bus Company for summer camp 3 buses.

### 47520 Equipment

Equipment for recreation and senior services. Replacement of overused equipment at the Quinta-Gamelin Community Center and outdoor program supplies.

### 44325 Maintenance

Town-wide parks and recreation facility maintenance including

- General maintenance at 18 parks
- General maintenance at 5 buildings-QG Community Center, Complex Building, Romano Building, Vet's major and Vet's minor buildings
- Flag pole maintenance at all sites
- Fence and bleacher repair at all sports fields, parks and facilities
- Bathroom supplies at QG Community Center, Complex building, Romano building, bike path bathrooms and Vets Park
- Paint for all parks, playgrounds, buildings, including all railings, benches, light poles, picnic tables, and trash barrels, etc..
- 100 yards of infield mix
- Paint for Town Common gazebo lime and field paint
- Winterize Romano and Complex buildings, Vets Park buildings, bike path bathrooms
- Winterize and maintain sprinkler systems at Town Beach, Veteran's War Garden, Veteran's Memorial Park and Firemen's Memorial Park
- Signage at all buildings, facilities and parks
- Beach sand cleaning
- Maintenance on maintenance equipment
- Sand for volleyball court

**Town of Bristol FY2026 Budget Narrative  
Parks & Recreation Department #803**

- Grinder pump for sewer system irrigation at Vets Park, Town Beach and Rockwell Park
- Boardwalk repair
- Swim line and buoy repair per RI Red Cross
- Engineered wood fiber for playgrounds
- Lifeguard chair repair
- Tree work

44326 Playground Maintenance

Repair and maintenance for playgrounds and other equipment as needed.

46260 Gas/Truck Maintenance

Repairs and maintenance and gasoline for vehicles, including.

45300 Telephone & Internet

Telephone and internet services for the Department.

46210 Gas & Electric

Gas & electric service for the Department including the following:

- Community Center and Garage electric, water, propane.
- Sports Complex & Romano building electric and water
- Veteran's Park electric and water
- Turn-on and Shut-off water supply at all parks
- Romano building security alarm

45900 Operating

Operating costs of the Department including professional development, staff uniforms, dues, a copy machine lease and supplies, online registration program, supplies for office, beach and first aid supplies and certification, advertising, training, pest control, porta Johns (Town Common, Paul Park, and Town Beach), camera maintenance, signage, and supplies for Senior Services Coordinator.



# 2025-2026 BUDGET

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HUMAN RESOURCES  
DEPARTMENT NAME

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805  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	AMOUNT
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL	_____







# Women's Resource Center

WORKING WITH OUR COMMUNITY TO END DOMESTIC VIOLENCE

RECEIVED  
TOWN ADMINISTRATOR'S OFFICE  
TOWN OF BRISTOL, RI

2025 JAN 28 PM 3:32

January 23, 2025

Mr. Steven Contente  
Town Administrator Town of Bristol  
10 Court Street  
Bristol, RI 02809

Dear Mr. Contente,

On behalf of the Women's Resource Center (WRC), I am writing to respectfully request \$4,000 from the Town of Bristol to offset the cost of providing lifesaving supports for victims of domestic violence and their families in Bristol. This request equals a \$105 per client town contribution to Bristol residents receiving our services.

The WRC works to empower survivors by providing trauma-informed services with equity and compassion while working collaboratively with the community to eliminate the root causes of interpersonal abuse. We provide a full range of compassionate, comprehensive direct services exclusively to survivors of domestic violence, including those residing in Bristol. In 2024, the WRC served 38 Bristol residents through multiple programs that include Court Advocacy, Crisis Intervention, Law Enforcement Advocacy, Family Violence Options Advocacy Program, Support Groups and Individual Counseling, Shelter and Transitional Housing Programs. (As helpline callers may not identify the location that they are calling from, it is likely that the actual number of Bristol residents accessing our services in 2024 was higher.)

Our Law Enforcement Advocacy (LEA) program is an important strategy for reaching and supporting victims through police departments, including the Bristol Police Department. This past year, our LEA served 8 Bristol residents. Additionally, The WRC's Transitional Housing Program supports apartments located in Bristol, RI. In 2024, 9 adults and 12 children spent 3,566 nights in transitional housing.

In a time of rapidly increasing food and housing insecurity and a high rate of domestic violence statewide, WRC continues to see increased need for our services in the community. We are greatly appreciative of the Town of Bristol's consistent support of our services for residents. The impacts of domestic violence are far-reaching, interrupting everything from housing and job security to physical and psychological safety for those who are experiencing abuse. We are grateful to be able to provide support to our neighbors in Bristol at times of crisis, and your support helps make that possible.

Please find attached a copy of our proposal. We are deeply grateful for your consideration of our request for funding and welcome any questions or requests you may have for additional materials or information. Please do not hesitate to contact me at any time at 401-846-5263 or [jwalsh@wrcnbc.org](mailto:jwalsh@wrcnbc.org).

With gratitude,

Jessica Walsh  
Executive Director

# TOWN OF BRISTOL

## NARRATIVE OF GRANT REQUEST FY2026

### AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Women's Resource Center

ADDRESS: PO Box 3204

CITY/TOWN: Newport STATE: RI ZIP CODE: 02840

PHONE NUMBER: 401-846-5263

EMAIL: jwalsh@wrcnbc.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Jessica Walsh

TIME PERIOD FUNDS WILL BE USED: FROM: 7/1/25 TO: 6/30/26

### PROPOSAL SUMMARY

Please indicate the **need**, **purpose**, and **objective(s)** of the Grant.  
Also indicate those who will be served; and **SPECIFICALLY STATE** how the grant will be used (attach additional pages if needed.)

#### **NEED:**

Domestic violence is a full-blown public health crisis in Rhode Island, where nearly 1 in 2 people will be victimized in their lifetime. Please see the attached description for additional details.

**PURPOSE OF GRANT:** (Please be **SPECIFIC** on how the grant funds will be used.)

The purpose is to provide life-saving supports for domestic violence victims and their families in Bristol, RI. Please see the attached description for additional details.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

To empower Bristol, RI interpersonal violence survivors with trauma-informed services with compassion.

**Total Funds Requested:** \$4,000.00

Jessica Walsh Jessica Walsh, Executive Director appointed June 26, 2020  
Signature Chair or Authorized Agent Date of Board Approval

Signed and sworn to before me this 28<sup>TH</sup> day of JANUARY 2025  
(date) (month) (year)

[Signature] 1/28/2025  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809  
(401-253-7000 ext. 133) by Monday, February 3, 2025.



**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**

**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: _____ (State the hourly rate and total number of hours)	\$	_____
2. Consultant and Contract Services: _____ (Attach consultant/contract letter)		_____
3. Travel: _____		_____
4. Space Costs and Rentals: _____		_____
5. Consumable Supplies: _____		_____
6. Rental, Lease, or Purchase of Equipment: _____		_____
7. Other Costs: <u>\$105 per client town contribution to services for Bristol residents</u>		<u>\$4,000</u>
8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):		<u>\$ 4,000</u>

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

<b><u>1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department</u></b>		
a. Federal		<u>\$166,597</u>
b. State		<u>\$1,348,206</u>
c. Town (Please include grant amount requested)		<u>\$12,500</u>
d. Private Organization		<u>\$381,485</u>
e. Other: <u>Special event revenue, third party billing</u> (Explain)		<u>\$210,137</u>
<b>2. Total Annual Income (Add Lines 2a-e):</b>		<b><u>\$ 2,118,925</u></b>
<b><u>3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</u></b>		
a. Personnel, Consulting & Contract Services		<u>\$1,705,324</u>
b. Travel		<u>\$7,500</u>
c. Operating (Rentals, Supplies, Utilities, etc.)		<u>\$349,585</u>
d. Other: _____ (Explain)		<u>\$56,516</u>
<b>4. Total Annual Expenditures (Add Lines 3a-d):</b>		<b><u>\$ 2,118,925</u></b>

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**

## Women's Resource Center - Town of Bristol Narrative Grant Request (FY26)

### NEED

Domestic violence is a full-blown public health crisis in Rhode Island, where nearly 1 in 2 people will be victimized in their lifetime. Children witness violence in nearly 1 in 4 intimate partner violence cases, and 30% to 60% of intimate partner violence perpetrators also abuse children in the household. The extreme trauma caused by interpersonal violence puts survivors at high risk for many negative physical, mental, emotional, and psychological health impacts. Female victims of intimate partner violence are twice as likely to experience depression or have an alcohol-use disorder than those not experiencing interpersonal violence. Forty-two percent (42%) of female victims have sustained injuries at the hands of abusers and 38% of all murders of women worldwide were committed by partners. In 2024, the WRC provided 7,299 support sessions to 1,102 clients. Of these clients, 38 were from Bristol.

### PURPOSE

The WRC respectfully requests \$4,000 from the Town of Bristol to offset the cost of providing life-saving supports for victims of domestic violence and their families in Bristol, RI.

### OBJECTIVE

The mission of the Women's Resource Center (WRC) is to empower survivors by providing trauma-informed services with equity and compassion while working collaboratively with the community to eliminate the root causes of interpersonal abuse. The WRC has a long history of providing a full range of compassionate, comprehensive direct services exclusively to survivors of domestic violence. The WRC works with the community to end violence, combining survivor-centered service delivery with evidence-informed prevention strategies. Our programs provide a range of high quality, free services that victims need as they seek safety, including crisis intervention, counseling, advocacy and other supportive services. We remove financial barriers to accessing these services and meet basic needs identified by clients as essential for making positive change toward safety and self-sufficiency for themselves and their children. WRC is a highly knowledgeable leader in our field as well as inclusive and culturally competent. We provide services throughout the East Bay region of Rhode Island including Newport County, Bristol County, and the City of East Providence.

The Women's Resource Center is committing to provide a full range of direct services to residents of Bristol. In 2024, the WRC served 38 Bristol residents through our programs. (Because helpline callers may not identify the location that they are calling from, it is likely that the actual number of Bristol residents accessing our services is higher.)

Our Law Enforcement Advocacy program is an important strategy for reaching and supporting victims in Bristol. The Law Enforcement Advocate collaborates with law enforcement to provide improved responses to domestic violence, sexual assault and stalking to victims. Statewide, our advocate works directly with 5 local Police Departments to provide crisis intervention, safety planning, referrals and

information. In 2024, our Law Enforcement Advocate provided 8 victims identified by Bristol Police Department reports with 15 support sessions. As we continue to build and sustain relationships with the Bristol Police Department, other local service providers, and residents, we anticipate increased referrals from the Bristol area for our life-saving services. The support from the Town of Bristol will ensure that residents of Bristol and nearby communities have access to critical domestic violence services when they need them.

The Town of Bristol's support will help sustain the array of services that victims' of domestic violence need as they seek safety. In addition to this vital LEA program, WRC's provides the following essential services to the community:

– Crisis Intervention. We provide a range of emergency and crisis services for domestic violence victims and their children. Our Emergency Shelter program meets the critical needs of victims by providing shelter, food, and other basic human needs. Shelter clients are also able to meet with a counselor within 24 hours, to assess their critical mental health needs. Other crisis services include a 24-hour hotline, walk-in services, advocacy, and referrals. In 2024, our staff answered 1,448 hotline calls.

– Wrap-Around Services. Residential clients receive a myriad of supports to help them live lives free of violence. Examples of these supportive services include education and employment services, financial literacy, goal setting, and individual and family counseling. In 2024, 9 adults and 14 children spent 1,504 nights in shelter, receiving these critical supportive services.

– Court Advocacy. Our first interaction with domestic violence victims is often in the court system. Advocates support victims by guiding them through the completion of complicated paperwork; educating them on the inner workings of the legal system; and connecting them to a variety of community services so they can achieve desired independence. In 2024, our court advocates provided victim and prosecution support with 1,756 sessions to 511 clients. 28 of these clients were Bristol residents.

– Mental Health Counseling. Our Counseling Program provides individual and group therapy for adults and children throughout Newport and Bristol Counties, East Providence, and surrounding communities to support them through the trauma of being a victim of, or witness to, domestic violence. Our professional, supportive counselors assist victims as they navigate the psychological complexities inherent in domestic violence situations. Providing 1,609 sessions to 92 clients in 2024, the Counseling Program is a life changing resource for those who are uninsured or are unable to access mental health treatment without risking their perpetrator discovering they are seeking help. This vital program is helping victims to heal from the abuse and address related mental health concerns such as anxiety and depression, build their emotional capacity to leave a violent relationship and to continue a life free from violence, and for their children to develop healthy intimate relationships as adults. WRC offers trauma-informed remote and in-person options. Counselors practice many different evidence-based treatments, including Cognitive Behavioral Therapy, Trauma Focused CBT, Dialectical Behavior Therapy, Narrative

Therapy, Play Therapy, EMDR, and Mindfulness. In 2024, we served 4 Bristol residents through this program.

– Transitional Housing. This crucial program empowers survivors of domestic violence and their children to live independently while continuing to benefit from case management and other supportive services. WRC provides a furnished apartment to a survivor for 6-24 months, creates individualized goal plans with each client, offers a full continuum of supportive services and case management, and provides economic empowerment supports tailored to a client's unique needs including financial literacy, education/ job training, and employment search assistance. We provide information on long-term housing and assist with housing applications; offer financial support, e.g. security deposit, first month's rent, and/or basic household needs when clients move to permanent housing; and provide supportive services after transitioning to permanent housing. Pet friendly units are now available. In 2024, 9 adults and 12 children spent 3,566 nights in transitional housing.

– The Family Violence Option Advocacy Program (FVOAP). This program assists the Department of Human Services' (DHS) clients who are victims/survivors of domestic violence. Through the FVOAP program, clients may be able to obtain a waiver from certain requirements of the RI Works program or Child Care Assistance Program. The FVOAP also provides victims/survivors with other kinds of assistance such as immediate crisis counseling and safety planning. In 2024, FVOAP provided 1,709 sessions to 446 clients throughout Rhode Island. 2 of these clients were Bristol residents.

– Prevention programming. Over the past twenty years, the WRC has been at the forefront of prevention practice nationally. Through the Newport Health Equity Zone (NHEZ), WRC's Prevention Department utilizes innovative strategies to improve community health through addressing the social determinants of health, including green and open space as well as social cohesion. Newport HEZ has been at the center of foundational work that is impacting Newport's development in ways that address historic economic and environmental inequities while creating a safe, comfortable built environment.

– LGBTQ+ advocacy programming. LGBTQ+ survivors of intimate partner violence need and deserve equitable access to support programs in Rhode Island. Our LGBTQ+ advocacy programming ensures the community is equipped to work with all survivors, builds relationships with local LGBTQ+ organizations, and creates LGBTQ+ specific programs. We provide trainings to domestic violence agency staff, court employees, and police departments. Our LGBTQ+ advocate is actively involved in the local community, spreading information about services available for LGBTQ+ survivors and advocating for more accessible and culturally competent services for survivors. In 2024, we provided 6 trainings to the community.

– Flexible Financial Assistance Program. This program addresses the gaps in flexible financial assistance for victims of interpersonal violence by providing immediate, low-barrier flexible financial assistance that makes it easier for survivors and their children to meet their self-identified needs, as well as supporting them to become and stay safe, achieve economic and housing stability, and heal from the abuse. Over the last six years, WRC distributed over \$200,000 in client assistance for a wide range of

needs, including housing, food and hygiene essentials, utility, legal services, health care, transportation, essential technology, and moving.

The Women’s Resource Center continues to be deeply appreciative of the Town of Bristol’s consistent support of our services for residents. For the 38 survivors we served in 2024 who call Bristol home, there were many challenges (in particular poverty and its impacts that limit survivors’ choices and safety options). The impacts of domestic violence are far-reaching, interrupting everything from housing and job security to physical and psychological safety for those who are experiencing abuse. This story of a Bristol resident coming to us for services highlights those realities:

*We had a client call our shelter hotline looking for a safe place to stay with her daughter as her abuser was getting increasingly violent and she feared for her safety. Thankfully, we had a room available, and the housing advocate did a screening, and she moved in the following day. She was very nervous to see the space but shared that it was a lot nicer than she anticipated. Advocates met with her weekly to set goals and share resources. She began counseling with WRC and then joined a support group. After a couple of months at the shelter, she learned more about WRC’s transitional housing program. She felt she was ready for more independence and ultimately applied. WRC moved her into her newly furnished apartment and paid for her rent and utilities while she obtained her certification in medical billing translation. Once she finished, she started working and saving as much as possible. She was also able to work on her credit and paid off old debt. She was able to secure a Section 8 voucher and found an apartment in Bristol assuring she could keep her daughter in the same school and not disrupt her routine. She reports that she and her daughter are thriving. She stays in touch with the housing advocacy program and continues with counseling.*

WRC’s recent financial information includes the following:

	FY25	FY24
<b>Income</b>		
Federal	\$166,597.00	\$166,667.00
State	\$1,348,206.00	\$1,843,084.00
Town	\$12,500.00	\$11,750.00
Private Donations	\$381,485.00	\$274,260.00
Other	\$210,137.00	\$187,856.00
<b>Total Income</b>	<b>\$2,118,925.00</b>	<b>\$2,483,617.00</b>
<b>Expenses</b>		
Personnel, Consulting, and Contracts	\$1,705,324.00	\$2,030,915.00

Travel	\$7,500.00	\$9,500.00
Operating	\$349,585.00	\$419,622.00
Other	\$56,516.00	\$23,580.00
<b>Total Expenses</b>	<b>\$2,118,925.00</b>	<b>\$2,483,617.00</b>

**WRC FY25 Operating Budget**

Revenue	Total
Annual Campaign	125,000
Special Events	43,000
Grants	1,514,803
Foundation	381,485
Townshares/Municipalities 3rd	12,500
Party Billing	8,000
	<b>2,084,788</b>
Expense	
Personnel	1,235,489
Occupancy costs Professional	215,075
Fees	464,835
Program Expense	68,100
Special Events	20,000
Insurance	21,000
Office Expense	57,910
	<b>2,082,409</b>
Net operating surplus/(deficit)	<b>2,379</b>







# TOWN OF BRISTOL

## NARRATIVE OF GRANT REQUEST FY2026

2025 JUN -2 AM 9:54

### AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: East Bay Community Action Program

ADDRESS: 610 Wampanoag Trail

CITY/TOWN: East Providence STATE: RI ZIP CODE: 02915

PHONE NUMBER: 401-431-9870

EMAIL: rcrossley@ebcap.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Robert A. Crossley

TIME PERIOD FUNDS WILL BE USED: FROM: 7/1/2025 TO: 6/30/2026

### PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

#### **NEED:**

EBCAP/East Bay Center serves residents of Bristol, Warren, Barrington and East Providence, Rhode Island.

Clients served can be categorized into two general groups:

1. Adults who suffer from a chronic and persistent major mental illness.
2. Clients of any age who suffer from a less severe, mild to moderate, form of substance use disorder and/or psychiatric condition but, nevertheless, has an impact on their ability to function and their quality of life.

While the clients in the first category are, for the most part, funded by state grants and Medicaid/Medicare billing, the clients in the second category often need subsidy for services. Many of these clients who seek services in this second category are either uninsured or underinsured where services provided are not reimbursed by their insurance company or they are unable and/or have difficulty paying the co-payments and deductibles associated with their health insurance plans

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

To subsidize the cost of services delivered to Bristol residents:  
During FY2024/2025, East Bay Center served two hundred and seventy six (276) Residents, for a total of one thousand eight hundred and forty two (1842) hours of service, one thousand four hundred and eighty service hours were for residents with substance use disorder in need of recovery services, many at risk for opioid overdose, at a total cost of three hundred ninety seven thousand one hundred and four (\$397,104) dollars. One hundred and six thousand three hundred seventy two (\$106,372) dollars were received by either third party insurers and/or clients payments leaving an unfunded subsidy of two hundred ninety thousand seven hundred thirty two (\$290,732) dollars less the Twenty five thousand (\$25,000) dollars allocated by the Town Council, there is still two hundred sixty five thousand seven hundred thirty two (\$265,732) dollars unfunded.

In recent years the financial burden has clearly shifted to supporting the underinsured versus the uninsured. Bristol residents with private insurance are often challenged to afford their deductibles and co-pays. A Bristol Resident covered by Medicare is required to pay a \$40.00 copay for each visit whether it be therapy, psychiatry or purchasing medication. Residents who cannot afford this financial burden enjoy the generous allocation from the Town of Bristol to help subsidize their care and to help them maintain a better quality of life.

Due to demand for services in the Bristol Residents in FY' 24, we are projecting that we will experience similar or additional requests in 2025. We respectfully request a \$25,000 allocation to continue our services to Bristol Residents in need. Aforementioned services include clinical therapy, visits with the physician/psychiatrist to administer and monitor medication therapy and emergency visits for suicidal/ homicidal patients as well as our response to the Bristol Police Department during times of crisis. Please see attached grant budget summary and service/financial data sheet

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

Our objective is stated in the mission of East Bay Center: "To improve the lives of individuals and families within our communities by providing a broad range of high-quality mental health and addiction services." Our goal is to provide immediate access to needed services for children, adults, and elderly to address their emotional and psychiatric challenges.

We also provide 24/7/365 response to the Bristol Police Department when they encounter an individual who they identify may be in need of psychiatric support and/or an evaluation for admission to a psychiatric hospital.

**Total Funds Requested: \$25,000**

\_\_\_\_\_  
Signature                      Chair or Authorized Agent                      Date of Board Approval

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
(date)                      (month)                      (year)

\_\_\_\_\_  
Notary Public                      Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

*Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.*

TOWN OF BRISTOL			
GRANT BUDGET SUMMARY			
FY 2025/2026			
Submitted by: East Bay Community Action Program/ East Bay Center			
<b>SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)</b>			
1	Personnel:	Hourly cost (\$)	No. of hours Cost
	Clinical Therapist	116.89	1,480 \$ 172,995
	Physician/Prescriber	226.29	362 81,917
	Emergency Services	-	-
	<b>Total Personnel</b>		<b>1,842 \$ 254,912</b>
2	Consultant and Contract Services		\$ -
3	Travel		-
4	Space Costs and Rentals		321
5	Consumable Supplies		28,020
6	Rental, Lease, or Purchase of Equipment		1,075
7	Other Costs:		
	Property and casualty Insurance		1,815
	Telephone and Utilities		8,233
	Remainder of operating expenses		48,376
	Share of organization-wide administrative expense		54,352
	<b>Total Operating</b>		<b>\$ 142,192</b>
	<b>Total Personnel and Operating</b>		<b>\$ 397,104</b>
	Less: Reimbursements from 1st and 3rd Parties		106,372
	<b>Subsidy Needed</b>		<b>\$ 290,732</b>
8	<b>Total Grant Expenditures/Request</b>		<b>\$ 25,000</b>
<b>SECTION II: Agency/Department Annual Budget (FY2025)</b>			
Please indicate your Agency's Total Annual Budget by Source of funding and cost category showing all income and expenditures			
1	Source of Funding (ALL ANNUAL INCOME) for Agency/Department		
	a. Federal		\$ 2,766,912
	b. State		-
	c. Town (Please include grant amount requested):	Bristol:	25,000
		Other cities & towns served	-
	d. Private Organization	Donations, fundraising, grants	57,462
	e. Other	Fees for services	10,270,820
		Other revenue	38,651
		Rental income for subsidized apartments	241,109
2	<b>Total Annual Income (Add lines 2a-e):</b>		<b>13,399,954</b>
3	Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department		
	a. Personnel, Consulting and Contract Services		9,953,813
	b. Travel (local)		106,034
	c. Operating (Rentals, supplies, Utilities, etc)		1,279,762
	d. Other: General and administrative, Capital & Operating reserves		2,060,345
4	<b>Total Annual Expenditures (Add Lines 3a-d):</b>		<b>\$ 13,399,954</b>
NOTE: Totals on Line 2 and Line 4 MUST be the same.			



east bay community action program  
THE BRIDGE TO SELF-RELIANCE

1/7/2025

Mr. Steve Contente, Town Administrator  
Town of Bristol  
10 Court Street  
Bristol, RI 02809

Dear Mr. Contente,

I wholeheartedly thank you and the Bristol Town Council for the generous allocation of twenty-five thousand dollars (\$25,000) given to our organization in FY 2024/2025 to provide mental health and substance abuse services to Bristol Town residents. This generous allocation enabled East Bay Center, a division of East Bay Community Action Program (EBCAP) to continue its mission in providing behavioral healthcare services to Bristol residents who desperately need these services to maintain the quality of their lives and functioning. This allocation is used for uninsured and underinsured individuals, who either have no insurance or are insured but cannot afford their high deductibles and co-pays. We hope that this year the Bristol Town Council is able to continue the subsidy for these behavioral healthcare services to Bristol Town residents for FY 2025/2026 in the amount of:

**\$25,000.00**

Should you need any further information and/or clarification, please do not hesitate to contact me at your earliest convenience at [rcrossley@ebcap.org](mailto:rcrossley@ebcap.org) or 401-431-9870.

Respectfully,

A handwritten signature in black ink, appearing to read "Robert A. Crossley".

Robert A. Crossley, MA  
VP Behavioral Health

Cc: Rilwan Feyisitan

Attachment



TOWN OF BRISTOL

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2025 JAN 27 AM 10:40

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: East Bay Community Action Program

ADDRESS: 19 Broadway

CITY/TOWN: Newport STATE: RI ZIP CODE: 02840

PHONE NUMBER: 401-452-0544

EMAIL: jdealy@ebcap.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Rilwan Feyisitan

TIME PERIOD FUNDS WILL BE USED: FROM: 7/1/25 TO: 6/30/26

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** EBCAP provides a comprehensive array of services to low-moderate income Bristol residents. These include: Early Head Start and Head Start; the Healthy Families America early childhood family education program; integrated family health, dental and behavioral health services; East Bay Recovery Center; Family Development case management services, including comprehensive assessments, social services information and referrals; emergency food; housing services, including Permanent Supportive Housing, Weatherization, electrical repairs (AMPS) and boiler repairs; benefits access, including Low Income Heat Assistance Program (LIHEAP), medical insurance, SNAP and TANF; youth services; career and educational services; the Volunteer Tax Assistance Program (VITA); senior case management, meals and volunteer programs; and the Bristol Health Equity Zone.

Data on the number of residents who received these services in CY 2023 is included with this application. We will send updated 2024 information when it is compiled.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

Funds will be used to support the wide range of EBCAP services available to low-moderate income Bristol residents.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.) The objective is to provide the most comprehensive and accessible services possible in the coming year.

Total Funds Requested: \$22,000

*[Handwritten Signature]*

1/21/2025

Signature

Chair or Authorized Agent

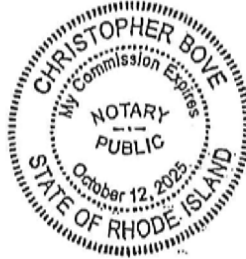
Date of Board Approval

Signed and sworn to before me this 21st day of January 2025  
(date) (month) (year)

*[Handwritten Signature]* 1/21/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

*Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.*



**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY  
FY2026**

Please indicate your spending plan for the grant amount. **PLEASE BE SPECIFIC.**

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |    |       |
|---|----|-------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          | \$ | _____ |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |    | _____ |
| 3. Travel: _____  |    | _____ |
| 4. Space Costs and Rentals: _____   |    | _____ |
| 5. Consumable Supplies: _____   |    | _____ |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |    | _____ |
| 7. Other Costs: _____   |    | _____ |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):         | \$ | _____ |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your **AGENCY'S TOTAL ANNUAL BUDGET** by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

- |   |  |                    |
|---|--|--------------------|
| a. Federal                                      |  | \$22,345,398 _____ |
| b. State  |  | \$2,257,700 _____  |
| c. Town (Please include grant amount requested) |  | \$22,000 _____     |
| d. Private Organization                         |  | \$309,431 _____    |
| e. Other: _____<br>(Explain)                    |  | \$26,717,148 _____ |

**2. Total Annual Income (Add Lines 2a-e):** \$ 51,243,797 \_\_\_\_\_

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

- |   |  |                    |
|---|--|--------------------|
| a. Personnel, Consulting & Contract Services      |  | \$44,051,095 _____ |
| b. Travel   |  | \$217,524 _____    |
| c. Operating (Rentals, Supplies, Utilities, etc.) |  | \$6,175,178 _____  |
| d. Other: _____<br>(Explain)                      |  | \$800,000 _____    |

**4. Total Annual Expenditures (Add Lines 3a-d):** \$ 51,243,797 \_\_\_\_\_

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**



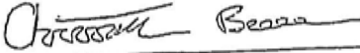
# Jurat

State of Rhode Island  
County of Providence

Subscribed and sworn to (or affirmed) before me on this 21st day of January, 2025, by

Rilwan K. Feyisitan Jr.

(name of document signer), who proved to me through satisfactory evidence of identification, to be the person who appeared before me.

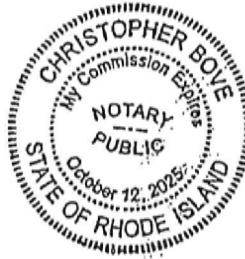


Notary Public

Notary Public Printed Name Christopher Bove

Notary ID # 767706

My commission expires 10/12/2025



NOTARY  
STAMP

## Loose Certificate Jurat

This notarial certificate is attached to a Grant Proposal Summary (title of document),

dated 1/21/2025, of 3 pages.

EBCAP Services to Bristol residents 1/1/23-12/31/23

Program	Numbers	Cost of Services
Residents Employed	65	\$2,538,945 (salaries)
Behavioral Health Clients	261	\$178,780
Dental Patients	159	\$54,283
Medical Patients	248	\$169,875
State Health Insurance Program	93	
WIC Program	150	\$126,504
East Bay Recovery Center	26	
Youth Center	13	\$67,600
RI Works	6	\$4500
Retired Senior Volunteers	23 volunteers/2455 clients	
CNP/Senior Meals	2524	
Food Pantry	26 households	
Safety Net Case Management	14	
HeadStart/Early HeadStart	28 households	
Healthy Families America	4 households	\$23,200
LIHEAP	348 households	\$239,186
Weatherization	91 households	\$115,560
AMPS	14 households	
VITA Tax Assistance	116	
Victims of Crime Act	4	

## SERVICES DIRECTORY



### east bay community action program

East Bay Community Action Program (EBCAP) is a private, non-profit 501(c) (3) corporation that provides a wide array of health and human services to the residents of Rhode Island's East Bay, including the municipalities of East Providence, Barrington, Warren, Bristol, Little Compton, Tiverton, Portsmouth, Middletown, Newport and Jamestown.

Consumers receive services without discrimination, restraint, interference, or retribution on the basis of race, creed, religion, color, national origin, ancestry, gender, gender identity, sexual orientation, ethnicity, age, marital status, disability, political affiliation or beliefs, or source of financial support.

RILWAN K. FEYISITAN, JR.  
PRESIDENT & CEO  
ebcap.org  
facebook.com/ebcap

## SUPPORTING BASIC HUMAN NEEDS

### Family Development Services

Newport 401 847-7821  
East Providence 401 437-1000  
Tiverton 401 625-5134

EBCAP assesses people's needs and helps them find resources such as food pantries, housing support, prescription assistance, and emergency services. We have staff onsite weekly at Newport Housing Authority's Park Holm location.

Our Rhode Island Works program provides case management, helps clients with employment objectives, and assists program/parenting teens achieve educational, vocational, and parenting goals.

### Heating and Energy

401 437-1000, ext. 6606  
Eligible individuals can apply to the Low Income Home Energy Assistance and/or Weatherization Programs.

### Housing

401 437-1000, ext. 1153  
Permanent supportive housing is provided for individuals and families.

### Health Equity Zones (HEZ)

401 431-9870  
Bristol - ext. 1651 • Warren - ext. 1635 • East Providence - ext. 1609  
EBCAP is the backbone agency for three Health Equity Zones that focus on the social, economic, and environmental conditions impacting the health and wellness of residents.

## MAIN LOCATIONS

EAST PROVIDENCE HEADQUARTERS/  
EAST BAY FAMILY HEALTH CARE  
THE DENNIS ROY BUILDING  
100 Bullocks Point Ave., East Providence, RI  
401 437-1000

NEWPORT HEADQUARTERS,  
JEAN E. HICKS CENTER  
19 Broadway, Newport, RI  
401 847-7821

EAST BAY FAMILY HEALTH CARE  
6 John H. Chafee Blvd., Newport, RI  
401 848-2160

EAST BAY HEALTH CARE,  
SATELLITE OFFICE, AT  
NEWPORT MENTAL HEALTH/  
65 Valley Rd., Middletown, RI  
401 848-2160

TIVERTON SOCIAL SERVICES  
1048 Stafford Rd., Tiverton, RI  
401 625-5134

EAST BAY HEALTH CENTER,  
ADAMS-FARLEY COUNSELING CENTER  
610 Wampanoag Trail, East Providence, RI  
401 431-9870

EAST BAY HEALTH CENTER,  
JOHN P. DIGITS, JR. FACILITY  
2 Old County Rd., Barrington, RI  
401 246-1195

EAST BAY RECOVERY CENTER,  
31 Railroad Ave., Warren, RI  
401 289-2055

## HEAD START LOCATIONS

NEWPORT HEAD START CENTER  
8 John Chafee Blvd.  
Newport, RI  
401 367-2001

TIVERTON HEAD START  
1048 Stafford Rd.  
Tiverton, RI  
401 624-4736

TURNER AVENUE  
HEAD START CENTER  
70 Turner Ave.  
Riverside, RI  
401 649-4233

WILLET AVENUE CENTER  
386 Willett Ave.  
Riverside, RI  
401 437-0018

MARY V. QUIRK SCHOOL  
790 Main St.  
Warren, RI  
401 245-2833

FOREST AVENUE ELEMENTARY SCHOOL  
315 Forest Ave.  
Middletown, RI  
401 367-2001

AQUIDNECK ELEMENTARY SCHOOL  
70 Reservoir Rd.  
Middletown, RI  
401 367-2001

HOME-BASED HEAD START  
Home visiting throughout RI's East Bay region  
401 367-2001

AM01234

## NURTURING CHILDREN & FAMILIES

**Head Start**  
401 367-2001

Head Start, Early Head Start and Child Care programs provide comprehensive child development services to expectant parents, children, ages birth to five, and their families in center-based and home-based settings.

**Newport and Middletown Family & Child Opportunity Zone**  
Newport 401 842-1925  
Middletown 401 261-6773

School age extended learning programs, parent support and education, support to military families, health and wellness activities, and connections to community resources are provided for children and their families residing in Newport and Middletown to promote school success. Licensed before and after school childcare is offered in Newport. After school enrichment programs, school vacation camps, and summer learning programs are available in Newport and Middletown.

**Baby Steps Newport**  
401 367-2001, ext. 2226

Baby Steps Newport engages parents/caregivers with their children, aged newborn to 5 years old, through monthly activities and speakers addressing parenting and educational topics.

**Healthy Families America (ext. 1535)**  
401 847-7821 -or- 401 437-1000  
Fax Referrals: 401 753-6650

This national evidence-based maternal family visiting program provides free, voluntary, and confidential services, and pairs expectant parents, or families with newborns with a family visitor who provides services until the child's 4th birthday. Funded by RI Department of Health.

## DEVELOPING SKILLS

**Education and Career Pathways**  
401 437-1000, ext. 1192

We offer classes in General Education Diploma (GED) preparation (Reading/Grammar/Writing/Math, Social Studies, and Science), and English Language Instruction for speakers of other languages. Class options are in-person or online. Assistance is also available to parents seeking an Alternative Learning Plan for youth ages 16+.

