

TOWN OF BRISTOL, RHODE ISLAND

TOWN COUNCIL

Nathan T. Calouro, *Chairman*

Mary A. Parella, *Vice Chairwoman*

Antonio A. Teixeira

Timothy E. Sweeney

Aaron J. Ley



Council Clerk
Melissa Cordeiro

Town Council Meeting
Wednesday, November 02, 2022 at 6:40 PM
6:40PM PUBLIC SERVICE INTERVIEWS/APPOINTMENTS
7:00PM REGULAR ORDER OF BUSINESS
Town Hall - Council Chambers
10 Court Street, Bristol, RI 02809

Note: If communications assistance is needed or any other accommodations to ensure equal participation, please contact the Town Clerk's office at 253-7000. Anyone requesting interpretive services for the deaf or hard of hearing must notify the Town Clerk's office at 253-7000, 72 hours in advance of the meeting date and anyone requesting assistive listening devices or wishing to speak on a matter designated "CA" (consent agenda) or citizens public forum on the council docket must notify the Council Clerk prior to the commencement of the meeting.

In-Person Participation Only

***Important Notice**

The public may VIEW the meeting live by using the following link: <https://us06web.zoom.us/j/82198402050>, or by visiting zoom.com meeting code 821-9840-2050.

Please be advised, that this link will not allow for public participation

Please be advised that the council intends to discuss and/or act upon each and every item appearing on this agenda

Present:

Meeting Dates:

November 16, 2022 - Town Council Meeting

December 7, 2022 - 26th Reorganizational Town Council Meeting

6:40PM - Public Service Interviews/Appointments

1. Harbor Commission Advisory Committee (1 term to expire August 2025)

a. Vasco "Skip" Castro III, 101 Woodlawn Avenue, interest/appointment

7:00PM - REGULAR ORDER OF COUNCIL BUSINESS

Motion RE: Consent Agenda - To Approve the Consent Agenda

A. Submission of Minutes of Previous Meeting(s)

A1. Town Council Meeting - October 12, 2022

B. Public Hearings

B1. Mathiew Medeiros for Basil & Bunny, 500 Wood Street Unit 214, request for One Additional Class BV LTD Liquor License (**see also D1**)

C. Ordinances

C1. Ordinance #2022-13 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to increase the number of Class B Limited licenses from 6 to 7) (**2nd reading**)

C2. Ordinance #2022-14 Ordinance in Amendment to Chapter 22 Sewers and Sewage Disposal - various amendments to the Sewer Use Ordinance required by the Rhode Island Department of Environmental Management (**1st reading**)

a. draft ordinance

C3. Ordinance #2022-15 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to increase the number of Class B-V Liquor Licenses from 32-33) (**1st reading**)

C4. Ordinance #2022-16 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to decrease the number of Class B Limited licenses from 7-6) (**1st reading**)

C5. Ordinance #2022-17 Chapter 16 Motor Vehicles and Traffic Article V Stopping, Standing and Parking Section 16-143, Parking Prohibited at all times (to add 6 feet no parking on Siegel Street) **(1st reading)**

D. Licensing Board - New Petitions

D1. Mathiew Medeiros for Basil & Bunny, 500 Wood Street Unit 214 - Request for BV LTD Liquor License

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department of Community Development

D2. Michele Martins, for Bristol Fourth of July Committee - Request for a One-Day Dancing and Entertainment License for "Jingle Mingle" Event, December 2, 2022, 6PM - 9PM

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Harbor Master

D3. Carolyn Almonte for Our Lady of Mount Carmel School, 127 State Street - request for a Bingo License for Friday, November 4, 2022

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

E. Licensing Board - Renewals

F. Petitions - Other

F1. Michele Martins, for Bristol Fourth of July Committee - Request for Use of the Maritime Center to hold "Jingle Mingle" and permission to Use/Sell Alcoholic Beverages, December 2, 2022, 6PM - 9PM

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

F2. Anne Todd Merriman, 218 State Street re Removal of Accessible Parking Space at 211 State Street **(1st reading)**

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

G. Appointments

G1. Mt. Hope Farm Trust (1 term set to expire December 2024)

- a. Theresa Rigsby Dougherty, 4 Linden Street, interest/appointment

G2. North East Burial Grounds Commission (1 term set to expire January 2024)

- a. Scott F. Panella, PO Box 1223, resignation
- b. Kathleen Moran, 87 Hopeworth Avenue, interest in full term member

- b1a.** Charles C. Cavalconte, Chair of the Commissioners of the Cemeteries recommendation of Kathleen Moran for appointment

H. Old Business

H1. Director Williamson, re Review of the uses in the Metacom Mixed Use Zone **(continued from September 21, 2022)**

- a. Planning Board Recommendation

I. Other New Business Requiring Town Council Action

- I1. Director Williamson re Extension on Bicycle Path Connector RIDEM Grant
- I2. Director Williamson Request for Executive Session Pursuant to RIGL § 42-46-5(a)(5) - Acquisition/Lease of Real Property
- I3. Director Williamson re request for Executive Session Pursuant to RIGL § 42-46-5(a)(5)- Sale of Real Property formerly known as the Oliver School-151 State Street

J. Bills & Expenditures

- J1. Town Treasurer Hassel - re recommended account re-appropriations (carry forwards)

K. Special Reports

L. Town Solicitor

Citizens Public Forum

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

Consent Agenda Items:

(CA) AA. Submission of Minutes - Boards and Commissions

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

(CA) AA1. Harbor Commission Meeting Minutes, October 3, 2022

(CA) AA2. Bristol Housing Authority Meeting Minutes, September 15, 2022

(CA) AA3. Conservation Commission Meeting Minutes September 6, 2022

(CA) AA4. Rogers Free Library Board of Trustees Meeting Minutes, September 15, 2022

(CA) BB. Budget Adjustments

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

(CA) BB1. Tax Assessor DiMEO re Recommended Abatements & Additions - October 24, 2022

(CA) CC. Financial Reports

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

(CA) CC1. Town Treasurer Hassel- re Revenue and Expenditure Statement - October 26, 2022

(CA) DD. Proclamations, Resolutions & Citations

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

(CA) DD1. Citation, Joseph Morra, Purple Heart Recipient, corrected (signed)

(CA) DD2. Citation, Robert R. Major Sr., Purple Heart Recipient, (signed)

(CA) DD3. Citation, Gil's Appliances, Excellence in Business Award, (signed)

(CA) DD4. Citation, DeVine & Associates, Excellence in Business Award, (signed)

(CA) DD5. Citation, Traffic Signs and Safety, Excellence in Business Award, (signed)

(CA) EE. Utility Petitions

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

(CA) EE1. National Grid and Verizon - Franklin Street, Installing P10-84

a. recommendation - Town Administrator and Department of Public Works

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

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

(CA) FF1. Town of Barrington Resolution re Urging the Rhode Island General Assembly to Recognize June 19,

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

(CA) GG. Distributions/Communications

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

(CA) GG1. Bid Tabulation - Bid#995 - HVAC Project at Quinta Gamelin

(CA) GG2. Town Administrator Contente re Executed Service Agreement with Good Energy LLP (signed copy)

(CA) GG3. Town Administrator Contente to Automatic Temperature Controls Inc. re award of BID# 995 - HVAC Project at Quinta Gamelin

(CA) GG4. Director Williamson re ADA Complaint Form and Procedure

(CA) GG5. Town Administrator Contente to Westway Construction Inc. re award of Bid# 988 - Rogers Free Library Roof Replacement Project

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

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

(CA) HH1. North and East Burial Grounds Commission Meeting, October 12, 2022

(CA) HH2. Town of Bristol Housing Authority Meeting October 13, 2022

(CA) HH3. Conservation Commission Meeting, October 13, 2022

(CA) HH4. Rogers Free Library Board of Trustees Meeting, October 20, 2022

(CA) HH5. Bristol Fourth of July Committee Policy Subcommittee Meeting, October 20, 2022

(CA) HH6. Bristol Planning Board Technical Review Committee Meeting, October 25, 2022

(CA) HH7. Capital Project Commission Meeting, November 1, 2022

(CA) HH8. Bristol County Water Authority Meeting, October 27, 2022

(CA) HH9. Bristol Planning Board Technical Review Committee Meeting, October 27, 2022

(CA) HH10. Bristol Fourth of July Special General Committee Meeting, November 9, 2022

(CA) HH11. Zoning Board of Review Meeting, November 14, 2022

(CA) II. Claims (Referrals)

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

(CA) III1. Stella Munro, 1359 Hope Street, re claim for damages to fence

(CA) JJ. Miscellaneous Items Requiring Council Approval

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

(CA) KK. Curb cut petitions as approved by the director of public works

Approval of consent agenda = "motion to grant these curb cuts per the recommendation of, and conditions specified by, the Director of Public Works"

Adjourned: _____

/mc

Posted: October 28, 2022



Town of Bristol

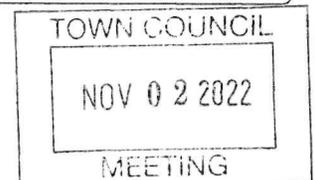
Board Book Report



Harbor Commission Advisory Committee

Basic Information
Type Committee
Status Enabled
Visibility Public

Board Seats							
Board Name	Composition	First Name	Last Name	Address	Calculated End Date	Actual Start Date	Status
Harbor Commission Advisory Committee	3-7 members , 3 year term	Pamela	Romano	37 Kingswood Road	8/1/2025	9/22/2022	Active
Harbor Commission Advisory Committee	3-7 members , 3 year term	Wayne	Gablinske	48 Beach Road	8/1/2025	9/22/2022	Active
Harbor Commission Advisory Committee	3-7 members , 3 year term	Peter	Silva	55 1/2 Woodlawn Avenue	8/1/2023	8/1/2020	Active
Harbor Commission Advisory Committee	3-7 members , 3 year term				8/1/2025		Vacant
Harbor Commission Advisory Committee	3-7 members , 3 year term	Owen	O'Rourke	41 Fales Road	8/1/2024	8/1/2021	Active
Harbor Commission Advisory Committee	3-7 members , 3 year term	Paul	Hebert	80 Duffield Road	8/1/2025	8/1/2022	Active
Harbor Commission Advisory Committee	3-7 members , 3 year term	Michael	Tamulaites	51 Everett Avenue	8/1/2023	8/1/2020	Active
Board Name	Composition	First Name	Last Name	Address	Calculated End Date	Actual Start Date	Status



LEGAL NOTICE

PUBLIC NOTICE

**TOWN OF BRISTOL
PUBLIC SERVICE APPOINTMENTS**

The public is being notified that the Honorable Town Council desires to seek applications from among the citizens of Bristol to fill appointments for the following current service:

**Mt. Hope Farm Trust
Harbor Commission Advisory Committee**

Resume with application should be sent or given to the Town Clerk at noon on Wednesday, November 2, 2022.

By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK

October 20, 2022

**TOWN COUNCIL
NOV 02 2022
MEETING**

1A

TOWN OF BRISTOL
LETTER OF APPLICATION
PUBLIC SERVICE APPOINTMENTS 2022 OCT -5 AM 9: 09

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

Date: 10/4/22

To: HONORABLE TOWN COUNCIL

From: MR. VASCO "SKIP" CASTRO III

Address: 101 WOODLAWN AVE.
BRISTOL

Vasco "Skip" Castro III
Director of Steel
GENERAL DYNAMICS
Electric Boat
165 Dillabar Avenue
Quonset Point Facility
North Kingstown, RI 02852-1009
Tel.: 401-268-1963
Cell: 860-861-1097
E-Mail: vcastro@gdeb.com



I am interested in serving in the following Board/Commission/Committee:

HARBOR COMMISSION ADVISORY BOARD

I would like to be appointed to the above position because:

I AM INTERESTED IN CONTRIBUTING TO THE GROWTH AND DEVELOPMENT OF OUR WATERFRONT.