**Youth Services**

401 437-1000, ext. 1192  
Academic skills, job-readiness training and employment/career support is provided for youth, ages 14-26, who reside in the East Bay region. Services vary depending on the participant's age and needs, and may include: CED instruction, work-readiness training, internship placement, or unsubsidized job placement.

## AGING WELL

**Office of Volunteer Services**

401 435-7876, ext. 1137

A variety of volunteer, educational, and advisory services are available for people age 55 and over, including: Retired and Senior Volunteer Program, Foster Grandparent Program, Medicare Information Assistance and Awareness, Career Closet (free business attire), and the VITA tax program (open to all ages; based on income eligibility- IRS-trained tax preparers provide tax preparation services and help clients receive the federal Earned Income Tax Credit).

**Congregate Nutrition Program**

401 437-1000, ext. 1121  
Lunch in a social setting for seniors 60 years/+ and differently abled individuals.

## INTEGRATED HEALTH & NUTRITION

**Medical/Behavioral Health**

Newport 401 848-2160  
East Providence 401 437-1008  
Barrington 401 246-1195

Comprehensive primary and behavioral health care are provided through our health centers in Barrington and Newport, serving all of the East Bay. Primary health services are available at our health center in East Providence.

Public and private insurance are accepted. Staff can help those who are uninsured.

*(Our services include, but are not limited to:*  
Physicals and well visits • Immunizations • Sick visits • Nurse Care Management • On-site Pharmacy • Translation Services • Comprehensive family planning services • Behavioral Health • Behavioral Health same-day walk-in • Referrals to specialists • Low cost medications for uninsured patients • Transgender Whole Healthcare

**Behavioral Health Care**

24-Hour Emergency/  
Crisis Intervention: 401 246-0700

Inmate & Same Day Walk-in: 401 246-1195

EBCAP's Behavioral Health division provides short term and long term mental health and substance counseling and psychiatry for ages 4 and over, as well as medication assisted therapy for alcohol and opiate use disorders at locations in the East Bay, including Barrington, East Providence, and Newport.

**East Bay Recovery Center (EBRC)**

401 289-2055

Peer-to-peer support, health and wellness activities, employment assistance programs, community outreach, and recovery-oriented social events are provided for people recovering from addiction. Narcan training is available.

**Dental**

Newport 401 845-0564  
Affordable dental care for uninsured and insured individuals and families.

*Services include, but are not limited to:*  
Routine and emergency exams • Cleanings  
Restorative care • X-rays • Extractions  
*We also see pediatric dental patients at their schools.*

**East Bay Smiles** - preventive and restorative dental care at schools, Head Start, and other child care sites

**The Molar Express** - preventive and restorative dental care at schools, Head Start, and community locations aboard a mobile dental van

**Women Infants & Children Supplemental Program (WIC)**

Newport 401 619-5970  
Newport (Thursdays only) 401 625-1364  
Tiverton 401 437-1007  
East Providence 401 437-1007  
Bristol (Tuesdays/Thursdays) 401 253-7577  
Nutrition assistance and healthy foods are provided to eligible pregnant/breastfeeding/postpartum people and families with children under the age of 5.

## SENIORS

**Senior Services Case Management**

401 437-1000, ext. 1156  
Case management services are provided with the goal of helping elders remain independent, including home visits and family involvement.

OPERATING SUMMARY

TOWN OF BRISTOL

DEPT NAME HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT # 805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
D	VISITING NURSES	6,000	6,000	5,700	0	0
PAGE SUBTOTALS		6,000	6,000	5,700	0	0
TOTALS		6,000	6,000	5,700	0	0



February 3, 2025

Steve Contente, Town Administrator  
Town of Bristol  
10 Court Street  
Bristol, Rhode Island 02809

Dear Mr. Contente and Honorable Members of the Town Council:

Visiting Nurse Home & Hospice (VNH&H) is grateful for the continued support we have received from the Town of Bristol. Your civic appropriation enables us to work in partnership so that residents, and especially the town's growing elderly population, receive the care they need to continue living independently and remain vital members of the community. In addition, our hospice services help to ensure that Bristol's terminally ill residents can find comfort and dignity at the end of their life's journey. In 2024 our staff made over 10,994 combined home health and hospice visits to Bristol residents.

Please consider this request for \$5700.00 in civic support to continue our work which includes home care nursing, rehabilitation therapies, palliative care, hospice care, community clinics, and maternal child health services to patients and families at home and in community settings.

VNH&H is an independent, licensed, 501(c)(3) not-for-profit, Medicare and Medicaid certified home health care agency that was founded in 1950. Our agency employs in excess of 250 employees including nurses, physical, occupational, and speech-language therapists, medical social workers, registered dietitians, pharmacists, and certified nursing assistants. These experienced health care professionals live locally and are well known in the communities they serve.

Post pandemic, we have seen seniors desire to remain at home rather than moving to congregate living facilities. The need for our services has also increased due to the following:

- Americans are living longer
- Many are suffering from multiple chronic illnesses
- Family caregivers are often stretched thin while caring for their children and elderly family members

438 East Main Road, Portsmouth, RI 02871

7260 Post Road, North Kingstown, RI 02852

[www.visitingnursehh.org](http://www.visitingnursehh.org)

VNH&H has ensured that our clinicians have the skills to meet these needs while prioritizing quality. Our modern data-driven systems support continuous quality improvement of all services. Since 2014, we have held a Gold Seal Accreditation from The Joint Commission, the leader in healthcare quality certification. In July 2023 we successfully completed their rigorous survey process in which they review our quality metrics, go on home visits with our staff and pour over medical records. We are so proud to say that our agency is Joint Commission Gold Seal Accredited through 2026. VNH&H is one of only two Rhode Island full-service agencies who have this level of accreditation.

Another example of our commitment to quality lies within our maternal child health team. The staff work closely with area hospitals, pediatricians, and the Rhode Island Department of Health to identify new moms who need extra support in order for their babies to thrive post-partum.

It is an incredibly challenging healthcare environment for non-profits. Recently, we have seen other area home care organizations, like VNA of RI and Hope Health's Visiting Nurse cease operations due to low reimbursement for services. As one of Rhode Island's last full-service home care agencies, we still provide the full continuum of home care and hospice services and are an integral part of the fragile social safety net. Because for-profit agencies often refuse to take under-insured or uninsured patients, hospitals turn to us to help these folks safely discharge to home. Your town's continued generosity helps us continue to serve your most vulnerable residents.

#### **Description of Services and Impacts:**

In 2024, VNH&H's skilled nursing and clinical staff collectively impacted the health and well-being of Bristol in significant ways. Our staff made a total of 10,994 visits to Bristol residents last year.

- *The Adult Community Health and Wellness clinics* meet the needs of our growing population of seniors who desire to continue living independently. During our monthly wellness clinics, held at Benjamin Church, Franklin Court, and Roger's Library we provided wellness checks and flu shots to over 200 Bristol residents some of whom were homebound.
- *Home healthcare* remains a core VNH&H service. We have built a Transitional Care Model in which nurses visit incoming patients while they are still in the hospital or nursing homes to ensure a successful transition home. VNH&H made 7360 home healthcare visits to a total 455 patients in Bristol in 2024.
- In our *maternal and child health* unit, pediatric nurses provide home healthcare visits to pre-term, sick, or injured babies. Staff routinely work with families to create safe home environments for children, provide lactation counseling, childhood nutrition education, and administer postpartum depression screenings. Their training also helps them spot the family impacts of opioid abuse. VNH&H made 56 Maternal Child Health home visits to twenty one Bristol families (new mothers with young children) in 2024.

- *Hospice care* is provided to patients who have advanced incurable diseases. Hospice prioritizes comfort and quality of life. The hospice team focuses on patients' and their loved ones' physical, emotional, and spiritual comfort so they may live out their remaining days with dignity. VNH&H hospice staff made 3134 home visits to care for 82 terminally ill Bristol residents in 2024. This is almost triple the amount of Bristol hospice patients we saw the previous year.

We appreciate the Town of Bristol's continuous support that allows us to serve the needs of the community and ensure that no patient goes without care, regardless of their circumstances and insurance coverage. If you need any further information to consider this request, please contact Betty Tully Cares, Chief Advancement Officer, at [bcare@visitingnursehh.org](mailto:bcare@visitingnursehh.org) or 401-682-2100 ext. 1485.

Please note that we sold our Portsmouth office building in December 2023 to stem the losses due to insufficient insurance reimbursement. "Medicare Advantage"(MA) plans are particularly poor payors and 60% of RI Medicare eligible patients have chosen these plans over traditional Medicare which pays much more. RI has one of the largest penetration rates of MA plans in the nation. Neighboring Massachusetts has a paltry 35% penetration rate and commercial plans reimburse providers over 20% more than they do in The Ocean State.

With the help of an expert in home health and hospice business strategy, we developed a plan to increase revenue through strategic partnerships with local nursing homes and physician offices. This plan resulted in a 35% increase in our hospice census and an improved census of traditional Medicare home health patients. The planned loss was much smaller than expected and with operational changes in 2025 we expect to come closer to break even.

If you have any questions, please contact me directly at [jfairbank@visitingnursehh.org](mailto:jfairbank@visitingnursehh.org) or 401-682-2100.

Respectfully submitted,



Jennifer Fairbank, CEO



TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Visiting Nurse Home & Hospice  
ADDRESS: 438 East Main #100  
CITY/TOWN: Middletown STATE: RI ZIP CODE: 02840  
PHONE NUMBER: 401 682 2100  
EMAIL: bcares@visitingnursehh.org  
EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Jennifer Fairbank  
TIME PERIOD FUNDS WILL BE USED: FROM: July 2025 TO: June 2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** Support funding of Visiting Nurse Home & Hospice community health promotion (see attached for details)

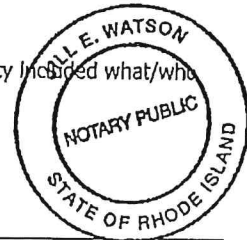
**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

See attached

**OBJECTIVE:** (Please also provide background information/brochure on your agency including what/who your agency services.)

See attached

Signature [Handwritten Signature] Total Funds Requested: \$5700.00  
Chair or Authorized Agent



Signed and sworn to before me this 4 day of February 2025  
(date) (month) (year)

[Handwritten Signature] 2/4/25  
Notary Public Date  
# 754 722 Exp 1/23/29

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. **PLEASE BE SPECIFIC.**

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: _____ (State the hourly rate and total number of hours)		\$ <u>\$3126</u>
2. Consultant and Contract Services: _____ (Attach consultant/contract letter)		\$ <u>\$0</u>
3. Travel: _____		\$ <u>\$18</u>
4. Space Costs and Rentals: _____		\$ <u>\$0</u>
5. Consumable Supplies: _____		\$ <u>\$731</u>
6. Rental, Lease, or Purchase of Equipment: _____		\$ <u>\$0</u>
7. Other Costs: <u>facilities and administration</u>		\$ <u>\$1825</u>
8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):		\$ <u>\$5700</u>

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

<b>1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department</b>		
a. Federal		\$ <u>\$0</u>
b. State		\$ <u>\$0</u>
c. Town (Please include grant amount requested)		\$ <u>\$45,000</u>
d. Private Organization		\$ <u>\$405,000</u>
e. Other: <u>Receipts, investments, contributions</u>		\$ <u>\$19,031,860</u>
		(Explain)
2. Total Annual Income (Add Lines 2a-e):		\$ <u>\$19,481,860</u>
<b>3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</b>		
a. Personnel, Consulting & Contract Services		\$ <u>\$20,158,226</u>
b. Travel		_____
c. Operating (Rentals, Supplies, Utilities, etc.)		_____
d. Other: _____		_____
		(Explain)
4. Total Annual Expenditures (Add Lines 3a-d):		\$ <u>\$20,158,226</u>

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**

Visiting Nurse Home & Hospice

FY25 Budget

December 23, 2024

  
Jill Watson  
# 754712  
12/23/24

Visiting Nurse & Hospice

Forecasted Statement of Operations - 2025 Budget

	2025 No Operational Change	2025 Proposed Budget
<b>OPERATING REVENUE</b>		
Medicare- home health	\$ 5,482,509	\$ 6,674,359
Other home care	3,385,980	3,385,980
Hospice all payers	7,933,275	8,968,050
Other services	131,000	231,000
Bad debts	(2,000)	(2,000)
<b>Total Operating Revenue</b>	<b>16,930,764</b>	<b>19,257,389</b>
<b>OPERATING EXPENSES</b>		
Wages-direct care		
Wages -non-direct care	7,109,530	7,807,567
Benefits	4,493,954	4,850,831
Contract services	3,016,907	3,291,183
Other operating expenses	1,447,000	1,497,000
	2,469,455	2,610,339
<b>Total Operating Expense</b>	<b>18,536,846</b>	<b>20,056,920</b>
<b>Operating Income (Loss)</b>	<b>(1,606,082)</b>	<b>(799,531)</b>
Contributions and Municipalities		
Investment income	450,000	450,000
Investment gains and losses	90,000	90,000
Other income	-	-
<b>DEFICIT OF REVENUE OVER EXPENSES</b>	<b>(1,066,082)</b>	<b>(259,531)</b>
Direct wages as a % of operating revenue	41.99%	40.54%
Benefits as % of Wages	26.00%	26.00%

OPERATING SUMMARY

BR1 PAGE

1

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
E	COMMUNITY STRING	1,200	1,200	1,500	0	0
PAGE SUBTOTALS		1,200	1,200	1,500	0	0
TOTALS		1,200	1,200	1,500	0	0

TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Community String Project

ADDRESS: PO Box 513

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401-500-1243

EMAIL: info@communitystringproject.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Vicki Boyle

TIME PERIOD FUNDS WILL BE USED: FROM: July 1, 2025 TO: Dec. 31, 2025

PROPOSAL SUMMARY

Please indicate the **need, purpose, and objective(s)** of the Grant.  
Also indicate those who will be served; and **SPECIFICALLY STATE** how the grant will be used (attach additional pages if needed.)

**NEED:**

The Community String Project provides subsidized instruction to children and youth with a desire to play stringed instruments, regardless of ability to pay. Please see attached.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

Funds will be used offer free instruction to Bristol Warren Regional School District students who are eligible for free/reduced school meals.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.) 118 youth (ages 8-18) will benefit from an afterschool activity promoting improved attention, memory, academic performance, social skills, & self-esteem. Cost will not be a barrier to participation. ~ 28% will receive full tuition support.

Total Funds Requested: \$1,500

Signature Margarida A Boyle Chair or Authorized Agent Date of Board Approval 1/8/2025

Signed and sworn to before me this 15<sup>th</sup> day of January 2025  
(date) (month) (year)

Margarida Chaves  
Notary Public  
State of Rhode Island ID# 758309  
My Comm. Expires: 11/2/2025

Margarida Chaves Notary Public Date 1/15/2025

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: _____ (State the hourly rate and total number of hours)		\$ _____
2. Consultant and Contract Services: _____ (Attach consultant/contract letter)		_____
3. Travel: _____		_____
4. Space Costs and Rentals: _____		_____
5. Consumable Supplies: _____		_____
6. Rental, Lease, or Purchase of Equipment: _____		_____
7. Other Costs: <u>musical instruction for income-eligible children</u>		<u>1,500</u>
8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):		\$ <u>1,500</u>

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department

a. Federal		_____
b. State		<u>1,000</u>
c. Town ( <u>Please include grant amount requested</u> )		<u>1,500</u>
d. Private Organization grants		<u>57,500</u>
e. Other: <u>individuals, events/appeals, program fees, investments</u> (Explain)		<u>143,944</u>

2. Total Annual Income (Add Lines 2a-e): \$ 203,944

3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department

a. Personnel, Consulting & Contract Services		<u>63,273</u>
b. Travel		_____
c. Operating (Rentals, Supplies, Utilities, etc.)		<u>31,566</u>
d. Other: <u>program</u> (Explain)		<u>109,105</u>

4. Total Annual Expenditures (Add Lines 3a-d): \$ 203,944

NOTE: Totals on Line 2 and Line 4 MUST be the same.



Ways your donation can support the Community String Project:

**Your donation of:**

- \$25 will buy a book & supplies for one student
- \$50 will buy strings for one cello
- \$100 will buy one bow for a violin or viola
- \$250 will support one student for a semester of lessons & instrument use
- \$500 will support one student for a whole year of lessons & instrument use
- \$1,000 will buy one bass

"Simply, without this program the violin would never have been something my child would have been able learn to play."  
-Parent of 6th grade student

"I like the affordability and my son really enjoys the lessons."  
-Parent of 4th grade student

**You may mail a donation to CSP,  
PO Box 513, Bristol RI 02809  
or donate online on our secure website. Please visit us at**

[www.communitystringproject.org](http://www.communitystringproject.org)

CSP is a 501(c)(3) non-profit organization and gifts are tax deductible to the extent allowed by law.

**What Peo, are Saying about CSP:**

"Honestly, the program is just great. I have no words - that's how excellent the program is. It's actually the greatest program my son has ever been in!"  
-Parent of 8th grade violinist

"This is the funnest class EVER!"  
-4th grade violinist



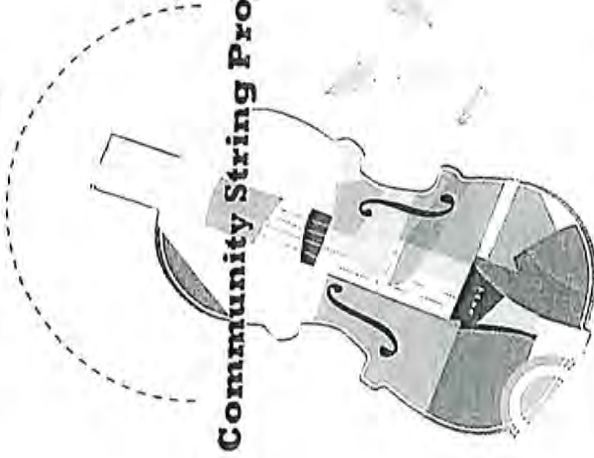
"This is an amazing program and I am so thrilled that you introduce the arts to our kids!!!"  
-Parent of 7th grade student

This is Abigail's 5th year. I would never be able to afford these lessons.  
**THANK YOU!**  
-Parent of 7th grade student

"Initially, we heard about the program at a Warren town fair in 2013 and have been looking forward to it ever since!"  
-Parent of 3rd grade student

logo design by Lindsay Green Just Between You and Me Photography ©2021  
brochure design by enjstedesigns

Offering affordable and accessible lessons on the violin, viola, cello, and bass to youth and adults in the East Bay.

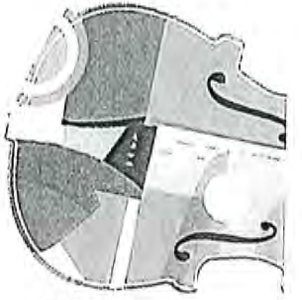


**Community String Project**

[communitystringproject.org](http://communitystringproject.org)  
[info@communitystringproject.org](mailto:info@communitystringproject.org)  
401.500.1243







## CSP Provides:

Affordable group lessons and the use of a string instrument for all youth participants: **FREE** group lessons for children eligible for free / reduced lunch.

After-school string instruction in violin, viola, cello, and bass in all Bristol and Warren elementary schools.

Out-of-district, private and home-schooled students welcomed to our classes.

Middle and high school student orchestral programs, which include private lessons.

Instruction at all levels for adult students.

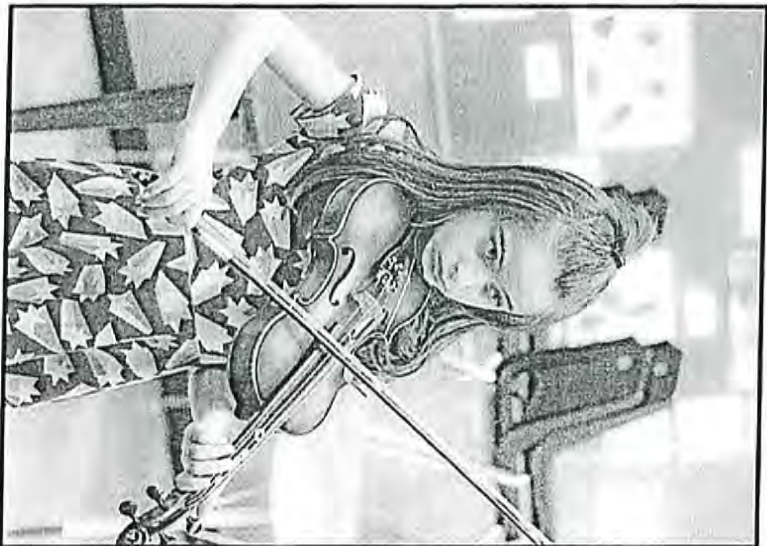
Performance opportunities for all participants.

Services over 200 students in the East Bay area and beyond.

CSP operates on a yearly budget of \$208,522 with a volunteer board and full-time executive director.

CSP annually supports 36%-38% of youth students due to financial need.

Budget \$208,522  
Income



## Provides Opportunities for Youth and Adults



Learning to play an instrument has been shown to increase academic performance, foster community engagement and increase self esteem.

Economic hardship and the lack of community-based programs prevent many families from pursuing instrumental instruction. CSP was created to address this need. CSP targets students in need through after-school programming in their respective schools. Our organization has experienced, and anticipates, an annual increase in participants and subsidy requests.

As we grow, we need your help to provide every child with the opportunity to play a string instrument, regardless of his or her ability to pay.

Please make a donation today!

OPERATING SUMMARY

BR1 PAGE 1

TOWN OF BRISTOL

DEPT NAME HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT # 805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
F	KING PHILIP LL	1,200	1,200	1,000		0
PAGE SUBTOTALS		1,200	1,200	1,000	0	0
TOTALS		1,200	1,200	1,000	0	0

TOWN OF BRISTOL

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2025 FEB -1; AM 8:08

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: King Philip Little League

ADDRESS: PO Box 1107

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: (508) 930-9777

EMAIL: president@bristolkpll.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Adam Ring

TIME PERIOD FUNDS WILL BE USED: FROM: March 01, 2025 TO: August 31, 2025

PROPOSAL SUMMARY

Please indicate the **need, purpose, and objective(s)** of the Grant. Also indicate those who will be served; and **SPECIFICALLY STATE** how the grant will be used (attach additional pages if needed.)

**NEED:** King Philip Little League (KPLL) is requestig this grant to help with managing the significant operational costs associated with maintaining the league.

**PURPOSE OF GRANT:** (Please be **SPECIFIC** on how the grant funds will be used.)

The fund from this grant will be used to supplement the costs of necessary supplies for the league. These costs include player uniforms, which total over \$10,000 annually, as well as field supplies and materials, such as quick dryig agents and field liners (atalling about \$2,000 annually. The league also incurs umpire fees which can tatal over \$4,000 annually.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

KPLL is a Little League Baseball and Softball organization serving the community of Bristol, R.I. We provide youth baseball and softball activities for children ages 4-16.

Total Funds Requested: \$1,000

1/17/25

Signature

Chair or Authorized Agent

Date of Board Approval

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
(date) (month) (year)

Notary Public

Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY**

**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |  |          |
|---|--|----------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          |  | \$ _____ |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |  | _____    |
| 3. Travel: _____  |  | _____    |
| 4. Space Costs and Rentals: _____   |  | _____    |
| 5. Consumable Supplies: _____   |  | _____    |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |  | _____    |
| 7. Other Costs: _____   |  | _____    |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):         |  | \$ _____ |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

- |  |  |          |
|--|--|----------|
| a. Federal   |  | _____    |
| b. State   |  | \$2,000  |
| c. Town (Please include grant amount requested)                                  |  | \$1,000  |
| d. Private Organization  |  | _____    |
| e. Other: Sponsorships, Registration Fees, Concessions, Merchandise<br>(Explain) |  | \$43,000 |

2. Total Annual Income (Add Lines 2a-e): \$ \$46,000

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

- |  |  |          |
|--|--|----------|
| a. Personnel, Consulting & Contract Services               |  | _____    |
| b. Travel  |  | _____    |
| c. Operating (Rentals, Supplies, Utilities, etc.)          |  | \$44,000 |
| d. Other: Little League Charter and Insurance<br>(Explain) |  | \$3,500  |

4. Total Annual Expenditures (Add Lines 3a-d): \$ \$47,500

NOTE: Totals on Line 2 and Line 4 MUST be the same.

OPERATING SUMMARY

BR1 PAGE

1

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
G	FRANKLIN CT TENAN	750	750	750		0
PAGE SUBTOTALS		750	750	750	0	0
TOTALS		750	750	750	0	0

TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Franklin Court Tenants' Association

ADDRESS: 150 Franklin St, Apt. # 207

CITY/TOWN: Bristol STATE: R. I. ZIP CODE: 02809

PHONE NUMBER: 559-6289 Treasurer's

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Gail Ferrazzano

TIME PERIOD FUNDS WILL BE USED: FROM: July 2025 TO: July 2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** To hold activities of a social nature for the Seniors of Franklin Court Independent Living. Social activities do promote aging in place.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)  
grant funds will be used to offset catering cost of a Christmas Party. This includes a meal and entertainment.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)  
It is the goal of Franklin Court Tenants' Association to hold social activities for the tenants, enhancing their quality of life.

**Total Funds Requested:** \$ 750.

Marisa Carmen Dutra, Treasurer 01/14/2025  
Signature Chair or Authorized Agent Date of Board Approval

Signed and sworn to before me this 24<sup>th</sup> day of January 2025  
Rose Ann Price  
Notary Public - Rhode Island  
Commission # 754787  
My Commission Expires 12/21/28

Rose Ann Price 01/24/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 5, 2024.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. **PLEASE BE SPECIFIC.**

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |    |                       |
|---|----|-----------------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          | \$ | _____                 |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |    | _____                 |
| 3. Travel: _____  |    | _____                 |
| 4. Space Costs and Rentals: _____   |    | _____                 |
| 5. Consumable Supplies: <u>offset catering Cost</u>                               |    | <u>\$ 750.</u>        |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |    | _____                 |
| 7. Other Costs: _____   |    | _____                 |
| <b>8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):</b>  |    | <b><u>\$ 750.</u></b> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your **AGENCY'S TOTAL ANNUAL BUDGET** by source of funding and cost category showing all income and all expenditures.

- |   |       |                         |
|---|-------|-------------------------|
| <b>1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department</b>   |       |                         |
| a. Federal  | _____ | _____                   |
| b. State  |       | _____                   |
| c. Town (Please include grant amount requested)                         |       | <u>\$ 750.</u>          |
| d. Private Organization   |       | _____                   |
| e. Other: <u>membership Dues</u><br>(Explain)                           |       | <u>\$ 604.</u>          |
| <b>2. Total Annual Income (Add Lines 2a-e):</b>                         |       | <b><u>\$ 1,354.</u></b> |
| <b>3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</b> |       |                         |
| a. Personnel, Consulting & Contract Services                            |       | _____                   |
| b. Travel   |       | _____                   |
| c. Operating (Rentals, Supplies, Utilities, etc.)                       |       | <u>\$ 1,354.</u>        |
| d. Other: _____<br>(Explain)  |       | _____                   |
| <b>4. Total Annual Expenditures (Add Lines 3a-d):</b>                   |       | <b><u>\$ 1,354.</u></b> |

**NOTE:** Totals on Line 2 and Line 4 **MUST** be the same.

Subtotal \$536.56

Included Tax (\$31.56)

**Total Due \$536.56**

Deposit \$160.97

Overdue • Due on Dec 3, 2024

Balance \$375.59

Overdue • Due on Dec 18, 2024

12/18/24 Christmas Dinner & Tip → Total paid \$587.00

**REDS KITCHEN CATERING**

1314 Fall River Ave

Seekonk, MA 02771-5927 United States

Contactus@redsri.com

(401) 212-6933

check # 662

check # 663

Please contact REDS KITCHEN CATERING about  
its privacy practices.





ELDER CARE ASSOCIATION  
150 FRANKLIN STREET  
CRISTOL, RI 02929

Date: 12/16/2024

Pay to the order of: R.E.D.S. Catering \$: 161.00  
One hundred sixty one and 00/100 dollars

Citizens Bank  
Christmas Dinner  
For: Paula B. Jones Maria C. DeTeresa

⑆011500120⑆ ⑆015 386 ⑆⑆ 0662

662 12/16/2024 \$161.00

ELDER CARE ASSOCIATION  
150 FRANKLIN STREET  
CRISTOL, RI 02929

Date: 12/18/2024

Pay to the order of: R.E.D.S. Catering \$: 426.00  
Four hundred twenty six and 00/100 dollars

Citizens Bank  
Christmas Dinner  
For: Paula B. Jones Maria C. DeTeresa

⑆011500120⑆ ⑆015 386 ⑆⑆ 0663

663 12/19/2024 \$426.00

ELDER CARE ASSOCIATION  
150 FRANKLIN STREET  
CRISTOL, RI 02929

Date: 12/19/2024

Pay to the order of: Jae Birdano \$: 250.00  
Two hundred fifty and 00/100 dollars

Citizens Bank  
Christmas Dinner  
For: Paula B. Jones Maria C. DeTeresa

⑆011500120⑆ ⑆015 386 ⑆⑆ 0664

664 12/19/2024 \$250.00

AMAZON





Franklin Court Tenants' Association

2x lg sandwich platter... \$250  
Sm orzo... \$60  
Sm mac... \$60  
Sm fruit... \$40  
6x cupcakes... \$24  
6x ginger scones... 24  
total.. 459.92

Paid on  
08/17/2024  
by check #659  
\$517.70

For Appreciation Luncheon held on 08/21/2024

8" carrot cake \$50

	ELDER CARE ASSOCIATION 150 FRANKLIN STREET BRISTOL, RI 02823	Date <u>08/17/2024</u>	659 ST-1000 RI
Pay to the order of <u>Robins Corp</u>		\$ <u>517.70</u>	
<u>John Rossini, Treasurer</u>			
	Citizens Bank		
08/21/2024			
For Association Treasurer			
⑆01500120⑆ ⑆015 386 ⑆			⑆0659

659

08/30/2024

\$517.70

OPERATING SUMMARY

TOWN OF BRISTOL  
 Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME HUMAN RESOURCES  
 DEPT # 805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
H	BOY SCOUTS	1,200	1,200	1,500		
PAGE SUBTOTALS		1,200	1,200	1,500	0	0
TOTALS		1,200	1,200	1,500	0	0

TOWN OF BRISTOL

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2025 JAN 21 AM 10:21

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Narragansett Council, Boy Scouts of America

ADDRESS: 223 Scituate Ave

CITY/TOWN: Cranston STATE: RI ZIP CODE: 02921

PHONE NUMBER: 401-351-8700

EMAIL: michael.connolly@scouting.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Mr. Tim McCandless

TIME PERIOD FUNDS WILL BE USED: FROM: July 1, 2025 TO: June 30, 2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** Please see attached.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

Please see attached.

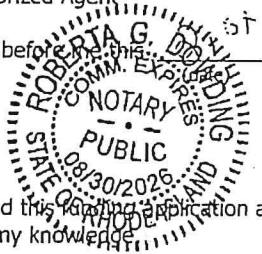
**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

Please see attached.

Total Funds Requested: \$1500

Signature: Tim McCandless Chair or Authorized Agent Date of Board Approval

Signed and sworn to before me this January day of 2025



Robert G. Doyle Notary Public Date 1-21-25

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**

**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |  |            |
|---|--|------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          |  | \$ _____   |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |  | _____      |
| 3. Travel: _____  |  | _____      |
| 4. Space Costs and Rentals: _____   |  | _____      |
| 5. Consumable Supplies: _____   |  | _____      |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |  | _____      |
| 7. Other Costs: Training, recruitment support, program support _____              |  | 1500.00    |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):         |  | \$ 1500.00 |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

- |   |                              |       |
|---|------------------------------|-------|
| a. Federal                                      |                              | _____ |
| b. State  | See Council attached budget. | _____ |
| c. Town (Please include grant amount requested) |                              | _____ |
| d. Private Organization                         |                              | _____ |
| e. Other: _____<br>(Explain)                    |                              | _____ |

2. Total Annual Income (Add Lines 2a-c): \$ \_\_\_\_\_

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

- |   |  |       |
|---|--|-------|
| a. Personnel, Consulting & Contract Services      |  | _____ |
| b. Travel   |  | _____ |
| c. Operating (Rentals, Supplies, Utilities, etc.) |  | _____ |
| d. Other: _____<br>(Explain)                      |  | _____ |

4. Total Annual Expenditures (Add Lines 3a-d): \$ \_\_\_\_\_

NOTE: Totals on Line 2 and Line 4 MUST be the same.

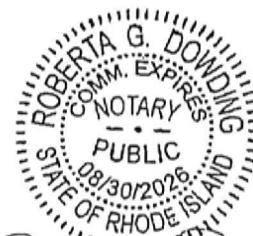
**Town of Bristol ~ Scouting Activity – 2024**

Below is our list of units in Bristol and their membership, plus information on Eagle Scouts from 2024 in Bristol, RI.

<u>Packs</u>	<u>Sponsor</u>	<u># of Youth</u>	
6	Narragansett Council	70	
		<b>TOTAL</b>	<b>70</b>
<u>Troops</u>	<u>Sponsor</u>	<u># of Youth</u>	
5 (Girls)	Bristol Train of Artillery	8	
6 (Boys)	Narragansett Council	46	
	<b>TOTAL</b>	<b>54</b>	<b>T</b>
	<b>GRAND TOTAL</b>		<b>124</b>

Eagle Scouts in Bristol during 2024:

	First Name	Last Name	Troop # & Location
1	Declan	Reed	6 Bristol
2	Jack	Wohl	6 Bristol
3	Timothy	Hazard	6 Bristol
4	William	Goodnow	6 Bristol
5	Aidan	Devine	6 Bristol
6	Nathan	Silvia	6 Bristol



*Roberta G. Dowling*  
1-21-25





Comparative Statement of Budgeted Operations - Unrestricted\*

	2025 Council Operating Budget	2024 Bristol Scouting	
	Council Budget	Unallocated Expense	Bristol Scouting Pro- rata Share
<b>Expenses</b>			
Employee Compensation			
Salaries	3,250,356	1,607,511	35,896
Employee Benefits	500,829	319,776	7,141
Payroll Tax Expense	295,654	112,198	2,505
Employee Related Expenses	35,000	5,266	118
Total Employee Compensation	4,081,839	2,044,752	45,660
<b>Other Expenses</b>			
Professional Fees	245,500	44,934	1,003
Program & Other Supplies	973,166	9,455	211
Telephone & Commincations Exp	51,300	25,388	567
Postage & Shipping Expense	20,100	8,289	185
Occupancy Expense	666,298	24,581	549
Rental & Maintenance of Equip	54,250	15,334	342
Publication & Media Expense	112,350	9,084	203
Travel Expense	254,086	115,449	2,578
Conferences and Meeting Exp	111,771	79,011	1,764
Specific Assistance to Individ	223,430		-
Recognition & Awards	125,485	15,356	343
Insurance Expense	269,147	36,652	818
Other Expenses	191,100	27,827	621
Charter & National Service Fee	110,857		-
Total Other Expenses	3,408,840	411,360	9,186
<b>Total Expenses</b>	<b>7,490,679</b>	<b>2,456,112</b>	<b>54,846</b>

12/31/24 Total Membership	5,553
12/31/24 Bristol Membership	124
Percentage of Bristol Membership	2.2%
Per Scout Cost	442.30

\* unaudited



**Town of Bristol**

Budget Narrative  
July 1, 2025-June 30, 2026

Department:  
Dept. No.

The Narragansett Council, which has been serving Bristol's youth since 1916, would like to thank you for the Town's assistance with our Scouting programs. We respectfully request that the Town of Bristol consider funding our request of \$1,500 for the coming year. The Town's previous support, which has been instrumental in the growth and success of our Scouting programs, has been invaluable, and youth are thriving in Scouting and on a path to becoming responsible citizens.

The \$1,500 request for this program year will support local Cub Scouts and Scouts BSA members. These funds will support youth recruitment, volunteer training, and camp scholarships for needy Scouts.

At the 2024 year-end, we enrolled 70 Cub Scouts in Pack 6 Bristol, a 4.47% increase. We enrolled 54 Scouts in 2 troops (Boy Troops and Girl Troops), a 17.38% increase, totaling 124 youth members in Scouting in Bristol.

The well-being of these Scouting units depends upon the volunteers devoting their valuable time and energies toward providing wholesome and meaningful programs for the youth. The volunteers in our Bristol units are the backbone of our success, well-trained in Scouting programs and youth protection practices. Their dedication is a testament to the value of our program and the community's support.

Please call me at (401) 671-6759 or [Michael.connolly@scouting.org](mailto:Michael.connolly@scouting.org) for further information on the Scouting program.

Once again, we appreciate your time, support, and consideration of this request. Your generosity will significantly benefit the Scouts in Bristol!

Yours in Scouting,

**Michael P. Connolly**  
Development Director  
[Michael.connolly@scouting.org](mailto:Michael.connolly@scouting.org)  
401-671-6579



TOWN OF BRISTOL  
NARRATIVE OF GRANT REQUEST  
FY2026  
AGENCY INFORMATION

RECEIVED  
TOWN CLERK'S OFFICE  
BRISTOL, RI

2025 JAN 30 AM 11:19

NAME OF ORGANIZATION/AGENCY: Bristol Art Museum  
ADDRESS: 10 Wardwell Street  
CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809  
PHONE NUMBER: 401-253-4400  
EMAIL: info@bristolartmuseum.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Andy Tyska, President, Board of Directors

TIME PERIOD FUNDS WILL BE USED: FROM: 4/1/2025 TO: 3/31/2026

**PROPOSAL SUMMARY**

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** BAM's mission is to encourage the creation, promotion, and appreciation of the arts through rotating exhibitions and educational opportunities.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

The Town of Bristol FY2026 Human Resource grant will provide much needed financial support to the museum's exhibitions and community events. Specifically, the grant will be used for stipends for exhibit jurors and for recognized artists.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.) Community outreach programs and partnerships are central to Bristol Art Museum's goal of engaging diverse audiences in the arts of our time. BAM aims to enrich the cultural life of the community and region through eclectic exhibitions and educational programs, and to be an accessible community resource for future generations.

Total Funds Requested: \$1,000

Signature: Adam S. Moran, Chair or Authorized Agent  
Date of Board Approval: 1/20/25  
Signed and sworn to before me this 30 day of JANUARY 2025  
(date) (month) (year)  
Jacqueline M. Sauer, Notary Public  
Date: 1/20/25

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |    |   |                   |
|----|---|-------------------|
| 1. | Personnel: _____ None _____<br>(State the hourly rate and total number of hours)          | \$ 0 _____        |
| 2. | Consultant and Contract Services: _____ None _____<br>(Attach consultant/contract letter) | \$ 0 _____        |
| 3. | Travel: _____ None _____  | \$ 0 _____        |
| 4. | Space Costs and Rentals: _____ None _____   | \$ 0 _____        |
| 5. | Consumable Supplies: _____ None _____   | \$ 0 _____        |
| 6. | Rental, Lease, or Purchase of Equipment: _____ None _____                                 | \$ 0 _____        |
| 7. | Other Costs: _____ None _____   | \$ 0 _____        |
| 8. | <b>Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):</b>             | <b>\$ 0 _____</b> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

- |   |   |                        |
|---|---|------------------------|
| 1. <u>Source of Funding (ALL ANNUAL INCOME) for Agency/Department</u>   |   |                        |
| a.  | Federal   | \$ 0 _____             |
| b.  | State   | \$ 0 _____             |
| c.  | Town (Please include grant amount requested)                                      | \$ 1,000 _____         |
| d.  | Private Organization _____ Grants _____   | \$ 3,000 _____         |
| e.  | Other: <u>Donations, Educational Programs, Events, Rental Income</u><br>(Explain) | \$ 69,350 _____        |
| 2.  | <b>Total Annual Income (Add Lines 2a-e):</b>                                      | <b>\$ 73,350 _____</b> |
| 3. <u>Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</u> |   |                        |
| a.  | Personnel, Consulting & Contract Services   | \$ 27,700 _____        |
| b.  | Travel  | \$ 0 _____             |
| c.  | Operating (Rentals, Supplies, Utilities, etc.)                                    | \$ 57,362 _____        |
|   | Other: _____<br>(Explain)   | \$ 0 _____             |
| 4.  | <b>Total Annual Expenditures (Add Lines 3a-d):</b>                                | <b>\$ 85,062 _____</b> |

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**

**BRISTOL ART MUSEUM 2025 Budget**

<b>Income</b>		
Donations Received -	\$	6,000.00
Grants Received -	\$	4,000.00
Individual Donations (including -	\$	8,000.00
Membership Dues -	\$	15,000.00
<b>Total Donations Received -</b>	<b>\$</b>	<b>33,000.00</b>
Educational Program Earnings - -	\$	15,000.00
Event Revenue - Net of Expenses -	\$	2,000.00
Net Income from Shows & Exhibit -	\$	5,000.00
Rental Income -	\$	18,000.00
Sales of Product Income -	\$	100.00
Square Income -	\$	250.00
<b>Total Income -</b>	<b>\$</b>	<b>73,350.00</b>
<b>Expenses</b>		
Advertising/Promotional Costs -	\$	850.00
Art Instruction -	\$	9,100.00
Art Sales - Payments to Artists -	\$	3,000.00
Banking, Credit Card Processing -	\$	2,000.00
Bulk Mail, Postage & Printing -	\$	1,325.00
Catering /Food Services -	\$	425.00
Charitable Contributions -		
Contract Services -	\$	950.00
Facilities and Equipment -	\$	4,830.00
Alarm System -	\$	500.00
Cleaning -	\$	900.00
Equip Rental and Maintenance -	\$	1,852.00
Phone and Internet -	\$	2,650.00
Repairs & Maintenance -	\$	5,000.00
Utilities Paid -	\$	12,000.00
<b>Total Facilities and Equipment -</b>	<b>\$</b>	<b>27,732.00</b>
Other General & Administrative -	\$	1,725.00
Insurance -	\$	4,100.00
Member and Donor Appreciation E -	\$	475.00
Payroll Costs -	\$	27,700.00
Supplies -	\$	2,375.00
<b>Total Other General &amp; Administrative -</b>	<b>\$</b>	<b>36,375.00</b>
Show Expense -	\$	3,305.00
<b>Total Expenses -</b>	<b>\$</b>	<b>85,062.00</b>
<b>Net Operating income -</b>	<b>\$</b>	<b>(11,712.00)</b>



TOWN OF BRISTOL RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026 2025 FEB -3 PM 3: 18

AGENCY INFORMATION

NAME OF ORGANIZATION: Saint Elizabeth Adult Day Centers, formerly Cornerstone Adult Services

ADDRESS: 172 Franklin Street CITY/TOWN: Bristol STATE: Rhode Island ZIP CODE: 02809

PHONE NUMBER: 401-254-9629 EMAIL: kgosselin@stlizabethcommunity.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Jessica Gosselin, Director

TIME PERIOD FUNDS WILL BE USED: FROM: July 1, 2025 TO: June 30, 2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

NEED:

Please see the attached narrative.

PURPOSE OF GRANT: (Please be SPECIFIC on how the grant funds will be used.)

Please see the attached narrative.

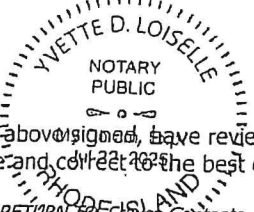
OBJECTIVE: (Please also provide background information/brochure on your agency included what/who your agency services.)

Please see the attached narrative.

Total Funds Requested: \$2000.00

Jessica Gosselin 2/3/25  
Signature Chair or Authorized Agent Date of Board Approval

Signed and sworn to before me this 3rd day of February 2025  
(date) (month) (year)



Yvette D. Loiseleur 2/3/2025  
Notary Public ID# 23377 Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO: Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.



**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY  
FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |  |                 |
|--|-----------------|
| 1. Personnel: Certified Nursing Assistants – 125 hours at \$16/hour _____<br>(State the hourly rate and total number of hours) | \$2000.00 _____ |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter)  | _____           |
| 3. Travel: _____   | _____           |
| 4. Space Costs and Rentals: _____  | _____           |
| 5. Consumable Supplies: _____  | _____           |
| 6. Rental, Lease, or Purchase of Equipment: _____  | _____           |
| 7. Other Costs: _____  | _____           |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):  | \$2000.00 _____ |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

- |  |                          |
|--|--------------------------|
| <b>1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department</b>            |                          |
| a. Federal   | \$268,271 _____          |
| b. State   | \$1,333,373 _____        |
| c. Town (Please include grant amount requested)                                  | \$99,530 _____           |
| d. Private Organization  | \$257,400 _____          |
| e. Other: <u>Client fees (private), fundraising, and miscellaneous</u> \$686,008 | _____                    |
| <b>2. Total Annual Income (Add Lines 2a-e):</b>                                  | <b>\$2,644,582 _____</b> |
| <b>3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</b>          |                          |
| a. Personnel, Consulting & Contract Services                                     | \$1,821,695 _____        |
| b. Travel  | \$1080 _____             |
| c. Operating (Rentals, Supplies, Utilities, etc.)                                | \$703,357 _____          |
| d. Other: <u>Depreciation and amortization</u> \$118,250<br>(Explain)            | _____                    |
| <b>4. Total Annual Expenditures (Add Lines 3a-d):</b>                            | <b>\$2,644,582 _____</b> |

NOTE: Totals on Line 2 and Line 4 MUST be the same.

**TOWN of BRISTOL**

Budget Narrative

July 1, 2025– June 30, 2026

**Saint Elizabeth Adult Day Centers, Inc.**

172 Franklin Street

Bristol, RI 02809

For over 50 years, Saint Elizabeth Adult Day Centers (formerly known as Cornerstone Adult Services, Inc.) has been recognized as a leader for adult day programs and services. In 1973, Cornerstone opened the first adult day center in Rhode Island with a one-room program in the Warwick Central Baptist Church. Saint Elizabeth Adult Day now operates four centers in Rhode Island- Apponaug, Warwick Neck, South Kingstown and Bristol.

Saint Elizabeth Adult Day Centers provide seniors and adults with disabilities the option of remaining at home, and in the community, for as long as possible. Our state-of-the-art facilities, quality programming, and dedicated staff serve to meet the growing needs of participants and families and have demonstrated proven success in delaying, or even preventing, the need for nursing home-level care.

Throughout its history, Saint Elizabeth Adult Day has provided a wholistic approach to managing participants' wellbeing. Day services include supervised activities, nursing care, health monitoring, medication administration, meals, physical exercise and cognitively stimulating programs in a secure and nurturing environment. Our participants include frail elderly, adults with disabilities, individuals with Alzheimer's disease, and other dementia-related disorders, and individuals with movement disorders.

We are seeking Town support in the amount of \$2000 to support several key positions in our day center - specifically, Certified Nursing Assistants (CNA's). These staff members work closely with our participants and are instrumental in helping each participant maintain his or her present level of functioning for as long as possible. CNA's promote each individual's maximum level of independence by facilitating physically, socially, and cognitively stimulating activities and programs. CNA's also assist participants with activities of daily living, such as providing help with meals, assisting with personal hygiene, providing bathroom assistance, and helping them walk or transfer safely to and from a chair. As more families choose to care for their loved ones in the comfort of their homes, they rely on community-based services such as adult day centers to assist them. Subsequently, we are caring for more and more complex frail elders, often presenting with multiple chronic needs. Many of these frail seniors, including those with progressed memory loss, require total care with their personal needs and increased support in order to participate in and benefit from therapeutic activities and programs.

Despite many challenges over the last several years, we have also worked diligently to maintain our CNA workforce and the high quality of care we provide throughout our organization. We have even hired additional per-diem nurses and increased the pay rates for our CNA's over the last several years.

Through this request, we are seeking funding from the Town of Bristol to assist us in these efforts, and with the operation of our Bristol Center. The need for community-based services in a safe environment where elders can be cared for is critical, now more than ever. This grant

provides us with additional funding in order to carry out our mission, and to serve the elders of the Bristol community. That said, close to 35% of the participants in our Bristol Center are residents of the town. Participants benefit from the care and stimulation they receive, while their family members benefit from case management, information and education, and much needed respite.

The choices available to the elderly and their caregivers are expensive and limited. Fifty-seven percent of our participants are low income and are on state subsidized programs (Medicaid, At-Home Cost Share). It is much more cost effective for the elderly and their families to utilize day center programs over more expensive long-term care options. It is also the choice of most elders to remain at home as they age.

Saint Elizabeth Adult Day is committed to providing quality care while optimizing each individual's quality of life. This commitment includes caregivers as well as those who participate in the program. The Bristol center is located in the historic Kaiser Mill building and operates from 8:30 a.m. until 4:00 p.m., Monday through Friday.



TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

AGENCY INFORMATION

NAME OF ORGANIZATION AGENCY: THE SAMARITANS OF RI  
ADDRESS: P.O. BOX 9086  
CITY/TOWN: PROV. STATE: RI ZIP CODE: 02940  
PHONE NUMBER: 401-721-5220  
EMAIL: dpanichas@SAMARITANSRI.NECOXMAIL.COM  
EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: DENISE PANICHAS EX-DIRECTOR  
TIME PERIOD FUNDS WILL BE USED: FROM: 7/1/25 TO: 6/30/26

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

NEED: SEE ATTACHED

PURPOSE OF GRANT: (Please be SPECIFIC on how the grant funds will be used.)

SEE ATTACHED

OBJECTIVE: (Please also provide background information/brochure on your agency included what/who your agency services.)

SEE ATTACHED

Total Funds Requested: \$1,000.00

Denise Panichas, Ex-Director  
Signature Chair or Authorized Agent Date of Board Approval

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Conte, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02801  
(401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**

**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- 1. Personnel: \_\_\_\_\_ \$ \_\_\_\_\_  
state the hourly rate and total number of hours
- 2. Consultant and Contract Services: \_\_\_\_\_  
Attach consultant contract letter
- 3. Travel: \_\_\_\_\_
- 4. Space Costs and Rentals: \_\_\_\_\_
- 5. Consumable Supplies: \_\_\_\_\_
- 6. Rental, Lease, or Purchase of Equipment: \_\_\_\_\_
- 7. Other Costs: HDRLINE PROGRAM EXPENSES \$ 1,000.00
- 8. Total Grant Expenditures (Add lines 1-7 - Must Equal Total Requested): \$ 1,000.00

**SECTION II: Agency/Department Annual Budget - (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

- 1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department:
  - a. Federal \_\_\_\_\_ -0-
  - b. State \_\_\_\_\_ 25,000
  - c. Town (Please include grant amount requested) \_\_\_\_\_ 6,500
  - d. Private Organization \_\_\_\_\_ 90,000
  - e. Other: SEE ATTACHED \_\_\_\_\_ 70,000  
(Explain)
- 2. Total Annual Income (Add Lines 2a-e): \$ 191,867
- 3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department:
  - a. Personnel, Consulting & Contract Services \_\_\_\_\_ 84,000
  - b. Travel \_\_\_\_\_ 100
  - c. Operating, Rentals, Supplies, Utilities, etc. \_\_\_\_\_ 58,900
  - d. Other: SEE ATTACHED \_\_\_\_\_ 49,067  
(Explain)
- 4. Total Annual Expenditures (Add Lines 3a-d): \$ 191,867

NOTE: Totals on Line 2 and Line 4 MUST be the same.



47h Year of Service  
1977- 2024

Board of Directors

Chief Joseph Tavares  
Former Chief East Prov. PD  
President

Meredith Hampton  
Vice President

Marilyn Dorsey  
Treasurer

Irene Ogarek  
Secretary

Rui P. Alves, Esq

Elsa A. Campos

Everett Dana Carvalho  
Officer, Providence PD

Teresa Chopoorian, EdD, MSN

Nicole Coggins, RN

Bryan Ganley

Alfred L. Grant

John M. LaCross  
Former Chief Barrington PD

Ann McCarthy

Kenneth W. Walsh

William A. Catelli Jr.  
Board President Emeritus

Forever Home Campaign  
Volunteer Advisor  
Dennis E. Stark

Forever Home Campaign  
Volunteer Architect  
Dana M. Newbrook

Forever Home Campaign  
Volunteer Project Management  
Michael D. Cassidy

Denise Panichas  
Executive Director

The Honorable Bristol Town Council  
c/o Steven Contente, Administrator  
Bristol Town Hall  
10 Court Street  
Bristol RI 02809

December 26, 2024

Dear Honorable Councilors:

Thank you for the opportunity to present this 2025/2026 request for municipal support. We are requesting level funding in the amount of \$1000. This application will directly support our The Samaritans Crisis/Hotline/Listening Line Volunteer Scholarship Program - description attached. Since 1977, we have trained 1,776 volunteers.


*We are proud to announce on Nov. 12, 2024, we launched a new, updated website which continues to include the state's only suicide prevention education pages exclusively dedicated to RI's 39 cities and towns.*

*See: [www.samaritansri.org](http://www.samaritansri.org)*

This new website, four years in the making, aims to offer more inclusive, engaging and comprehensive resources - a welcoming place for all in need. Our new platform features art and videos from esteemed institutions including the National Gallery of Art in Washington DC, the Smithsonian Institution, the Metropolitan Museum of Art in NYC and the World Health Organization, alongside web-based images and creative AI designs. We hope this artistic imagery resonates deeply, inviting visitors to pause, reflect, and explore themes of calm, inner strength, and resilience.

The Samaritans remain committed to providing comprehensive suicide prevention resources, including vital guidance for emergencies and support for both those who are struggling as well as their caregivers. The landing page includes About Suicide, Our Programs, Our Initiatives, Healthy Living and Municipal Pages. Our Learning Library includes referrals to local, state and global references. Our website is a work in progress, with more features to be added. We hope it offers a soothing visual experience and a much-needed break from stress. Please visit our site, share it, and return often.

Since 1977, Rhode Islanders are assured our services are volunteer based, confidential and free of charge. We hope you will continue our partnership serving your community and the State of Rhode Island.

  
Denise Panichas, Executive Director

One hundred percent (100%) of all charitable donations to The Samaritans of RI support our local, Rhode Island based charity.

FY25/26 Municipal Budget  
Line Item Back Up Form

Name: The Samaritans of Rhode Island  
Project Title: Crisis Hotline/Listening Line Scholarship Program  
Requested amount: \$500.

1. Short description of the line item if line-item title is not self-explanatory.

The Samaritans of RI (SAMSRI) continues to request a civic appropriation in the amount of \$500 to support our Crisis Hotline/Listening Line Scholarship Program underwriting the partial costs of recruiting, training and maintaining adult, medical/graduate school and college-age volunteers for one year. Each trained volunteer commits to (1) four-hour shift per week up to 200 hours of community service per year. Trained volunteers staff our Crisis Hotline/Listening Line, Safe Place grief support group, teen education, public education, Lifeline prison program and assist with the maintenance of our website dedicated to suicide prevention resources for all 39 RI cities and towns.

2. Brief justification for funding request and increase/decrease, if applicable.

All services are volunteer based, free of charge.  
SAMSRI requests level funding of \$1000.

3. Further defining detail (may be included as attachment).

Established in 1977, SAMSRI holds a unique role in RI's behavioral health community. For 47 years, we have shined a light into the darkness of the hopeless, alone, suicidal and the grieving. Using the internationally recognized model of anonymous, nonjudgmental listening called "befriending", we listen, we help and we have been their voice. There are no pre-qualifications to call The Samaritans or to use our website – no preregistration, no diagnosis needed, no 3<sup>rd</sup> party reimbursements. We have no drive for market share.

From current efforts advocating for physical suicide prevention barriers on the state's bridges over Narragansett Bay to training 1776 current/alumni volunteers in befriending/suicide prevention, we remain a trusted, consistent, impactful civic organization.

**Illustrative Program 2024 Accomplishments: (3<sup>rd</sup> quarter report)**

- Completed renovation of our home, the historic Baker-Hanley House (2017 – 2024)
- Continued to advocate for barriers on bridges/Narragansett Bay and new Washington Bridge.
- Launched transformative, more inclusive art-based website for the range of suicide prevention stakeholders.(2020-2024)
- Updated Teen pages of new website.
- Brown Student Volunteers – Teams designing updated data collection platforms for all program including Hotline, Safe Place, Teen Education and Community Education. Updating migration reports for Google Analytics and Social Media,
- Working with RIDOC to expand Lifeline Prison program to Medium Security.
- Maintained our training partnership with municipal law enforcement crisis negotiators and RI 911.
- Continue to work with RI Medical Examiner's Office offering Safe Place Grief Support program information.
- Worked with IOLABS, East Providence, an art base design company, to create SAMSRI first banner program available to be available to stake holders.
- Maintained cadre of more than 69 Hotline Volunteers and more than 20 agency volunteers.
- From January – October 2024 – hosted more than 2189 hotline calls.
- From January – Dec 24, 2024 – social media reached (229,974) and impressions (436,580).
- Total Municipal Pages – Visitors, Views and Impressions 32,677

4. Other information to explain/support request, if necessary.

See Attached. Our most recently completed 990 tax return is available on the IRS website.  
For more information about SAMSRI and its programs, please visit [www.samaritans.org](http://www.samaritans.org)



The Samaritans of Rhode Island  
Project Budget - Basis for Estimate  
Our Fiscal Year is July 1st - June 30th  
(Project Period: July 1, 2025 – June 30, 2026)

Total Program Budget

Agency Budget

FY 2024-2025 \$191,867.

(Note: All federal, state and foundation COVID-19 funds have been expended.)

Anticipated Program Budget

\$191,867-\$38,373.40 (A&O) = \$153,493.60 for Program Support

In 2016/2017, our General Operating Expense represented 19.1% of our agency expenses.  
(Annually, our A&O is between 15% and 20%)

All program/direct service volunteers, regardless of their program responsibility, must complete our 21-hour training class and/or participate in a suicide prevention orientation. Volunteers staff all agency programs: Crisis Hotline/Listening Line, Safe Place grief support group, Youth and Teen Education, Forget-Me-Not Gallery, Community Education Center, LifeLine prison befriending program. Program costs include maintaining our toll-free telephone line, rent, heat, light, insurance, supplies, printing, year-round volunteer recruitment, training and retention, supervision, ongoing education, as well as program coordination.

Other volunteers not only helped staff our agency programs and special events but also provided many professional services we otherwise would have purchased. Among those services were legal, architectural and design, construction, electric and handyman, website, business support, editing, docent and hostess, project management and more.

Funding Request Description

To underwrite the partial cost of recruiting, training and maintaining adult, medical, graduate school and college-age volunteers for one year. Each trained volunteer commits to (1) four hour shift per week up to 200 hours of community service per year. In 2024, there were 69 Hotline Volunteers and 20+ agency volunteers for all programs.

Cost Per Samaritan Volunteer

\$153,494/89 Hotline and agency volunteers = \$1,725. (full support)

\$1725/2 = \$8623 per volunteer (partial support)

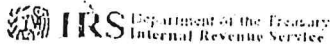
Cost to Callers

There is no cost for our callers. To assure access by residents in all 39 cities and towns and throughout the nation, we maintain a toll-free number.

Request

Total Request: \$1000.

One full volunteer scholarship generates \$6,698 in Volunteer Time!  
Each full/partial scholarship is matched by 200 hours of Crisis Hotline/Listening Line volunteer time valued @ \$33.49\* per hour or \$6,698 per volunteer.  
In 2024 /4\* qtr not finalized), 89 agency volunteers donated more than \_\_\_\_\_ hours valued at \$  
(\*Sec: Volunteer time values of the nationally recognized Independent Sector @  
[http://www.independentsector.org/programs/research/volunteer\\_time.html](http://www.independentsector.org/programs/research/volunteer_time.html))



CINCINNATI OH 45999-0038

In reply refer to: 0248221235  
Nov. 17, 2014 LTR 4168C 0  
05-0376250 000000 00

00051257  
BODC: TE

THE SAMARITANS INC  
67 PARK PL  
PAWTUCKET RI 02860



609137

Employer Identification Number: 05-0376250  
Person to Contact: Ms. Howard  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Nov. 05, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in August 1978.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Susan M. O'Neill, Department Mgr.  
Accounts Management Operations

THE SAMARITANS OF RHODE ISLAND  
2024 (3<sup>rd</sup>Qtr) AGENCY STATISTICS - ILLUSTRATIVE REPORT

**VOLUNTEERS:**

Organization	# Vol	Hours	Value of Hours	Organization	# Vol	Hours	Value of Hours
Hotline	69	2315	\$77,529	Lifeline Inmate	Not Avail.	Not Avail.	Not Avail.
Safe Place	5	75	\$2512	Gallery/Gift Shop	-	-	-
Youth and Teen Education	-	-	-	Baker-Hanley House	3	360	\$12,056
Lifeline	4	240	\$8,036	Other	17	200	\$6,738

Value Volunteer Hours @ \$33.49/hr	\$106,873		
Volunteers Trained since 1977	1776	College/Grad/Med Students Since 2001	461

**HOTLINE: (3qtrs)**

**HOTLINE DEMOGRAPHICS:**

**SAFEPLACE:**

Total Calls	2189	Male	722	Number of Meetings	50
Contact Calls	1384	Female	621	Participants (unduplicated)	Not avail
Daily Supported Callers	1043	Gender Not Known	41	Participants (Duplicated)	Not avail
New Befriending Calls	168	Youth	32		
Third Party Calls	28	Adult	1057		
Information Calls	40	Elderly	258		

**YOUTH AND TEEN EDUCATION:**

All Website VVI	32677	Students Trained/Reached	802
Teen Talk Pages VVI	30884	Parents Trained/Reached	2657
Parents Pages VVI	215	Profess. Trained/Reached	5045
Educator Pages VVI	1578		

**COMMUNITY EDUCATION:**

Lifeline Prison Befriending Contacts	Not avail.	Cross the Bridge to Hope	52
Municipal Website Page VVI	32677	Network for Good	Not avail
Forget-Me-Not Gallery Website Page VVI	256	Social Media	666554
Print/TV/Radio		Presentations/Fairs	500+
Lamar	5207600		

**WEBSITE: VVI - visitors, views, and impressions Top 4 Visited Pages**

**Top 4 Visited Website Pages**

All Website VVI	32677	What To Do/Threatens Suicide - 20503
States	50	The Samaritans of RI - 2748
Rhode Island	1450	Crisis Hotline/Listening Line - 1147
Countries	132	Safe Place - 933

The Samaritans Inc.  
FY 2024/2025 Annual Budget

	<u>Annual Budget</u>
<b>Revenue</b>	
Associated Organizations	\$ 1,000
Corporate Donations	4,867
Foundation Support	90,000
General Contributions	30,000
Investment Income	1,000
Municipal Government Sources	6,500
Special Events	10,000
State Government Sources	25,000
United Way Donor Designation	1,500
Rental Income	18,000
Unrecognized Gain on Stock	4,000
<b>Total Revenue</b>	<u>\$ 191,867</u>
<b>General Operating and Program Expenses</b>	
Bank fees	200
Building/Property Maintenance	5,000
Community Education/Outreach	14,000
Depreciation Expense	9,367
Equipment/Maintenance	2,200
Financial Processing Fees	1,000
Gallery Supplies Expenses	3,000
Government Fees	500
Insurance	10,000
Community Membership Dues	1,000
Mortgage Interest	6,000
Office/Program Expenses	3,000
Printing/Publications	2,500
Professional Fees/Contracts	20,000
Rent/Occupancy	3,000
Salaries and Payroll Processing Fees	57,000
Salaries/Payroll Taxes	7,000
Special Event Expense	2,500
Telephone	7,500
Temporary Personnel	30,500
Travel and Meetings	100
Utilities	5,500
Volunteer Appreciation Expenses	1,000
<b>Total Operating Expenses</b>	<u>\$ 191,867</u>

The Samaritans of RI 5 Year Operating P&L

	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Total
Income	194,276.18	247,403.63	182,479.89	200,763.10	168,982.61	993,905.41
Expenses	118,419.59	141,835.57	163,968.11	201,851.84	185,135.62	811,210.73
Net/Operating	75,856.59	105,568.06	18,511.78	-1,088.74	-16,153.01	182,694.68

Note All federal, state and foundation COVID-19 related grants have been expended.



# TOWN OF BRISTOL

## NARRATIVE OF GRANT REQUEST FY2026

RECEIVED  
TOWN CLERK'S OFFICE  
BRISTOL, RI

2025 JAN 30 PM 3:50

### AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Coggeshall Farm Museum

ADDRESS: 1 Colt Drive

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: (508) 347-0230

EMAIL: scosta@osv.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Shelli Costa

TIME PERIOD FUNDS WILL BE USED: FROM: March 1, 2025 TO: December 1, 2025

### PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** Please see additional attachments

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

Educational supplies for field trip students

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

Total Funds Requested: \$1,000

*Shelli Costa*

Executive Director

Signature

Chair or Authorized Agent

Date of Board Approval

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
(date) (month) (year)

Notary Public

Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809  
(401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
FY2026

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |    |                |
|---|----|----------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          | \$ | _____          |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |    | _____          |
| 3. Travel: _____  |    | _____          |
| 4. Space Costs and Rentals: _____   |    | _____          |
| 5. Consumable Supplies: <u>Educational materials for hands-on learning</u>        |    | <u>\$1,000</u> |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |    | _____          |
| 7. Other Costs: _____   |    | _____          |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):         | \$ | <u>\$1,000</u> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

Please see additional attachments

- |   |    |                |
|---|----|----------------|
| 1. <u>Source of Funding (ALL ANNUAL INCOME) for Agency/Department</u>   |    |                |
| a. Federal  |    | _____          |
| b. State  |    | _____          |
| c. Town (Please include grant amount requested)                         |    | <u>\$1,000</u> |
| d. Private Organization   |    | _____          |
| e. Other: _____<br>(Explain)  |    | _____          |
| 2. Total Annual Income (Add Lines 2a-e):                                | \$ | _____          |
| 3. <u>Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</u> |    |                |
| a. Personnel, Consulting & Contract Services                            |    | _____          |
| b. Travel   |    | _____          |
| c. Operating (Rentals, Supplies, Utilities, etc.)                       |    | _____          |
| d. Other: _____<br>(Explain)  |    | _____          |
| 4. Total Annual Expenditures (Add Lines 3a-d):                          | \$ | _____          |

NOTE: Totals on Line 2 and Line 4 MUST be the same.





**Town of Bristol  
FY2026 Grant Application  
February 1, 2025**

**Proposal Summary for Use of Grant**

**Need for Grant:**

The goal of Coggeshall Farm Museum education programs is to provide a living history museum destination for the surrounding community schools. Our costumed historians, heritage breed animals, and heirloom plants offer a unique way for students to connect with state learning standards. Through hands-on learning, students associate real-world experiences with what they are learning in the classroom. They weave, process wool, get their hands dirty gardening, and assist with woodworking and animal care activities. The hands-on learning experiences that Coggeshall Farm Museum educators provide create a more memorable encounter so that students of all learning styles are engaged. Our goal for a field trip to Coggeshall Farm Museum is for students to feel encouraged to be active learners, to ask questions, and to try new things.

Coggeshall Farm Museum seeks to provide an affordable and meaningful field trip destination for surrounding communities. Many schools struggle to afford the field trips they want to provide their students. With tight budgets and the rising cost of transportation, schools may be forced to decide to offer a field trip for fewer students than they wish, or worse, be unable to provide a field trip at all. We seek to fulfill the need for an affordable and meaningful field trip destination by providing quality programs rooted in state learning standards.

Coggeshall Farm Museums is seeking support from the Town of Bristol for \$1,000 for educational supplies for hands-on learning projects. Grant funding is essential to support the educational programming provided to over 4,200 children and youth each year at the Coggeshall Farm Museum. In 2024, we experienced a significant increase in demand for field trips and educational programs, highlighting the growing need for interactive, hands-on learning experiences in our community. With expanded outreach to educators, we anticipate even greater participation in 2025.

In 2024, the Coggeshall Farm Museum welcomed over 4,200 children—1,200 of whom were visiting with their families and 3,000 with their schools. We are poised to serve even more young learners in the upcoming year, fostering curiosity, engagement, and a deeper understanding of history through immersive programs.

Hands-on learning requires a variety of specialized materials, and funding from the Town of Bristol will allow us to procure these essential supplies. This support will enable us to maintain the high quality of our educational offerings while keeping participation costs accessible. We provide our programs at a modest per-student fee for most schools and free of charge for Title One schools and all Bristol schools, ensuring equitable access to impactful educational experiences for all.

**Purpose of Grant (specific)** \$1,000 will be applied to purchases of supplies for hands-on educational programs, including supplies to help children and youth explore themes of agriculture, horticulture, textiles, and other 18<sup>th</sup> century trades.

Grant funds will allow us to continue to make education programs affordable for schools and families by offsetting the cost of materials. Many of our programs have a higher materials fee because we emphasize making every aspect of the experience engaging and interactive. The almost daily use of these materials by large numbers of students requires routine maintenance and replacement to ensure all materials are in working condition for each group.

**Objective (provide background on mission and who is served with this funding)**

The mission of the Coggeshall Farm Museum is to preserve this 1790s Rhode Island salt marsh farm. We serve the local community and beyond as a living museum and vital educational resource through demonstration of daily farm activity and honest interpretation that reflects its historical, multicultural influence.

Set on 48 acres of coastal farmland in Bristol, Rhode Island, Coggeshall Farm Museum recreates the daily experience of tenant farmers on a late 18th-century salt marsh farm through live interpretation, historic structures, heirloom plants, and heritage-breed animals. Interpreters dressed in accurate reproduction clothing carry out the same tasks that were practiced on Rhode Island's coastal tenant farms during the Federal Period. Coggeshall Farm Museum's goals are to maintain and restore the farm's buildings and grounds in appropriate ways, to maintain livestock and produce compatible with the 1790s, and to educate and stimulate the public with tours, special events, and education programs for adults and children. Coggeshall Farm Museum has helped make history come alive to countless school children, families, and individuals across Rhode Island and beyond.

When visiting Coggeshall Farm Museum, schools can choose between several different topics with guided stations for field trips. Each topic has been specifically designed per grade level meeting curriculum standards in more than one discipline. Examples of these programs include:

**Field Day:** Children learn about games, chores, hearth cooking, and meet our animals.

**Our Big Backyard:** Offering preschoolers and kindergarteners an exploration of the historic farm, including the animals, gardens, and farmhouse.

**Citizen Kid:** Helping 1st and 2nd graders learn about their own civic duty and the roles of children at the turn of the 18th century.

**Strong Roots:** Where 3rd graders engage in hands-on exploration of the natural ecosystems and habitats around the farm and answer the important question: What can a farm from the past teach us about farming for our future?

**Who Tells Your Story?:** Fourth and 5th graders learn about the interconnected lives of three separate groups who lived in Bristol Harbor in the 18th century– Indigenous, Settlers, and Enslaved.

**History Deep Dive:** High school students explore topics such as textiles, farming, hearth and home, and the Bristol slave trade.