Cover Letter and/or Resume Attached? Yes No

This letter will serve as my formal application for appointment* to the above-mentioned Board, Commission or Committee.

Any consideration given to my application will be greatly appreciated.

Signature: [Handwritten Signature] 10/4/22

*This appointment may be subject to a police department background check.

TOWN COUNCIL
NOV 02 2022
MEETING

TOWN COUNCIL MEETING – WEDNESDAY, OCTOBER 12, 2022

The council met on Wednesday, October 12, 2022, and called to order at 6:00 p.m. in the Town Hall, Council Chambers, Council Chairman Calouro presiding:

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

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

6:00PM Public Service Interviews/Appointments

1 Bristol Planning Board (1 term set to expire April 2024 2023)
(Persons appointed to the planning board shall hold no other office in the service of the town).

- a.** Brian W. Clark, 31 Evelyn Drive, interest in full term member

The Council heard from Mr. Brian Clark who expressed his interest in becoming a member of the Bristol Planning Board. Discussions ensued between members of the Council and Mr. Clark pertaining to Mr. Clark's qualifications and experiences. Mr. Clark also stated why he would consider himself to be a good fit for the position.

- b.** Jessalynn L. Jarest, 183 High Street, interest/appointment

The Council heard from Ms. Jessalynn Jarest who expressed her interest in becoming a member of the Bristol Planning Board. Discussions ensued between members of the Council and Ms. Jarest pertaining to Ms. Jarest's qualifications and experiences. Ms. Jarest also stated why she would consider herself to be a good fit for the position.

- c.** George D. Duarte Jr., 47 Lafayette Drive interest /appointment

The Council heard from Mr. George Duarte who expressed his interest in becoming a member of the Bristol Planning Board.

Discussions ensued between members of the Council and Mr. Duarte pertaining to Mr. Duarte's qualifications and experiences. Mr. Duarte also stated why he would consider himself to be a good fit for the position.

- d. Michael Paul Sousa, PE, 249 Hope Street Unit 6,
interest/appointment

The Council heard from Mr. Michael Paul Sousa who expressed his interest in becoming a member of the Bristol Planning Board. Discussions ensued between members of the Council and Mr. Sousa pertaining to Mr. Sousa's qualifications and experiences. Mr. Sousa also stated why he would consider himself to be a good fit for the position.

- e. Myra M. Page, 423 Hope Street Unit K,
interest/appointment unable to attend interview, letter
of consideration provided to council

Teixeira/Parella- Voted unanimously to elevate Brian Clark from 1st alternate to full member of the Bristol Planning Board with a term(s) set to expire in April 2023

Sweeney/Teixeira- Voted unanimously to elevate Richard Ruggiero from 2nd alternate to 1st alternate and to appoint Michael Paul Sousa as the 2nd alternate with a term(s) set to expire in July 2024.

7:00 REGULAR ORDER OF COUNCIL BUSINESS

MOTION RE: CONSENT AGENDA - TO APPROVE THE CONSENT AGENDA

Sweeney/Teixeira- Voted
unanimously to approve the Consent
Agenda

Prior to the vote taken, Vice Chairwoman Parella noted that she was astounded to hear that the New Marina and Fuel dock has

retained approximately \$90,000 in fuel sales for June, July, and August as noted in Consent Agenda Item AA3.

A. SUBMISSION OF MINUTES OF PREVIOUS MEETING(S)

A1. Town Council Meeting - September 21, 2022

Sweeney/Teixeira-Voted unanimously to accept and approve the council meeting minutes of September 21, 2022, as presented.

A2. Executive Session Minutes (council packets only) - September 21, 2022

Sweeney/Teixeira-Voted unanimously to accept and approve the executive session minutes of September 21, 2022, as presented.

B. PUBLIC HEARINGS

B1. Mario J Alves, for Bristol Liquors Inc. d/b/a Bristol Liquors request Transfer of Class A Beverage License to Dhaval Patel for Shanvi Bristol LLC d/b/a Bristol Liquors **(see agenda D1 and D2)**

Sweeney/Teixeira- Voted unanimously to close the public hearing.

Prior to the vote taken, Council Chairman Calouro opened the Public Hearing.

The owner's attorney William Dennis, Esq., appeared before the council to speak in favor of transfer.

C. Ordinances

C1. Ordinance #2022-12 Chapter 28, Zoning, Article I: Section 28-1 Definitions; Article III: Section 28-82 Use Regulations; Article V: Section 28-150 Special Use Permit Standards for Various Uses; (Zoning Ordinance Amendment Regarding Cannabis Related Uses) **(1st Reading and Call for Public Hearing on November 16, 2022)**

Sweeney/Teixeira- Voted unanimously to consider this

action to constitute the first reading of Ordinance #2022-12 and to call for a public hearing to consider the said matter for Second Reading to be held on November 16, 2022.

- C2.** Ordinance #2022-13 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to increase the number of Class B Limited licenses from 6 to 7) **(1st reading for adoption)**

Sweeney/Teixeira- Voted unanimously to consider this action to constitute the first reading of Ordinance #2022-13. Advertise in the local newspaper.

D. Licensing Board - New Petitions

- D1.** Dhaval Patel for Shanvi Bristol LLC d/b/a Bristol Liquors, 390 Metacom Avenue Unit 6 - request for transfer of Class A Intoxicating Beverage License
- a. recommendation - Town Administrator and Fire Chief
 - b. recommendation - Town Administrator and Chief of Police
 - c. recommendation - Town Administrator and Department of Community Development

Teixeira/Sweeney-Voted unanimously to grant the transfer of the Class A Intoxicating License per the recommendations received and subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies. (See agenda item B1)

- D2.** Dhaval Patel, for Shanvi Bristol LLC d/b/a Bristol Liquors 390 Metacom Avenue Unit 6 - request for Sunday Sales License

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

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

D3. Mathiew Medeiros for Basil & Bunny, 500 Wood Street Unit 214, request for One Additional Class BV LTD Liquor License (**call for public hearing November 2, 2022**)

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

Sweeney/Teixeira- Voted unanimously to call for a public hearing to consider this matter on November 2, 2022, and to advertise in local newspaper

(Move agenda Item)

*Sweeney/Teixeira- Voted unanimously to suspend the regular order of business to consider agenda item F1 at this time.

*It is hereby noted for the record that discussion and action concerning agenda items F1 appears, in place, as found within.

D4. Brian Dwiggin for Borealis Coffee Company, 500 Wood Street, Unit 113, request for one additional Class ~~BV LTD~~-B-V Liquor License (**see also F2 /combine - call for public hearing November 16, 2022**)

- a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department of Community Development

Sweeney/Ley-Voted to approve and to call for a public hearing to consider this matter on November 16, 2022, and to advertise in local newspaper. Voting in favor were Vice Chairwoman Parella, Councilman Sweeney, Councilman Ley Councilman Teixeira. Voting opposed was Council Chairman Calouro

Prior to the vote taken, Clerk Cordeiro noted that due to the timing of the subsequential council meetings being only two weeks apart followed by the reorganizational meeting, timing for the public hearing would be considered either 3 weeks earlier or three weeks after a six-month review.

Council Chairman Calouro noted his concerns with setting a precedence for other establishments to come before the council prior to the end of the six-month review. He stated that it would be outside of the council normal practice and that the town should be consistent and follow the process.

Vice Chairwoman Parella stated she would be in support of allowing the license to be considered three weeks earlier. Noting that the establishment could benefit from the sales of the holiday season and the applicant shouldn't be penalized to wait an addition three weeks due to the deviation in the council's meeting calendar.

Councilman Sweeney stated that the town should allow a little flexibility to assist local businesses with obtaining licenses.

E. Licensing Board - Renewals

F. Petitions - Other

F1. Brian Dwiggin's for Borealis Coffee Company, 500 Wood Street, Unit 113, request for one additional Class ~~BV LTD~~ B-V Liquor License

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department of Community Development

Sweeney/Teixeira- Voted unanimously to refer to the solicitor to prepare an ordinance amendment to increase the number of BV liquor licenses by one and reduce the number of BV LTD by one

Prior to the vote taken, owner/applicant Brian Dwiggin's 144 Whipple Road Smithfield, RI addressed the council to speak in favor of the petition. Mr. Dwiggin's asked for the council's consideration to modify his current license from a class BV limited to a full liquor license. He noted that the concept of the establishment was to be a coffee house by day and offer food and cocktails while enjoying music or art classes in the evenings. There is no intention of turning the establishment to a bar.

F2. Paul J Viveiros, 4 Siegel Street, Request a no parking across from driveway on west side of Siegel Street

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Department of Public Works

Teixeira/Ley- Voted unanimously to refer this matter to the Town Solicitor so that he may draft ordinance subject to the conditional approval of the

police department
 recommendation for council
 consideration

Prior to the vote taken, Councilman Teixeira noted that the request for no parking should reflect the Police Chief's conditional approval with the recommendation that the no parking length be 6 feet from the driveway of 3 Seigel Street in the northbound direction.

G. Appointments

G1. Mt Hope Farm Trust (1 term set to expire December 2024)

a. Susan C. Maloney, 72 Griswold Avenue, resignation

Teixeira/Parella-Voted
 unanimously to accept the
 resignation of Susan C.
 Maloney and to instruct the
 Clerk to send a letter of
 thanks for service;
 Advertised in the local
 paper.

G2. Harbor Commission Advisory Committee (1 term set to expire August 2025)

a. Vasco "Skip" Castro III, 101 Woodlawn Avenue,
 interest/appointment

Teixeira/Sweeney- Voted
 unanimously to instruct the Clerk
 to set up interview(s) with
 applicant(s) for the November 2,
 2022, council meeting beginning at
 6:40pm.

H. Old Business

H1. RI DEM Fish and Wildlife presentation relating to the local Deer population and the Towns Hunting Ordinance (*re consideration of the creation of a cooperative agreement for archery deer hunting - CONTINUED FROM AUGUST 24, 2022*)

Teixeira/Sweeney-Voted unanimously to refer to the Town Administrator, Town Solicitor, Department of Community Development, and RI DEM to prepare a cooperative agreement for archery deer hunting for council consideration.

Prior to the vote taken Dylan Ferreira, a representative from the RI Department of Environmental Protection (DEM) addressed the Council. He provided a summary of White-Tailed deer including their geographical range, habitat, diet, physical characteristics, and reproduction. He explained issues and hazards of areas of overpopulated deer including cultural carrying capacity, increase in deer-vehicle collisions, tick-borne diseases, and personal property damages.

Mr. Ferreira proposed a Bristol Hunting Cooperative that would include:

- A collaboration with the Bristol Police Department, Bristol Town Planner, and RI DEM Law Enforcement
- Four Locations (with a 200-foot buffer required by State Law)
 - 150 Acres near Tupelo Street
 - 65 Acres near Hopeworth Ave
 - 50 Acres near the Town Landfill
 - 40 Acres near Gooding Ave
- Legal regulated hunting starting Fall of 2023 (September-January)
 - *Hunting times half hour before sunrise and a half hour after sunset*
- Hunting license and deer permits required
 - Hunter education required
- Archery deer hunting only
- Signage and press releases
- No liability to be incurred to the property owner (Town of Bristol)

Chairman Calouro asked what the probability of injury was if hunting was allowed. Mr. Ferreira responded that it hasn't happened in archery hunting and rarely happens for firearm hunting as well.

Vice Chairwoman Parrella asked if holidays and hours can be reduced. Mr. Ferreira recommended not to limit hunting hours as

it would reduce the number of deer harvested as those are popular times for hunting as well.