State of Rhode Island and Providence Plantations  
Department of State | Office of the Secretary of State  
Nellie W. Gorbea, Secretary of State

Certification Number: 17030067190

The office of the Secretary of State of the State of Rhode Island and Providence Plantations,  
HEREBY CERTIFIES, that

COGGESHALL FARM MUSEUM, INC.

a Rhode Island non-profit corporation, filed original articles of association in this office on

January 10, 1974

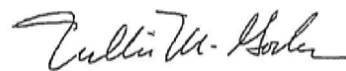
Effective

January 10, 1974

IT IS FURTHER CERTIFIED that as of this date said corporation is duly organized and existing  
under and by virtue of the laws of the State of Rhode Island and is in good standing according  
to the records of this office.

SIGNED AND SEALED ON

Wednesday, March 22, 2017



Secretary of State



Authorized Agent



# Coggeshall Farm Museum

Balance Sheet  
As of December 31, 2023

ASSETS	TOTAL
Current Assets	
Bank Accounts	
1000 Citizens Bank #6799 Checking	41,694.55
1001 Citizens Bank #5187 Savings (Restricted)	1,046.95
1002 Cash on hand	390.24
1003 BayCoast Bank	27,824.60
1004 Citizens Bank - Money Market	0.00
1005 BankNewport-Savings	0.00
1006 Paypal Account	0.00
Total Bank Accounts	\$70,956.34
Accounts Receivable	
1200 Accounts Receivable	67,561.06
Total Accounts Receivable	\$67,561.06
Other Current Assets	
1201 Prepaid Expenses	0.00
Uncategorized Asset	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$138,517.40
Fixed Assets	
1500 Buildings	315,652.30
1501 Capital in Process	0.00
1502 Building Improvements	98,916.35
1503 Furniture & Fixtures	0.00
1504 Accumulated Depreciation	-130,655.86
1505 Vehicles and Equipment	37,600.50
Total Fixed Assets	\$321,513.29
<b>TOTAL ASSETS</b>	<b>\$460,030.69</b>

# Coggeshall Farm Museum

## Balance Sheet

As of December 31, 2023

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	58,249.10
<b>Total Accounts Payable</b>	<b>\$58,249.10</b>
Other Current Liabilities	
1495 Grants- Restricted	26,486.22
1498 Accrued Expenses	0.00
2110 Direct Deposit Liabilities	0.00
3000 Sales Tax Payable	0.00
3004 Deferred Membership Revenue	0.00
3005 Other Liabilities	0.00
3006 Wedding Rental Deposit Received	0.00
3100 Payroll Taxes Payable	0.00
Out Of Scope Agency Payable	0.00
Payroll Clearing	0.00
<b>Total Other Current Liabilities</b>	<b>\$26,486.22</b>
<b>Total Current Liabilities</b>	<b>\$84,735.32</b>
<b>Total Liabilities</b>	<b>\$84,735.32</b>
Equity	
3400 Unrestricted Funds	278,440.61
Opening Bal Equity	0.00
Retained Earnings	86,439.20
Net Income	10,415.56
<b>Total Equity</b>	<b>\$375,295.37</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$460,030.69</b>

**Coggeshall Farm Museum**

**Budget**

		2024
01-5-850-5100	Daily Admissions	\$ 13,500
01-5-850-5210	Education Programs	\$ 15,000
01-5-850-5300	Special/Holiday Programming	\$ 15,000
01-5-850-6103	Corporate Support	\$ 10,000
01-6-850-6100	Annual Fund	\$ 245,000
01-6-850-6106	Foundation/Grants	\$ 30,000
01-6-850-6612	Restricted Gifts Release - Foundations	\$ 26,486
01-6-850-6411	Memberships	\$ 4,506
	<b>Total Income</b>	<b>\$ 359,492</b>
01-7-850-7135	Payroll	\$ 190,000
01-7-850-7400	Programming Expenses	\$ 19,450
01-7-850-7416	Development Exp	\$ 7,500
01-7-850-7420	Agriculture & Animal Care	\$ 7,500
01-7-850-7512	Maint/Operational Expenses	\$ 18,000
01-7-850-7640	Telephone/Internet	\$ 3,162
01-7-850-7820	Fuel Oil	\$ 2,375
01-7-850-7830	Electricity	\$ 2,013
01-7-850-7350	Outside Prof/Consulting	\$ 2,525
01-7-850-7475	Advertising, Marketing & Comm	\$ 19,500
01-7-850-7590	OSV Management Fee	\$ 25,000
01-7-850-7940	Travel Related Expenses	\$ 15
01-7-850-7991	Restricted Spending Expenses	\$ 26,486
01-7-850-7840	Insurance	\$ 17,250
	<b>Total Expenses</b>	<b>\$ 340,776</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>\$ 18,716</b>





TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Meals on Wheels of RI, Inc.

ADDRESS: 70 Bath St.

CITY/TOWN: Providence STATE: RI ZIP CODE: 02908

PHONE NUMBER: 401 351 67900

EMAIL: mgrady@rimeals.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Meghan R. Grady

TIME PERIOD FUNDS WILL BE USED: FROM: 07/01/25 TO: 12/31/25

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** Please See Attached

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

Please See Attached

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

Please See Attached

Total Funds Requested: \$1,500

Signature [Signature] Chair or Authorized Agent Date of Board Approval 2/4/25

Signed and sworn to before me this 4<sup>th</sup> day of February 2025  
(date) (month) (year)  
ARTHUR DEFELICE  
Notary Public, State of Rhode Island  
Commission # 754-153  
[Signature] 2/4/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |    |                      |
|---|----|----------------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          | \$ | _____                |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |    | _____                |
| 3. Travel: _____  |    | _____                |
| 4. Space Costs and Rentals: _____   |    | _____                |
| 5. Consumable Supplies: <u>Home-Delivered Meals</u>                               |    | <u>\$1,500.00</u>    |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |    | _____                |
| 7. Other Costs: _____   |    | _____                |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):         |    | <b>\$ \$1,500.00</b> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

- |   |  |       |
|---|--|-------|
| a. Federal                                      |  | _____ |
| b. State  |  | _____ |
| c. Town (Please include grant amount requested) |  | _____ |
| d. Private Organization                         |  | _____ |
| e. Other: _____<br>(Explain)                    |  | _____ |

2. Total Annual Income (Add Lines 2a-e): \$ \$5,797,636

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

- |   |  |       |
|---|--|-------|
| a. Personnel, Consulting & Contract Services      |  | _____ |
| b. Travel   |  | _____ |
| c. Operating (Rentals, Supplies, Utilities, etc.) |  | _____ |
| d. Other: _____<br>(Explain)                      |  | _____ |

4. Total Annual Expenditures (Add Lines 3a-d): \$ \$5,797,636

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**



**Meals on Wheels of Rhode Island  
Town of Bristol FY26 Grant Request  
July 01, 2025-December 31, 2025**

**NEED:**

- In 2024, our Home-Delivered Meal Program served 53 Bristol homebound seniors with a total of 6,872 meals, an increase of 13 percent in meals delivered over the prior year.
- Our total investment in serving Bristol homebound older adults in 2024 was \$66,795, an increase of 30 percent over the prior year, due to the rising costs of food associated with our catering contract.
- We anticipate that continuing level service to Bristol residents in 2025 will total \$70,575, reflecting a 5 percent increase in the cost of our home-delivered meals.
- 27.1% of Bristol residents are aged 60+ and 25.9% of Bristolians aged 65+ live alone. 22.4% of Bristolians aged 65+ have annual household income below \$20,000.00, and 50.4% of Bristol residents 65+ have poor supermarket access.
- 8.7 of R.I. seniors are "overall food insecure" ("The State of Senior Hunger in America 2022" Feeding America, July 2024).
- Meals on Wheels of RI's Home-Delivered Meal Program directly and simultaneously addresses the issues of food insecurity and social isolation as known risk factors for negative health outcomes associated with loss of independence amongst homebound older adults.
- Program clients receive a daily delivered meal that is complete, fully prepared and meets one-third of an older adult's daily dietary requirement alongside a safety-assuring wellness check and social visit. Clients can choose from the following meal menus based on their medical needs and cultural preferences: traditional, Latin, Asian, Kosher, cardiac friendly, chopped or pureed.
- Program clients also benefit from our Emergency Meal Program, providing them a box of five (5) shelf-stable meals each fall, guaranteeing they have access to adequate nutrition should inclement weather or other unforeseen circumstances prevent daily meal delivery.

We utilize an annual feedback survey that allows client self-assessment of program outcomes and provides an opportunity to collect qualitative data on client satisfaction.

Highlights of our 2024 strategic work include:



- Expansion of Capital City Café Program service to include a monthly Veterans Café.
- Continued service of the Home-Delivered Meal Program to perinatal women through our partnership with Women & Infants Hospital & Point32 Health
- Expanding our offerings to those we serve by providing medically tailored meals, supplemental groceries, and community health worker support.
- Serving children in the rural community of Block Island through the summer lunch program
- Continued participation in Strengths-Based professional coaching with Leadership RI

In addition, we are on track to exceed targets established in a three-year Fund Development Plan that supports MOWRI 2025 and, have raised nearly 45 percent of our \$2 million goal for our "Building Impact" facility renovation project.

Our 2024 Client Satisfaction Survey returned extremely positive results in support of our strategic work. Of the respondents to the survey, distributed to Home-Delivered Meal Program clients:

- (82%) report able to keep chronic health conditions under control
- (94%) report they feel they eat healthier
- (99%) report feeling more secure having a delivery driver visit
- (91%) report able to stay in their place of residence
- (92%) report feeling less concerned about having enough to eat
- (80%) report feeling able to achieve a healthier weight
- (91%) report feeling able to socialize
- (67%) feel able to visit their general practitioner less often

Overall, the results demonstrate that MOWRI's Home-Delivered Meal Program clients are highly satisfied and feel secure living in their homes. The results also indicate positive outcomes in eating healthier, remaining in residence, and socializing.

**PURPOSE:** We are requesting \$1,500.00 to provide at least 53 Bristol homebound older adults with at least 6,872 complete, home-delivered meals in 2025. If granted, the \$1,500.00 requested represents 2.1% of the total cost of providing this program to Bristol residents in 2025. We are serving individuals in your community who are unable to safely shop or prepare a meal for themselves, predominately older adults of whom 60% live alone and of whom 47% are aged 80 or older.



**OBJECTIVE:** Our goal is to meet the nutritional and social needs of our clients so that they can maintain safe and independent living by offering daily nutrition, safety checks, and opportunities for socialization. Program outcomes include reduced hunger and isolation and improved health, safety, and peace of mind for the client, their family, and their community.

Meals on Wheels of RI was founded on Feb. 17, 1969. Through our nutritional and other programming, we help thousands of homebound older adults and other Rhode Island residents who are at risk of food insecurity and social isolation to receive increased access to adequate nutrition, safety assurances, and socialization. In 2024, we served 3,738 Rhode Island residents across our Home-Delivered Meal Program, Capital City Café Program, and Maternal Health Equity work. Supporting services include cultural cafés, emergency meals, pet food delivery, senior wish initiative, restaurant dining, a food pantry, and a mobile food pantry.



*Meals on Wheels*  
OF RHODE ISLAND

**Meals on Wheels of RI, Inc.—2025 Organization Operating Budget  
January 01-December 31, 2025**

**Revenue**

State & Federal Grants	\$4,333,130
Fundraising	\$1,167,950
Project Income	\$ 296,556

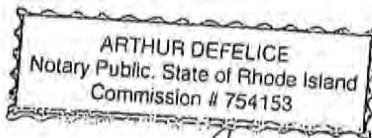
**Total Revenue** **\$5,797,636**

**Expenses**

Meals & Program Materials	\$2,688,155
Personnel	\$1,732,881
General Operations	\$48,700
Facilities	\$106,120
Insurance	\$81,200
Technology	\$95,932
Professional Services	\$132,668
Fund Development	\$137,000
Miscellaneous	\$155,000
Sustainability Fund	\$619,980

**Total Expenses** **\$5,797,636**

AA 2/4/25



Exp. 6/26/28



TOWN OF BRISTOL

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2025 JAN 28 PM 3: 20

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Art Night Bristol Warren

ADDRESS: PO Box 194

CITY/TOWN: Warren STATE: RI ZIP CODE: 02885

PHONE NUMBER: 401-374-7220

EMAIL: artnightbristolwarren@gmail.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Lauren Enjeti

TIME PERIOD FUNDS WILL BE USED: FROM: 7/1/2025 TO: 6/30/2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** ART NIGHT Bristol Warren seeks to continue expanding the venues and opportunities for artists in Bristol during our 2025 Season, including visual and performing arts, representing a multitude of media and varying age groups.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

To highlight the diversity of artists in Bristol and to showcase the wide variety of artistic practices in Bristol studios, galleries, museums, and businesses. Fund photography/videography & marketing.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

ART NIGHT Bristol Warren will be implementing its 13th season April - August 2025, providing free, family friendly art experiences in a variety of settings throughout Bristol as well as in Warren.

**Total Funds Requested:** \$2000.00

Lauren Enjeti  
Signature Chair of Authorized Agent

1/12/2025  
Date of Board Approval

Signed and sworn to before me this 28<sup>th</sup> day of January 2025  
(date) (month) (year)

Margarida Chavas  
Notary Public  
State of Rhode Island ID# 758309  
My Comm. Expires: 11/8/25

Margarida Chavas 1/28/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.



**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |  |                   |
|---|--|-------------------|
| 1. Personnel: <u>N/A</u>  |  | \$ _____          |
| (State the hourly rate and total number of hours)                                     |  |                   |
| 2. Consultant and Contract Services: <u>Marketing, photography and/or videography</u> |  | \$ <u>2000.00</u> |
| (Attach consultant/contract letter)   |  |                   |
| 3. Travel: _____  |  | _____             |
| 4. Space Costs and Rentals: _____   |  | _____             |
| 5. Consumable Supplies: _____   |  | _____             |
| 6. Rental, Lease, or Purchase of Equipment: _____                                     |  | _____             |
| 7. Other Costs: _____   |  | _____             |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):             |  | \$ <u>2000.00</u> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department

- |   |  |                   |
|---|--|-------------------|
| a. Federal                                      |  | \$ <u>0.00</u>    |
| b. State  |  | \$ <u>2000.00</u> |
| c. Town (Please include grant amount requested) |  | \$ <u>2000.00</u> |
| d. Private Organization                         |  | \$ <u>4500.00</u> |
| e. Other: <u>Individual Donations</u>           |  | \$ <u>2000.00</u> |
| (Explain)                                       |  |                   |

2. Total Annual Income (Add Lines 2a-e): \$ 12000.00

3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department

- |   |  |                   |
|---|--|-------------------|
| a. Personnel, Consulting & Contract Services      |  | \$ <u>6800.00</u> |
| b. Travel   |  | \$ <u>0.00</u>    |
| c. Operating (Rentals, Supplies, Utilities, etc.) |  | \$ <u>5200.00</u> |
| d. Other: _____                                   |  | \$ <u>0.00</u>    |
| (Explain)   |  |                   |

4. Total Annual Expenditures (Add Lines 3a-d): \$ 12,000

NOTE: Totals on Line 2 and Line 4 MUST be the same.

01/10/25

Art Night Bristol Warren  
2025 Budget  
January through December 2025

	<u>2025 Budget</u>
Ordinary Income/Expense	
Income	
Artist Memberships	500.00
Organizational Memberships	750.00
Sponsorships	4,000.00
Foundation Support	2,500.00
Municipal Support	1,500.00
State Grants	2,000.00
Donations	750.00
Total Income	<u>12,000.00</u>
Expense	
Advertising	2,500.00
Contracted Services	
Social Media	1,350.00
Graphic Design	650.00
Photography	0.00
Website Updates	600.00
Total Contracted Services	<u>2,600.00</u>
Insurance	1,150.00
Licenses and Permits	50.00
Meeting Expenses	500.00
Merchant Account Fees	50.00
Miscellaneous	150.00
Office Supplies & Software	600.00
Printing & Copying	750.00
Program / Event Expenses	
Program Materials & Expenses	500.00
Performing Arts / Honorarium	2,000.00
Youth Programming	300.00
Total Program / Event Expenses	<u>2,800.00</u>
Postage and Delivery	300.00
Professional Fees	50.00
Web Expenses	500.00
Total Expense	<u>12,000.00</u>
Net Ordinary Income	<u>0.00</u>

OPERATING SUMMARY

TOWN OF BRISTOL

DEPT NAME HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT # 805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 Requested	TOWN ADMIN	TOWN COUNCIL
0	ROTARY	1,000	1,000	1,000		0
PAGE SUBTOTALS		1,000	1,000	1,000	0	0
TOTALS		1,000	1,000	1,000	0	0

TOWN OF BRISTOL

RECEIVED  
TOWN ADMINISTRATOR'S OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2025 JAN 30 PM 1:56

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: BRISTOL ROTARY CHARITIES FOUNDATION

ADDRESS: PO Box 469

CITY/TOWN: BRISTOL STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401-481-2368

EMAIL: rimaria@rot.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Bruce Cox, President

TIME PERIOD FUNDS WILL BE USED: FROM: 2025 TO: 2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:**

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

Total Funds Requested: \$1,000.<sup>00</sup>

Maria J. Conkie  
Signature Chair or Authorized Agent

11/14/2025  
Date of Board Approval

Signed and sworn to before me this 30 day of January 2025  
(date) (month) (year)

Catherine A Marshall 1/30/25  
Notary Public Catherine A Marshall  
Notary Public  
My Comm. Expires: 12/31/2025

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

TOWN OF BRISTOL  
GRANT BUDGET SUMMARY

FY2026

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: \_\_\_\_\_ \$ \_\_\_\_\_  
(State the hourly rate and total number of hours)
2. Consultant and Contract Services: \_\_\_\_\_  
(Attach consultant/contract letter)
3. Travel: \_\_\_\_\_
4. Space Costs and Rentals: \_\_\_\_\_
5. Consumable Supplies: \_\_\_\_\_ 180.-
6. Rental, Lease, or Purchase of Equipment: 10 Dialers 720.-
7. Other Costs: \_\_\_\_\_
8. Total Grant Expenditures (Add lines 1-7 - Must Equal Total Requested): \$ 1,000.-

**SECTION II: Agency/Department Annual Budget - (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department
- a. Federal \_\_\_\_\_
- b. State \_\_\_\_\_
- c. Town (Please include grant amount requested) 1,000.-
- d. Private Organization 41,250.-
- e. Other: \_\_\_\_\_  
(Explain)
2. Total Annual Income (Add Lines 2a-c): \$ 42,250.-
3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department
- a. Personnel, Consulting & Contract Services \_\_\_\_\_
- b. Travel \_\_\_\_\_
- c. Operating (Rentals, Supplies, Utilities, etc.) 8230.-
- d. Other: \_\_\_\_\_  
(Explain)
4. Total Annual Expenditures (Add Lines 3a-d): \$ \_\_\_\_\_

NOTE: Totals on Line 2 and Line 4 MUST be the same.

OPERATING SUMMARY BR1 PAGE 1

TOWN OF BRISTOL

DEPT NAME HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT # 805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
P	EAST BAY FOOD PANTRY	1,000	1,000	3,000		0
<b>PAGE SUBTOTALS</b>		1,000	1,000	3,000	0	0
<b>TOTALS</b>		1,000	1,000	3,000	0	0



**Town of Bristol Grant Application**  
**January 6, 2025**

The East Bay Food Pantry (EBFP) is grateful to the Town of Bristol for the past support, which has helped us in meeting our **mission** of engaging, educating, and empowering the East Bay in creating a hunger-free community.

**Proposal Summary for Use of Grant**

**NEED:**

A September 2024 USDA report on household food insecurity in the U.S. shows that food insecurity among children is at a 10-year high. We learned recently from the Rhode Island Community Food Bank's 2024 Status Report on Hunger that **two in every five Rhode Island households** are now considered food insecure, up from the one in three households in 2023. Low-income Rhode Islanders miss more than 42 million meals each year. With help from our funding partners, the East Bay Food Pantry is working to ensure that our neighbors don't go hungry. 41% of our guests are residents of Bristol.

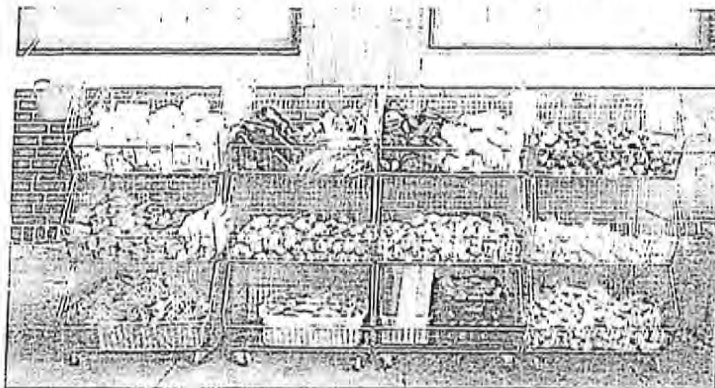
- We expect 2024 service figures to show service to 2,400 unduplicated individuals, distributing **400,000 equivalent meals** across the year.
- Between January 1, 2024 – November 30, 2024, we distributed **373,051 equivalent meals**, over 4,000 more than the full year prior- which itself had been 100,000 more than 2022. We expect these numbers to rise once we add service data for December. (Full data from all of 2024 will be available in late January.)
- **Across November 2024, the EBFP saw more visits to our food programs and provided more food than any other single month in our fifteen years of service.** We distributed more than 38,000 equivalent meals during 1,761 household visits in November alone. On our busiest day that month, we served 161 households.
- Our work continues to support the vision that every person in the East Bay will have enough food, access to nutritious food, and the knowledge to make healthy choices. We are proud of our efforts to not only provide food, but also nutritious food and nutrition information that impacts the health of the vulnerable people we serve. Over **96%** of our food purchasing dollars are expended on targeted healthy foods and partnerships with area farms and growers ensures a good supply of fresh, local produce for our guests.

**OBJECTIVE:** The overall goal is to decrease hunger and increase nutrition for low-income adults, children, and senior citizens served by the EBFP. We expect to serve at least 2,400 unique individuals impacted by food insecurity in 2025. We expect that transportation, language, and mobility will not be barriers to accessing nutritious food for at-risk individuals. We expect that hunger will be reduced and nutrition will be increased through access to healthy food options offered through EBFP programs, including access to healthy produce. Further, low-

income individuals will have free access to basic toiletries that are essential to their good health, including soaps, dental products, feminine hygiene products, and more.

Programs operate year-round and all services are offered without cost. Figures below represent the service data from January 1, 2024 – November 30, 2024. We expect these numbers to rise once we add December. Full data from all of 2024 will be available in late January.

- Guest Choice Food Pantry- Clients may visit twice monthly, open Wednesday 10am-6:30pm and Fridays 10-3. Flexible hours, including staying open one evening each week, and an online ordering option allows us to alleviate crowding and to better serve our working clients. The food pantry has already provided 250,218 equivalent meals from January – November.
- Fresh Food Fridays – offers fresh produce and bread weekly. The food pantry has already provided 70,848 equivalent meals from January – November.
- Food4Kids – supplements meals missed when childcare or schools are closed on weekends, holidays, and summer vacations. 31,930 equivalent meals were provided in 1431 child visits in the first 11 months of 2024 (550 more meals than in all of 2023)
- Mobile Pantry – delivers pantry foods and personal care items to adults who live with disabilities, are infirm, or are otherwise homebound. The Mobile Pantry is also delivering food to hungry families at Hugh Cole Elementary School in Warren who cannot easily access the pantry due to transportation and/or language barriers. 17,298 equivalent meals were provided in the first 11 months of 2024 (828 more meals than in all of 2023). So far in 2024, 492 mobile pantry visits have been made.
- Mobile Cart – distributes food and personal care items to low-income senior residents of neighboring Franklin Court Assisted Living. The cart is stocked with fresh fruit, breakfast foods, snacks, and personal care items then rolled over to Franklin Court to distribute to residents. In the first 11 months of 2024, 957 equivalent meals were provided in 317 Mobile cart visits.
- Food4Seniors –extra food supplements monthly pantry visits for low-income seniors.
- Holiday Food- provides supplemental holiday meal items in November and December.
- Toiletries such as soaps, toilet paper, feminine hygiene products, toothbrushes, and more are necessities that can be expensive and are not covered by SNAP benefits. We share these essential items in the pantry, mobile pantry, and mobile cart.





# TOWN OF BRISTOL

## NARRATIVE OF GRANT REQUEST FY2026

### AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: East Bay Food Pantry

ADDRESS: 532 Wood St.

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401-396-9490

EMAIL: emily@eastbayfoodpantry.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Emily Mushen

TIME PERIOD FUNDS WILL BE USED: FROM: July 1, 2025 TO: Dec. 31, 2025

### PROPOSAL SUMMARY

Please indicate the **need**, **purpose**, and **objective(s)** of the Grant. Also indicate those who will be served; and **SPECIFICALLY STATE** how the grant will be used (attach additional pages if needed.)

#### **NEED:**

The East Bay Food Pantry is serving nearly 2,400 food insecure individuals annually, distributing 400,000 equivalent meals. Service numbers continue to rise. Please see attached.

#### **PURPOSE OF GRANT:** (Please be **SPECIFIC** on how the grant funds will be used.)

Funds will be used to purchase healthy food and essential toiletries for at-risk Bristol residents seeking assistance from the East Bay Food Pantry.

#### **OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

Hunger will be reduced and nutrition will be increased for at-risk Bristol residents. See attached.

**Total Funds Requested:** \$3,000

Emily Mushen Emily Mushen, Exec. Dir. 1/14/25  
Signature Chair or Authorized Agent Date of Board Approval

Signed and sworn to before me this 14 day of January 2025  
(date) (month) (year)

Paula M Carroll  
Notary Public  
State of Rhode Island ID # 764825  
My Comm Expires: 11/21/2027

Paula M. Carroll 1/14/2025  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809  
(401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY**

FY2026

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |                 |
|---|-----------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          | \$ _____        |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) | _____           |
| 3. Travel: _____  | _____           |
| 4. Space Costs and Rentals: _____   | _____           |
| 5. Consumable Supplies: _____   | _____           |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 | _____           |
| 7. Other Costs: <u>nutritious food &amp; toiletries to stock the food pantry</u>  | <u>3,000</u>    |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):         | \$ <u>3,000</u> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

- |   |                |
|---|----------------|
| a. Federal  | _____          |
| b. State  | <u>5,000</u>   |
| c. Town (Please include grant amount requested)   | <u>3,000</u>   |
| d. Private Organization (grants)  | <u>185,000</u> |
| e. Other: <u>individuals \$248,526, thrift shop \$288,500, events \$21,500, other \$53,000</u><br>(Explain) | <u>611,526</u> |

2. Total Annual Income (Add Lines 2a-e): \$ 804,526

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

- |   |                |
|---|----------------|
| a. Personnel, Consulting & Contract Services                      | <u>409,176</u> |
| b. Travel   | <u>2,100</u>   |
| c. Operating (Rentals, Supplies, Utilities, etc.)                 | <u>98,750</u>  |
| d. Other: <u>program cost (w/o staff or in-kind)</u><br>(Explain) | <u>294,500</u> |

4. Total Annual Expenditures (Add Lines 3a-d): \$ 804,526

NOTE: Totals on Line 2 and Line 4 MUST be the same.

## Our Story

Since 2009, the East Bay Food Pantry (EBFP) has worked to reduce hunger and increase nutrition across the East Bay, operating with a mission...

to engage, educate & empower the East Bay in creating a hunger-free community.

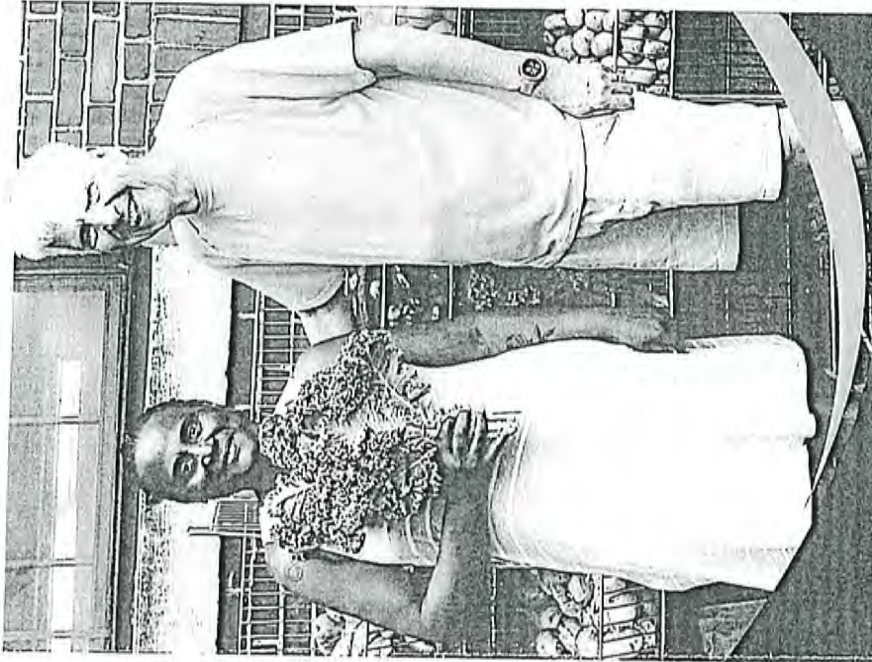
Our efforts have been recognized by the RI Community Food Bank with multiple "Best of the Best" awards and we are best practices certified. In 2023 EBFP served 2,393 food-insecure individuals, in 1,173 households. This was nearly a 20% increase in one year!



east Bay  
FOOD PANTRY  
& THRIFT SHOP

East Bay Food Pantry & Thrift Shop

MONDAY Thrift Shop	10 - 4
TUESDAY Thrift Shop	10 - 4
WEDNESDAY Pantry	10 - 6:30
THURSDAY	CLOSED
FRIDAY Pantry	10 - 3
SATURDAY Thrift Shop	10 - 4
SUNDAY	CLOSED



Engage.  
Educate.  
Empower.



East Bay



We appreciate  
your support!



532 Wood Street  
Bristol, RI 02809



401.396.9490



eastbayfoodpantry.org

EBFP is a 501(c)(3) non-profit. Your tax-deductible donations support our Access Nutrition based food programs. Over 95% of our food purchasing budget is used for healthy foods.

## Who We Serve

We serve food-insecure individuals and families from three counties: Bristol, Providence, and Newport. In addition to food distribution at our guest-choice food pantry in Bristol, we also deliver food to the homebound, supplement meals for children when school is closed, provide supplementary food and toiletries for seniors, offer fresh food weekly (produce and bread), partner with local farms to ensure enough fresh produce, and provide nutrition education to help guests make healthy food choices for their families.

## Your Experience

Our food pantry uses a guest choice model, which means that pantry guests can walk through the pantry and choose their own items. We are open flexible hours, including one evening each week, and offer online ordering and pre-bagged pick up for greater convenience and reduced wait times. Written materials are offered in Spanish, Portuguese and English, and volunteers are available to help translate for non-English speakers.

## Our Food Programs

### FOOD PANTRY "FULL SHOP"

Guests may receive 2-times per month

### FRESH FOOD FRIDAY

Guests may come weekly on Fridays for fresh produce

### FOOD4KIDS

Guests may come weekly on Fridays for supplemental food for children under 18

### SENIOR BOXES

Monthly supplement provided to seniors who qualify

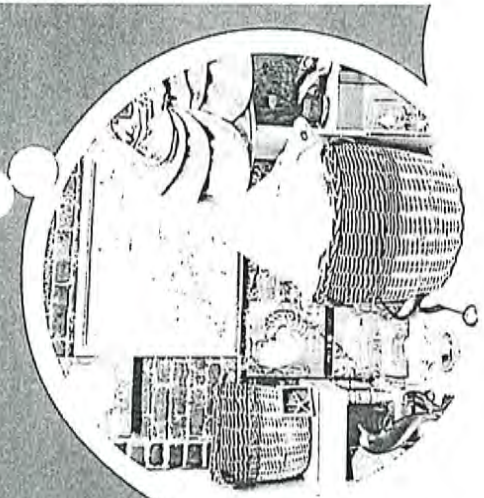
### MOBILE PANTRY

Grocery delivery for homebound clients

### MOBILE CART

Snacks, fruit, and toiletries for Franklin Court Assisted Living residents

All food programs are available to East Bay residents in need... from East Providence to Newport, Tiverton and Little Compton.



## Our Thrift Shop

### The thrift shop is thriving!

Our thrift shop is open to the public and is supplied by donations of clothing, housewares, and more from the community. All thrift shop proceeds fund the food pantry.

We have a fabulous selection of items, and with new donations coming in all the time, it's never the same store twice!

### Have items to donate?

Thrift shop donations of clothing, shoes, accessories, linens, housewares, home décor, small appliances, tools, and other treasures are accepted when the store is open.

Please check our website and social media for more information and special announcements.



OPERATING SUMMARY

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
Q	BRISTOL SENIOR CENTER	171,000	180,000	184,500	0	0
PAGE SUBTOTALS		171,000	180,000	184,500	0	0
TOTALS		171,000	180,000	184,500	0	0

TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

2025 JAN 23 AM 11:35

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Benjamin Church Senior Center

ADDRESS: 1020 Hope Street

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401-253-8458

EMAIL: dwilsonbcsc@gmail.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Donna Wilson

TIME PERIOD FUNDS WILL BE USED: FROM: 7/1/25 TO: 6/30/26

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** The number of seniors served and the number of direct service hours provided to Bristol seniors each year continues to grow. Please see attached.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.) Funds will be directly applied to serving Bristol seniors, helping them to remain active and healthy. Funds will support critical staff, operation of the senior bus, support facility/utility costs, and assist with program costs.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.) Benjamin Church Senior Center will provide services and resources to help seniors age in place and to remain healthy and active in their community. See attached.

Total Funds Requested: 184,500

Signature: Donna Wilson Chair or Authorized Agent Date of Board Approval: 12/1/24

Signed and sworn to before me this 23 day of JANUARY 2025  
(date) (month) (year)

Jacqueline M. O'Brien 1/23/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

Jacqueline M. O'Brien  
Notary Public  
State of Rhode Island ID# 55955  
My Comm. Expires: 9/2/2024

**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY**

**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: <u>please see attached budget breakdown</u>	\$ <u>135,139</u>
(State the hourly rate and total number of hours)	
2. Consultant and Contract Services: _____	_____
(Attach consultant/contract letter)	
3. Travel: _____	_____
4. Space Costs and Rentals: <u>facility/utilities</u>	<u>37,750</u>
5. Consumable Supplies: _____	_____
6. Rental, Lease, or Purchase of Equipment: _____	_____
7. Other Costs: <u>programs (19%), bus</u>	<u>11,611</u>
8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):	\$ <u>184,500</u>

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

a. Federal	_____
b. State	<u>32,236</u>
c. Town (Please include grant amount requested)	<u>184,500</u>
d. Private Organization (Benjamin Church Trust \$25K, grants \$30K)	<u>55,000</u>
e. Other: <u>donations, events, membership</u>	<u>30,407</u>
(Explain)	

2. Total Annual Income (Add Lines 2a-e): \$ 302,143

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

a. Personnel, Consulting & Contract Services	<u>217,239</u>
b. Travel	_____
c. Operating (Rentals, Supplies, Utilities, etc.)	<u>60,654</u>
d. Other: <u>other program costs</u>	<u>24,250</u>
(Explain)	

4. Total Annual Expenditures (Add Lines 3a-d): \$ 302,143

NOTE: Totals on Line 2 and Line 4 MUST be the same.



1020 Hope Street  
Bristol, RI 02809  
401-253-8458  
[www.bristolseniorcenter.com](http://www.bristolseniorcenter.com)

**Town of Bristol Grant Request  
January 2025**

**NEED:** Benjamin Church Senior Center (BCSC) has 2,508 members (a 12% increase over the year prior) and serves those members and others in the community five days each week throughout the year. 76% of those served are aged 75 or older, with half over age 85. Most members are diverse, with all being low-to-moderate-income. Many are residents of low-income senior housing facilities (Benjamin Church Manor and Franklin Court Independent Living). In addition to our members, 25,245 senior citizens were served by the Center in 2024 over the phone or as walk-ins seeking information or assistance. We are a trusted community resource.

BCSC is open Monday through Friday from 8:30 – 3:30 and offers many social, wellness, and educational opportunities for adult members 50+ (and guests) of Bristol, with programs specially designed to meet the interest of the generation they serve. Benjamin Church Senior Center addresses issues of loneliness, isolation, and the need to foster wellness in Bristol's ever-increasing older adult population. Most services are free. Transportation assistance serves seniors throughout the Town, including residents of Benjamin Church Manor and Franklin Court Independent Living. Last year 3,433 round trip rides were provided, a 10% increase over the year prior, taking seniors to grocery stores, food pantries, medical appointments, bank, church, hairdressers and to the BCSC for the daily lunch and activities. Last year, 3,616 daily meals were provided (a 17% increase over the year prior) in our healthy lunch program. Other services and activities include wellness activities (such as Zumba, chair yoga, strength & balance fitness, dancing), recreational opportunities (such as movies, trips for dinner or shows, weekly games, arts + crafts, and more), and information and referrals (such as Senior Health Insurance Program counseling, assistance with income taxes, food stamps, assistance paying utility bills, veterans assistance, etc.) Some seniors make personal requests for basic need assistance such as help paying for groceries, heating bills, or for medications. In December, 414 low-income seniors were provided with Foster a Senior gifts, which each present including a gift card for essential services (this is 15% more seniors served than in 2023). Donations gathered to help seniors this past holiday season were valued at over \$20,700. The Center also offers volunteer opportunities, helping older Bristolians to stay engaged with their community and their peers. Last year, 23 dedicated volunteers provided 1,447 volunteer hours, saving the Center the equivalent of \$43,648 in pay.

According to the US Census, the number of senior citizens in Rhode Island is increasing, and senior centers need to keep pace with the increase. It is estimated that by 2030, one in four Rhode Islanders will be 65 or older (RI Office of Healthy Aging). Today in Bristol, we know that 22% of the town's residents are aged 65 and above, 3% higher than the state (US Census 2023).



It is noteworthy that there are health risks associated with being socially isolated. Social isolation and loneliness have been found to increase the risks of developing dementia, dying prematurely, heart diseases, strokes, and depression. (*Loneliness and Social Isolation Linked to Serious Health Conditions*. CDC. 2020). According to the *Community Needs Assessment of Bristol Senior Citizens* undertaken in 2019 by the Benjamin Church Senior Center, 27% of Bristolians age 65+ live alone. Particularly for seniors who are low-income or live alone, the Benjamin Church Senior Center is meeting vital needs every day.

**PURPOSE:** Requested funds will ensure adequate personnel to oversee Senior Center operations and direct service to our growing number of seniors. The request is a modest 2.5% increase over last year's request to the Town (though senior membership has increased 12% over the last year). \$135,139 is requested for personnel (37% of which reflects direct service to seniors in programs), \$8,500 for senior bus expenses, \$37,750 for facility and utility expenses, and a small amount for programs- \$3,111.

Our work helps Bristol seniors meet goals outlined in the Rhode Island Office of Healthy Aging's 2023 Strategic Plan, including:

- **Promoting Choice:** A person should be the primary author of his/her own life and have access to the information and supports needed to thrive.
- **Creating Connections:** People should have opportunities to connect with each other, with help, and with their greater community.
- **Pursuing Health Equity:** All Rhode Islanders should be able to participate fully and healthfully in society and benefit from available programs and services.

**OBJECTIVE:** The overall objective of the Benjamin Church Senior Center is to help our seniors stay mentally, physically, and emotionally healthy, all of which help seniors remain living independently for as long as possible. The Senior Center provides nutritional, recreational, health and wellness, and social opportunities to our Town's most at-risk individuals. We also assist in emergencies when seniors have trouble paying a utility or grocery bill. We are a trusted source of services, with staff who speak Portuguese and English fluently and who have worked for many years to forge personal relationships with each person. We know we are making a difference in the lives of our seniors every day. Some have shared the following:

"Thank you for thinking of me and my husband and helping us with our heat bill this month. Times have been tough with medication and grocery bills and how much they cost compared to years ago. With your help this month, I can buy a few more things at the grocery store.

"Chair yoga has been and will continue to be a wonderful experience for me. The exercise is just enough on a weekly basis without overdoing it, to give a good stretch to body, mind and soul every week. I always leave there feeling so good!"

"You will never know how much your kindness and generosity are appreciated. I was down to my last \$32...Thank you, thank you, thank you!"

**Benjamin Church Senior Center**  
**Proposal Budget for the Town of Bristol**  
**Period July 1, 2025 – June 30, 2026**

Personnel Expenses	
Director (100% of FT salary, 40 hrs./wk., 2080 hrs./yr.)	\$66,560
Office Clerk (50% of PT, \$19.23/hr., ~ 621 hrs.)	\$9,618
Meal Site Coordinator (60% of PT, \$15/hr. x 20/hrs. wk.)	\$10,920
Bus Driver (50% of PT salary, \$20/hr., ~440 hrs.)	\$8,041
Benefits	<u>\$40,000</u>
Subtotal Personnel	<b>\$135,139</b>
Non-Personnel Expenses	
Senior Bus Expenses	\$8,500
Facility/Utilities	\$37,750
Programs (19% of actual costs)	\$3,111
Subtotal Non-Personnel	<b>\$49,361</b>
<b>TOTAL Request to the Town of Bristol</b>	<b>\$184,500</b>

Additional senior center expenses are paid by the RI Office of Healthy Aging, various grants, donations, events, and memberships (\$112,963 total). Additional costs of operating the BCSC are itemized below, **not** requested in this grant to the Town of Bristol.

Contract Services (Grant Writer, Accountant, Attorney)	\$8,000
Office Supplies, Equipment	\$2,080
Subscriptions/Fees (My Senior Center software, etc.)	\$2,476
Insurance	\$8,173
Assistant Director (100% of salary)	\$36,400
Meal Site Coordinator (30% of salary)	\$4,680
Office Clerk (50% of salary)	\$9,618
Bus Driver (50% of salary)	\$8,042
Maintenance Staff (100%)	\$15,360
Cleaning Services	\$3,220
Facility Maintenance	\$2,600
Fundraising	\$1,000
Marketing/Outreach	\$1,055
Postage/Printing/Marketing	\$2,300
Programs (79%, w/o in-kind*)	\$12,639
<b>TOTAL</b>	<b>\$117,643</b>
<b>ADD Town Request</b>	<b>\$184,500</b>
<b>Total Annual Operating Budget</b>	<b>\$302,143</b>

**Note:** \*Another \$50,000+ is secured annually in donations of goods and services for programs that directly benefit Bristol seniors. BCSC is requesting a 2.5% increase over the FY25 grant, even though senior membership has increased 12%.



Volume 28  
Issue 1

BENJAMIN CHURCH  
SENIOR CENTER **January 2025**

**1020 Hope Street ~ Bristol, RI 02809**

**Contact Us:**

[www.bristolseniorcenter.com](http://www.bristolseniorcenter.com)

*Find us on Facebook &  
Instagram*



Phone: (401) 253-8458  
Fax: (401) 253-8009

**Donna Wilson**  
*Executive Director*  
dwilsonbcsc@gmail.com

**Luci Kuros**  
*Office Clerk*

**Rebecca L'Heureux**  
*Meal Site Coordinator*

**Don Squires**  
**Peter Sullivan**  
*Bus Drivers*

**Gaspar Neves**  
*Maintenance*

**Office Hours:**  
Monday-Friday  
8:30 am—3:30 pm

**Board of Directors:**

**Maria Doherty**  
*President*

**Elizabeth Harvey**  
*Vice President*

**Cheryl Iiams**  
*Secretary*

**Vincent Saviano**  
*Treasurer*



***Come, Learn and Grow.***

**Read and learn about our services,**

- Senior Services available
- Daily lunch
- Transportation—call our office
- Trips
- And much more!

*Events/Activities*

Jewelry making with  
Robin

**\$5.00 FOR  
MATERIALS**

Friday, January 17

@1:00pm

**FREE!!!** Watercolor Therapy  
with Robin

Every Friday @ 12:00pm

Call the Senior Center & Reserve your seat!



**Painting  
Class with Irene**

Tuesday, January 21 @

11:00am



Call the Senior Center to  
reserve your seat!

Join us for a  
**FREE Welcome 2025 Lunch**  
Thursday, January 16  
Sponsored by Foster A Senior

Meatball soup  
Pot roast w/ gravy  
Mashed sweet potatoes  
Buttered corn  
Ww roll  
Chocolate chip cookie  
Chicken salad plate

Call the Senior Center to  
reserve your seat!

**NO LUNCH BUNCH  
JANUARY-FEBRUARY**



East Bay Volunteer Income  
Tax Assistance Program

The Volunteer Income Tax Assistance Program (VITA) provides IRS-trained tax professionals to provide tax-preparation services to clients. VITA volunteers provide timely, quality, and free tax preparation for low to moderate income individuals and families. Volunteers not only prepare tax returns, but simultaneously provide education to clients about their returns and eligible tax credits

Call 401-435-7876 Ext 1137  
Schedule your appointment

**FREE WELLNESS CLASSES**

*Helping seniors stay active and engaged!*



*New Year*  
**NEW YOU**

**Join Nicole**

**FREE! Fitness -Wellness  
Workshop**

**Thursdays @ 11:15am**

**Bristol Housing Community Room**

**Join Jessica**

**FREE! Mondays  
Strength & Balance**

**@11:15am-12:15pm**

**No class Monday, January 20**

**FREE! Mondays  
Zumba Gold**

**@12:30pm-1:00pm**

**No class Monday, January 20**



**Franklin Court  
Community Room  
150 Franklin Street**

**Chair Yoga W/Kate**

**Thursdays**

**@10:00am**

**Chair YOGA Bristol Housing  
Community Room**

**1014 Hope Street**

**Please register at [shriyoga.org](http://shriyoga.org)**



**EXERCISE**



# January

Lunch is served at 11:30am  
Please call & reserve your seat

# 2025

SERVING SIZES  
Grains – 2 ounces  
Vegetables – 1/2 cup Fruits – 1/2 cup  
Protein – 3 ounces Dairy – 1 cup

Suggested Donation of \$3.00

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
 <p>east bay community action program THE BRIDGE TO SELF-RELIANCE</p>	<p>All menu items may contain nuts, seeds, beans, wheat bran, and other allergens.</p> <p>Funded in part by the US Administration on Aging and the Rhode Island Office of Healthy Aging</p>	<p>1</p> <p><b>2025</b> HAPPY NEW YEAR</p> <p><b>CLOSED</b></p>	<p>2</p> <p>Tomato soup Chicken cordon bleu Fiesta rice Sliced carrots Ww roll Chocolate cookie Egg salad on wheat</p>	<p>3</p> <p>Chicken soup Sausage &amp; pepper sandwich Sweet potato salad Ww roll Cake Tuna salad sandwich</p>
<p>6</p> <p>Mushroom barley soup Marry me chicken Roasted potatoes Mixed Vegetables Ww roll Brownie Ham salad on rye</p>	<p>7</p> <p>Minestrone soup Pepper steak w/ gravy Roasted carrots &amp; broccoli Steamed white rice Ww Roll Fresh melon Tossed salad w/ chicken</p>	<p>8</p> <p>Vegetable lentil soup Breaded chicken breast Southern gravy Sweet potatoes Cole slaw / ww roll Sliced pears Seafood salad plate</p>	<p>9</p> <p>Tuscan white bean soup Roast pork loin w/gravy Roasted potatoes Italian green beans Ww roll Oatmeal cookie Chicken salad sandwich</p>	<p>10</p> <p>Clam chowder (red) Pub burger w/ cheese Cucumber salad Potato wedges Mixed fruit Ww roll Chef salad</p>
<p>13</p> <p>Vegetable barley soup Swedish meatballs Parmesan rice Broccoli Ww roll Sliced peaches Roast beef sandwich on a roll</p>	<p>14</p> <p>Tomato soup Greek-style chicken thigh Roasted potatoes Zucchini mixed vegetables Pita Cake Chef salad</p>	<p>15</p> <p>Cream of broccoli soup Stuffed shell w/ meatball Tossed salad Ww Roll Pineapple chunks Turkey sandwich on rye</p>	<p>16 FREE LUNCH</p> <p>Meatball soup Pot roast w/ gravy Mashed sweet potatoes Buttered corn Ww roll Chocolate chip cookie Chicken salad plate</p>	<p>17</p> <p>Chicken soup Shepards pie Mashed potato Ww roll Watermelon Tuna salad sandwich</p>
<p>20</p>  <p>MARTIN LUTHER KING JR. DAY</p> <p><b>Closed</b></p>	<p>21</p> <p>Corn chowder Sloppy joe Potatoes O'Brien 3 bean salad Ww roll Fresh melon Ham &amp; cheese on rye</p>	<p>22</p> <p>Escarole &amp; bean soup Chicken fajita w/ pepper &amp; onion Spanish rice Mexican corn Ww Roll Tropical fruit Seafood salad sandwich</p>	<p>23</p> <p>Chicken soup Meatloaf w/ gravy Mashed potatoes Peas &amp; onions Ww roll Cake Chopped salad w/chicken</p>	<p>24</p> <p>Cauliflower tomato soup Meatball sandwich Broccoli salad Ww roll Sliced peaches Corned beef Reuben sandwich</p>
<p>27</p> <p>Vegetable soup Lasagna roll up w/meat sauce Wax beans Ww roll Sliced peaches Roast beef on roll</p>	<p>28</p> <p>Tomato soup Roasted chicken Roasted potatoes Peas &amp; carrots Brownie / Ww roll Cobb salad</p>	<p>29</p> <p>Kale &amp; bean soup Pork roast w/ gravy Parsley potatoes Mixed vegetables Ww roll Mixed fruit Chicken salad plate</p>	<p>30</p> <p>Lemon Chicken Orzo Soup Salisbury steak w/ gravy Rice pilaf Green beans Ww roll Cake Chef salad</p>	<p>31</p> <p>Minestrone soup Chicken parm Roasted vegetables Pasta salad Ww roll Pineapple chunks Turkey sandwich</p>

AD BOX EXAMPLE

OPERATING SUMMARY

BR1 PAGE

1

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
R	BRISTOL GARDEN CLUB	1,000	1,000	1,000		0
PAGE SUBTOTALS		1,000	1,000	1,000	0	0
TOTALS		1,000	1,000	1,000	0	0

TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: BRISTOL GARDEN CLUB

ADDRESS: PO BOX 484

CITY/TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE NUMBER: 917-885-4889

EMAIL: pam@pamdelaney.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Pamela Del

TIME PERIOD FUNDS WILL BE USED: FROM: JULY 2025 TO: JUNE 2026

PROPOSAL SUMMARY

Please indicate the **need, purpose,** and **objective(s)** of the Grant.  
Also indicate those who will be served; and **SPECIFICALLY STATE** how the grant will be used (attach additional pages if needed.)

**NEED:**

Bristol Garden Club is requesting funds to support its Daffodil Project and to continue its goal to create a welcoming pathway of daffodils from Warren Town Line on the north to the Mt. Hope Bridge to the south and everywhere in between.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

Bristol Grant funds will be used to help with the purchase of daffodil bulbs to be planted in the Fall of 2025.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

See attached narrative.

Total Funds Requested: \$1,000

Pamela D. Delaney  
Signature Chair or Authorized Agent

Margarida Cheves  
Notary Public  
State of Rhode Island ID# 758309  
My Comm. Expires: 11/18/25  
4/21/24  
Date of Board Approval

Signed and sworn to before me this 4<sup>th</sup> day of February 2025  
(date) (month) (year)

Margarida Cheves  
Notary Public  
State of Rhode Island ID# 758309  
My Comm. Expires: 11/18/25

Margarida Cheves 2/4/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.



**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY**

**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: _____ (State the hourly rate and total number of hours)		\$ 0
2. Consultant and Contract Services: _____ (Attach consultant/contract letter)		0
3. Travel: _____		0
4. Space Costs and Rentals: _____		0
5. Consumable Supplies: _____		0
6. Rental, Lease, or Purchase of Equipment: _____		0
7. Other Costs: _____		1000
8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):		\$ 1000

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

a. Federal		0
b. State		0
c. Town (Please include grant amount requested)		1000
d. Private Organization		500
e. Other: <u>Fundraising, membership dues</u> (Explain)		10,500

2. Total Annual Income (Add Lines 2a-e): \$ 12,500

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

a. Personnel, Consulting & Contract Services		0
b. Travel		0
c. Operating (Rentals, Supplies, Utilities, etc.)		0
d. Other: <u>Fundraising, bulbs, beautification expenses</u> (Explain)		12,500

4. Total Annual Expenditures (Add Lines 3a-d): \$ 12,500

NOTE: Totals on Line 2 and Line 4 MUST be the same.

## **Town of Bristol FY23-25-2026 Grant Request**

### **Proposal Summary Objective Attachment**

The Bristol Garden Club (BGC) is requesting a Town Grant of \$1,000 to purchase daffodil bulbs to continue its Daffodil Project as part of its Town beautification goal. Now in its fifth year, the Daffodil Project began in 2020 with the planting of hundreds of daffodil bulbs along Metacom Avenue (north), in Mrs. Perry's Garden, at Mt. Hope Farm, and in the garden behind Rogers Free Library. Since then, an additional 21,000 bulbs have been planted along Bristol's roadways and in private spaces, bringing a welcoming cheer to visitors and residents of the Town in early spring.

The BGC was founded in 1928, as an educational and charitable organization promoting knowledge of gardening and flowers, protecting the environment, and promoting civic plantings. The BGC brings the community together with information workshops, youth gardening activities, photo contests, academic grants, and partnerships with local organizations, including Mt. Hope Farm, Linden Place, and Blithewold. The Club supports its activities with funds raised at its annual Plant Sale, decorative pumpkin and tabletop tree sales, and by applying for local and private grants.

The Daffodil Project is a major project for the BGC. Each year, the BGC has recruited volunteers and organizations to help to plant the bulbs. Local businesses, like Bristol Toyota, as well as Town volunteers and the DPW, have put on gloves and picked up shovels to plant bulbs. In the spring, the bulbs reward everyone's hard work with a brilliant display of bright yellow – a spectacle that is captured by local photographers competing for bragging rights by winning the BGC Photography Contest. Winning photographs are displayed proudly in the Rogers Free Library windows.

To the BGC, the project is about more than planting daffodil bulbs. It's about making an amazing impact on the Town, creating another source of pride in its beauty, adding to the red, white, and blue of the 4<sup>th</sup> of July and the festive lights and decorations of the Christmas season.

As always, the BGC is prepared to match the funds received through this Town of Bristol Grant. Funds from the grant, along with the BGC's matching funds and funds raised through its fundraising events, will be used to purchase 10,000 bulbs. The planning committee is currently seeking additional sponsorships and donations to help with the purchase. The BGC hopes to raise enough money to continue planting bulbs along Metacom Avenue near the Hydraulion Fire Station at Annawamscutt Drive to the Veteran's Home, along Hope Street, and in front of the elementary schools.

If approved, our request for \$1000 from the Town Grant fund will be used to support the BGC and its volunteers in their efforts to share its love of flowers and gardening with the Town in a positive way that the whole Town and its visitors can appreciate.

**Bristol Garden Club  
2024-2025 Budget**

	<b>Budgeted</b>	<b>Projected Income</b>
Administrative	\$1,500.00	
Annual Meeting	\$400.00	
Membership	\$500.00	\$1,600.00
Donations	\$400.00	\$200.00
Professional Dues	\$300.00	
Publicity	\$200.00	
Programs/Monthly Meetings	\$2,000.00	
September Tea	\$1,000.00	
Education Programs/Teen Garden Club	\$100.00	
Beautification (Mrs Perry Garden)	\$100.00	
Plant Sale	\$500.00	\$4,000.00
Daffodil Project	\$3,000.00	\$500.00
Daffodil-related Activities	\$200.00	\$3,300.00
Education Grants	\$1,500.00	
Flower Shows	\$100.00	
Fundraising Events	\$450.00	\$900.00
Grant Income		\$2,000.00
Capital Equipment	\$250.00	
<b>TOTAL</b>	<b>\$12,500.00</b>	<b>\$12,500.00</b>

OPERATING SUMMARY

BR1 PAGE

1

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
S	EASTERN RI CONS. DISTRICT	1,000	1,000	1,000		
PAGE SUBTOTALS		1,000	1,000	1,000	0	0
TOTALS		1,000	1,000	1,000	0	0

# TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

2025.07.17 PM 1:59

## AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Eastern Rhode Island Conservation District (ERICD)

ADDRESS: PO Box 158

CITY/TOWN: Tiverton STATE: RI ZIP CODE: 02878

PHONE NUMBER: 401-934-0842

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Sara Churgin

TIME PERIOD FUNDS WILL BE USED FROM: 7/1/25 TO: 6/30/26

## PROPOSAL SUMMARY

**NEED:** The ERICD is a quasi-public 501c3 organization that promotes and improves long-lasting and environmentally friendly practices that protect natural resources such as soil, water, and air in Newport and Bristol Counties. Its mission is to meet its vision through outreach, education, help with environmental questions, and financial aid for natural resource concerns. We work with a variety of people and groups including farmers, landowners, cities, towns, schools, and others in the community. ERICD is also chair for the RI Green Infrastructure Coalition and its vision is for RI municipalities to have sustainable stormwater management programs which prioritize implementing green infrastructure, which uses vegetation and soil to manage rainwater where it falls. 99% of ERICD's funding comes from grants that cover only program expenses. There is no funding for researching new ideas for programs, which would include reaching out to potential stakeholders to gain buy-in. The request for this civic appropriation is to allow ERICD staff to work within Bristol to grow its "Make Your Own Rain Barrel" program.

**PURPOSE OF GRANT:** For the purposes of this proposal, ERICD is looking to hold a "Make Your Own Rain Barrel" workshop for the residents of Bristol in April 2025 to celebrate Earth Day. It is requesting funding for the purchase of 25 rain barrel installation kits, \$924 and truck rental to pick up barrels from partner Coca-Cola \$175. (we know the \$1,000 won't cover the entire cost). ERICD held this workshop at the Quinta Gamelin Community Center in April 2024, to a very quickly sold-out group of 25 residents. We partnered with Roger Williams University Sustainability students who fulfilled their Capstone requirement by creating a flyers, a slideshow and presented at a residential public meeting to explain how to mitigate stormwater runoff on their properties. The students also participated in the workshop itself, where, not only was everyone educated on residential-scale stormwater management, taught how to construct the rain barrel and provided guidance for installation and maintenance; they walked out with a rain barrel, ready to immediately capture stormwater on their own property.

Instead of the stormwater runoff from homes' roofs, flowing into the Bay with all the pollutants it would collect along the way, it will be put to good use.

For FY2025-26, knowing how quickly we sold out for last year's event, ERICD wants to ensure this program is sustainable. We have created a detailed, yet short, "How to Make Your Own Rain Barrel" video as well as a "Fact Sheet". As we learned with our last workshop, at the last minute some people were unable to attend the workshop and picked up their materials afterwards or some decided to take their materials home after we went over the outreach materials on the day of the workshop, to do it on their own. The feedback was that the "Fact Sheet" and video made assembly very easy.

The benefit of this workshop is that it will meaningfully advance the educational and conservation goals of ERICD and benefit the targeted community. Construction of rain barrels will directly result in the reduction of stormwater during rain events, reducing flow and velocity in managed infrastructure systems. The workshop will offer an opportunity for engaging residents in and educating them about stormwater, flooding, and water quality and for identifying potential new sites for larger neighborhood best management practices (BMP) installation. Workshop participants will also have the option to place a sign on their properties highlighting their green infrastructure installation, which further promotes the idea of water stewardship to neighbors. While the initial total volume of stormwater captured through this rain barrel project will be small; the outreach, engagement, and education will be invaluable for further efforts, both at the individual and community levels, to comprehensively manage stormwater in Bristol and reverse water quality degradation town wide. This project will create a scalable and transferable model for watershed engagement by repairing the disconnection that most individuals have with the bodies of water around them. The true value will be achieved through positive behavior changes at the individual level. The individual outreach and education and workshops are the mechanisms by which this will occur.

As mentioned above, a successful outcome for the implementation phase of this project will be the engagement of island residents in efforts to manage stormwater and improve water quality. We will measure this success through the number of residents we engage in the various activities included in the implementation plan. This will include homeowners with whom we speak at their doors, residents that participate in various workshops or meetings, students we engage at local schools, and impressions we make through communications activities. Additionally, this program will also partner well with the Residential Stormwater Program we are implementing in the Annawamscutt and Fox Hill neighborhoods in Bristol. We will be installing at least 4 rain gardens on residents' properties that are experiencing high levels of stormwater runoff.

**OBJECTIVE:** To create the "Make Your Own Rain Barrel" program in Bristol for Spring 2025, and establish it as an annual Bristol event during Earth month.

ERICD is a 501c3 organization that serves Newport and Bristol counties, providing technical and financial services to protect natural resources. As co-chair of RI Green Infrastructure Coalition' (GIC) leadership committee, ERICD focuses much of its work on stormwater mitigation. The vision is for RI municipalities to have sustainable stormwater management programs which prioritize implementing green infrastructure, which uses vegetation and soil to manage rainwater where it falls. Green infrastructure delivers

environmental, social and economic benefits beyond flood control, such as recharging groundwater reserves, reducing urban heat islands, improving habitats and providing recreational spaces in urban areas. ERICD is committed to promoting the comprehensive adoption of green infrastructure as an integral part of the solution to the East Bay's stormwater pollution and water quality issues. Green infrastructure solutions have the added benefit of mitigating climate impacts such as intense rainfall, coastal flooding and urban heat islands. By incorporating these practices at the residential and neighborhood scales, we hope to augment larger stormwater management efforts.

Total Funds Requested: \$1,000

S. Ch... District Manager 11/25/24  
Signature Chair of Authorized Agent Date of Board Approval

Signed and sworn to before me this 7<sup>th</sup> day of January, 2025

Gregory Johanning 1-7-2025  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

Gregory Johanning  
Notary Public - ID 772478  
State of Rhode Island  
Commission Expires 9/3/2028

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |  |               |
|---|--|---------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)            |  | \$ _____      |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter)   |  | _____         |
| 3. Travel: _____  |  | _____         |
| 4. Space Costs and Rentals: _____   |  | _____         |
| 5. Consumable Supplies: _____   |  | _____         |
| 6. Rental, Lease, or Purchase of Equipment: <u>25 rain barrel installation kits</u> |  | <u>\$924</u>  |
| 7. Other Costs: <u>Rental of truck</u>  |  | <u>\$175</u>  |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):           |  | <u>\$1099</u> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

- |   |  |                 |
|---|--|-----------------|
| a. Federal                                      |  | \$367,000 _____ |
| b. State  |  | \$ 30,000 _____ |
| c. Town (Please include grant amount requested) |  | \$. 6,947 _____ |
| d. Private Organization                         |  | \$ 90,000 _____ |
| e. Other: _____<br>(Explain)                    |  | _____           |

**2. Total Annual Income (Add Lines 2a-e):** \$493,947

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

a. Personnel, Consulting & Contract Services		\$360,353 _____
--	--	-----------------



b. Travel	\$ 5,120
c. Operating (Rentals, Supplies, Utilities, etc.)	\$81,210
d. Other: <u>Restricted Net Assets</u> (Explain)	\$47,264
<b>4. Total Annual Expenditures (Add Lines 3a-d):</b>	<b>\$493,947</b>

NOTE: Totals on Line 2 and Line 4 MUST be the same.

OPERATING SUMMARY

BR1 PAGE

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TOWN OF BRISTOL

Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME

HUMAN RESOURCES

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
T	B.C. TENANT'S ASSOC.	750	750	1,000		
PAGE SUBTOTALS		750	750	1,000	0	0
TOTALS		750	750	1,000	0	0

# TOWN OF BRISTOL

## NARRATIVE OF GRANT REQUEST FY2026

### AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Benjamin Church Resident Association

ADDRESS: 1014 Hope Street, Building 5, Apt. 5

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401-339-7410

EMAIL: donna12055@gmail.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Susan Lomas

TIME PERIOD FUNDS WILL BE USED: FROM: 5/31/25 TO: 6/1/26

### PROPOSAL SUMMARY

Please indicate the **need**, **purpose**, and **objective(s)** of the Grant.  
Also indicate those who will be served; and **SPECIFICALLY STATE** how the grant will be used (attach additional pages if needed.)

**NEED:** To help the residents of Benjamin Church Manor to participate in activities and functions organized by the Association. To have residents come to events so they can have fun and get out for a while.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.) Our current bingo machine is about 30 years old and we are having a lot of problems with it. We would like to purchase a new bingo machine this year. Our residents love coming out twice a month to play bingo.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.) The purpose of the Association is to promote cooperative planning for recreation and activities for our residents.

Total Funds Requested: \$1,000.00

Donna M. Talawa Treasurer  
Signature Chair or Authorized Agent

2-4-25  
Date of Board Approval

Signed and sworn to before me this 6<sup>th</sup> day of January 2025  
(date) (month) (year)

Margarida Chaves 1/6/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Cortente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

Margarida Chaves  
Notary Public  
State of Rhode Island ID# 758309  
My Comm. Expires: 11/8/25

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |    |             |
|---|----|-------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          | \$ | _____       |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |    | _____       |
| 3. Travel: _____  |    | _____       |
| 4. Space Costs and Rentals: _____   |    | _____       |
| 5. Consumable Supplies: _____   |    | \$11,000.00 |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |    | _____       |
| 7. Other Costs: _____   |    | _____       |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):         |    | \$1,000.00  |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your **AGENCY'S TOTAL ANNUAL BUDGET** by source of funding and cost category showing all income and all expenditures.

1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department

- |   |  |          |
|---|--|----------|
| a. Federal  |  | _____    |
| b. State  |  | _____    |
| c. Town (Please include grant amount requested)         |  | _____    |
| d. Private Organization                                 |  | _____    |
| e. Other: <u>Town of Bristol, RI Grant</u><br>(Explain) |  | 1,000.00 |

2. Total Annual Income (Add Lines 2a-e): \$ 1,000.00

3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department

- |   |  |       |
|---|--|-------|
| a. Personnel, Consulting & Contract Services      |  | _____ |
| b. Travel   |  | _____ |
| c. Operating (Rentals, Supplies, Utilities, etc.) |  | _____ |
| d. Other: _____<br>(Explain)                      |  | _____ |

4. Total Annual Expenditures (Add Lines 3a-d): \$ 1,000.00

NOTE: Totals on Line 2 and Line 4 MUST be the same.

OPERATING SUMMARY

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
U	FRIENDS OF TOMS GROVE	500	500	6,000	0	0
PAGE SUBTOTALS		500	500	6,000	0	0
TOTALS		500	500	6,000	0	0

submitted

1/24/25

# TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

2025 JAN 23 PM 3:47

## AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: FRIENDS OF TOM'S GROVE

ADDRESS: <sup>APT 11A-3</sup> 1014 Hope St. Galinda J. Heroux, ex director

CITY/TOWN: Bristol STATE: R.I. ZIP CODE: 02809

PHONE NUMBER: 401 317-0279

EMAIL: linde@heroux44@gmail.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Linda J. Heroux

TIME PERIOD FUNDS WILL BE USED: FROM: 2025-2026 TO: \_\_\_\_\_

## PROPOSAL SUMMARY

Please indicate the **need**, **purpose**, and **objective(s)** of the Grant. Also indicate those who will be served; and **SPECIFICALLY STATE** how the grant will be used (attach additional pages if needed.)

**NEED:** to BEAUTIFY A PARCEL OF LAND (PARK) to enjoy with friends and neighbors in the Bristol community. Funds are needed to prepare living gardens (all organic) add a Pergola and some electricity.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)  
All funds will be used to create the ambience of the group. Plants, soil, wood etc. are needed.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)  
Our objective is to bring our community closer than offe senior citizens a place to remember through beautification.

Total Funds Requested: \$6000.00

Linda J. Heroux  
Signature Chair or Authorized Agent

Date of Board Approval

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
(date) (month) (year)

\_\_\_\_\_  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY  
FY2026**

0 Budget  
\$ 6000 grant  
req.

Please indicate your spending plan for the grant amount. **PLEASE BE SPECIFIC.**

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: none paid - Volunteers \$ \_\_\_\_\_  
(State the hourly rate and total number of hours)
2. Consultant and Contract Services: Seeking Gardeners \_\_\_\_\_  
(Attach consultant/contract letter)
3. Travel: none \_\_\_\_\_
4. Space Costs and Rentals: none \_\_\_\_\_
5. Consumable Supplies: soil/compost/mulch/flowers <sup>wood</sup> \$ 1000-2500  
4000 for new garden
6. Rental, Lease, or Purchase of Equipment: \_\_\_\_\_
7. Other Costs: perhaps advice from a landscaper <sup>(if perhaps)</sup> 2-3000  
nominal
8. Total Grant Expenditures (Add lines 1-7 - Must Equal Total Requested): \$ 6,000.00  
Requested & spent for said project

**SECTION II: Agency/Department Annual Budget - (please attach a notarized copy)**

Please indicate your **AGENCY'S TOTAL ANNUAL BUDGET** by source of funding and cost category showing all income and all expenditures.

1. **Source of Funding (ALL ANNUAL INCOME)** for Agency/Department presently - 0 funds!
  - a. Federal will seek legislative grants \_\_\_\_\_
  - b. State will seek help from state grants \_\_\_\_\_
  - c. Town (Please include grant amount requested) \$ 6,000.00
  - d. Private Organization we work through grants right now. \_\_\_\_\_
  - e. Other: R.V.U. Civic Act. grant assistance \_\_\_\_\_  
(Explain)
2. Total Annual Income (Add Lines 2a-e): 0 now \$ 6,000.00 Expectation
3. **Cost Category (ALL ANNUAL EXPENDITURES)** for Agency/Department
  - a. Personnel, Consulting & Contract Services none
  - b. Travel none
  - c. Operating (Rentals, Supplies, Utilities, etc.) none
  - d. Other: Caring for garden thru a natural process with some temp. \_\_\_\_\_  
(Explain)
4. Total Annual Expenditures (Add Lines 3a-d): \$ 6,000

NOTE: Totals on Line 2 and Line 4 MUST be the same.

FINANCIAL  
requested grant amount

Please -

You gave us help  
with funds + encouraged  
us to create

Please help us finish  
our Community Project  
this year if possible

Thank you!

Yvonne Henry



## FRIENDS OF TOMS GROVE

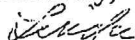
Dear Friends,

I am writing to you hoping you will share in our community dream project once again and help us complete it this year. We began as a new, non profit community beautification organization in 2022. It has been a wonderful journey and we are hoping you will help and come to our Open House sometime in March, and share in the joy along with us.