I. Other New Business Requiring Town Council Action

I1. Public Notice from CRMC re Timothy Deschenes & Alyssa Merkle of 90 King Philip Avenue requires a response before October 22, 2022

a. recommendation - Town Administrator and Harbor Master

Sweeney/Teixeira- Voted unanimously to receive and file.

I2. (Shealyn Davey Pretreatment Coordinator) re Proposed amendments to Chapter 22 of the Town Code, Sewers and Sewage Disposal - various amendments to the Sewer Use Ordinance required by the Rhode Island Department of Environmental Management

a. Bristol Industrial Pretreatment Program (RIPDES Permit No. RI0100005) 2022 Pretreatment Compliance Audit - Letter of Audit Findings

b. Draft ordinance

Sweeney/Teixeira- Voted unanimously to call for the first reading on November 2, 2022

I3. (Executive Director Diane Mederos) East Bay Community Development Corporation re Tax Stabilization request for property owned by EBCDC at 330-332 High Street

Sweeney/Teixeira- - Voted unanimously to table the matter.

Prior to the vote taken Clerk Cordeiro noted that Director Mederos had sent an email requesting the matter be withdrawn at this time to be resubmitted at a future date so that some issues may be clarified.

- I4.** (Town Administrator Contente) re report to Town Council on condition of Town Christmas Tree in front of Burnside Building

Parella/Sweeney- Voted unanimously to appropriate \$1000 from the council contingency to assist with the replacement cost of the Town Christmas Tree.

Prior to the vote taken, Town Administrator Contente provided the council with an update on the condition of the town Christmas Tree. He explained that many efforts were made to salvage the tree but have been not seen substantial improvements. He recommended that the tree be replaced with a 16-18-foot Blue Spruce in November. He explained that funding would be used from the town's tree program which would adversely affect the number of fall tree planting.

Councilman Texeira noted that special attention should be made to the replacement of soil.

Council Chairman Calouro suggested allocating funds from the council contingency to offset some of the costs of the Christmas tree.

J. Bills & Expenditures

- J1.** RFP# 995 - HVAC Project at Quinta Gamelin

Sweeney/Parella-Voted unanimously to refer to the Town Administrator and the Department of Parks and Recreation to act in the best interest of the Town

Prior to the vote taken, Clerk Cordeiro read the following bid(s) received:

- Automatic Temperature Controls, Inc., of Cranston, RI with a bid amount of \$134,800.

K. Special Reports

- K1.** Allan Klepper, Barrington Director, Bristol County Water Authority - Monthly Report September 22, 2022

Sweeney/Teixeira- Voted
unanimously to receive and
file.

L. Town Solicitor

Citizens Public Forum

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

Consent Agenda Items:

(CA) AA. Submission of Minutes - Boards and Commissions

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

(CA) AA1. Harbor Commission Meeting Minutes, September 12, 2022

(CA) AA2. Bristol Fire Department Board of Engineers Meeting
October 4, 2022

(CA) AA3. Harbor Commission Meeting Minutes, October 3, 2022

(CA) BB. Budget Adjustments

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

(CA) BB1. Tax Assessor DiMEO Recommended Abatements & Additions
- October 4, 2022

(CA) CC. Financial Reports

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

(CA) CC1. Town Treasurer Hassel - re Revenue and Expenditure
Statement (received October 2022)

(CA) DD. Proclamations, Resolutions & Citations

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

(CA) DD1. Citation, Matthew J. Salone, (*Peter Salcon*) Purple Heart Recipient corrected (signed)

(CA) DD2. Citation, Joseph Morra, Purple Heart Recipient-Amended

(CA) EE. Utility Petitions

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

(CA) EE1. Water Pollution Control Facility - Sewer Permits

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

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

(CA) GG. Distributions/Communications

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

(CA) GG1. Bid Tabulation - Bid#993 - Community Choice Energy Aggregation Consulting Services

(CA) GG2. Bid Tabulation - Bid#994 - Town Common Pickleball Courts

(CA) GG3. Late item H2 - Letter of Support - Mary Dondero

(CA) GG4. Town Administrator Contente to Flynn Enterprise Inc. re award of Bid# 992 - Stormwater Improvements Bristol Police Station

(CA) GG5. Town Administrator Contente to Good Energy, LLP General Partner - Good Offices Technology Partners, LLC re award of Bid# 993 - Community Choice Energy Aggregation Consulting Services

(CA) GG6. Town Administrator Contente to J.G. Coffey Co, LLC re award of BID# 994 - Town Common Pickleball Courts

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

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

- (CA) HH1. Bristol County Water Authority Policy Committee Meeting September 22, 2022
- (CA) HH2. Bristol County Water Authority Board of Directors Meeting, September 22, 2022
- (CA) HH3. The Bristol Planning Board Technical Review Committee Meeting, September 22, 2022
- (CA) HH4. The Bristol Planning Board Technical Review Committee Meeting, September 22, 2022 - revised
- (CA) HH5. The Bristol Planning Board Technical Review Committee Meeting, September 23, 2022
- (CA) HH6. Zoning Board of Review Meeting, October 3, 2022
- (CA) HH7. Harbor Commission Meeting Agenda, October 3, 2022
- (CA) HH8. Board of Canvassers Meeting October 17, 2022
- (CA) HH9. Board of Canvassers Meeting November 8, 2022
- (CA) HH10. Board of Canvassers Meeting November 9, 2022
- (CA) HH11. Planning Board Meeting, October 13, 2022
- (CA) HH12. Bristol Fourth of July Committee Souvenir Sub-Committee Meeting, October 11, 2022
- (CA) II. Claims (Referrals)**
- Approval of consent agenda = "motion to refer these items to the Insurance Committee and at its discretion to the Interlocal Trust"**
- (CA) JJ. Miscellaneous Items Requiring Council Approval**
- Approval of consent agenda = "motion to approve these items"**
- (CA) KK. Curb cut petitions as approved by the director of public works**
- Approval of consent agenda = "motion to grant these curb cuts per the recommendation of, and conditions specified by, the Director of Public Works"**
- (CA) KK1. Erik H Gorham, 130 Mulberry Road, request for curb cut

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

There being no further business, upon a motion by Councilman Sweeney, seconded by Councilman Ley, and voted unanimously, the Chairman declared this meeting to be adjourned at 8:09pm.

Melissa Cordeiro, Town Clerk

See 01/2002 101500
Receipt Number 1109
FOR ACCOUNT ONLY
Bristol, Rhode Island
TOWN CLERK'S OFFICE



LICENSE REQUEST: BV LTD. INTOXICATING BEVERAGE
LICENSE

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body
to be granted a

BV LTD INTOXICATING BEVERAGE LICENSE

NAME OF ESTABLISHMENT: Basil & Bunny
ADDRESS: 500 Wood St, Bristol, RI 02809
APPLICANT NAME: Mathew Medeiros
HOURS OF OPERATION: W-F 4-9, Sat 12-8

2022 SEP -7 AM 10: 54
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

** PLEASE ATTACH SKETCH INDICATING THE AREAS FROM WHICH LIQUOR WILL BE SERVED AND CONSUMED.

Fee for License: \$500 per year plus advertising and certified mailing costs
Also required is Victualling License: \$75/year
(Payable after Council approves the license.)

Please attend the Council Meeting on:

PETITION MUST BE RETURNED BY WEDNESDAY AT 4PM TWO WEEKS PRIOR TO COUNCIL MEETING.

*SIGNATURE: [Signature]
NAME: Mathew Medeiros
ADDRESS: 31 Bowen St (PLEASE PRINT NAME OF APPLICANT)
TOWN: Rumford (ADDRESS OF APPLICANT)
DATE OF BIRTH: _____
BUSINESS TELEPHONE #: 401-490-1918
HOME TELEPHONE #: 508-769-4810
EMAIL: basilandbunny@gmail.com

Date Received: _____

TAX STAMP



TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

TOWN COUNCIL
NOV 02 2022
MEETING



PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requested of your
Honorable Body that:

I, Lystie Medeiros, of Basil & Bunny, is seeking a limited liquor license to sell beer and wine on our premises. The reason is due to low revenue. Customers order food from us then leave to go across the street at Pivotal Brewing. I know that beer and wine sales will increase our revenue by keeping customers in our restaurant longer and increasing average order size.

2022 SEP - 7 AM 10:51
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

PLEASE NOTE:

Petition must be returned by 4:00 PM, two (2) Wednesdays prior to the Town Council meeting to appear on the docket of the

meeting for review and possible action. It is Council policy that action may not be taken on petitions unless recommendations, if necessary, from appropriate departments are received prior the Council meeting.

DATE REC'D:

SIGNATURE: [Signature]

NAME: Lystie Medeiros

ADDRESS: 31 Bowen St.

TOWN: Punnett

BUSINESS TEL. NO. 401-490-1918

RESIDENCE TEL. NO. 603-209-4179

TOWN COUNCIL
SEP 21 2022
MEETING

STATE OF RHODE ISLAND

CITY/TOWN OF BRISTOL

BOARD OF LICENSE COMMISSIONERS
APPLICATION FOR LIQUOR LICENSE

RETAILER CLASS: A ___ BH ___ BM ___ BT ___ BV ___ BVL C ___ E ___ ED ___ J ___ T ___ 2:00 A.M. ___

Business Structure: Corporation Partnership LLC Individual

Basil & Bunny LLC
Name of Applicant/Corporation

Basil & Bunny
D/B/A

500 Wood Street, Unit 214, Bristol, RI 02809
Address of Premise

401-490-1918 basilandbunny@gmail.com
Phone Number of Business Email Address

State - Incorporated: Rhode Island Date of Incorporation: Oct 2019

Name, Address, Telephone of all Officers/Members with percentage ownership:

Name	Address	Phone	% Ownership
<u>Lyslie Medeiros</u>	<u>31 Bowen St., Rumford, RI 02916</u>	<u>6038094129</u>	<u>50</u>
<u>Mathieu Medeiros</u>	<u>31 Bowen St., Rumford, RI 02916</u>	<u>5087694810</u>	<u>50</u>
Secretary/Member Name	Address	Phone	% Ownership
Treasurer/Member Name	Address	Phone	% Ownership

Name and Address of All Directors or Board Members, with percentage ownership:

Name	Address	Phone	% Ownership

If application is on behalf of undisclosed principal or party, please give details:

Does Applicant Own Premises? Yes ___ No Is Property Mortgaged? Yes ___ No or Leased? Yes No ___

Give Name and Address of Mortgagee (Bank or Mortgage Holder) or Lessor (Landlord) and Amount of Extent
Tupelo Realty LLC, 98 Tupelo St., Bristol, RI 02809
Name Address Amount - Term

Have any Officers, Members or Stockholders ever been arrested or convicted of a crime? Yes No If yes, explain:

Mat, DUI, 2011

Is any other business to be carried on in Licensed Premises? Yes No If yes, explain:

Is Applicant or any of its Officers, Members or Stockholders interested directly or indirectly, as principle or associate, or in any manner whatsoever, in any retail license issued under Title 3 of the RI General Laws? If yes, explain:

No

Is Applicant the owner or operator of any other business? If yes, explain:

No

State amount of capital invested in the business?

4000

Do you have now, or will you be installing, a draught system Yes No

I hereby certify that the above statements are true to the best of my knowledge and belief:

[Signature]
Applicant Signature

9/1/22
Date

1. Every question on Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the applica or the revocation of the license in case one has been granted.
2. Corporation having 25 or more stockholders need not file a list of the names and addresses of stockholders - (Question #8)
3. Attention is called to the requirements RIGL §3-5-10:
 - (A) All newly elected officers, members, or directors must be reported to the Board of License Commissioners within 30 days.
 - (B) Any acquisition by any person of more than ten per cent (10%) of any class of corporate stock must be reported within 30 days.
 - (C) Any transfer of fifty percent (50%) or more of any class of corporate stock can be made only by written application to the licensing board subject to the procedures for a transfer of a license.