We began with a plot of land governed by BHA and we tilled the soil to make a handicap accessible, totally organic vegetable garden. We accomplished the first part of the project. The organic garden has 26 raised planting boxes and has flourished for two years. This year, we added the Garden House and we very much want to finish the intended flower gardens and Pergola. A Garden House was always a part of the dream and we were able to achieve that just these past few months. Its beautiful, useful and it is also a place to gather in the garden and relax and embrace life. It's nice to be able to enjoy some pretty scenery while we are sharing memories of long time friends.

Our first overall goal was to raise \$ 10,000 and we succeeded. However as the projected unfolded we hope to go a little further and raise an additional \$6,000 to add a few things to make it complete as the dream was intended. The Pergola and Memorial Flower Gardens are last. Electricity will follow at some point. Working hard for four years so far yielded many friendships we never would have enjoyed otherwise. It taught us about bringing a community together. It helped us to reflect on friends that are no longer with us that once lived in our very homes. We stand proud of our efforts as we look toward the future and other potential community projects. A special Thank You to the students at Roger Williams University who are on the Community Partners Program. They were a Godsend and without their repeated efforts and enthusiasm, we may have lost the dream.

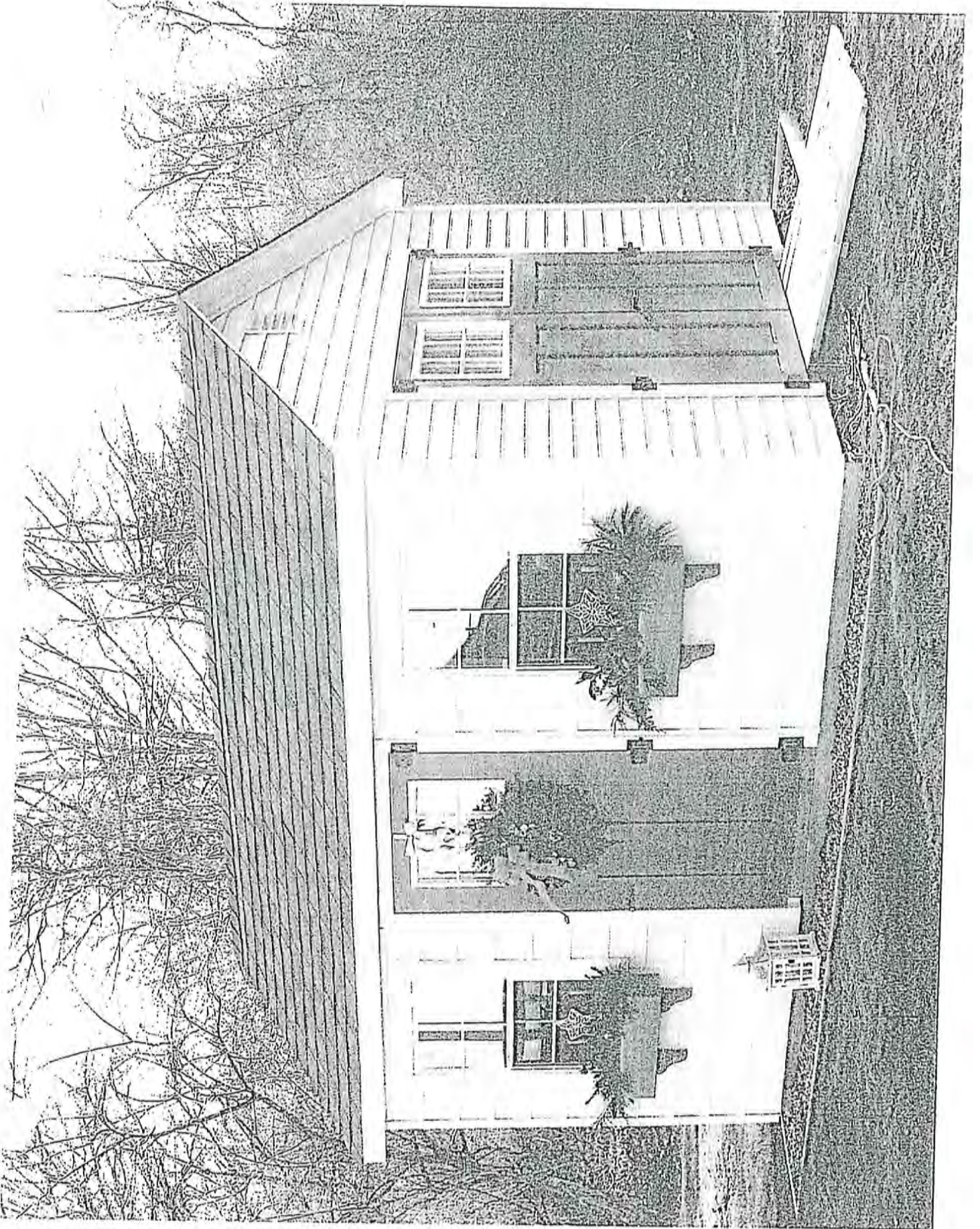
Sincerely,

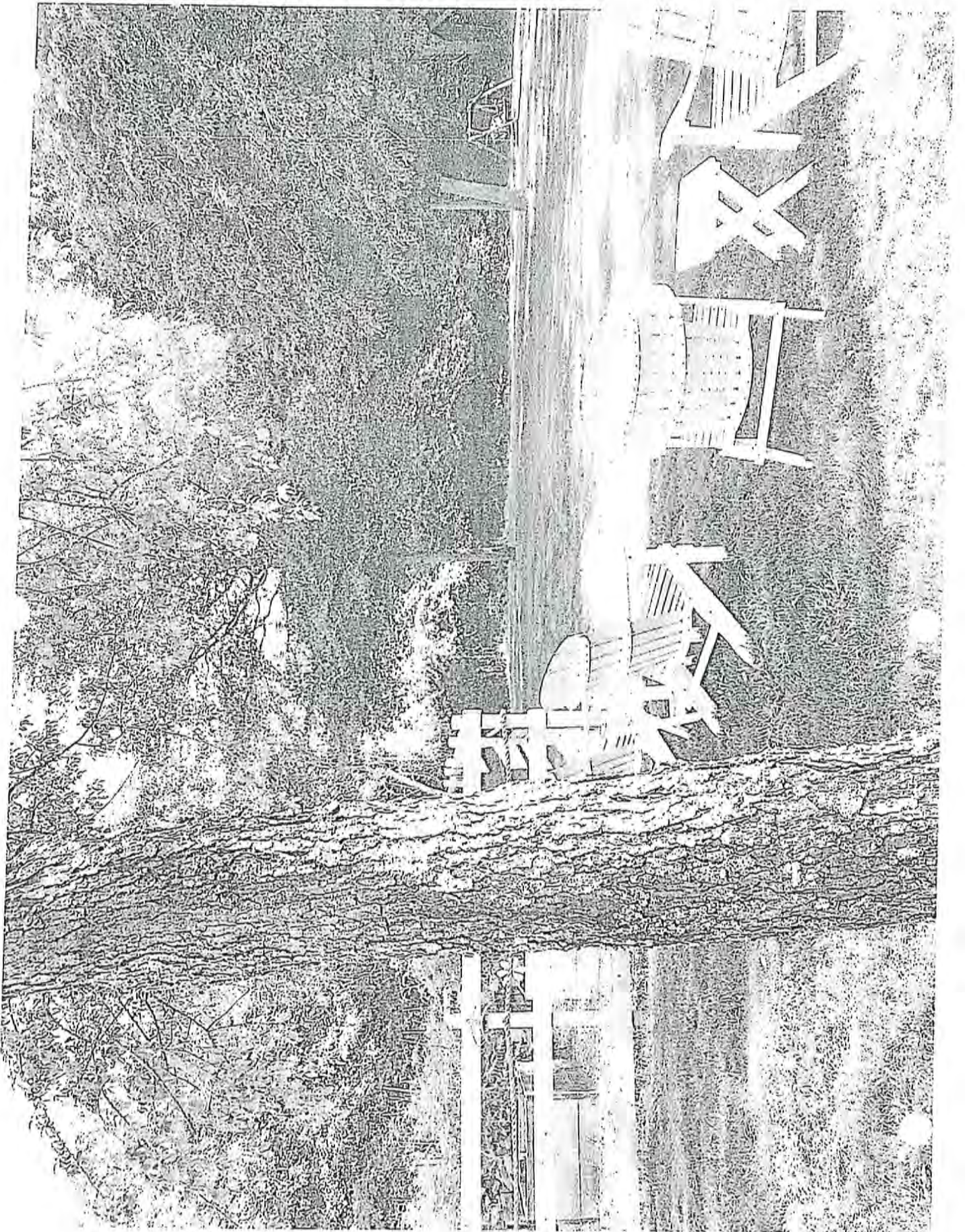


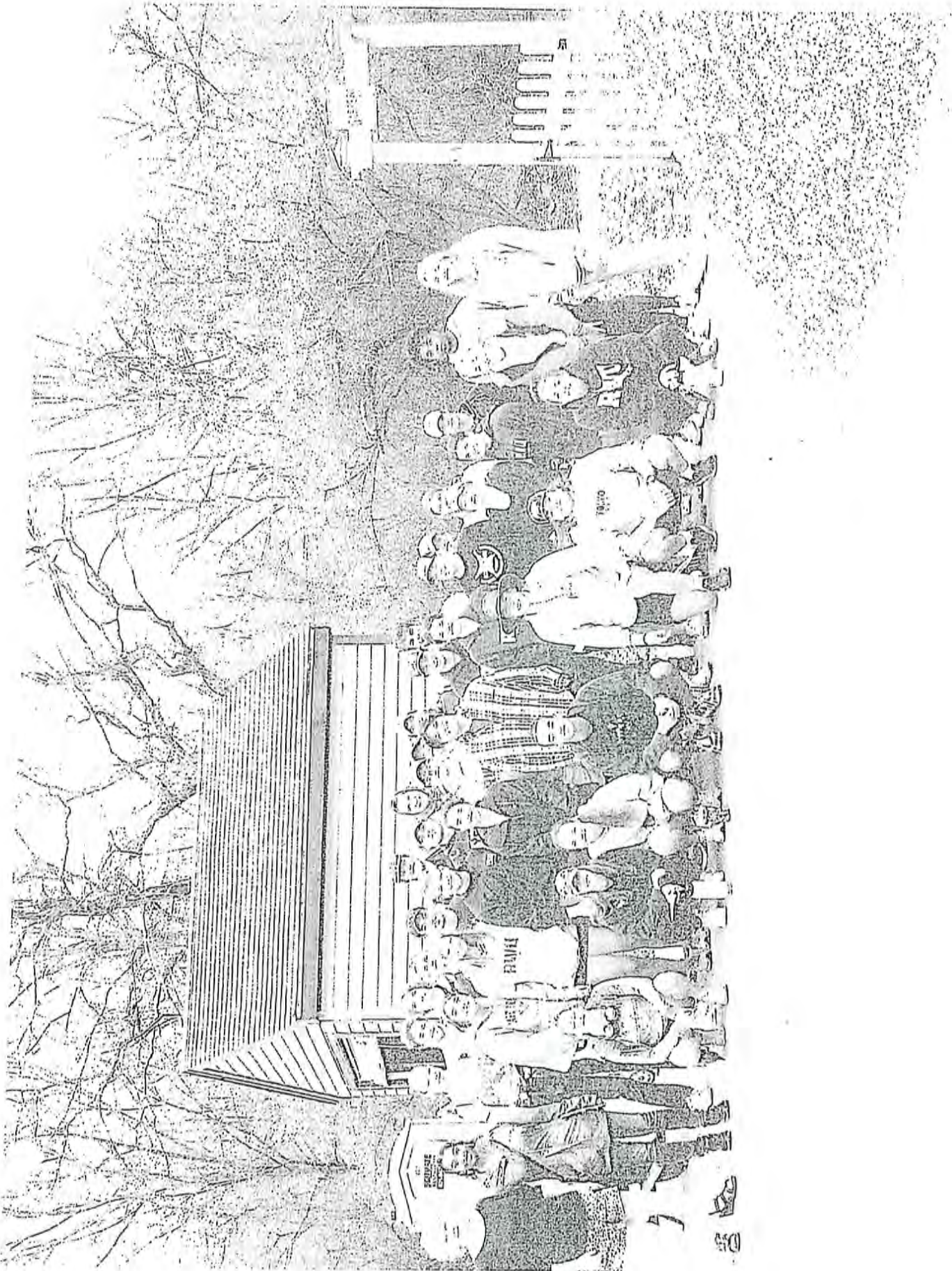
Linda J. Heroux, Exec. Director  
Friends of Toms Grove  
1014 Hope St. Apt AA-3  
Bristol, R.I 02809 401 317 0279

\*We are a 501c-3 organization

\*We are able to receive donations which  
can be deductible for donors









TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

CLERK OF TOWN  
LOCAL GOVERNMENT OFFICE  
BRISTOL, RI

2025 JAN 29 PM 2:50

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: BRISTOL MIDDLE PASSAGE PORT MARKET  
ADDRESS: 30 BARNFORD ST. PO. BOX 871  
CITY/TOWN: BRISTOL STATE: RI ZIP CODE: 02809  
PHONE NUMBER: 401 474 6452  
EMAIL: STEPHAN.BRIGIDIZ@gmail.com  
EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: BERNARD FREEMAN - Pres.  
TIME PERIOD FUNDS WILL BE USED: FROM: 1. July 25 TO: 30. June 26

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

AMOUNT: \$500.-

PURPOSE OF GRANT: (Please be SPECIFIC on how the grant funds will be used.)  
To be used toward our marketing  
OF THE MEMORIAL SCULPTURE

OBJECTIVE: (Please also provide background information/brochure on your agency included what/who your agency services.)

Total Funds Requested: \$500.-

Signature [Signature] Chair or Authorized Agent  
Date of Board Approval

Signed and sworn to before me this 29 day of January 2025  
(date) (month) (year)

**ERIC DICKERVITZ**  
Notary Public  
State of Rhode Island ID# 769734  
My Comm. Expires:

[Signature]  
Notary Public  
Date 1/29/2025

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO: Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809  
(401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY  
FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |               |
|---|---------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)            | \$ <u>0</u>   |
| 2. Consultant and Contractor Services: _____<br>(Attach consultant/contract letter) | <u>-</u>      |
| 3. Travel: _____  | <u>-</u>      |
| 4. Space Costs and Rentals: _____   | <u>-</u>      |
| 5. Consumable Supplies: _____   | _____         |
| 6. Rental, Lease, or Purchase of Equipment: _____                                   | _____         |
| 7. Other Costs: <u>FDU - MKT</u>  | <u>500</u>    |
| 8. Total Grant Expenditures (Add lines 1-7 - Must Equal Total Requested):           | \$ <u>500</u> |

**SECTION II: Agency/Department Annual Budget - (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department

- |   |               |
|---|---------------|
| a. Federal                                      | <u>-</u>      |
| b. State  | <u>6500</u>   |
| c. Town (Please include grant amount requested) | <u>500</u>    |
| d. Private Organization                         | <u>65,000</u> |
| e. Other: _____<br>(Explain)                    | <u>-</u>      |

2. Total Annual Income (Add Lines 2a-e): \$ 72,000

3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department

- |   |               |
|---|---------------|
| a. Personnel, Consulting & Contract Services <u>ARTIST/FULLTIME</u> | <u>67,500</u> |
| b. Travel   | _____         |
| c. Operating (Rentals, Supplies, Utilities, etc.)                   | _____         |
| d. Other: <u>Costs of MKT.</u><br>(Explain)                         | <u>750</u>    |

4. Total Annual Expenditures (Add Lines 3a-d): \$ 68,250

OPERATING SUMMARY

BR1 PAGE

1

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
W	SPECIAL OLYMPICS- SMITHFI	1,000	1,000	1,480	0	0
PAGE SUBTOTALS		1,000	1,000	1,480	0	0
TOTALS		1,000	1,000	1,480	0	0



# TOWN OF BRISTOL

## NARRATIVE OF GRANT REQUEST FY2026

### AGENCY INFORMATION

BRISTOL COUNTY BAYSIDERS

NAME OF ORGANIZATION/AGENCY: Special Olympics RI

ADDRESS: 370 George Washington Highway

CITY/TOWN: Smithfield STATE: RI ZIP CODE: 02917

PHONE NUMBER: (401) 349-4900

EMAIL: robin@specialolympicsri.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Robin DeRobbio

TIME PERIOD FUNDS WILL BE USED: FROM: 7/1/25 TO: 6/30/26

### PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** Our program lost funding with the Town of Warren to subsidize our annual 5 week bowling program and bus rentals to state games at URI in May (26)

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

monies will be used to fund our bowling program and expenses for the state games at URI in Spring

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)

Total Funds Requested: \$1480.00

Patricia A. Lannan  
Signature

Chair or Authorized Agent

PATRICIA A. LANNAN 1/28/25  
Date of Board Approval

Signed and sworn to before me this 28 day of January 2025  
(date) (month) (year)

Jacqueline M. O'Brien  
Notary Public  
State of Rhode Island ID# 55955  
My Comm. Expires: 1/28/2026

Jacqueline M. O'Brien 1/28/2025  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809  
(401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |  |                 |
|---|--|-----------------|
| 1. Personnel: <u>all volunteer</u>  |  | \$ <u>0</u>     |
| (State the hourly rate and total number of hours)                         |  |                 |
| 2. Consultant and Contract Services: _____                                |  | \$ <u>0</u>     |
| (Attach consultant/contract letter)                                       |  |                 |
| 3. Travel: _____  |  | \$ <u>0</u>     |
| 4. Space Costs and Rentals: <u>bus rentals</u>                            |  | \$ <u>400.</u>  |
| 5. Consumable Supplies: _____   |  | _____           |
| 6. Rental, Lease, or Purchase of Equipment: <u>bowling program</u>        |  | \$ <u>1080.</u> |
| 7. Other Costs: _____   |  | \$ <u>0</u>     |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested): |  | \$ <u>1480</u>  |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your **AGENCY'S TOTAL ANNUAL BUDGET** by source of funding and cost category showing all income and all expenditures.

- |   |  |                 |
|---|--|-----------------|
| <b>1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department</b>   |  |                 |
| a. Federal  |  | \$ <u>0</u>     |
| b. State  |  | \$ <u>0</u>     |
| c. Town (Please include grant amount requested)                         |  | \$ <u>1,480</u> |
| d. Private Organization   |  | \$ <u>0</u>     |
| e. Other: _____   |  | _____           |
| (Explain)   |  |                 |
| 2. Total Annual Income (Add Lines 2a-e):                                |  | \$ <u>1,480</u> |
| <b>3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</b> |  |                 |
| a. Personnel, Consulting & Contract Services                            |  | \$ <u>0</u>     |
| b. Travel   |  | \$ <u>0</u>     |
| c. Operating (Rentals, Supplies, Utilities, etc.)                       |  | \$ <u>1480</u>  |
| d. Other: _____   |  | \$ <u>0</u>     |
| (Explain)   |  |                 |
| 4. Total Annual Expenditures (Add Lines 3a-d):                          |  | \$ <u>1480</u>  |

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**

OPERATING SUMMARY

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
X	EAST BAY SOFTBALL	1,000	1,000	1,000	0	0
PAGE SUBTOTALS		1,000	1,000	1,000	0	0
TOTALS		1,000	1,000	1,000	0	0

TOWN OF BRISTOL

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2025 FEB -3 PM 3:51

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: East Bay Recreational Softball League

ADDRESS: PO Box 1162 or 17 Casey Drive

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401-497-5294

EMAIL: caferreira131@gmail.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Charlene Ferreira

TIME PERIOD FUNDS WILL BE USED: FROM: March 2025 TO: Feb 2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** \$1,000 to Sponsor the League. Sponsorship Includes 4x4 Field Sign and Sponsored Team for Spring and Fall Season.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)  
Sponsorship helps with Umpire Fees, Equipment Cost, storage fees, Insurance fees, Uniform Costs, and helps offset registration costs.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)  
we are a non-profit girls softball league for girls 5-12 here in Bristol, RI. We teach softball skills and development, and we are committed to teaching teamwork and sportsmanship. We serve as a feeder program for the middle school and high school, contributing to the broader sports development in our community.

**Total Funds Requested:** \$1,000

Charlene Ferreira President

Signature \_\_\_\_\_ Chair or Authorized Agent \_\_\_\_\_ Date of Board Approval \_\_\_\_\_

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
(date) (month) (year)

\_\_\_\_\_  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY**

FY2026

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: _____ (State the hourly rate and total number of hours)		\$ _____
2. Consultant and Contract Services: _____ (Attach consultant/contract letter)		_____
3. Travel: _____		_____
4. Space Costs and Rentals: _____		_____
5. Consumable Supplies: _____		_____
6. Rental, Lease, or Purchase of Equipment: _____		_____
7. Other Costs: <u>Equipment, uniforms, field maintenance</u>		<u>\$1,000</u>
8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):		\$ <u>\$1,000</u>

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

<b>1. <u>Source of Funding (ALL ANNUAL INCOME) for Agency/Department</u></b>		
a. Federal		_____
b. State		<u>\$4,000</u>
c. Town (Please include grant amount requested)		<u>\$1,000</u>
d. Private Organization		_____
e. Other: <u>Registration / Sponsorship</u>		<u>13,000</u>
	(Explain)	
2. Total Annual Income (Add Lines 2a-e):		\$ <u>\$18,000</u>
<b>3. <u>Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</u></b>		
a. Personnel, Consulting & Contract Services <u>Training</u>		<u>\$6000</u>
b. Travel		_____
c. Operating (Rentals, Supplies, Utilities, etc.)		_____
d. Other: <u>Uniforms, Equipment, field maintenance, League costs</u>		<u>\$12000</u>
	(Explain)	
4. Total Annual Expenditures (Add Lines 3a-d):		\$ <u>\$18000</u>

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**

OPERATING SUMMARY

BR1 PAGE

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
Y	FRIENDS OF ST ELIZABETH FOOD F	0	0	3,000	0	0
PAGE SUBTOTALS		0	0	3,000	0	0
TOTALS		0	0	3,000	0	0

TOWN OF BRISTOL

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2024 DEC -9 PM 3:05

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Friends of St. Elizabeth Food Pantry

ADDRESS: 10 Monroe Avenue

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401-253-

EMAIL: office@santelizabethrhurck.net

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Father Van der Martins

TIME PERIOD FUNDS WILL BE USED: FROM: 1-1-2025 TO: 12-31-2025

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** To purchase food for the residents of Bristol who are food insecure. We also assist residents with paying utilities.

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

The funds will be used to purchase food and help residents paying utility bills that are past due.

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.) Attached

Total Funds Requested: \$3000.00

[Signature]

Signature

Chair or Authorized Agent

Date of Board Approval

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ (date) (month) (year)

Notary Public

Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. **PLEASE BE SPECIFIC.**

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |  |                 |
|---|--|-----------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          |  | \$ <u>  0  </u> |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |  | - 0 -           |
| 3. Travel: _____  |  | - 0 -           |
| 4. Space Costs and Rentals: _____   |  | - 0 -           |
| 5. Consumable Supplies: _____   |  | - 0 -           |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |  | - 0 -           |
| 7. Other Costs: _____   |  | - 0 -           |
| 8. Total Grant Expenditures (Add lines 1-7 - Must Equal Total Requested):         |  | \$ <u>  0  </u> |

**SECTION II: Agency/Department Annual Budget - (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department

- |   |            |                   |
|---|------------|-------------------|
| a. Federal                                      |            | - 0 -             |
| b. State  |            | - 0 -             |
| c. Town (Please include grant amount requested) |            | \$ <u>3000.00</u> |
| d. Private Organization                         | Totally by | <u>Donations</u>  |
| e. Other: _____<br>(Explain)                    |            | - 0 -             |

2. Total Annual Income (Add Lines 2a-e): \$ 3000.00

3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department

- |  |  |                   |
|--|--|-------------------|
| a. Personnel, Consulting & Contract Services   |  | - 0 -             |
| b. Travel  |  | - 0 -             |
| c. Operating (Rentals, Supplies, Utilities, etc.)  |  | - 0 -             |
| d. Other: <u>Food &amp; Utilities/Rent for residents</u><br>(Explain) <u>who are underserved</u> |  | \$ <u>20,000.</u> |

4. Total Annual Expenditures (Add Lines 3a-d): \$ 23,000

NOTE: Totals on Line 2 and Line 4 MUST be the same.



## SPECIAL PROGRAMS

FOSE sponsors a Baby Shower every other year, usually in June. We ask parishioners to donate gifts of baby clothes, sleepers, diapers, baby food, umbrella strollers, and gift cards. All gifts are then donated to *St. Gabriel's Call*, a confidential program coordinated by the office of Life & Family of the Roman Catholic Diocese of Providence. This program is a diocesan outreach for women and their families in need of physical, emotional and spiritual assistance during pregnancy and beyond. For more information on the Baby Shower Program, call the Chancery-Office of Life & Family 401-421-7833 ext. 218

## Saint Elizabeth Queen of Portugal Our Patron Saint

Saint Elizabeth was born in 1271 into a privileged life of royalty. At the age of twelve, she was married to King Denis of Portugal who led an unfaithful life while she remained a very devout wife and mother. Her kindness and charity to the poor was legendary. The story goes that one day she had bread hidden in her apron to distribute to the poor. Her husband, who was against her helping the destitute, confronted her and demanded to see what was in the apron. Upon unfurling the apron, the bread had miraculously turned to roses. King Denis eventually came to have great respect for her. After his death, she became a secular Franciscan giving away her royal possessions to take care of the sick and the poor, establishing orphanages and shelters for the homeless. Her feast day is on July 4<sup>th</sup>.

St. Elizabeth's Church  
577 Wood Street, Bristol, RI 02809  
401-253-8366

[www.saintelizabethchurch.net](http://www.saintelizabethchurch.net)

email:

[office@saintelizabethchurch.net](mailto:office@saintelizabethchurch.net)

[Rev. Vanda S. Martins](mailto:Rev.VandaS-Martins)

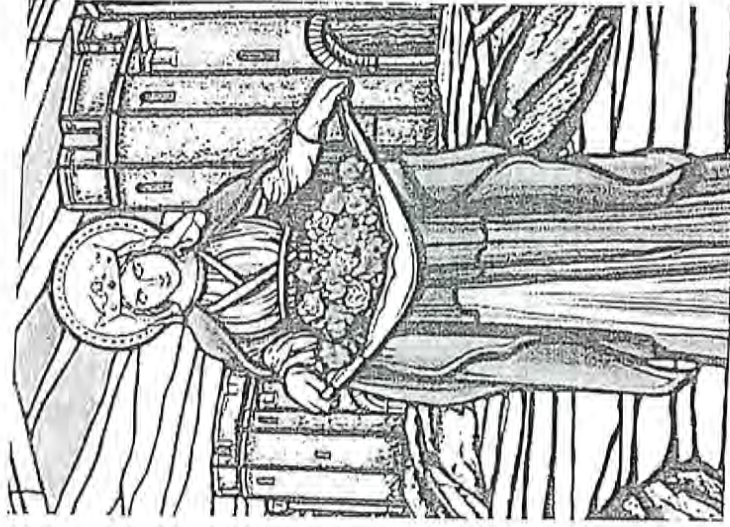
[Rev. Marinado Batista, Pastor](mailto:Rev.Marinado-Batista)

[pastor@saintelizabethchurch.net](mailto:pastor@saintelizabethchurch.net)

FOSE President: Naemi-Garpenfer

*Amy Castro*

## Friends of St. Elizabeth



PARISH OUTREACH AND  
ASSISTANCE HELP LINE  
401-525-8816

## WHO WE ARE

The Friends of St. Elizabeth (FOSE) is a nonprofit organization of dedicated volunteers who believe in emulating the kindness and charity of our patron, Saint Elizabeth of Portugal.

## WHAT WE DO

FOSE is an outreach and assistance program that operates under the direction of St. Elizabeth's Church of Bristol. Funded entirely by donations, grants and an annual dinner, FOSE manages a small pantry that provides nonperishable groceries and toiletries to individuals and families in need. When a crucial need arises FOSE also provides financial assistance in paying utility bills, rent and prescription medications. In addition, FOSE distributes gifts and food baskets to assist individuals and families in celebrating the Thanksgiving, Christmas, and Easter holidays.

Monetary donations to FOSE are sent to St. Elizabeth' Church or dropped off at the rectory. Food donations are dropped off at the church.

## ELIGIBILITY

Residents of Bristol and Warren are eligible to participate in the program. Groceries and toiletries may be obtained once a month; financial assistance every 6 months

## FOSE PANTRY

We depend on the steady kindness of parishioners to donate cash and food. We appreciate any monetary donations that help our volunteers purchase food and supplies to stock our FOSE PANTRY.

### GROCERIES NEEDED

- Pasta and canned pasta sauce
- Peanut butter and jelly
- Instant potatoes
- Stuffing
- Coffee
- Cereal
- Tuna fish, baked beans, Mayonnaise, ketchup, oil
- Soup (not creamed),
- Canned fruits and vegetables

### TOILETRIES NEEDED

- Hand soap, toilet paper
- Shampoo, toothpaste

**Pantry Hours of Operation**  
Tuesdays from 5:30 pm - 6:30 pm  
Closed on holidays and storm days

## LOCATION

10 Monroe Avenue, Bristol, RI 02809  
Entry is main door at the school

## HOLIDAY PROGRAMS

### EASTER

Our volunteers deliver gifts of palms and sweet bread to parishioners who are home-bound or are in local nursing homes.

### THANKSGIVING

We distribute food baskets with gift certificates to purchase turkeys or ham.

### CHRISTMAS

We distribute food baskets with gift certificates to purchase additional food. Volunteers visit and deliver gifts to the homebound and elderly in nursing homes.

### GIVING TREE

Residents who choose to participate in our GIVING TREE program are invited to provide a "wish list" for Christmas. A Christmas tree is set up inside St. Elizabeth's Church with hanging gift tags that provide details for the items that have been requested. Parishioners and friends of St. Elizabeth's choose a tag, purchase the requested gift and return it to the church. FOSE volunteers organize and prepare the gifts for distribution.

PARISH OUTREACH AND  
ASSISTANCE HELP LINE  
401-525-8816

OPERATING SUMMARY

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
Z	FRIENDS OF LINDEN PLACE	0	0	2,050	0	0
PAGE SUBTOTALS		0	0	2,050	0	0
TOTALS		0	0	2,050	0	0

RECEIVED

TOWN ADMIN. OFFICE  
BRISTOL, RI

# TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

2025 JAN 13 AM 10:34

## AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Friends of Linden Place

ADDRESS: 500 Hope Street

CITY/TOWN: Bristol STATE: Ri ZIP CODE: 02809

PHONE NUMBER: 401-253-0390

EMAIL: cmassey@lindenplace.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Cara Massey

TIME PERIOD FUNDS WILL BE USED: FROM: July 1, 2025 TO: June 30, 2026

## PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** Please see attached

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)  
Please see attached

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.)  
Please see attached

Total Funds Requested: \$2,050

Jerry H. Vellea  
Signature

Chair or Authorized Agent

June 11, 2024

Date of Board Approval

Signed and sworn to before me this 13<sup>th</sup> day of January 2025  
(date) (month) (year)

Marganda Chaves  
Notary Public  
State of Rhode Island ID# 758309  
My Comm. Expires: 1/8/25

Marganda Chaves 1/13/25  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809  
(401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: <u>caretaker @ \$19/hrx10 hrs + executive director @ \$45/hr x 5 hrs</u>	\$ <u>415</u>
(State the hourly rate and total number of hours)	
2. Consultant and Contract Services: <u>Design of NPS-style sign</u>	\$ <u>500</u>
(Attach consultant/contract letter)	
3. Travel: _____	\$ <u>0</u>
4. Space Costs and Rentals: _____	\$ <u>0</u>
5. Consumable Supplies: <u>30"x20" NPS-style sign and base, 3 5"x7" garden signs</u>	\$ <u>1,135</u>
6. Rental, Lease, or Purchase of Equipment: _____	\$ <u>0</u>
7. Other Costs: _____	\$ <u>0</u>
8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):	\$ <u>\$2,050</u>

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

a. Federal	\$ <u>0</u>
b. State	\$ <u>0</u>
c. Town (Please include grant amount requested)	\$ <u>2,050</u>
d. Private Organization	\$ <u>60,150</u>
e. Other: <u>Fundraising activities, rentals, and earned revenue</u>	\$ <u>384,700</u>
(Explain)	

2. Total Annual Income (Add Lines 2a-e): \$ 446,900

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

a. Personnel, Consulting & Contract Services	\$ <u>221,400</u>
b. Travel	\$ <u>2,000</u>
c. Operating (Rentals, Supplies, Utilities, etc.)	\$ <u>145,200</u>
d. Other: <u>fundraising activities, program expense, merchandise, advertising</u>	\$ <u>78,300</u>
(Explain)	

4. Total Annual Expenditures (Add Lines 3a-d): \$ 446,900

NOTE: Totals on Line 2 and Line 4 MUST be the same.

# LINDEN PLACE

## Narrative of Grant Request FY2026

**NEED:** Linden Place is cited in the Town of Bristol Comprehensive Plan (adopted January 2017) as one of the significant cultural institutions important to the identity of the Town as a historical and cultural destination for visitors as well as for residents of the Town. In order to better serve our visitors, both residents and tourists, we need to provide more interpretive signage on the grounds of the property. This signage will help visitors to the site better understand the historical and cultural context of Linden Place as well as providing often-requested information about the statues on the grounds. This project will assist in meeting the Town’s goal, as stated in the Comprehensive Plan, to protect the historic and cultural resources that link Bristol’s past with the vision for Bristol’s future by promoting Bristol’s cultural heritage at a historic institution, as well as the goal to Protect and foster cultural diversity and reinforce the character defining events, activities, and features within the town by enhancing the cultural resources of the town, including its cultural institutions, and telling the Bristol story through the installation of interpretive signs throughout town (Historical and Cultural Resources Goals 2a, 3c, and 3d).

**PURPOSE OF GRANT:** Funds from the Town of Bristol grant will be used to design, purchase, and install four interpretive signs on the grounds of Linden Place to better inform our visitors, including those who casually walk the grounds, about the history of the site and the town. We will design, purchase, and install a National Park Service-style fiberglass embedded panel sign, 30”w x 20”h mounted on an aluminum single pedestal exhibit base at the side gate to Linden Place just inside the property on the Hope Street side. This sign will provide a basic overview of Linden Place’s history and significance to the town and serve as an invitation for the visitor to come further onto the grounds and into the mansion. The content for this sign will be developed by Executive Director Cara Massey and designed by graphic designer Brian Murphy before being manufactured by Pannier Graphics. In addition, we will create three 5”x7” garden-stake-style signs that will serve as identification markers for the three large bronze statues at the front of the mansion. The content for these markers will be developed by Cara Massey and the signs will be created by Jay-El Trophy. Together, these four signs will transform the front of the Linden Place mansion grounds into a more inviting, informative, and engaging experience.

The project budget is as follows:

One 30”w x 20”h National Park Service-style fiberglass embedded panel sign and aluminum single pedestal exhibit base purchased from Pannier Graphics	\$730.00
Graphic Design	\$500.00
Caretaker – 10 hours at \$19/hr for sign assembly and installation	\$190
Executive Director – 5 hours at \$45/hr for sign content development	\$225
Three 5”x7” garden-style signs from Jay-El Trophy at \$135 each	\$405
<b>TOTAL</b>	<b>\$2,050</b>

# LINDEN PLACE

**OBJECTIVE:** Linden Place, an 1810 Federal-period mansion, has stood at the center of Bristol's history and cultural activity for more than 200 years. Our mission is to preserve and restore this treasured historic property and to ensure its public accessibility by developing programs that enhance the artistic, cultural, and educational life of the community. Often referred to as "the architectural crown jewel" of Bristol's historic waterfront district and as "Bristol's living room," Linden Place occupies two acres in the heart of downtown and fills an important architectural, social, and cultural role in the community.