APPLICATION FOR TRANSFER OF LICENSE ONLY

Transfer of Location _____ Name _____ Stock _____ Current Retail Class _____

Name of Transferor (applicant/old owner) _____

d/b/a _____

Address _____

The above hereby petitions the Licensing Board to transfer the said license to:

New Location (If any): _____

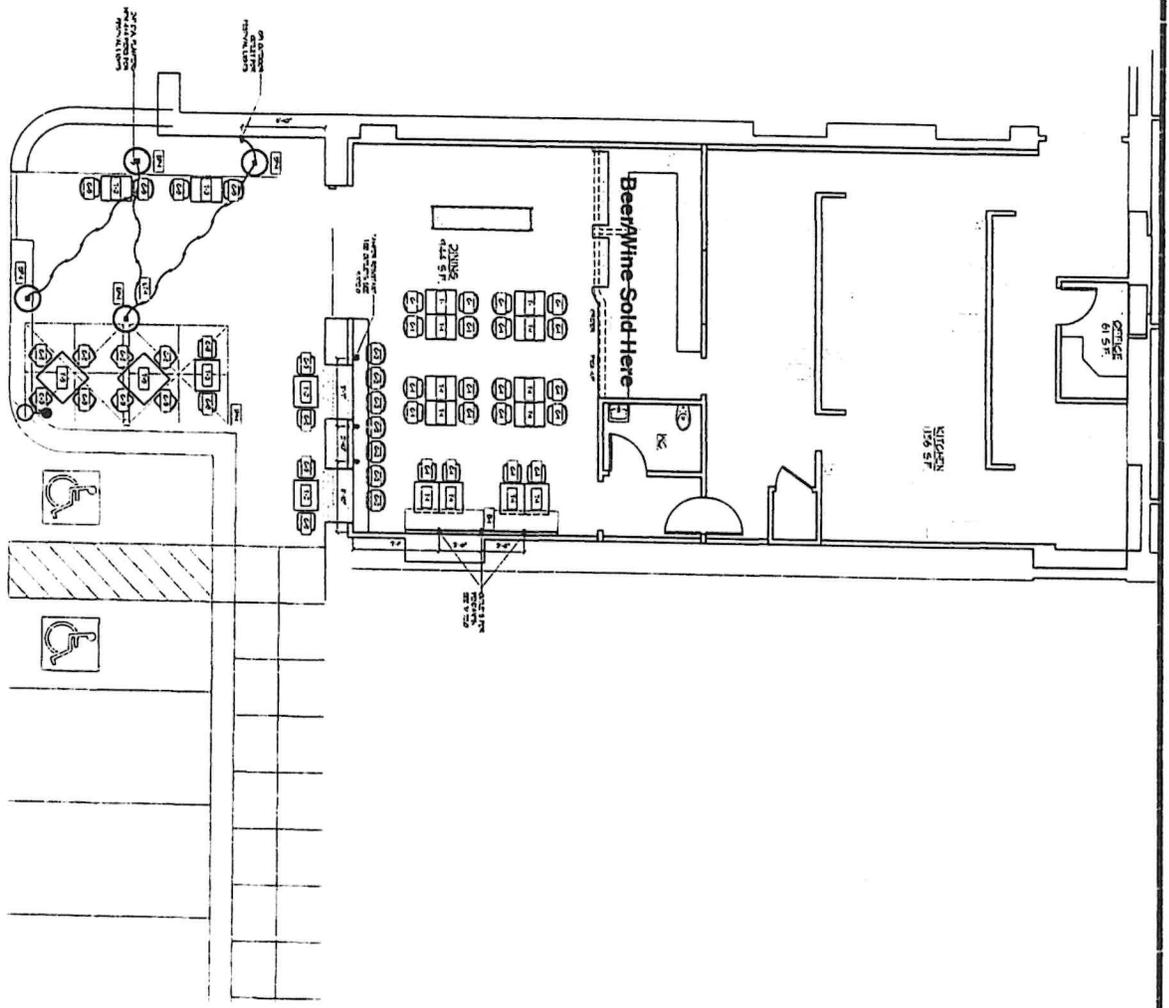
New Name (If any): _____

If change of stockholders, list old and new stockholders:

Signature of Transferor (old owner) _____ Date _____

Signature of Transferee (New Owner) _____ Date _____

FURNITURE PLAN
SCALE: 1/4" = 1'-0"



- NOTES:
1. SEATING AREAS NOT TO BE OCCUPIED ALL DAY LONG AND SHOULD BE CLEAR FOR USE OF OTHER AREAS AND SEATING. THE SEATING SHOULD BE OCCUPIED BY THE CLIENTS ONLY. ALL SEATING SHOULD BE OCCUPIED BY THE CLIENTS ONLY. ALL SEATING SHOULD BE OCCUPIED BY THE CLIENTS ONLY.
 2. SEATING AREAS NOT TO BE OCCUPIED ALL DAY LONG AND SHOULD BE CLEAR FOR USE OF OTHER AREAS AND SEATING. THE SEATING SHOULD BE OCCUPIED BY THE CLIENTS ONLY. ALL SEATING SHOULD BE OCCUPIED BY THE CLIENTS ONLY.
 3. SEATING AREAS NOT TO BE OCCUPIED ALL DAY LONG AND SHOULD BE CLEAR FOR USE OF OTHER AREAS AND SEATING. THE SEATING SHOULD BE OCCUPIED BY THE CLIENTS ONLY. ALL SEATING SHOULD BE OCCUPIED BY THE CLIENTS ONLY.

DATE: 11/11/2011
SCALE: 1/4" = 1'-0"

LIBBY SLADER
INTERIOR DESIGN

469 North Ave., Unit 300
Princeton, NJ 08540
Phone: 609 377 2000
libbyslader.com

PROJECT: BASIL & BUNNY BRISTOL, NJ

ISSUED FOR:

NO.	REV.	DATE	BY	CHK.
1	1	11/11/2011	LS	LS
2	2	11/11/2011	LS	LS
3	3	11/11/2011	LS	LS

REVISIONS:

NO. REV. DATE BY CHK.

1 1 11/11/2011 LS LS

2 2 11/11/2011 LS LS

3 3 11/11/2011 LS LS

DRAWING TITLE: FURNITURE PLAN

DRAWN BY: LS

CHECKED BY: LS

SCALE: AS NOTED

DATE: 11/11/2011

ID 1.4

Basil & Bunny Menu

Burgers

***Bunny Mak.....\$12**
Two house-made bean and mushroom patties, cheddar cheeze, lettuce, grilled onion, pickles, fancy sauce on a double decker sesame seed bun (Wheat, Soy, Sesame)

***Bunny Blake.....\$13**
Seasoned Impossible Patty, cheddar cheeze, lettuce, tomato, grilled onions, pickles, bunny sauce on brioche bun (Wheat, soy)

***Bunny Bacon Ranch.....\$12**
Two house-made bean and mushroom patties, smokey maple tempeh bacon, cheddar cheeze, lettuce, grilled onions, pickles, and ranch on sesame seed bun (wheat, sesame soy)

***Bacon Hopper.....\$14**
Seasoned Impossible Patty, smokey maple tempeh, cheddar cheeze, lettuce, crispy onions, pickles, ketchup, mayo on a brioche bun (wheat, soy)

Jalapeño Hopper.....\$13
Seasoned Impossible patty, pickled jalapeños, cashew nacho cheeze, cheddar cheeze, lettuce, tomato, ranch on a brioche roll

Chicky/Sandwiches

Buff
Bunny.....\$11
Crispy Chicky Seitan with lettuce, tomato, slaw, buffalo sauce, and ranch on a brioche bun. (Wheat, soy)

Chicky
Bunny.....\$11 Crispy
Chicky Seitan with lettuce, tomato, bread & butter pickles, and bunny sauce on a brioche bun (Wheat, soy)

Fluffy White BBQ
Chicky.....\$12 Crispy Chicky
Seitan with lettuce, tomato, crispy onion, pickles, and white BBQ sauce on a brioche bun (wheat, soy)

Backyard
Chicky.....\$12 Crispy
Chicky Seitan with slaw, crispy onions, pickles, bourbon brown sugar BBQ sauce and mayo on a brioche bun (wheat, soy)

Impossible Bunny
Cheezesteak.....\$14 Seasoned
Impossible grounds grilled with onions, peppers, mushrooms topped with cashew nacho cheeze, bourbon brown sugar bbq sauce, ranch on a sub roll (Cashews, wheat, soy)

Bowls

Bunny Taco Salad.....\$13 Local
greens, black beans, avocado, cherry tomato, shredded carrot, cabbage with corn, tortilla strips and agave green dressing

Avocado Greens.....\$13 Local
greens, marinated tofu, shredded carrot, cabbage, broccoli, cucumber, mango, fried wontons, black sesame and and sweet miso ginger dressing (soy,wheat,sesame)

Sides

***Hand-cut seasoned fries**.....SM \$4.....REG \$6

***Na-cho Fries**.....
\$10 Hand-cut seasoned fries with cashew nacho cheeze, chipotle chili, jalapeños, pickled onions, green onions, avocado, micro-greens, garlic aioli (Cashews, soy)

***Cheezy Bunny**.....
\$8 Hand-cut seasoned fries with cashew nacho cheeze, pickled onions, green onions, micro greens (Cashews)

***Chili**..... Cup \$4.....Bowl
\$8 House-made chipotle sweet potato chili topped with nacho cashew cheeze and green onions

***MMMBop-Tart**.....\$4
Our Signature sweet hand pies filled with fruity or cookie Fillings

Drinks

Kristi's Kraftails- \$9.00
Caribe Passion Fruit Orange Guava- \$6.00
Fieldstone Kombucha- \$5.00
Natalie's Lemonade- \$4.00
Cawstons Press- \$4.00
Olipop- \$4.00
Still Water- \$2.50

Beer & Wine Cans

Narragansett Lager - \$4
Musik Express IPA - \$6
Bohemian Pilsner - \$6
Proclamation Derivative IPA - \$7
Proclamation Ordinary Man IPA - \$7
Anchor & Hope Rose - \$7
Anchor & Hope Chardonnay - \$7
Anchor & Hope Pinot Noir - \$7

Sauces & Add ons

*Bunny Sauce/Chipotle Aioli/Fancy Sauce/Garlic Aioli/Hunny Mustard/ Ranch/White
BBQ/Bourbon Brown Sugar BBQ.....\$1

*Buffalo
Sauce.....\$1.5

*Cashew Carrot Nacho Cheeze.....\$1.5

*Avocado.....\$1.5

*Maple Smokey
Tempeh.....\$2

LEGAL NOTICE

**TOWN OF BRISTOL
PUBLIC HEARING
INTOXICATING BEVERAGE LICENSE
CLASS BV LIMITED**

Application for license to keep for sale and to sell intoxicating beverages, in accordance with Title 3 of the General Laws of 1956, and all amendments thereof, and additions thereto has been made at this office as follows:

**Basil & Bunny
Mathiew Medeiros
500 Wood Street, Unit 214**

The Town Council will be in session in the Council Chambers, Town Hall on Wednesday evening, November 2, 2022 beginning at 7:00 PM at which time and place all persons remonstrating the granting of the above license are entitled to and will be heard. Said remonstrance must be filed on or before the time of hearing and must be accompanied with a plat.

Individuals requesting interpreter services for the deaf or hard of hearing must notify the Town Clerk's Office at 253-7000, 72 hours in advance of the hearing date.

By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK

October 20 & 27, 2022



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolr.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: September 7, 2022

RE Lyslie Medeiros for Basil & Bunny, 500 Wood
Street Unit 214, request for One Additional Class BV
LTD Liquor License

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on September 21, 2022.

Please note that all council items are due at 12PM noon one week prior to the meeting. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachment



D3A

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: September 8, 2022
Re: License Recommendation, September 21 Council Meeting

2022 SEP 15 AM 8:04
 TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND

The fire department has reviewed the license request presented as follows:

- 1. Class BV LTD Liquor License
 Lyslie Medeiros for Basil & Bunny 500 Wood St., Unit 214

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated September 7, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCUR
[Signature]
 STEVEN CONTENTE
 Town Administrator

TOWN COUNCIL
 NOV 02 2022
 3:00 PM

TOWN COUNCIL
 SEP 21 2022
 MEETING



Bristol Police Department *D3B*

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900



KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 09-13-2022

PETITION DESCRIPTION:

Lyslie Medeiros for Basil & Bunny, 500 Wood St. unit 214, request for one additional class BV LTD Liquor License.

PERSON/S FILING PETITION: Lyslie Medeiros

LICENSE RENEWAL NEW PETITION

REVIEW:

- APPROVED
- CONDITIONAL APPROVAL
- DENIED
- FORWARD TO ANOTHER DEPARTMENT FOR REVIEW

2022 SEP 15 AM 8:04
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

NOTES:

If the Town Council approves this additional BV Liquor license, I recommend a 6-month review be conducted.

REVIEWING OFFICER: Lt. Roman Wozny

DATE COMPLETED: 09-13-2022

Concun
Steven Contente
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING

TOWN COUNCIL
SEP 21 2022
MEETING



Town of Bristol, Rhode Island

D3C

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.us
401-253-7000

September 14, 2022

Diane W.

TO: Steven Contente, Town Administrator
FROM: Diane M. Williamson, Director of Community Development
RE: Petition for One additional BV Limited License
Basil and Bunny, Unit 214 at 500 Wood Street

I have reviewed the above petition and have no objections to the request.
Thank you for the opportunity to comment.

2022 SEP 15 AM 8:04
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

Concun
Stm

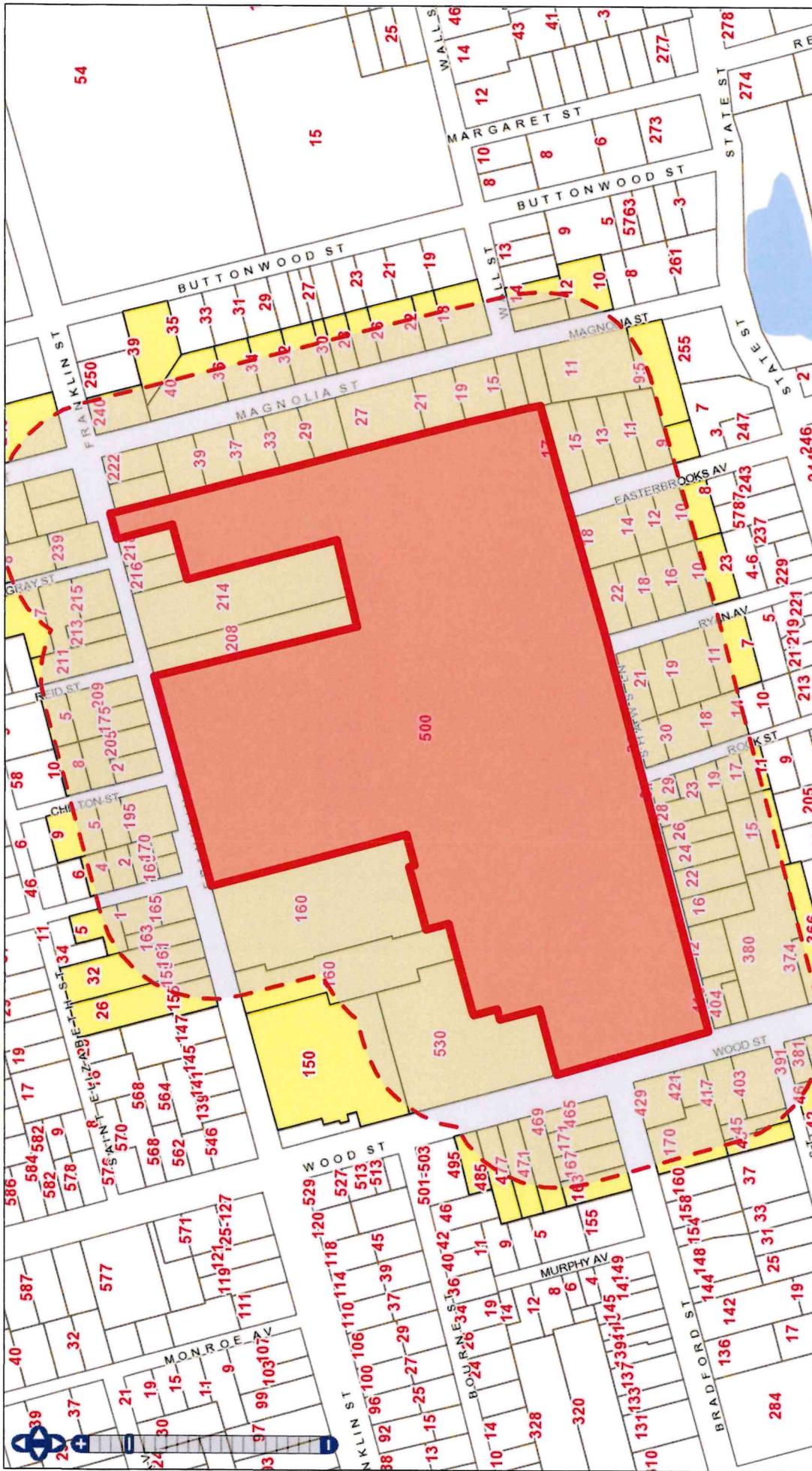
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING

TOWN COUNCIL
SEP 21 2022

9/28/22, 10:57 AM

about:blank



Town of Bristol, Rhode Island

Selected Parcel: 500 WOOD STREET ID: 29-1
 Printed on 9/28/2022



MainStreetMaps
 MainStreetGIS, LLC
 www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The Town of Bristol, Rhode Island and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.

Parcel ID: 17-100
PANSA, ANDREW S
149 HIGH ST
BRISTOL RI 02809

Parcel ID: 17-101
PANSA, ANDREW S
149 HIGH ST
BRISTOL RI 02809

Parcel ID: 17-102
CASTIGLIEGO, NICHOLAS TRUSTEE
6 FREEBORN RD
BRISTOL RI 02809

Parcel ID: 17-103
AFONSO, THERESA & NELSON JT
14 PROSPECT ST
BRISTOL RI 02809

Parcel ID: 17-104
BARROW, LINDSAY
167 BRADFORD ST
BRISTOL RI 02809

Parcel ID: 17-136
PACHECO, NORBERTO E.
FILOMENA TE
163 BRADFORD ST
BRISTOL RI 02809

Parcel ID: 17-156
469 WOOD STREET, LLC
469 WOOD ST
BRISTOL RI 02809

Parcel ID: 17-97
CORRIVEAU, JOSHUA M
495 WOOD ST
BRISTOL RI 02809

Parcel ID: 17-99
PANSA, ANDREW S
149 HIGH ST
BRISTOL RI 02809

Parcel ID: 18-1
429 WOOD STREET, LLC
101 TUPELO ST
BRISTOL RI 02809

Parcel ID: 18-13
BRISTOL SPORTS CLUB
417 WOOD ST
BRISTOL RI 02809

Parcel ID: 18-14
NUNES PROPERTY MANAGEMENT, LLC
21 CLIFTON RD
BRISTOL RI 02809

Parcel ID: 18-15
STARLIGHT, LLC
1 TINA CT
BRISTOL RI 02809

Parcel ID: 18-2
COMMON PUB
C/O ANTHONY POISSANT
427 WOOD STREET
BRISTOL RI 02809

Parcel ID: 18-24
GILBERT AND SARAH ALMEIDA
FAMILY LTD
FAMILY LIMITED PARTNERSHIP
P O BOX 507
BRISTOL RI 02809

Parcel ID: 18-25
JONES, ALAN R & STEELE, CAROLE J
TRUSTEES- JONES/STEELE TRUST
10025 COLONIAL COUNTRY CLUB BLVD
FORT MEYERS FL 33913

Parcel ID: 18-26
GILBERT & SARAH ALMEIDA FAMILY
P O BOX 507
BRISTOL RI 02809

Parcel ID: 18-5
TIMWELL HOLDINGS, LLC
PO BOX 585
TIVERTON RI 02878

Parcel ID: 18-53
LOPEZ, VINICIO O &
MIRNA C. TE
4 ROBBINS DR
BARRINGTON RI 02806

Parcel ID: 18-55
CAVALIERI, STEPHEN J
45 CONGREGATIONAL ST
BRISTOL RI 02809

Parcel ID: 23-1
FRANCO, VIRGINIO C
ILD
239 FRANKLIN STREET
BRISTOL RI 02809

Parcel ID: 23-10
REGO, ANTONIO & MARIA LE TE
RESENDES, S & ANDRADE, C TC
41 ACADEMY AVENUE
BRISTOL RI 02809

Parcel ID: 23-11
GARDINER, TIMOTHY A.
LORI A.
27 LISA LANE
BRISTOL RI 02809

Parcel ID: 23-12
VIEIRA, JOSE M.
211 FRANKLIN ST.
BRISTOL RI 02809

Parcel ID: 23-14
AMBROSE, LINDSAY & KIMMEL, OWEN
TE
9 GRAY ST
BRISTOL RI 02809

Parcel ID: 23-160
HIDEAWAY REALTY LLC
23 OLD MAIN RD
LITTLE COMPTON RI 02837

Parcel ID: 23-161
FRANCO, VIRGINIO C
ILD
239 FRANKLIN STREET
BRISTOL RI 02809

Parcel ID: 23-162
FRANCO, VIRGINIO C
ILD
239 FRANKLIN STREET
BRISTOL RI 02809

Parcel ID: 23-165
CORDEIRO, MARIA E LE
CORDEIRO, RAUL & MARIA L TE
51 MAGNOLIA ST.
BRISTOL RI 02809

Parcel ID: 23-168
AGOSTINI, JOSHUA D
53 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 23-19
RIBEIRO, MARIA J.
 209 FRANKLIN ST
 BRISTOL RI 02809