Linden Place is historically significant as the home of the Dewolf and descendant Colt families, who lived there for nearly two centuries. They were slave traders, merchants, business tycoons, and artists, with influence beyond Rhode Island. Linden Place weaves together several threads of American history including the transatlantic slave trade, the intersection of the merchant and ruling classes, the industrial revolution, politics and Hollywood. It is a complicated story that reflects the complexity of American innovation, creativity, entrepreneurship and exploitation.

Today the site is the backdrop for public programs focused on the humanities and the arts. Most of the programming occurs through special events (lectures, workshops, concerts, private tours), and experiencing the collection, which includes five buildings (the mansion, historic gazebo, Summer House, ballroom, and carriage house) and the garden/grounds.

Linden Place primarily serves residents of nine East Bay communities of Rhode Island and communities of neighboring Southeastern Massachusetts, with the largest number of individuals served from Bristol itself. Given Bristol's thriving tourist industry, Linden Place also serves tourists from across the country and the globe. Last year approximately 4,000 people visited Linden Place, with nearly half of our visitors only engaging with our outdoor space. Our objective with this project is to better serve these visitors by ensuring they have a deeper understanding of the property's history and significance, and are better able to enjoy the three large statues on the front lawn. This objective furthers our broader strategic goal to maintain a welcoming and accessible environment that invites visitors to engage with history.

# LINDEN PLACE

Friends of Linden Place  
Fiscal Year 2025 Budget (January 1 – December 31, 2025)

**Income:**

Fundraising Activities

Donations	\$49,000
Fundraising Events	\$78,800
Grants	\$52,200
Sponsorships	\$10,000
Membership Dues	\$24,500

Earned Income

Gift Shop Revenue	\$12,000
Program Revenue	\$41,800
Rental Income	\$26,400
Community Rentals	\$2,800
Wedding Income	\$149,400

**Total Income: \$446,900**

**Expenses:**

Personnel

Gift Shop Staff	\$3,214
Wedding Staff	\$8,000
Prof. Development	\$1,500
Salaries	\$172,718
Payroll Taxes	\$14,913
Payroll Fees	\$1,524
Health Insurance	\$11,894
Retirement Match	\$5,181
Workers Comp. Ins.	\$2,456

Travel

Travel \$2,000

Operating

Wedding Operations	\$8,750
Cleaning Service	\$14,000
Repairs & Maintenance	\$10,250
Security	\$2,100
Insurance	\$28,500
Licenses & Fees	\$19,500
Dues & Subscriptions	\$7,500
Office Supplies	\$10,800
Professional Fees	\$14,300
Taxes	\$6,000
Telephone & Internet	\$3,500
Electric	\$6,500
Gas	\$10,000
Water	\$3,500

Other

Fundraising Events	\$33,000
Gift Shop Merchandise	\$8,000
Program Expenses	\$25,500
Advertising	\$10,000
Volunteer Appreciation	\$1,800

**Total Expenses: \$446,900**





TOWN OF BRISTOL

RECEIVED  
TOWN ADMIN. OFFICE  
BRISTOL, RI

NARRATIVE OF GRANT REQUEST  
FY2026

2024 DEC 20 PM 3:17

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Bristol Historical Preservation Society

ADDRESS: 48 Court St.

CITY/TOWN: Bristol STATE: RI ZIP CODE: 02809

PHONE NUMBER: 401/253-7223

EMAIL: info@bhpsri.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Catherine Tipt

TIME PERIOD FUNDS WILL BE USED: FROM: April 1, 2024 TO: May 30, 2024

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

NEED:

*Please see attached.*

PURPOSE OF GRANT: (Please be SPECIFIC on how the grant funds will be used.)

*Please see attached.*

OBJECTIVE: (Please also provide background information/brochure on your agency included what/who your agency services.)

*Please see attached.*

Total Funds Requested: \$ 5000

*[Signature]*

Signature Chair of Authorized Agent

Date of Board Approval

Signed and sworn to before me this 20<sup>th</sup> day of December 2024  
(date) (month) (year)

Margarida Chaves  
Notary Public  
State of Rhode Island ID# 758399  
My Comm. Expires: 11/2/25

*[Signature]*  
Notary Public Date 12/20/24

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809  
(401-253-7000 ext. 133) by Monday, February 3, 2025.

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |   |    |                |
|---|----|----------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)          | \$ | _____          |
| 2. Consultant and Contract Services: _____<br>(Attach consultant/contract letter) |    | _____          |
| 3. Travel: _____  |    | _____          |
| 4. Space Costs and Rentals: _____   |    | _____          |
| 5. Consumable Supplies: _____   |    | _____          |
| 6. Rental, Lease, or Purchase of Equipment: _____                                 |    | _____          |
| 7. Other Costs: <u>Honoraria for re-enactors</u>                                  |    | <u>\$ 5000</u> |
| 8. Total Grant Expenditures (Add lines 1-7 - Must Equal Total Requested):         |    | <u>\$ 5000</u> |

**SECTION II: Agency/Department Annual Budget - (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

- |   |           |                       |
|---|-----------|-----------------------|
| <b>1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department</b>   |           |                       |
| a. Federal  | _____     | <u>0</u>              |
| b. State  | _____     | <u>0</u>              |
| c. Town (Please include grant amount requested)                         | _____     | <u>5000</u>           |
| d. Private Organization / Endowment                                     | _____     | <u>120,000</u>        |
| e. Other: <u>Fundraising, membership programs</u><br>(Explain)          | _____     | <u>50,000</u>         |
| <b>2. Total Annual Income (Add Lines 2a-e):</b>                         | <b>\$</b> | <b><u>175,000</u></b> |
| <b>3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department</b> |           |                       |
| a. Personnel, Consulting & Contract Services                            | _____     | <u>128,000</u>        |
| b. Travel   | _____     | _____                 |
| c. Operating (Rentals, Supplies, Utilities, etc.)                       | _____     | <u>47,000</u>         |
| d. Other: _____<br>(Explain)  | _____     | _____                 |
| <b>4. Total Annual Expenditures (Add Lines 3a-d):</b>                   | <b>\$</b> | <b><u>175,000</u></b> |

NOTE: Totals on Line 2 and Line 4 MUST be the same.

**Bristol Historical & Preservation Society  
Town of Bristol Grant Request, FY 2026**

**Need:**

The Bristol Historical & Preservation Society (BH&PS) and the Battle of Rhode Island Association (BoRIA) are organizing a series of events in May 2025 to commemorate the 250th anniversary of two events known together as the Bristol Raids (The Bombardment of Bristol, October 7, 1775 and the Burning of Bristol, May 25, 1778). These events will feature the tall ship *Oliver Hazard Perry* and include a reenactment of the Burning of Bristol, tours, school programming, and more.

Preliminary Schedule:

Friday, May 16: *Oliver Hazard Perry* arrives in Bristol and docks at the Herreshoff Marine Museum

Saturday, May 17: Living history reenactment: The British "bombard" Bristol and then "attack" and "raid" its citizens, starting at the *Oliver Hazard Perry* and then moving to the streets to "burn" buildings throughout town.

Sunday, May 18: Paid public tours

Monday, May 19: Sail-out tours for BWRSD's 9th graders

Tuesday, May 20 On-board school tours for BWRSD students; OHP departs this evening or following morning.

The weekend of events is intended to coordinate with efforts of the Bristol 250 committee, to commemorate an important moment in the American Revolution (see attached history), and to bring the town together in an immersive and fun event that fosters engagement with Bristol's Revolutionary-era history. Preliminary estimate for all costs: \$60,000.

**Purpose of Grant:**

This grant seeks funding for the living history presentation only; the balance will be raised through other grants, fundraising efforts, and sponsorship opportunities. The sole purpose of this grant request is to ensure compensation at the rate of \$200/day for the reenactors who are needed to bring this event to life and who will have costs (insurance; gunpower; etc.) associated with their participation. This request for \$5000 guarantees the participation of 25 reenactors. Should the event require more, the BH&PS is prepared to pay the additional costs.

Operating in tandem with the personnel of the tall ship *Oliver Hazard Perry*, in the morning, approximately 25 reenactors will "sail" into Bristol and stage an "attack" following the timeline of the British Bombardment in 1775. Then, that afternoon, a British raiding party will land north of the town to parade south through Bristol and "raid" it, per the timeline of the burning in 1778. (Note: Bristol plans to reenact both events in 2025 so as not to compete with the BoRIA's plans to reenact the Battle of Rhode Island in 2028.)

Reenactors will represent three groups; the British attackers, the Patriot defenders, and Bristol's citizens, whose actions influenced the course of the day's events. We plan to pay particular attention to stories like that of Mrs. Woodbury, who doused a housefire with her pan of milk, Moses, Governor Bradford's enslaved man, who had the presence of mind to take his dinner with him as he fled to the East Burial Ground to escape the bombing, and Reverend Hezekiah Usher, who was captured and held on a ship by the British and whose house was burned even though he was a loyalist. Because the reenactors will need to develop their characters and read a considerable amount of background material, in addition to

providing their own period costumes, gunpowder, and insurance, it is important they be compensated for their time and expertise. We anticipate working with members of the Bristol Train of Artillery, the Second Rhode Island Regiment, and His Majesty's Tenth Regiment of Foot (a British reenacting group) to identify the reenactors.

While the details are still being determined, we have a general outline of the day's events. The day will begin at approximately 10am with British forces "attacking" and "bombarding" Bristol. We expect this to happen dockside adjacent to the tall ship *Oliver Hazard Perry*. If possible, we will cast a Simeon Potter to negotiate with the British and conclude the event by surrendering 40 (pretend) sheep. In the afternoon at approximately 1pm, we plan to transport (ideally by sea, but possibly on land) the British forces north of the town and have them march through the town. As they move through the town, they will "burn" various sites along the way; the particular houses that were burned by the British are known and have been mapped, and thus, the troops can be accurate in the properties they "burn". Along the way, they will encounter Colonists, such as Mrs. Woodbury, who will resist their efforts. When they reach the southern part of town, the British forces will meet the Patriot defenders, who will force them to retreat to their ships. At that point, the British will reboard the tall ship *Oliver Hazard Perry*.

**Objective:**

This day of events will be free and open to the public, occurring in full public view. While a schedule will be circulated in advance, we hope to "surprise" the public, in the same way that Bristol's citizens were surprised by the British 250 years ago. While we expect "history nerds of all stripes" to have a lot of fun, we also hope to engage the casual visitor, who is likely to know very little about these important, Revolutionary-era events.

**Background:**

The mission of the Bristol Historical & Preservation Society is to stimulate interest in the history of Bristol, Rhode Island, through education, research, and the collection and preservation of historic objects. The BH&PS achieves this mission through walking tours, exhibitions, programs, book clubs, lectures, appraisal days, and other special projects and events, such as our award-winning *Timeline of Enslavement in Bristol* and our annual Flea 'n' Fair.

The Battle of Rhode Island Association (BoRIA) grew out of an effort started in February 2021 by the Portsmouth (RI) Historical Society to restore Butts Hill Fort, the largest period earthwork still extant in southeastern New England. Despite its historical importance, the existence of the Fort has not been generally known, even to long time Portsmouth and Aquidneck Island residents. BoRIA has a twofold mission: To research, document and share RI's significant Revolutionary War history, particularly the Rhode Island Campaign and Butts Hill Fort and to support the restoration of Butts Hill Fort with funding and publicity.

## Brief History of the Bristol Raids

During the Revolutionary War, the coastal towns of Warren, Bristol, RI, and Fall River, MA, were raided by the British in an attempt to disrupt American supply lines, gather provisions, and intimidate the local population. Bristol, in particular, was a significant port and heavily involved in the colonial resistance efforts against British rule.

On October 7, 1775, Captain James Wallace, who led a fleet of five ships, arrived in Bristol harbor and, in the name of King George III, demanded to meet with a delegation from Bristol on his ship, HMS Rose, to require that they surrender 200 sheep and 30 cattle. After the townspeople declined to meet with him, at about 8:00pm, Wallace ordered his ships to fire on Bristol, which they did for roughly an hour and a half. Several buildings were damaged or destroyed, and the town suffered considerable disruption. Colonel Simeon Potter then rowed out to the HMS Rose, met with Wallace, and reached an agreement to provide 40 sheep. Wallace and his fleet returned to Newport, but not before raiding the outskirts of the town for anything of value (including more sheep). The bombardment of Bristol is remembered as one of the early acts of aggression by the British against civilians in the American colonies, contributing to the escalation of hostilities during the War.

Three years later, on May 25, 1778, British forces under Major Richard H. Brown raided Bristol and Warren, capturing livestock and supplies, and burning several vessels in the harbor. British forces landed on Bristol Neck (the area between Bristol and Warren) and divided the force in two, sending one detachment into Warren, and the other to the Kickemuit River where boats and other supplies were cached. The Kickemuit River force destroyed 58 of 70 small boats that were stored there, along with other military supplies and a corn mill. They also burned down a bridge that crossed the river and set fire to a sloop. The Warren detachment destroyed military supplies, set fire to the local powder magazine and, in the ensuing explosion, destroyed six homes and the town's meeting house.

As the British turned to march south from Warren, the first signs of organized resistance began to appear. Word of the British landing had reached Providence and Colonel Barton immediately sprang into action. Recruiting about 200 volunteers, he rushed south and caught up with the British shortly after they left Warren, heading for Bristol. The two forces skirmished as the British marched southward, with both sides incurring minor casualties. The British reached Bristol in good order despite the ongoing skirmishes and engaged in a destructive rampage that lasted for several hours. Continuing to move south, the British engaged in one last skirmish with Colonial troops and then retreated in their ships to Newport. All told, in addition to military supplies and cannon, the British destroyed 19 dwellings, the Church of England, and several outbuildings (about 30 buildings in total), and looted everywhere, making, according to one account, "no distinction between their Friends and Foes."

OPERATING SUMMARY

BR1 PAGE

1

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
BB	WILDLIFE REHAB ASSOC.	500	500	2,372	0	0
PAGE SUBTOTALS		500	500	2,372	0	0
TOTALS		500	500	2,372	0	0

NARRATIVE OF GRANT REQUEST  
FY2026 2025 JAN 21 AM 10:40

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Wildlife Rehabilitators Association of Rhode Island dba Wildlife Clinic of Rhode Island

ADDRESS: 2865 Tower Hill Road

CITY/TOWN: Saunderstown STATE: Rhode Island ZIP CODE: 02874

PHONE NUMBER: (401)294-6363

EMAIL: info@riwildliferehab.org

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: William Morrissette

TIME PERIOD FUNDS WILL BE USED: FROM: January 1, 2025 TO: December 31, 2025

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant.  
Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

NEED:

Please See Additional Page

PURPOSE OF GRANT: (Please be SPECIFIC on how the grant funds will be used.)

Please See Additional Page

OBJECTIVE: (Please also provide background information/brochure on your agency included what/who your agency services.)

Please See Additional Page

Total Funds Requested: \$2,371.60

William J Morrissette  
Signature Chair or Authorized Agent

1/15/25  
Date of Board Approval

to before me this 15<sup>th</sup> day of January 2025  
(date) (month) (year)



Steven Conte  
Notary Public Date 1/15/25

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.



**TOWN OF BRISTOL  
GRANT BUDGET SUMMARY**

FY2026

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

1. Personnel: _____ (State the hourly rate and total number of hours)		\$ 0 _____
2. Consultant and Contract Services: _____ (Attach consultant/contract letter)		\$0 _____
3. Travel: _____		\$0 _____
4. Space Costs and Rentals: _____		\$0 _____
5. Consumable Supplies: <u>animal feed and medications</u> _____		\$2,371.60 _____
6. Rental, Lease, or Purchase of Equipment: _____		\$0 _____
7. Other Costs: _____		\$0 _____
<b>8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):</b>		<b>\$ 2,371.60 _____</b>

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

a. Federal		\$0 _____
b. State		\$100,000 _____
c. Town (Please include <u>grant amount requested</u> )		\$30,000 _____
d. Private Organization		\$75,500 _____
e. Other: _____ (Explain)		\$474,998 _____

**2. Total Annual Income (Add Lines 2a-e):** \$ 681,498 \_\_\_\_\_

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

a. Personnel, Consulting & Contract Services		\$462,194 _____
b. Travel		\$0 _____
c. Operating (Rentals, Supplies, Utilities, etc.)		\$219,304 _____
d. Other: _____ (Explain)		\$0 _____

**4. Total Annual Expenditures (Add Lines 3a-d):** \$ 681,498 \_\_\_\_\_

**NOTE: Totals on Line 2 and Line 4 MUST be the same.**

**Need:**

This year the Wildlife Clinic of Rhode Island is respectfully requesting \$2,371.60 from the town of Bristol. In 2024, our clinic took in 77 animals which makes up 1.28% of the animals cared for at the clinic. With an estimated care cost of \$154, it cost the clinic approximately \$11,858 to provide care to the wildlife from Bristol. Our organization relies on private donations, fundraising, and grants, allowing for all services to be provided free of charge for residents of Bristol and the state of Rhode Island. Open seven days a week the clinic provides a safe and easy way for residents and Bristol Animal Control to help their local injured and orphaned wildlife.

**Purpose of Grant:**

If awarded the \$2,371.60 grant from the Town of Bristol, the Wildlife Clinic of Rhode Island will allocate these funds toward the purchase of essential food and medical supplies for the animals in our care. Our clinic's annual budget includes an estimated \$40,550 for animal feed and \$15,000 for medical supplies. The requested grant will significantly contribute to maintaining the high standard of veterinary and rehabilitative care we provide, ensuring that our wild patients receive the necessary nutrition and medical treatment during their recovery.

**Objective:**

Since its inception in 1993, the Wildlife Rehabilitators Association of Rhode Island (WRARI), operating as The Wildlife Clinic of Rhode Island, has been dedicated to providing medical care and rehabilitation for all species of wildlife throughout the state. Licensed by both state and federal authorities, we serve over 6,000 wild patients annually, reaching communities across Rhode Island through our clinic and a network of licensed home rehabilitators. Our services include the care of orphaned or injured wildlife, with a focus on rehabilitation and the eventual release of these animals back into their natural habitats. The organization is committed to promoting a deeper understanding and respect for Rhode Island's wildlife through educational initiatives and hands-on support for wildlife-related issues.

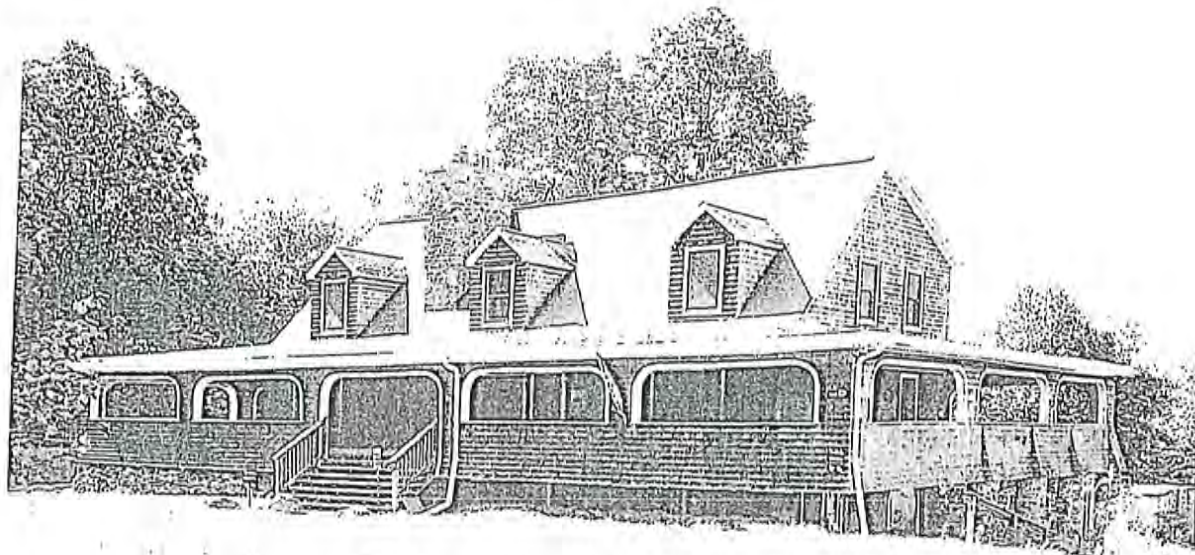


**WILDLIFE**  
**CLINIC** of  
RHODE  
ISLAND

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ANNUAL REPORT 2023

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## WILDLIFE CLINIC of RHODE ISLAND

### Dedicated to the Care of Injured and Orphaned Wildlife in Rhode Island

Since 1993, Wildlife Rehabilitators Association of Rhode Island (WRARI) has been providing medical and rehabilitative care for ALL species of wildlife in the State of Rhode Island. We are committed to fostering an understanding and respect for all Rhode Island wildlife through education, promoting the professionalism of licensed wildlife rehabilitators, and offering practical assistance with wildlife issues. We provide quality and humane care to injured, sick, and orphaned wildlife. In 2021, we introduced a new brand identity and are now recognized publicly as the Wildlife Clinic of Rhode Island, which encompasses both our physical facility in Saunderstown, RI, and our network of home rehabilitators.

We are licensed by both the state and federal government and help nearly 6,000 wild patients each year from all corners of the state. We raise orphaned or injured wild babies and assist injured adults with the goal of releasing them back into the wild. The location in Saunderstown provides medi-

cal and rehabilitative services, as well as food and board, to injured, sick, or orphaned wildlife. We also support licensed home rehabilitators in Rhode Island in a variety of ways, including providing food and supplies.

In addition to serving Rhode Island wildlife through rehabilitation efforts, we are committed to promoting communication and the dissemination of information among the wildlife rehabilitation community and to the general public through conferences, newsletters, social media, and other educational materials. We also assist in the development and enforcement of adequate regulations concerning wildlife and work collaboratively with state and federal agencies, and we provide subpermittee trainings. Once permitted by Rhode Island Department of Environmental Management, subpermittees may work under a fully licensed Rhode Island wildlife rehabilitator to help raise certain species of orphaned wildlife including squirrels, opossums, rabbits, and baby birds.

## Wildlife Clinic Staff

- William Morrissette, Ph.D.,  
Executive Director
- Dr. Blaine Hymel,  
Veterinarian
- Arianna Mouradjian,  
Director of Operations
- Olivia Harrington,  
Volunteer Coordinator
- Elisha Zonfrilli,  
After Hours Coordinator
- Tami VanSteeden, PharmD,  
Animal Care Staff
- Charlene Gallo,  
Animal Care Staff
- Caroline Keller,  
Animal Care Staff
- Mariah Smith,  
Animal Care Staff
- Brianna LaFleur,  
Office Manager

## The Wildlife Clinic operates with:

- 10 Staff Members
  - » Veterinarian
  - » Director of Operations
  - » After Hours Coordinator
  - » Volunteer Coordinator
  - » Animal Care Staff (x4)
  - » Office Manager
- 75 In-Clinic Volunteers
- 63 Home Rehabbers
- 56 Designated Transporters
- 4 Development Volunteers
- 1 Resident Artist

Dear Friends and Supporters of the  
Wildlife Clinic of Rhode Island,

This past year marked a significant transition for our organization as we bid farewell to our dedicated and long-serving Executive Director, Kristin Fletcher. Kristin's 25-year leadership was marked by unwavering commitment and passion for our mission. We owe her a deep debt of gratitude for her years of service and dedication. As she steps into the next chapter of her life, we wish her well-deserved rest and happiness.



Despite this substantial transition, we had an extremely successful year in caring for injured and orphaned wildlife, as reflected in our impressive statistics presented in this impact report. Our achievements this year would not have been possible without the tireless efforts of our staff, volunteers, and supporters.

I would like to extend my heartfelt thanks to the Board of Directors for their confidence in appointing me as the new Executive Director. I am honored to take over the reins of this remarkable organization and look forward to a bright future ahead.

The challenges we face are ever-present, as societal advancements continue to result in habitat destruction, pollution, and a decline in biodiversity. These factors make our work more imperative than ever. Our mission to provide quality and humane care to wildlife and educate the public about the importance of ecological balance is crucial in the face of these challenges.

Together, we can work towards a future where humans and wildlife coexist harmoniously. I am excited about the opportunities that lie ahead and confident in our collective ability to make a lasting impact on Rhode Island's wildlife and natural habitats.

Thank you for your continued support and dedication to our mission.

Sincerely,

William Morrissette,  
Executive Director

## Board of Directors

- Sandy Coletta,  
Board Chair
- Cody Burnett,  
Board Treasurer
- Elaine Hogan,  
Board Secretary
- Randelle Boots
- Chris DiSano
- Peter Green
- Judy Ireland
- Anne Mills
- Dr. Lucy Spelman, DVM



Diamondback Terrapin, Bobcat, Northern Saw-whet Owl

## Reflections on the Past Year

As we reflect on this past year, it is important to acknowledge the significant transition our organization has undergone. We said farewell to our esteemed Executive Director, Kristin Fletcher, who led the Wildlife Clinic with unwavering dedication for 25 years. Kristin's contributions have been invaluable, and we extend our deepest gratitude for her tireless service and passion. We wish her all the best as she embarks on this next chapter, enjoying some well-deserved rest.



With this transition, we are excited to welcome Dr. William Morrisette as our new Executive Director. The Board of Directors and I are confident in William's ability to lead us into a bright and promising future. His extensive background in higher education, combined with his dedication to wildlife conservation, makes him an excellent fit for our organization. We look forward to the innovative perspectives and strategies he will bring to our mission.

Looking ahead, we are committed to expanding our work in line with our core mission: fostering understanding and respect for all Rhode Island wildlife through education and practical assistance. We recognize that educating the public is essential to fostering respect for wildlife and maintaining the ecological balance. Dr. Morrisette's expertise in higher education will be instrumental in advancing our educational initiatives and raising public awareness about the importance of wildlife conservation. The challenges we face are substantial however, we are resolute in our mission to address these challenges through compassionate care for injured and orphaned wildlife and by educating the community about the importance of preserving our natural ecosystems.

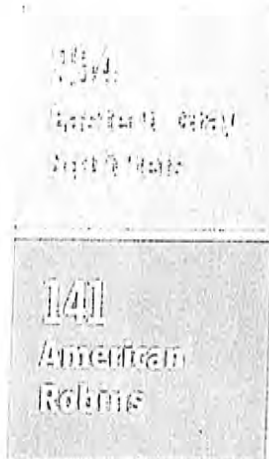
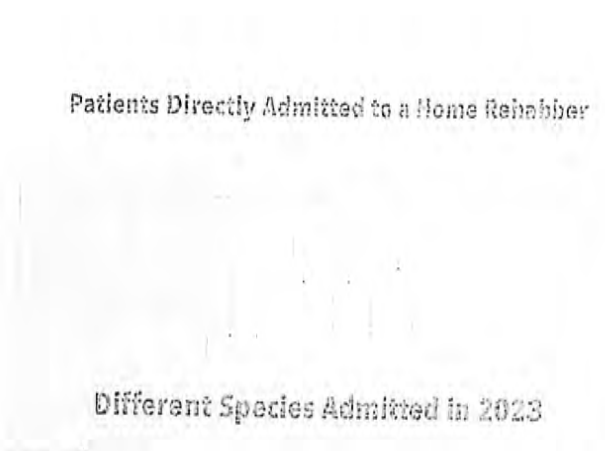
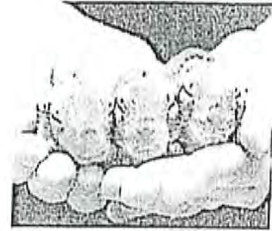
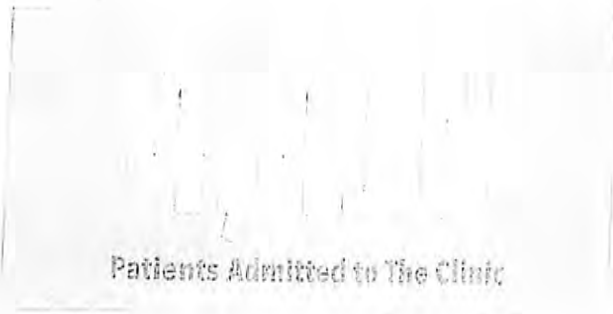
Together, with your continued support and the leadership of Dr. Morrisette, we are poised to make significant strides in wildlife conservation and education. We are excited about the opportunities ahead and are committed to ensuring a harmonious coexistence between humans and wildlife in Rhode Island.

Thank you for your unwavering support and dedication to our cause.

Warm regards,

*Sandy Coletta*

Sandy Coletta



100%  
 100%  
 100%

140  
 American  
 Rabbits

**IN 2023, THE WILDLIFE CLINIC AND ITS PARTNERS RELEASED 6,204 ANIMALS BACK INTO THEIR NATURAL HABITATS**

**40.97% CLINIC RELEASE**

**TRANSFER & RELEASE 59.03%**



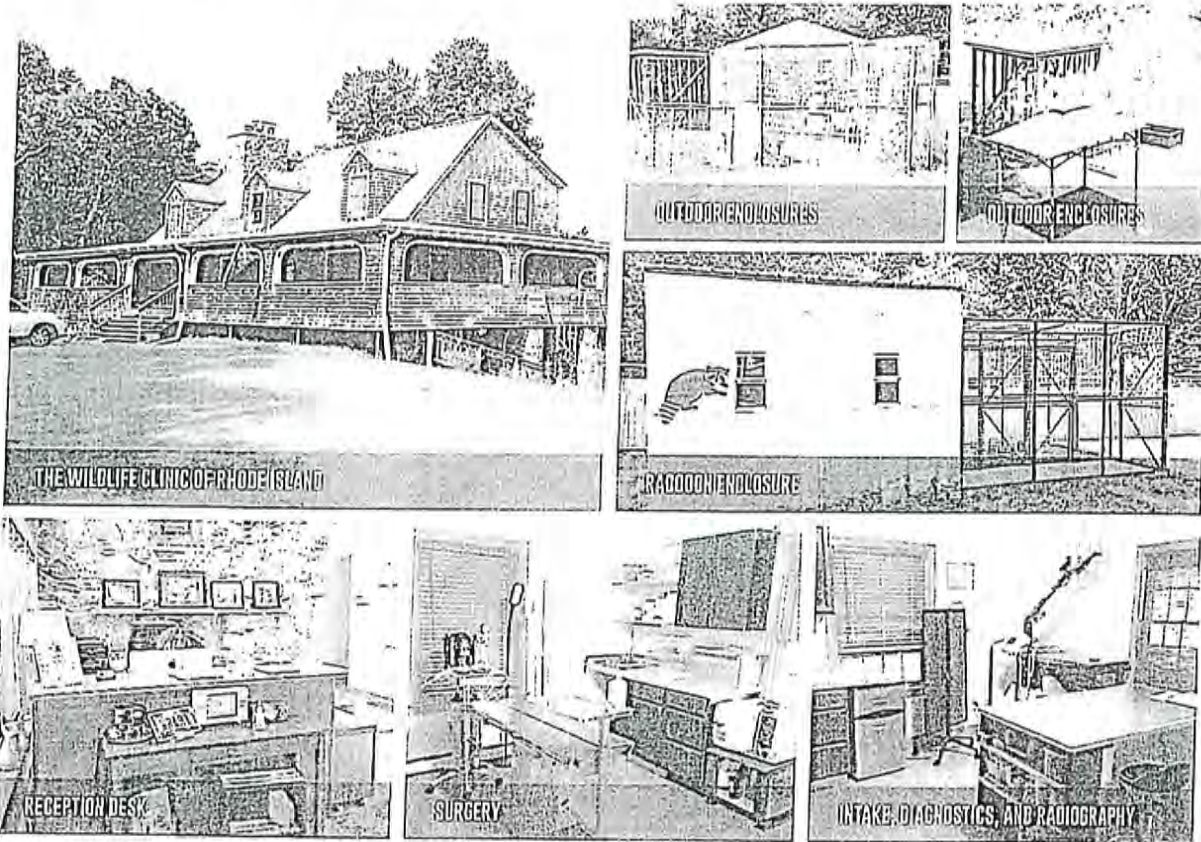
## A TOUR OF OUR WILDLIFE CLINIC

When you come to bring in an injured animal or make a visit, you'll enter the property by a short, winding gravel road before it opens up to our main building. Go slow as you drive. We have wild turkeys, woodchucks, rabbits, and all kinds of birds who pay us regular visits here.

The Wildlife Clinic of Rhode Island is an impressive sight, especially on a blue sky day. Once intended to be a home with the bottom level a possible wine tasting room, we were able to purchase the building and transform it into a home for injured and orphaned animals.

### The Clinic includes:

- An intake room
- Medical prep area and on-site surgery
- Indoor and outdoor animal enclosures
- Food prep area for individualized animal diets
- Spaces for rabies vector species
- An intensive care unit
- Full kitchen for staff and volunteers
- Just over 5 acres of land



When you enter the building, you'll be greeted by our Office Manager, Brianna, in our foyer. This is where we ask questions about the wildlife you bring in, and where you also might meet Dr. Hymel and members of the animal care team who come to triage the animals and examine them. Down the hall, we have transformed a bathroom into an isolation room for sick animals, as well as an intake room and a surgery room.

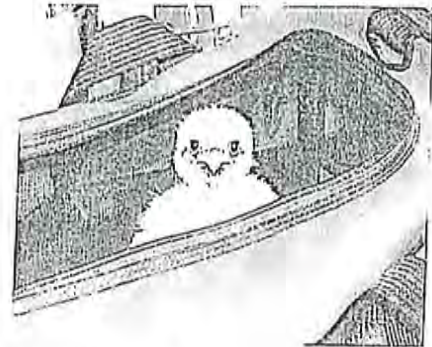
Downstairs is the main animal treatment room and supply space. We have spaces to care for babies, stainless steel tables for food and medicine prep, space for songbirds, amphibians, and reptiles, and storage for formula and food (so much food!). Outside, you'll find enclosures for woodpeckers, aviaries, a pigeon coop, fawn pen, predator pen, and raptor caging, among others. Please know this is only a small glimpse of all the wildlife enclosures on site!



OUR MOST VALUABLE ASSET IS OUR VOLUNTEERS. WE ARE CURRENTLY SEEKING TRANSPORT VOLUNTEERS TO HELP US WITH OUR WILDLIFE REHABILITATION PROGRAM.

When we receive a call to the Wildlife Clinic Hotline (401-294-6363) it is determined if the animal needs to be brought to the Clinic, or if the animal can go directly to one of our home rehabbers. If the finder is unable to drive the animal themselves, we have a network of transport volunteers ready to help.

If you would like to be a transport volunteer, please contact Volunteer Coordinator Olivia Harrington at [oharrington@wildlifer rehab.org](mailto:oharrington@wildlifer rehab.org)



Peregrine Falcon nestling



## FEATURED VOLUNTEER

Wildlife Clinic of RI Volunteer Since 2017  
Favorite Animal: Common Loon

Gwen first got involved with wildlife rehabilitation as a student at the University of Rhode Island where she majored in Wildlife and Conservation Biology. As a member of the student-led Wildlife Society, Gwen got her first official taste of wildlife rehabilitation when the Society invited its membership to take an introductory wildlife rehabilitation course. Excited by what she learned, Gwen eventually became President of the URI Wildlife Society and obtained her initial, Level I and II rehabilitation subpermittee certifications.