Parcel ID: 23-20
PEZZULLO, ZACHARY A
 471 METACOM AVE
 BRISTOL RI 02809

Parcel ID: 23-21
NAPPI, JACOB N
 5 REID ST
 BRISTOL RI 02809

Parcel ID: 23-212
MEDEIROS, JOAO D.
 8 GRAY ST.
 BRISTOL RI 02809

Parcel ID: 23-22
DUARTE, JESSICA L & RAYMOND L
 10 CHILTON ST
 BRISTOL RI 02809

Parcel ID: 23-25
OLIVEIRA, MARY E, TRUSTEE, MARY E
OLIVEIRA LIVING TRUST
 9 FRANCESCA LN
 BRISTOL RI 02809

Parcel ID: 23-26
MONROE, DAVID R &
MARCIA M TRUSTEES
 297 CHASES LANE
 MIDDLETOWN RI 02842

Parcel ID: 23-27
SIMAS, PAULO & FILOMENA C LE
SIMAS, SAMANTHA & ALYSSA
 8 CHILTON ST
 BRISTOL RI 02809

Parcel ID: 23-28
DUARTE, JESSICA L.
RAYMOND L. TC
 10 CHILTON ST
 BRISTOL RI 02809

Parcel ID: 23-31
195 FRANKLIN ST, LLC
 268 NANAQUAKET RD
 TIVERTON RI 02878

Parcel ID: 23-33
ZEITLER, JOHN M.
 38 KING PHILIP AVE
 BRISTOL RI 02809

Parcel ID: 23-34
ALMEIDA, RYAN C
 72 VISTA CIR
 NORTH KINGSTOWN RI 02852

Parcel ID: 23-37
BENEVIDES, CARMINA
 2 WILSON ST
 BRISTOL RI 02809

Parcel ID: 23-38
VLACO, DUANE
 11 TROUT WAY
 WEST WAREHAM MA 02576

Parcel ID: 23-39
BENEVIDES, CARMINA
 2 WILSON ST
 BRISTOL RI 02809

Parcel ID: 23-40
BORTONE, FABIO
 4 Wilson Street
 Bristol RI 02809

Parcel ID: 23-41
SAO REALTY COMPANY
 PO BOX 14529
 E PROVIDENCE RI 02914

Parcel ID: 23-69
FERRO, KEVIN J.
 165 FRANKLIN ST
 BRISTOL RI 02809

Parcel ID: 23-71
MACHADO REALTY, LLC
 22 CENTER STREET
 BRISTOL RI 02809

Parcel ID: 23-73
TEIXEIRA, JOSE C.
 2 DOLLY DR
 BRISTOL RI 02809

Parcel ID: 23-75
MEDEIROS, ANDREW J.
 163 FRANKLIN STREET
 BRISTOL RI 02809

Parcel ID: 23-77
MONIZ, JOSEPH F. ET UX
LUBELIA M. MONIZ TE
 2 BORGES ST
 BRISTOL RI 02809

Parcel ID: 23-78-007
RODRIGUES, JOYCE C.
 209 HOPE ST
 BRISTOL RI 02809

Parcel ID: 23-78-008
FILIFE, JOAO A.
MARIA F.
 159 FRANKLIN ST UNIT 8C
 BRISTOL RI 02809

Parcel ID: 23-79
CABRAL, LAUDALINA A & FERNANDO
M-TRUSTEES (1/3);
GERMANO, MARIA FILOMENA A (1/3);
MACHADO, ADELINO (1/3) TC
 37 TILBURY DR
 BRISTOL RI 02809

Parcel ID: 23-80-004
RODRIGUES, JOYCE C.
 209 HOPE ST
 BRISTOL RI 02809

Parcel ID: 23-80-005
SULLIVAN, RYAN & APRILE, LUKE R TC
 89 COOMER AVE
 WARREN RI 02885

Parcel ID: 23-80-003
RODRIGUES, JOYCE C.
 209 HOPE ST
 BRISTOL RI 02809

Parcel ID: 23-80-002
RODRIGUES, RONALD J.
JOYCE C. TE
 209 HOPE ST
 BRISTOL RI 02809

Parcel ID: 23-80-001
HOLTER, DUNCAN
 155 FRANKLIN ST, UNIT 1F
 BRISTOL RI 02809

Parcel ID: 23-80-006
RODRIGUES, JOYCE C
 209 HOPE ST
 BRISTOL RI 02809

Parcel ID: 23-81
ZHAO, MIAO
WU, XUEFENG TE
 111 HORIZON DR
 TIVERTON RI 02878

Parcel ID: 23-9
CABRAL, KEVIN J
 7 GRAY ST
 BRISTOL RI 02809

Parcel ID: 24-1
PACHECO, PAUL C ET UX
ALCIDA PACHECO TE
 17 ORCHARD ST
 BRISTOL RI 02809

Parcel ID: 24-14
O'CONNOR CASTRO, DOROTHY LE
ANANIA, PATRICIA A
 1 ALMA AVENUE
 BRISTOL RI 02809

Parcel ID: 24-15
CONTE, ANDREW JR
 30 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-17
DEMAREST, PATRICIA M
 31 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-18
ANDRADE, ALFREDO ET UX
MARIA L. ANDRADE TE
 28 SHAWS LN
 BRISTOL RI 02809

Parcel ID: 24-19
SANTOS, HAROLD
HATHAWAY, LINDA TE
 23 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-2
PACHECO, PAUL C ET UX
ALCIDA PACHECO TE
 17 ORCHARD ST
 BRISTOL RI 02809

Parcel ID: 24-20
BAIROS, DELIA (S)
 19 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-21
BAIROS, DELIA (S)
 19 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-22
SPANGLER, JASON D
 17 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-23
CABRAL, MARIA A &
SILVA, LAUDALINA
 5 LAUREL LN
 WARREN RI 02885

Parcel ID: 24-3
DASILVA, HENRIQUE P.
NOEMIA M LIFE EST
 19 RYAN AVE
 BRISTOL RI 02809

Parcel ID: 24-30
BRISTOL HOME CONNECTION LLC
 5 KEVIN CT
 BRISTOL RI 02809

Parcel ID: 24-31
LEMONS, VIOLANTE I. LIFE EST
DELEMONS, OSCAR I AND JOSEPH M
 26 SHAWS LANE
 BRISTOL RI 02809

Parcel ID: 24-32
QUINLAN, JEFFREY
EDWARD JT
 1220 IVES RD
 EAST GREENWICH RI 02818

Parcel ID: 24-33
EGAN, JONATHAN M & VANESSA A TE
 1206 MIDDLE RD
 PORTSMOUTH RI 02871

Parcel ID: 24-34
BOLOTA, JOAO M.
ESMERIA F. ETAL JT
 12 SHAW'S LN
 BRISTOL RI 02809

Parcel ID: 24-35
FLORA, MARIA ALMERINDA LE
BETTENCOURT, MARGARIDA ETAL
 82 RENAUD ST
 FALL RIVER MA 02721

Parcel ID: 24-36
GOGLIA, VICTOR P. &
ANN MARIE TE
 380 WOOD ST
 BRISTOL RI 02809

Parcel ID: 24-37
GOGLIA, VICTOR P. &
ANN MARIE TE
 380 WOOD ST
 BRISTOL RI 02809

Parcel ID: 24-5
TWO PRINCE LLC
 490 RIVERSIDE DR
 TIVERTON RI 02878

Parcel ID: 24-79
MCMENIMEN, SCOTT
 32 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-80
PETTA KIMBERLY
 29 ROCK ST
 BRISTOL RI 02809

Parcel ID: 24-83
MCCOMBE, SPENCER &
MICHELLE TE
 7 THURSTON AVE
 NEWPORT RI 02840

Parcel ID: 29-1-030
UNITY PARK LLC
 99 TUPELO ST
 BRISTOL RI 02809

Parcel ID: 29-1-045
23-33 BROADCOMMON LLC
 99 TUPELO ST
 BRISTOL RI 02809

Parcel ID: 29-1-020
BRISTOL PROPERTIES ASSOC LLC
 411 FIFTH AVE 4TH FLOOR
 NEW YORK NY 10019

Parcel ID: 29-1-010
UNITY PARK LLC
99 TUPELO ST
BRISTOL RI 02809

Parcel ID: 29-1-021
UNITY PARK LLC
99 TUPELO ST
BRISTOL RI 02809

Parcel ID: 29-10
MEDEIROS, MARIA A TRUSTEE
MARIA A MEDEIROS LIV TRUST
27 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-11
FRANCO, DOMENIC A JR
PO BOX 446
BRISTOL RI 02809

Parcel ID: 29-14
ARRUDA, ARISTIDES
NORBINA LIFE
C/O 28 MAGNOLIA STREET
BRISTOL RI 02809

Parcel ID: 29-17
CHARTIER, MONICA, TRUSTEE
MONICA CHARTIER DECLARATION O
36 PLATT STREET
BRISTOL RI 02809

Parcel ID: 29-19
BROWN, RICHARD &
ALYSSA TE
21 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-2
MARTINS, ANTONIO A. TRUSTEE
ANTONIO A. MARTINS REV LIV TR
208 FRANKLIN ST
BRISTOL RI 02809

Parcel ID: 29-23
LIMA, JAMES LE
REM-TAVARES, FRANCIS & RICHARD TC
22 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-25
COUTO, JOSE T & MARIA P TE LE
REM: COUTO, PETER A
19 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-29
LAGARTO, STEVEN A.
LISA A. ETUX
18 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-31
TAVARES, ANGELO & JENNIFER TE
216 FRANKLIN ST
BRISTOL RI 02809

Parcel ID: 29-32
ROSA, MARIA C TC (25%); MARY
LOUISE JT (25%)
ROSA, MANUEL & DOREEN ANNE TE
(25%); JOSEPH & PAULA E TE (25%)
218 FRANKLIN ST
BRISTOL RI 02809

Parcel ID: 29-33
DUARTE, FRANCIS J. ET UX
BETTY J. DUARTE TE
222 FRANKLIN ST.
BRISTOL RI 02809

Parcel ID: 29-34
DUARTE, FRANCIS JOSEPH &
BETTY JANE TRUSTEES
222 FRANKLIN ST.
BRISTOL RI 02809

Parcel ID: 29-35
BRUM, MARIA LEOPOLDINA
25 MANCHESTER ST
BRISTOL RI 02809

Parcel ID: 29-39
DUARTE, FRANCIS J. ET UX
BETTY J. DUARTE TE
222 FRANKLIN ST.
BRISTOL RI 02809

Parcel ID: 29-4
BOTELHO, JOSE L. ET UX
MARIE F. BOTELHO TE
29 MAGNOLIA STREET
BRISTOL RI 02809

Parcel ID: 29-40
GAME MANAGEMENT, LCC
9 JANE LANE
BRISTOL RI 02809

Parcel ID: 29-41-001
MICCIS, LLC
39 BUTTONWOOD ST UNIT 1
BRISTOL RI 02809

Parcel ID: 29-41-002
PENSCO TRUST COMPANY
CUSTODIAN FBO
44 FOSDYKE ST
PROVIDENCE RI 02906

Parcel ID: 29-42
BURKE, JERRY A. JR.
ET UX SUSAN A
39 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-45
FERREIRA, AGOSTINHO P. ET UX
VANDA C.
37 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-46
WEIDMANN, DANIEL L &
KEDDIE, KRISTINA M TE
36 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-49
STEGALL, ROSEMARY S
SHARON JT
34 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-5
BRANQUINHO, JOAO & ALDA LE
BOTELHO, KRYSTAL MARIE
32 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-51
MEDEIROS, DANIEL R.
MARIA R. ETUX
33 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 29-53
ELDER CARE ONE, INC.
150 FRANKLIN STREET
BRISTOL RI 02809

Parcel ID: 29-54
ALMEIDA, DAVID & THERESA C JT
20 DORAN AVE
BRISTOL RI 02809

Parcel ID: 29-55
ELDER CARE TWO, INC.
160 FRANKLIN ST
BRISTOL RI 02809

Parcel ID: 29-58
FRANCO, DOMENIC A JR
PO BOX 446
BRISTOL RI 02809

Parcel ID: 29-59
WSA PROPERTY, INC.
150 FRANKLIN ST
BRISTOL RI 02809

Parcel ID: 29-60
BRISTOL ASSISTED LIVING, LP
C/O FRANKLIN COURT ASSIST LIV
180 FRANKLIN ST
BRISTOL RI 02809

Parcel ID: 30-139
WOOLHOUSE, PHILLIP DAVID
9 EASTERBROOKS AVE
BRISTOL RI 02809

Parcel ID: 30-21
GOULART, JAMES
14 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 30-22
GOULART, JAMES
14 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 30-23
CABRAL, PAUL M.
LOURDES C.
12 MAGNOLIA ST
BRISTOL RI 02809

Parcel ID: 30-30
BERRETTO, PAULINE MARIA
148 HIGH ST
BRISTOL RI 02809

Parcel ID: 30-33
WARD, TERESA J.
DACOSTA, TRACY M
11 MAGNOLIA STREET
BRISTOL RI 02809

Parcel ID: 30-39
COLLAMORE-HARPER, ERICA LEIGH
& HARPER, JUSTIN JT
17 EASTERBROOKS AVE
BRISTOL RI 02809

Parcel ID: 30-40
CIRILLO, LOUIS P.
SUSAN E. CO-TRS & CIRILLO FAM
28 CENTRAL ST.
BRISTOL RI 02809

Parcel ID: 30-41
TAVARES, VIRGINIA L &
MANUEL A. TE
13 EASTERBROOKS AVE
BRISTOL RI 02809

Parcel ID: 30-42
BORGES, SILVERIO A. ETUX
CONNIE BORGES TE
65 NARROWS ROAD
BRISTOL RI 02809

Parcel ID: 30-43
CHILTON, WILLIAM B
9 1/2 EASTERBROOKS AVE
BRISTOL RI 02809

Parcel ID: 30-46
GEYER, JOHN
NANCY C
18 EASTERBROOKS AVE
BRISTOL RI 02809

Parcel ID: 30-47
COBB, JOHN G. &
ROSE A TE
14 EASTERBROOKS AVE
BRISTOL RI 02809

Parcel ID: 30-48
GAME MANAGEMENT, LLC
9 JANE LANE
BRISTOL RI 02809

Parcel ID: 30-49
MADEIRA, JOAO F.
MARIA F. TE
10 EASTERBROOKS AVE
BRISTOL RI 02809

Parcel ID: 30-52
TAVARES, MARY ROSE TRUSTEE
2 FRANCA DRIVE
BRISTOL RI 02809

Parcel ID: 30-53
TAVARES, MARY ROSE TRUSTEE
2 FRANCA DRIVE
BRISTOL RI 02809

Parcel ID: 30-54
KREFT, ROBERT M, TRUSTEE-ROBERT
M KREFT TRUST
17 SANDY LN
BRISTOL RI 02809

Parcel ID: 30-55
BERTENSHAW, DENISE & LOPES,
DIANNE
16 RYAN AVENUE
BRISTOL RI 02809

Parcel ID: 30-56
KREFT, ROBERT M, TRUSTEE-ROBERT
M KREFT TRUST
17 SANDY LN
BRISTOL RI 02809



Basil & Bunny
500 Wood Street, Unit 214
Bristol, RI 02809

2nd reading

LEGAL NOTICE

**TOWN OF BRISTOL
PROPOSED ORDINANCE
No. 2022-13**

**AN ORDINANCE IN AMENDMENT TO
CHAPTER 17
OF THE ORDINANCES OF THE BRISTOL TOWN CODE**

IT IS HEREBY ORDAINED by the Town Council of Bristol, Rhode Island, that Chapter 17 of the Ordinances of the Town of Bristol be amended as follows:

CHAPTER 17 – OFFENSES AND MISCELLANEOUS PROVISIONS

* * *

ARTICLE II – ALCOHOLIC BEVERAGES ESTABLISHMENTS

* * *

Sec. 17-82. - Number of licenses.

Alcoholic beverage licenses within the town shall be limited in quantity as follows:

* * *

(2) For class B limited, there shall be a maximum of ~~six~~ seven licenses.

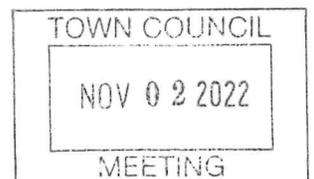
* * *

This ordinance shall take effect upon its passage.

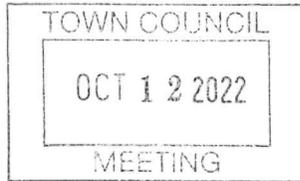
The Town Council will be in session in the Town Hall, Council Chambers, on November 2, 2022. If remonstrance in the meantime, a petition bearing the valid signatures of at least twenty (20) qualified voters must be filed with the Town Clerk requesting a Public Hearing, such hearing must be held before final action may be taken on said ordinance

By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK

October 20, 2022



- C2.** Ordinance #2022-13 Chapter 17, Article II Alcoholic Beverages Establishments, Section 17-82 - Number of Licenses (to increase the number of Class B Limited licenses from 6 to 7) **(1st reading for adoption)**



Sweeney/Teixeira- Voted
unanimously to consider this
action to constitute the first
reading of Ordinance #2022-13.
Advertise in the local newspaper.

LEGAL NOTICE

**TOWN OF BRISTOL
PROPOSED ORDINANCE
NO. 2022-13**

**AN ORDINANCE IN AMENDMENT TO
CHAPTER 17
OF THE ORDINANCES OF THE BRISTOL
TOWN CODE**

IT IS HEREBY ORDAINED by the Town Council of Bristol, Rhode Island, that Chapter 17 of the Ordinances of the Town of Bristol be amended as follows:

**CHAPTER 17 – OFFENSES AND
MISCELLANEOUS PROVISIONS**

**ARTICLE II – ALCOHOLIC BEVERAGES
ESTABLISHMENTS**

Sec. 17-82. - Number of licenses.
Alcoholic beverage licenses within the town shall be limited in quantity as follows:

(2) For class B limited, there shall be a maximum of six seven licenses.

This ordinance shall take effect upon its passage.

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By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK

October 20, 2022

1ST reading

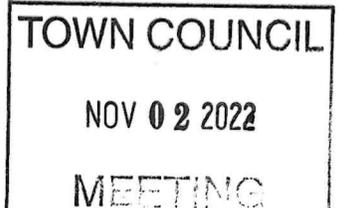
**TOWN OF BRISTOL
PROPOSED ORDINANCE
NO. 2022-14**

AN ORDINANCE IN AMENDMENT TO

**CHAPTER 22
SEWERS AND SEWAGE DISPOSAL**

Proposed amendments to Chapter 22 of the Town Code, Sewers and Sewage Disposal, known as the Sewer Use Ordinance (SUO), required by the Rhode Island Department of Environmental Management (RIDEM). The amendments to the SUO will incorporate the required 2005 Streamlining Regulations and will be consistent with the Federal General Pretreatment Regulations and Industrial Pretreatment Program Practices. The edited SUO also includes proposed modifications to the permit fee schedules and other typographical changes/edits for clarity. Per the conditions of the Bristol Water Pollution Control Facility RI Pollutant Discharge Elimination System (RIPDES) permit issued by RIDEM, the Town is required to modify the SUO as described. Proposed amendments are available at the Town Hall in the Town Clerk's Office and may be viewed or downloaded from the Town of Bristol website at www.bristolri.gov

This ordinance shall take effect upon its passage.



C2A

PART IV - CODE
Chapter 22 SEWERS AND SEWAGE DISPOSAL

IT IS HEREBY ORDAINED by the Town Council of Bristol, Rhode Island, that Chapter 22 of the Ordinances of the Town of Bristol be amended as follows:

Chapter 22 SEWERS AND SEWAGE DISPOSAL¹

ARTICLE I. IN GENERAL

Sec. 22-1. Reference to public law.

- (a) Chapter 211 of the Public Laws of Rhode Island, 1980, provides for improvements of and additions to the town's sewer system, and authorizes its financing through the issuance of \$9,500,000.00 in bonds. Section 12 of this law authorizes the town council to assess a portion of the cost of construction of sewer system additions upon the owners of estates in the town which abut the portion of any street along which a sewer may be located. Section 13 authorizes the town council to fix and periodically revise a schedule of sewer service charges to pay the annual cost of maintaining, repairing and operating the town's sewer system. Section 14 authorizes the town council to prescribe rules and regulations, by ordinance, regulating the connection of buildings with sewers.
- (b) These authorizations, as well as additional regulations, are included in this chapter. The establishment and adoption of the town's sewer ordinance is required by the federal government, as represented by the Environmental Protection Agency, for the approval of federal funds for the design and construction of improvements to the town's sewer system.

(Code 1972, § 18-1)

Sec. 22-2. Definitions.

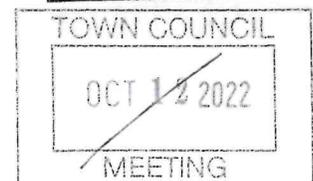
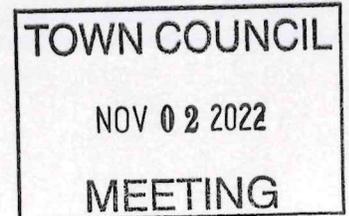
The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Act means the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 USC 1251 et seq.

¹Charter reference(s)—Public works, § 1001 et seq.

Cross reference(s)—Buildings and building regulations, ch. 9; environment, ch. 10; health and sanitation, ch. 13; sewage and fetid waters, § 13-42; solid waste management, ch. 24; setback of individual sewage disposal facilities from bodies of water, § 28-145.

State law reference(s)—Sewage charges, G.L. 1956, § 45-14-1 et seq.; sewerage system cleaners, G.L. 1956, § 23-24.3-1 et seq.



Authorized agent means the town council or other body it may designate to authorize assessment of a sewer tax.

Best Management Practices (BMPs) means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibition of introducing into the sewer or POTW any pollutant(s) which cause Pass Through or Interference, as well as the specific prohibitions listed in 40 CFR 403.5(b). BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.

Biochemical oxygen demand (BOD) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five consecutive days at 20° degrees Celsius, expressed in milligrams per liter.

Building drain means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet (1.5 meters) outside the inner face of the building wall. The building drain, from a minimum of six inches (15.2 cm) inside the foundation wall, through the foundation wall, and to five feet (1.5 meters) outside the inner face of the building wall shall be a minimum of four inches (10.2 cm) in diameter and shall be in accordance with local and/or state plumbing and building codes.

Building inspector means the building inspector of the town, or his authorized deputy, agent or representative.

Building sewer means the extension from the building drain to the public sewer or other place of disposal.

Categorical pretreatment standard or categorical standard means any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 USC 1317) which apply to a specific category of users and which appear in 40 CFR chapter I, subchapter N, parts 405—471.

Chemical oxygen demand (COD) means a measure of the oxygen-consuming capacity of inorganic and organic matter present in water or wastewater. It is expressed as the amount of oxygen consumed from a chemical oxidant in a specific test.

Chlorine demand means the difference between the amount of chlorine added to water or wastewater and the amount of residual chlorine remaining at the end of a specified contract period.

Church or school structure means any structure owned by any incorporated nonprofit organization used or designed for use as a school and/or for the conduct of religious services and related purposes such as parsonage, rectory, convent, school or assembly or recreation hall.

Combined sewer means a sewer receiving both surface runoff and sewage.

Commercial structure means any structure which is used or designed for use as a country club, private or nonprofit meeting hall or club, business office, bank, retail or wholesale store, lumberyard, nursery, proprietary school, professional office, and any other commercial, social or community use (excepting multifamily residence structures and church or school structures).

Composite sample means a sample which was taken from the combination of individual wastewater grab samples taken at selected intervals based on either an increment of flow or time.

Developer means a person who develops a plat of land under an approved final subdivision plat or building permit.

Director means the director of public works of the town, or his authorized deputy, agent or representative.

Discharge means the introduction of pollutants into the POTW from any domestic source.

Dwelling unit means one or more rooms designed or intended for living purposes and containing sanitary facilities.

Enabling act means chapter 211 of the Public Laws of Rhode Island, 1980, as the same has been or may hereafter be amended from time to time.

EPA means the United States Environmental Protection Agency.

Existing source means any source of discharge, the construction or operation of which commence prior to the publication by EPA of proposed categorical pretreatment standards which will be applicable to such source if the standard is thereafter promulgated in accordance with section 307 of the act.