Since that time, Gwen has been both an in-clinic and home care volunteer. Gwen mastered the full gamut of Clinic-based animal care including cage cleaning, preparing diets, medication administration, monitoring weights, hand feeding, and releases. Gwen said it was during her in-Clinic time that she came to deeply appreciate how each of the 188 species the Clinic treats is unique and how each require individualized care techniques. She is grateful to the Clinic staff, volunteers and her wild patients who mentored and patiently guided her through her learning process.

Gwen is now a home rehabber. She is one of the first to be called for after-hours intakes, rescue, triage, and transport. Gwen rehabs squirrels, opossums, and recently she took on the challenge of caring for cottontails. If a wild animal in Northern RI needs assistance, there is a good chance that Gwen will answer the call for help!



Gwen holding a Virginia Opossum

When anyone meets Gwen, it's clear that her passion is being in the field with the animals. She shared that she enjoys knowing what she does impacts the local RI community and that it's satisfying to apply the vast knowledge she acquired throughout her education and training. As Gwen says, "wildlife rehabilitation is simply part of who I am". Gwen readily admits that being a wildlife rehabber can be challenging especially observing firsthand the negative impacts of anthropogenic pressures on native wildlife. However, in exchange for the hard work inherent to wildlife conservation, Gwen says her role of rehabber connects her physically, spiritually, and emotionally with nature in truly beautiful ways. Gwen has worked extensively with Common Loons, Piping Plovers and Great Shearwaters; her work on Great Shearwaters was published. When she isn't rehabbing with the Wildlife Clinic of RI, Gwen is a full time early educator.

If you'd like to meet and work alongside Gwen and the other dedicated volunteers at the Clinic, we'd love to hear from you; please contact [info@riwildliferehab.org](mailto:info@riwildliferehab.org) to volunteer.

## WE LOVE OUR VOLUNTEERS

At the Wildlife Clinic of Rhode Island, volunteers are the unsung heroes. With compassion in their hearts, they tend to injured animals, providing comfort and care. From cleaning enclosures to assisting with delicate procedures, their dedication is unwavering. Their selflessness ensures these precious creatures get a second chance at life.

## Become A Volunteer!

Training requires two 3-hour zoom sessions and a test from RIDEM. Check [riwildliferehab.org](http://riwildliferehab.org) for class offerings. The rewards are great!

## VOICES OF SUPPORT

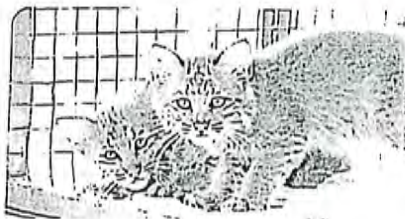
### A Lifeline for Our Wildlife

"The Wildlife Clinic of Rhode Island is a beacon of hope for our injured and orphaned wildlife. Their dedication to our learning and rehabilitation efforts is a constant force as possible to really improve the lives of these orphaned animals and the care provided to ensure their long and healthy survival in harmony. Thank you for being the lifeline that our wildlife desperately needs."



### Witnessing Miracles Every Day

"I have been a volunteer at the Wildlife Clinic of Rhode Island for several years now. It is a truly incredible experience to witness the miracles that happen every day. The staff and volunteers are so dedicated and compassionate, and it is a privilege to be a part of their work. I have seen so many animals recover and thrive, and it is a testament to the love and care that they receive. Thank you for all that you do!"



### Heartfelt Gratitude from an Animal Lover

"As an avid animal lover, I can't express enough gratitude for the incredible work done by the Wildlife Clinic of Rhode Island. Your commitment to providing care and rehabilitation to wildlife in distress is nothing short of heroic. Each success story is a testament to your dedication and compassion. Thank you for all that you do!"

### Advocates for Wildlife in Need

"I have been a volunteer at the Wildlife Clinic of Rhode Island for several years now. It is a truly incredible experience to witness the miracles that happen every day. The staff and volunteers are so dedicated and compassionate, and it is a privilege to be a part of their work. I have seen so many animals recover and thrive, and it is a testament to the love and care that they receive. Thank you for all that you do!"

### A Testament to Compassion and Care

"The Wildlife Clinic of Rhode Island is a beacon of hope for our injured and orphaned wildlife. Their dedication to our learning and rehabilitation efforts is a constant force as possible to really improve the lives of these orphaned animals and the care provided to ensure their long and healthy survival in harmony. Thank you for being the lifeline that our wildlife desperately needs."



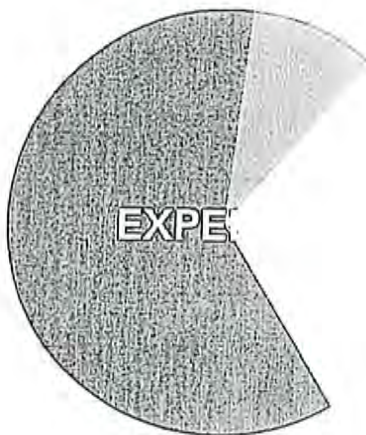
## FINANCIAL STABILITY AND GROWTH

In 2023, our organization experienced a strong 37% increase in revenue, highlighting the robust growth and expanded support for our mission. Despite the impressive revenue gains, we ended the year with a slight deficit due to the strategic decision to introduce a paid Executive Director position and the unavoidable rise in costs for feed and supplies driven by inflation. This anticipated deficit was effectively managed using our cash reserves, ensuring that the organization remained financially stable. Essentially, 2023 can be considered a break-even year as we managed the unbudgeted addition of three months of executive director salary, reflecting our pragmatic approach to financial challenges.



FUNDRAISING	
- Individual & Business Contributions 49%	\$266,006
- State & Local Government Appropriations 28%	\$153,363
FOUNDATION GRANTS 11%	\$61,543
EVENTS 11%	\$58,441
MISCELLANEOUS	\$89

TOTAL INCOME 2023: \$539,442



SALARY & WAGES 58%	\$327,625
OPERATIONS 9%	\$52,547
CONTRACT SERVICES 9%	\$50,192
FEED & FORMULA 7%	\$40,023
FACILITIES & EQUIPMENT 7%	\$38,064
FUNDRAISING PROGRAMS 5.5%	\$31,486
BUSINESS EXPENSES 3%	\$15,797
OTHER 1%	\$9,687

TOTAL EXPENSES 2023: \$565,421

## YOU CAN HELP SAVE WILDLIFE LIVES

### Make a Donation

Support the Wildlife Clinic with a one-time donation or a recurring monthly gift. Your donation ensures that we can meet the needs of over 6,000 animals that come to us for care each year. Please make checks payable to: Wildlife Clinic of Rhode Island, 2865 Tower Hill Road, Saunderstown, RI 02874. You can also donate online via our website [riwildliferehab.org](http://riwildliferehab.org).

### Sponsor or Attend Our Events

A sponsorship is a great way to show your commitment to wildlife and conservation at one of our annual events, while getting the word out about your business. Presenting event sponsors receive media placement on our website, messaging and social media, reaching upwards of 10,000 individuals. Please inquire about our annual events and current sponsorship opportunities. You can also purchase a ticket to join our annual Golf Tournament held in the summer.

### Employer Gift Matching

Many employers offer to match your charitable contribution to a nonprofit organization and some provide matching funds to support employee volunteer hours as well. These programs are a great way to double the impact of your charitable contribution. Simply ask your Human Resources department if your employer participates in an Employee Matching Gift Program.

### Planned Giving - Wills and Trusts

Let your passion for wildlife become your legacy! Bequests are generally easy to write, are revocable, and you can change beneficiaries at any time. They cost nothing during your lifetime and they are very personal.

### Planned Giving - IRA Rollover

If you're a Wildlife Clinic enthusiast over age 70½ with an IRA you can support the organization in a tax-wise way! Qualifications: 1) Donors must be 70½ years or older at time of transfer; 2) Maximum transfer of \$100,000; 3) Gifts must be outright (gifts to donor advised funds or life income vehicles do not qualify); 4) Gift must be transferred directly from the IRA account by the IRA administrator to the Wildlife Clinic of Rhode Island.



Little Brown Bat, Barred Owl.

## THE IMPORTANCE OF OUR END-OF-YEAR APPEAL

The Wildlife Clinic of Rhode Island relies heavily on our end-of-year appeal, which provides one-fifth of our total revenue. These essential funds support our general operations, allowing us to deliver critical services such as caring for injured and orphaned wildlife and advancing our educational programs.

Your contributions during this appeal are vital to our mission. We urge you to support us through a donation, ensuring we can continue our work in fostering respect and understanding for Rhode Island's wildlife. Thank you for your generosity and dedication to our cause.



*Thank you for helping wild lives!*

The Wildlife Rehabilitators Association of Rhode Island - dba The Wildlife Clinic of Rhode Island - is a non-profit organization that provides professional care for injured and orphaned wildlife with the goal of returning them to their natural habitats. Through the efforts of the Clinic and our licensed home rehabilitators we help approximately 6,000 wild animals every year. We rely on donations from generous individuals like you.



**WILDLIFE**  
**CLINIC** of  
RHODE  
ISLAND

2865 Tower Hill Road, Saunderstown, RI 02874

[www.wildlifeclinic.org](http://www.wildlifeclinic.org)

OPERATING SUMMARY

BR1 PAGE

1

TOWN OF BRISTOL

DEPT NAME

HUMAN RESOURCES

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

805

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	2025-2026 REQUEST	TOWN ADMIN	TOWN COUNCIL
CC	MOSAICO	1,500	2,000	3,000		
PAGE SUBTOTALS		1,500	2,000	3,000	0	0
TOTALS		1,500	2,000	3,000	0	0

TOWN OF BRISTOL

NARRATIVE OF GRANT REQUEST  
FY2026

AGENCY INFORMATION

NAME OF ORGANIZATION/AGENCY: Mosaico CDC

ADDRESS: 190 High Street

CITY/TOWN: BRISTOL STATE: RI ZIP CODE: 02809

PHONE NUMBER: (401) 787-6550

EMAIL: glina@limath.com

EXECUTIVE DIRECTOR OF AUTHORIZED AGENCY: Lane Sparkman

TIME PERIOD FUNDS WILL BE USED: FROM: July 1, 2025 TO: June 30, 2026

PROPOSAL SUMMARY

Please indicate the need, purpose, and objective(s) of the Grant. Also indicate those who will be served; and SPECIFICALLY STATE how the grant will be used (attach additional pages if needed.)

**NEED:** \*

**PURPOSE OF GRANT:** (Please be SPECIFIC on how the grant funds will be used.)

**OBJECTIVE:** (Please also provide background information/brochure on your agency included what/who your agency services.) \*

**Total Funds Requested:** 3000.00

George C Lania  
Signature Chair or Authorized Agent Date of Board Approval

Signed and sworn to before me this  
Margarida Chaves  
Notary Public  
State of Rhode Island ID# 758309  
My Comm. Expires: 11/8/25

12<sup>th</sup> day of February 2025  
(date) (month) (year)  
Margarida Chaves  
Notary Public Date

I, the above signed, have reviewed this funding application and certify that the information contained herein is true and correct to the best of my knowledge.

Please RETURN TO, Steven Contente, Town Administrator, Town Hall, 10 Court Street, Bristol, RI 02809 (401-253-7000 ext. 133) by Monday, February 3, 2025.



Mosaico CDC, Narrative for Grant Request FY 2026

**Need:** For over 20 years, Mosaico has worked in conjunction with the Bristol/Warren regional schools, the Bristol Historical Society, in presentation of Sense of Pride program. 4th grade students in the classroom learn about the history and architecture of Bristol. There will be a walking tour to show examples of the studies. Bussing, teacher stipends, director.

In a separate need, Mosaico is looking at the housing situation and is gathering information for a proposal presentation with drawings.

**Purpose of Grant:** Walking tour, busing \$250, supplies \$250, teacher stipend for curriculum revision \$500, executive director to manage and coordinate all facets of Sense of Pride \$1000.

**Objective:** Mosaico's mission is to improve the human, economic and cultural capitol of Bristol. Beginning as an committed group of citizens involved in improving the "Blighted" neighborhood surrounding Kaiser, formerly Bristol Manufacturing. Partner with 530 Wood Street creating the opportunity for Franklin Court housing. Overseeing and with the town's request providing leadership and management of 500 Wood Street for decades, until its sale. We hope to continue to find opportunities to revitalize the town as we did on Wood St through streetscape and storefront improvements. Twenty years of sense of Pride.

**Funds requested: \$2000.**

**TOWN OF BRISTOL**  
**GRANT BUDGET SUMMARY**  
**FY2026**

Please indicate your spending plan for the grant amount. PLEASE BE SPECIFIC.

For Example: State the hourly rate and total number of hours to be worked for personnel. List the kinds of consumable supplies that will be used.

**SECTION I: TOWN OF BRISTOL GRANT COST CATEGORY (Grant Cost Only)**

- |  |    |               |
|--|----|---------------|
| 1. Personnel: _____<br>(State the hourly rate and total number of hours)                         | \$ | _____         |
| 2. Consultant and Contract Services: <u>Lane Sparkman</u><br>(Attach consultant/contract letter) |    | <u>2000.-</u> |
| 3. Travel: <u>bus</u>  |    | <u>250.-</u>  |
| 4. Space Costs and Rentals: _____  |    | _____         |
| 5. Consumable Supplies: <u>snacks, etc.</u>  |    | <u>250.-</u>  |
| 6. Rental, Lease, or Purchase of Equipment: _____  |    | _____         |
| 7. Other Costs: <u>Teacher Stipend: Curriculum Revision</u>                                      |    | <u>500.-</u>  |
| 8. Total Grant Expenditures (Add lines 1-7 – Must Equal Total Requested):                        | \$ | <u>3000.-</u> |

**SECTION II: Agency/Department Annual Budget – (please attach a notarized copy)**

Please indicate your AGENCY'S TOTAL ANNUAL BUDGET by source of funding and cost category showing all income and all expenditures.

**1. Source of Funding (ALL ANNUAL INCOME) for Agency/Department**

- |   |  |                                |
|---|--|--------------------------------|
| a. Federal                                      |  | _____                          |
| b. State  |  | _____                          |
| c. Town (Please include grant amount requested) |  | <u><del>5000</del> - 3000.</u> |
| d. Private Organization                         |  | _____                          |
| e. Other: <u>Gifts</u><br>(Explain)             |  | <u>1650.-</u>                  |

2. Total Annual Income (Add Lines 2a-e): \$ ~~6650~~ - 4650.

**3. Cost Category (ALL ANNUAL EXPENDITURES) for Agency/Department**

- |   |  |               |
|---|--|---------------|
| a. Personnel, Consulting & Contract Services      |  | <u>4150.-</u> |
| b. Travel   |  | _____         |
| c. Operating (Rentals, Supplies, Utilities, etc.) |  | <u>500.-</u>  |
| d. Other: _____<br>(Explain)                      |  | _____         |

4. Total Annual Expenditures (Add Lines 3a-d): \$ 4650.-

NOTE: Totals on Line 2 and Line 4 MUST be the same.



# 2025-2026 BUDGET

\_\_\_\_\_  
MUNICIPAL OBSERVANCES  
DEPARTMENT NAME

\_\_\_\_\_  
806  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE

AMOUNT

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TOTAL



**Town of Bristol FY2026 Budget Narrative  
Municipal Observances #806**

Expenditures:

0022-401 Fourth of July

Town contribution to the Fourth of July Committee for annual activities.

0023-401 Veterans Holidays

For expenditures related to veterans holidays.

0029-401 Christmas Festival

Town contribution to the Christmas Festival Committee for annual activities.

0205-417 Personnel Board

Supplies, materials, and advertising needed for the testing and hiring process.



# 2025-2026 BUDGET

WATER POLLUTION CONTROL FACILITY  
DEPARTMENT NAME

604  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
PERMITS	5101-650	1,000	1,000
FEES & FINES	5500-653	500	500
SEPTAGE	5102-653		
PRETREATMENT	5501-653	30,000	30,000
DEBT SERVICE RECOVERY	6000-656	51,250	51,250
TOTAL		82,750	82,750

OPERATING SUMMARY

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	WPCF
DEPT #	604

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
604 41100	SALARIES	768,160	788,226	816,544	813,268	0	25,042	3.2%
604 41300	OVERTIME	80,000	80,000	80,000	80,000		0	0.0%
604 42101	ACTIVE MEDICAL	177,639	179,618	186,803	186,803		7,185	4.0%
604 42102	ACTIVE DENTAL	7,169	6,875	7,245	7,245		370	5.4%
604 42200	PAYROLL TAXES	64,884	66,419	68,586	68,586		2,166	3.3%
604 42301	DEFINED CONTRIBUTIONS	7,495	7,849	8,131	8,131		281	3.6%
604 42302	STATE PENSION	110,538	106,436	114,396	114,396		7,960	7.5%
604 44412	WARREN AGREEMENT	45,000	45,000	45,000	45,000		0	0.0%
604 46053	PRETREATMENT	30,000	30,000	35,000	35,000		5,000	16.7%
604 44356	SOLIDS/SCUM HANDLING	12,000	12,000	12,000	12,000		0	0.0%
604 46010	UNIFORMS	14,000	29,500	29,500	29,500		0	0.0%
604 44355	CESSPOOL CLEANING	5,000	5,000	5,000	5,000		0	0.0%
604 46050	CHEMICALS	130,000	150,000	150,000	150,000		0	0.0%
604 46052	LABORATORY	26,000	35,000	35,000	35,000		0	0.0%
604 46055	OSHA EQUIPMENT	5,000	5,000	5,000	5,000		0	0.0%
604 46054	MANHOLE COVERS	4,000	4,000	4,000	4,000		0	0.0%
604 44351	RBC REPAIRS	5,000	5,000	5,000	5,000		0	0.0%
604 44352	GENERATOR SERVICE	10,000	10,000	10,000	10,000		0	0.0%
604 44300	BLDG. REPAIRS	10,000	15,000	18,000	18,000		3,000	20.0%
604 44353	SEWER SYSTEM REPAIRS	35,000	50,000	50,000	50,000		0	0.0%
604 44354	ODOR CONTROL	10,000	5,000	5,000	5,000		0	0.0%
604 44357	GRINDER PUMP REPAIRS	3,000	3,000	3,000	3,000		0	0.0%
604 44358	BIOFILTER MAINT.	2,000	2,000	2,000	2,000		0	0.0%
604 44359	LAB EQUIP. MAINT.	2,500	2,500	2,500	2,500		0	0.0%
604 44360	PUMP STATION REPAIRS	27,500	35,000	35,000	35,000		0	0.0%
604 44361	SCREW PRESS SERVICE	5,000	2,500	2,500	2,500		0	0.0%
604 43004	FILTER BELTS	2,500	0	0	0		0	#DIV/0!
PAGE SUBTOTALS		1,599,385	1,680,924	1,735,204	1,731,927	0	51,004	3.0%
TOTALS		2,117,485	2,244,024	2,308,804	2,305,527	0	61,504	2.7%

OPERATING SUMMARY

TOWN OF BRISTOL  
 Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	WPCF		
DEPT #	604		

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
604 44362	CL2 SYSTEM MAINT.	2,500	2,500	2,500	2,500		0	0.0%
604 44363	INSTR. & CONTROLS MAINT.	15,000	20,000	25,000	25,000		5,000	25.0%
604 44364	HEADWORKS MAINTENANCE	3,500	3,500	3,500	3,500		0	0.0%
604 44310	VEHICLE REPAIRS	12,000	12,000	12,000	12,000		0	0.0%
604 45300	PHONES & ALARMS	8,000	12,000	12,000	12,000		0	0.0%
604 46210	UTILITIES	0	0		0		0	#DIV/0!
604 46220	ELECTRIC	325,000	325,000	325,000	325,000		0	0.0%
604 46260	VEHICLE GAS & OIL	30,000	30,000	30,000	30,000		0	0.0%
604 43442	EPA PERMIT FEE	3,100	3,100	3,100	3,100		0	0.0%
604 45900	OPERATING	75,000	75,000	80,000	80,000		5,000	6.7%
604 43200	DUES & CONFERENCES	1,500	1,500	2,000	2,000		500	33.3%
604 46002	OFFICE MACHINES	7,500	7,500	7,500	7,500		0	0.0%
604 43270	CMOM REPORTING	15,000	20,000	20,000	20,000		0	0.0%
604 47201	INFLOW INFILTRARION	20,000	10,000	10,000	10,000		0	0.0%
604 46270	WATER	0	1,000	1,000	1,000		0	0.0%
604 46210	NATURAL GAS	0	40,000	40,000	40,000		0	0.0%
PAGE SUBTOTALS		518,100	563,100	573,600	573,600	0	10,500	1.9%
TOTALS		2,117,485	2,244,024	2,308,804	2,305,527	0	61,504	2.7%



SALARY DETAIL

TOWN OF BRISTOL

DEPT NAME

WPCF

Fiscal Year July 1, 2025-June 30, 2026

DEPT #

604

Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
DASILVA, J.	SUPERINT.	90,609	93,327	98,927	97,994		4,666	5.0%
FERREIRA, R.	CHIEF OP.	71,242	73,379	75,581	75,581		2,201	3.0%
CORDEIRO, J.	AS. CH. OP.	61,296	63,135	65,029	65,029		1,894	3.0%
RAMSEY, S.	OPERATOR	60,199	62,005	63,866	63,866		1,860	3.0%
PALUMBO, B.	OPERATOR	60,199	62,005	63,866	63,866		1,860	3.0%
RAMOS, D.	OPERATOR	60,199	62,005	63,866	63,866		1,860	3.0%
MARTIN, JR, B.	OPERATOR	60,199	62,005	63,866	63,866		1,860	3.0%
ALTICE, K.	LABORER	55,135	56,789	58,493	58,493		1,704	3.0%
MCCAIN, T.	OPERATOR	55,135	62,005	63,866	63,866		1,860	3.0%
DAVEY, S.	CHEMIST	75,843	78,118	82,805	80,462		2,344	3.0%
DEPINA, K.	SECRETARY	50,620	52,139	53,703	53,703		1,564	3.0%
WHITE, JASON	PT JANITOR	12,069	0	0	0		0	0.0%
LONGEVITY		36,733	39,031	40,202	40,202		1,171	3.0%
CERT. INCENT.		2,575	2,575	2,575	2,575		0	0.0%
SICK INCENTIVE		12,089	12,391	12,391	12,391		0	0.0%
ON CALL PAY		4,017	4,017	4,017	4,017		0	0.0%
NON-UNION SICK INCENTIVE			3,297	3,494	3,494		197	
*Position previously held by Glen Conway								
PAGE SUBTOTALS		768,160	788,226	816,544	813,268	0	25,042	3.2%
TOTALS		768,160	788,226	816,544	813,268	0	25,042	3.2%

**Town of Bristol FY2026 Budget Narrative  
Enterprise Fund Water Pollution Control Department #604**

Maintenance costs associated with the operation of two screw presses.

0750-407 Chlorine System Maintenance

Cost associated with maintaining disinfection equipment.

0780-407 Instrument and Controls Maintenance

Expertize needed to work on new, highly technical equipment and instrument controls.

0860-407 Headworks Maintenance

Equipment needed in headworks building.

0211-408 Vehicle Repairs

Maintenance of all vehicles. Most maintenance is done in-house.

0204-409 Telephones and Internet

Telephone, internet and alarm lines. Signals linking pump stations to facility for after hour monitoring.

0233-409 Electric

Electrical consumption.

0234-409 Vehicle Gas and Oil

For all vehicles and portable equipment.

0590-417 EPA Permit Fee

Fees charged by the EPA for Daily Monitoring Reports (DMR's) Quality Assurance/Quality Control Program.

0200-417 Operating

To maintain proper operation of the treatment facility. There are over 300 pieces of equipment which must be maintained repaired or replaced

0214-417 Dues and Conferences

Costs associated with professional organizations etc.

**Town of Bristol FY2026 Budget Narrative**  
**Enterprise Fund Water Pollution Control Department #604**

0341-417 Office Machines

For the maintenance and upgrades of printers, copiers and computers.

0604-0850 CMOM Reporting

Mandated by Administrative EPA Order Docket No.07-010, Dated February 7, 2007.

0601-0450 I&I Removal/Reduction

Funds allocated to assist identified residences in removing Infiltration and Inflow from sanitary sewer system.

46270 Water Service

Water use at several pump stations

46210 Natural Gas

Heating of facility



# 2025-2026 BUDGET

COMPOST FACILITY  
DEPARTMENT NAME

606  
DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE	LINE ITEM	AMOUNT	
		FY26	FY25
COMPOST SALES	5501-653	72,000	90,000
PERMITS	5503-650	3,500	3,500
TOTAL		75,500	93,500

OPERATING SUMMARY

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	COMPOST FACILITY
DEPT #	606

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
606-41100	SALARIES	438,813	396,807	408,676	408,676	0	11,868	3.0%
606-41300	OVERTIME	37,000	37,000	37,000	37,000		0	0.0%
606-42101	ACTIVE MEDICAL	100,748	106,848	112,004	112,004		5,156	4.8%
606-42102	ACTIVE DENTAL	4,093	4,093	4,984	4,984		891	21.8%
606-42200	PAYROLL TAXES	32,305	33,186	34,094	34,094		908	2.7%
606-42301	DEFINED CONTRIBUTIONS	3,853	3,968	4,087	4,087		119	3.0%
606-42302	STATE PENSION	55,442	53,807	57,501	57,501		3,694	6.9%
606-43441	METHANE TESTING	4,500	4,500	4,500	4,500		0	0.0%
606-43443	COMPOST ANALYSIS	8,500	8,500	10,000	10,000		1,500	17.6%
606-46010	UNIFORMS	8,000	17,500	17,500	17,500		0	0.0%
606-46057	GRINDER HAMMERS	3,000	3,000	3,000	3,000		0	0.0%
606-46055	OSHA EQUIPMENT	2,000	2,000	2,000	2,000		0	0.0%
606-44300	BUILDING REPAIRS	15,000	15,000	20,000	20,000		5,000	33.3%
606-44354	ODOR CONTROL	2,000	2,000	2,000	2,000		0	0.0%
606-44375	COMPOST EQUIP MAINT.	18,000	18,000	18,000	18,000		0	0.0%
606-46060	TIRES	4,000	4,000	4,000	4,000		0	0.0%
606-44310	VEHICLE REPAIRS	14,000	14,000	14,000	14,000		0	0.0%
606 45300	PHONES & ALARMS	1,000	1,000	1,000	1,000		0	0.0%
606 46210	NATURAL GAS	10,000	15,000	15,000	15,000		0	0.0%
606 46220	ELECTRIC	85,000	85,000	85,000	85,000		0	0.0%
606 46260	VEHICLE FUEL	31,000	31,000	31,000	31,000		0	0.0%
606 45900	OPERATING	24,000	24,000	24,000	24,000		0	0.0%
606 44363	INSTR. & CONTROLS MAINT	3,500	3,500	3,500	3,500		0	0.0%
606 46270	WATER	0	8,000	8,000	8,000		0	0.0%
GROSS SUBTOTALS		905,753	891,709	920,845	920,845	0	29,136	3.3%
TOTALS		905,753	891,709	920,845	920,845	0	29,136	3.3%

SALARY DETAIL

TOWN OF BRISTOL  
Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME	COMPOST FACILITY
DEPT #	606

Employee Name	Title	2023-2024 Adopted	2024-2025 Adopted	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN COUNCIL	\$ CHANGE OVER PY	% CHANGE OVER PY
GONZALEZ, CHRISTOPHE S	COMP FACILITY OP.	71,242	73,379	75,581	75,581		2,201	3.0%
NERONE, KEVIN	AS. COMP. MONITOR	61,296	63,135	65,029	65,029		1,894	3.0%
ANDRADE, THOMAS B	HEO	60,199	62,005	63,866	63,866		1,860	3.0%
VIEIRA, ANTONIO	TRUCK/LABORER	57,641	59,370	61,151	61,151		1,781	3.0%
NERONE, KENNETH	LABORER	55,135	56,789	58,493	58,493		1,704	3.0%
GILES, SHANE	LABORER	55,135	56,789	58,493	58,493		1,704	3.0%
LONGEVITY		17,625	18,154	18,699	18,699		545	3.0%
SICK INCENTIVE		7,010	7,185	7,365	7,365		180	2.5%
J. SERBST	LABORER	53,529	0	0	0			
*Position previously held by J. Ribeiro								
PAGE SUBTOTALS		438,813	396,807	408,676	408,676	0	11,868	3.0%
TOTALS		438,813	396,807	408,676	408,676	0	11,868	3.0%

**Town of Bristol FY2026 Budget Narrative  
Enterprise Fund Compost Department #606**

Revenue:

Revenue in the Enterprise Fund Compost Department is received primarily from sales of compost materials and permit fees.

Expenditures:

0100-100 Salaries

To fund salaries of personnel.

0101-150 Overtime

Scheduled overtime per Union contract and safety concerns. Includes weekends and holidays along with alarms and emergencies as well as additional hours for solids handling.

0011-200 Active Medical

Net cost of healthcare coverage for active employees.

0011-205 Active Dental

Net cost of dental coverage for active employees.

0012-250 Payroll Taxes

Town share of payroll taxes for active employees.

0013-252 Defined Contribution

Town share of the defined contribution portion of the State of RI pension plan, currently with TIAA. The contribution varies from 0%-1.5% based on the years of service at the time the pension reform was enacted.

0014-302 State Pension

Town share of the defined benefit portion of the State of RI pension plan, as administered by the Employees Retirement System of RI (ERSRI). The FY26 employer contribution rate is 14.07%.

0302-401 Methane Testing

Constant testing of air quality for methane detection.

0352-401 Compost Analysis

**Town of Bristol FY2026 Budget Narrative  
Enterprise Fund Compost Department #606**

Analysis required by DEM and EPA for compost and yard waste.

**0223-402 Uniforms**

Uniforms and work boots as per Union contract.

**0350-402 Compost Bags**

Going forward compost (yard waste) bag purchases and sales will be handled by the Department of Public Works.

**0450-402 Grinder Hammers**

Needed for tub grinder.

**0565-402 OSHA Equipment**

Safety training and equipment replacement.

**0221-407 Building Repairs**

For the purpose of cleaning, painting, repairs and maintenance of all buildings.

**0301-407 Odor Control**

Chemicals used as masking agents for odor and corrosion control.

**0400-407 Composting Equipment Maintenance**

Central account established in FY23 to cover maintenance of heavy equipment including the tub grinder, screener and agitators and biofilters.

**0435-407 Tires**

For the replacement of tires.

**0211-408 Vehicle Repairs**

Maintenance of all vehicles. Most maintenance is done in-house.

**0204-409 Telephones and Internet**

Telephone, internet and alarm lines. Alarms linking the building for after-hours monitoring.



**Town of Bristol FY2026 Budget Narrative  
Enterprise Fund Compost Department #606**

0233-409 Electrical

Electrical consumption.

0234-409 Vehicle Gas and Oil

For all vehicles and portable equipment.

0200-417 Operating

To maintain proper operation of the facility. There are many pieces of equipment which must be repaired or replaced.

0780-407 Instrument & Controls Maintenance

Expertise needed to work on highly technical equipment

46270 Water Service

For fire suppression

46210 Natural Gas

Heating of facility



# 2025-2026 BUDGET

ENTERPRISE FUND  
DEPARTMENT NAME

607

DEPARTMENT NUMBER

## REVENUE PROJECTION

SOURCE

AMOUNT

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL

OPERATING SUMMARY

TOWN OF BRISTOL

Fiscal Year July 1, 2025-June 30, 2026

DEPT NAME Enterprise fund

DEPT # 607

LINE ITEM NUMBER	LINE ITEM NAME	2023-2024	2024-2025	DEPARTMENT 2025-2026	TOWN ADMIN	TOWN	\$ CHANGE OVER PY	% CHANGE OVER PY
		Adopted	Adopted			COUNCIL		
607 48110	PRINCIPAL BONDED DEBT	2,509,749	2,568,246	2,576,479	2,576,479		8,233	0.3%
607 48210	INTEREST BONDED DEBT	765,667	755,403	758,125	758,125		2,722	0.4%
607 48400	BOND ISSUANCE COST	25,000	25,000	25,000	25,000		0	0.0%
	<b>TOTAL DEBT SERVICE</b>	<b>3,300,416</b>	<b>3,348,649</b>	<b>3,359,604</b>	<b>3,359,604</b>	<b>0</b>	<b>10,955</b>	<b>0.3%</b>
607 42100	RETIREE MEDICAL & DENTAL	85,000	85,000	109,991	109,991		24,991	29.4%
607 42103	LIFE POLICIES	15,500	21,224	21,224	21,224		0	0.0%
607 43410	ANNUAL AUDIT	10,000	10,000	10,000	10,000		0	0.0%
607 43400	IT & SUPPORT	6,000	6,000	6,000	6,000		0	0.0%
607 45201	INSURANCE	366,578	392,238	411,796	411,796		19,558	5.0%
607 43101	ALLOCATED COSTS	75,000	75,000	75,000	75,000		0	0.0%
7 42925	SEVERANCE	20,000	20,000	20,000	20,000		0	0.0%
	<b>TOTAL FIXED/OVERHEAD</b>	<b>578,078</b>	<b>609,462</b>	<b>654,011</b>	<b>654,011</b>	<b>0</b>	<b>44,549</b>	<b>7.3%</b>
<b>PAGE SUBTOTALS</b>		<b>3,878,494</b>	<b>3,958,111</b>	<b>4,013,615</b>	<b>4,013,615</b>	<b>0</b>	<b>55,504</b>	<b>1.4%</b>
<b>TOTALS</b>		<b>3,878,494</b>	<b>3,958,111</b>	<b>4,013,615</b>	<b>4,013,615</b>	<b>0</b>	<b>55,504</b>	<b>1.4%</b>

**Town of Bristol FY2026 Budget Narrative**  
**Enterprise Fund Department #607**

Expenditures:

0031-600 Principal-Bonded Debt

Amount required to fund principal portion of bonded debt service payments. See General Fund Debt Service Department #502 support for detail schedules.

0032-601 Interest-Bonded Debt

Amount required to fund interest portion of bonded debt service payments. See General Fund Debt Service Department #502 support for detail schedules.

0033-601 Interest-Notes

Amount required to pay currently outstanding and projected temporary borrowing.

0037-401 Bond Issuance Cost

All costs associated with issuance of bonds including fiscal agent, bond counsel, registrar, bond printing, and Moody's rating.

0011-204 Retiree Medical & Dental

Estimated cost of health and dental insurance premiums for retired town employees eligible for coverage.

0051-251 Life Policies

Life insurance coverage on employees, the benefits are split between the employee and the OPEB Trust. Proceeds are to be used to fund post-employment benefits and future insurance purchases.

0055-401 Annual Audit

Estimated proportional share of the annual audit.

0050-401 IT& Support

IT services for Water Pollution Control and Compost.

0015-405 Insurance

Enterprise Fund share of property/liability, and workers compensation insurance.

**Town of Bristol FY2026 Budget Narrative**  
**Enterprise Fund Department #607**

0001-417 Allocated Costs

Enterprise Fund share of overhead incurred by the General Fund such as payroll, personnel, finance clerk and administration costs.

0052-417 Post-Employment/Severance

Town contributions for post-employment benefits and severance due to retiring employees of the Department. Due to improvements in funded status and historical contributions over the Actuarially Determined Contributions for post-employment benefits, this line has been reduced to reflect an estimate for severance costs only.