Garbage means solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage and sale of produce.

Grab sample means a sample which was taken from a waste stream without regard to the flow quantity or time of the waste stream and over a period of time not to exceed 15 minutes.

Homesite means a lot or group of adjoining lots owned by the same owner and containing a single residential structure or multiuse structure; or if unimproved, then declared by the owner as intended for use by a single residential or multiuse structure.

Indirect discharge or discharge means the introduction of pollutants into a POTW from any nondomestic source regulated under section 307(b), (c) or (d) of the act.

Industrial structure means any structure used or designed for use primarily for warehousing, assembling, lubricating, shipping, manufacturing or industrial uses and other related activities.

Industrial user or user means a source of indirect discharge.

Industrial wastes means the liquid wastes from industrial manufacturing processes, trade or business as distinct from sanitary sewage.

Interference means an indirect discharge, which alone or in conjunction with an indirect discharge or indirect discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the town's RIPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent state or local regulations: section 405 of the act; the Solid Waste Disposal Act, including title II, commonly referred to as the Resource Conservation and Recovery Act (RCRA); any state regulations contained in any state sludge management plan prepared pursuant to subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.

Lot means any lot or parcel of land defined by metes, bounds or boundary lines in a recorded deed or shown on a recorded plan or plat.

May is permissive.

Multifamily residence structure means any structure used or designed for more than one residential unit.

Municipal structure means any structure owned by the town.

National pretreatment standard means any regulation containing pollutant discharge limits promulgated by the EPA in accordance with section 307(b) and (c) of the act, which applies to industrial users. This term includes prohibitive discharge limits established pursuant to 40 CFR 403.5.

Natural outlet means any outlet into a watercourse, pond, ditch, lake or other body of surface water or groundwater.

New source means:

- (1) Any building, structure, facility or installation from which there is or may be a discharge of pollutants, the construction of which commenced after the publication of proposed national pretreatment

standards under section 307(c) of the act which will be applicable to such source if such standards are thereafter promulgated in accordance with that section, provided that:

- a. The building, structure, facility or installation is constructed at a site at which no other source is located;
 - b. The building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
 - c. The production or wastewater generating processes of the building, structure, facility or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, the director may consider factors such as the extent to which the new facility is integrated with the existing plant and the extent to which the new facility is engaged in the same general type of activity as the existing source should be considered.
- (2) Construction on a site at which an existing source is located results in a modification rather than a new source if the construction does not create a new building, structure, facility or installation meeting the criteria of subsection (1)b or (1)c of this section but otherwise alters, replaces or adds to existing process or production equipment.
- (3) Construction of a new source as defined under this section has commenced if the owner or operator has:
- a. Begun, or caused to begin, as part of a continuous construction program:
 1. Any placement, assembly or installation of facilities or equipment;
 2. Significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or
 - b. Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering and design studies do not constitute a contractual obligation under this definition.

Pass through means a discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the town's RIPDES permit, including an increase in the magnitude or duration of a violation.

pH means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

POTW-treatment plant means that portion of the POTW which is designed to provide treatment, including recycling and reclamation, of the ~~initial-municipal~~ sewage and industrial waste. The POTW as a whole includes sewers, pipes, and pump stations which convey wastewater to the POTW Treatment Plant.

Pretreatment means the reduction of the amount of pollutants, the elimination of pollutants or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical or biological processes; by processes changes; or by other means, except by diluting the concentration of the pollutants unless allowed by applicable pretreatment standard.

Pretreatment coordinator means a person designated by the town to supervise the operation of the POTW, and who is charged with certain duties and responsibilities by this chapter, or a duly authorized representative thereof.

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Pretreatment requirement means any substantive or procedural requirement related to pretreatment, other than a national pretreatment standard, imposed on an industrial user.

Pretreatment standard means prohibited discharge standards, categorical pretreatment standards and local limits.

Project means the construction, completion, extension, enlargement and improvement of the town's sewer system.

Properly shredded garbage means the wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half of an inch (1.27 cm) in any direction.

Public sewer means a sewer in which all owners of abutting properties have equal rights, and which is controlled by public authority.

Publicly owned treatment works (POTW) means a treatment works as defined by section 212 of the act which is owned by the town, including any devices and systems used in the storage, treatment, recycling and reclamation of municipal sewage or industrial wastes of a liquid nature. It also includes sewers, pipes and other conveyances only if they convey wastewater to a POTW treatment plant.

Replacement means expenditures for obtaining and installing equipment, accessories or appurtenances which are necessary during the service life of the treatment works to maintain the capacity and performance for which such works were designed and constructed. The term "operation and maintenance" includes replacement.

Residence structure means any structure used or designed for occupancy as a single-family residence. A structure which combines residential, commercial and/or industrial activities shall be deemed a multiuse structure.

Residential unit means, with respect to any multifamily residence structure, an identifiable area used or designed for use as a separate living facility for one or more persons and having its own facilities for sanitary sewage (dwelling unit). For the purposes of this chapter, a condominium unit is a residential unit.

RIPDES permit means a permit issued to a POTW pursuant to section 402 of the act.

Sanitary sewer means a sewer which carries sewage and to which stormwater, surface water and groundwater are not intentionally admitted.

Sewage. See *Wastewater*.

Sewer means any main, pipe, lateral or other conduit in a street, highway, alley, right-of-way or easement, installed at a location and in accordance with specifications approved in advance by the town, to which sanitary sewage is directed by individual sewer service lines from structures having facilities for sanitary sewage.

Sewer assessment area means any area in the town with respect to which the town council has determined that the structures or homesites located therein abut a street, highway, alley, right-of-way or easement in which any operating portion of the object may be located or are otherwise specifically benefited by any operating portion of the project.

Sewer assessment review board means the board which will review appeals under this chapter.

Sewer assessment structure means any residence structure, multifamily residence structure, commercial structure, industrial structure, school or church structure and municipal structure, located on a homesite, the construction of which was completed, or undertaken pursuant to a building permit issued, prior to the date such homesite was designated a homesite and the use or designed use of which generates or may result in the generation of sanitary sewage.

Sewer service charges means charges to cover sewer service costs.

Sewer service cost means the cost of maintaining, repairing and operating the sewer system (including reserves for such purposes and for renewals and replacements), the principal and interest on all sewer bonds and notes of the town, when due, and any other expenses not otherwise provided for, which may arise under the enabling act, to the extent that moneys for the foregoing purposes are not otherwise provided.

Significant industrial user means:

- (1) An industrial user subject to ~~national-categorical~~ pretreatment standards; or
- (2) An industrial user that:
 - a. Discharges an average of 25,000 gpd or more of process wastewater to the POTW (excluding sanitary, noncontact cooling, and boiler blowdown wastewater);
 - b. Contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - c. Is designated as such by the town on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating pretreatment standard or requirement.
- (3) Upon a finding that an industrial user meeting the criteria in subsection (2) of this definition has no reasonable potential for adversely affecting the POTW's operation or for violating any national pretreatment standard or requirement, the town may at any time, on its own initiative or in response to a petition received from an industrial user, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such user should not be considered a significant industrial user.

Significant noncompliance means violations which meet one or more of the following criteria:

- (1) Violations of wastewater discharge limits.
 - a. Chronic violations are those in which ~~66-sixty-six~~ percent (~~66~~%) or more of all of the measurements taken for the same pollutant parameter during a six-month period exceed (by any magnitude) a numeric pretreatment standard or requirement, including instantaneous limits, as defined by 40 CFR 403.3(l).
 - b. Technical review criteria (TRC) violations are those in which ~~33-thirty-three~~ percent (~~33~~%) or more of all the measurements for the same pollutant parameter taken during a six-month period equal or exceed the product of the numeric pretreatment standard or requirement including instantaneous limits, as defined by 40 CFR 403.3(l) multiplied by the applicable TRC (TRC=1.4 for BOD, TSS, fats, oil, and grease, and 1.2 for all other pollutants except pH).
 - c. Any other violation of a pretreatment standard or requirement as defined by 40 CFR 403.3(l) (daily maximum, long-term average, instantaneous limit, or narrative standard) that the POTW determines has caused, alone or in combination with other discharges, interference or pass through (including endangering the health of POTW personnel or the general public).
 - d. Any discharge of a pollutant that has caused imminent endangerment to human health, welfare or to the environment or has resulted in the POTW's exercise of its emergency authority to halt or prevent such a discharge.
- (2) Violations of compliance schedule milestones contained in a local control mechanism or enforcement order for starting construction, completing construction, and attaining final compliance by ~~ninety~~ (90) days or more after the scheduled date.
- (3) Failure to provide reports for compliance schedules, self-monitoring data or categorical standards, baseline monitoring reports (BMRs), ~~ninety~~ (90)-day compliance reports, and periodic reports within ~~fourty-five~~ (45) days of the due date.
- (4) Failure to accurately report noncompliance.

(5) Any other violation or group of violations, which may include a violation of best management practices, that the POTW determines will adversely affect the operation or implementation of the local pretreatment program.

(6) Significant Industrial Users are subject to all of the above criteria for Significant Noncompliance, however, Non-Significant Industrial Users are not subject to sections (1)a and (1)b of this definition.

Shall is mandatory.

Slug means any discharge of water, sewage, or industrial waste of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which has reasonable potential to cause interference or Pass Through, or in any other way violate the POTW's regulations, local limits, or Permit conditions, which concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes, more than five times the average 24-hour concentration or flows during normal operation and shall adversely affect the wastewater facility.

Square feet shall be determined, with respect to any sewer assessment structure, by measuring all internal areas of each floor (including the basement where such basements are being utilized, or were designed or constructed in a fashion so that they may be used, for any lawful purpose to which such sewer assessment structure may be put, but excluding unused attics).

Storm drain (storm sewer) means a sewer which carries stormwaters and drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

Superintendent means the superintendent of the wastewater treatment facility of the town, or his authorized deputy, agent or representative.

Suspended solids means solids that either float on the surface of, or are in suspension in water, sewage or other liquids, and which are removable by laboratory filtering.

TKN means total Kjeldahl nitrogen.

Unpolluted water means water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.

User charge means a charge levied on users of a treatment works for the cost of operation and maintenance of such works.

Wastewater or sewage means the spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions together with any groundwater, surface water and stormwater that may be present.

Wastewater facilities means the structure, equipment and processes required to collect, carry away and treat domestic and industrial wastes and dispose of the effluent.

Wastewater treatment works means an arrangement of devices, systems and structures including interceptor sewers, outfall sewers, sewage collection systems, pumping, power and other equipment and the extensions, improvement, remodeling, additions and alterations thereof for treating wastewater, industrial wastes and sludge; sometimes used as synonymous with "waste treatment plant" or "wastewater treatment plant" or "water pollution control plant."

Watercourse means a channel in which a flow of water occurs, either continuously or intermittently.

WPCF means the Water Pollution Control Federation.

(Code 1972, § 18-3; Ord. No. 2008-11, 7-9-08)

Cross reference(s)—Definitions generally, § 1-2.

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Sec. 22-3. Interpretation of chapter requirements.

The provisions of this chapter with respect to the meaning of technical terms and phrases, the restriction as to wastes that may be discharged into interceptors, the regulations with respect to making connections to interceptors and other technical matters shall be interpreted and administered by the director.

Secs. 22-4—22-35. Reserved.

ARTICLE II. RECORDKEEPING, INSPECTION AND ENFORCEMENT

Sec. 22-36. Inspection powers.

- (a) *Inspections.* Inspections shall be conducted at the discretion of the town. The town or the duly authorized employees and agents of the town, upon presenting identification and appropriate credentials is authorized:
- (1) To enter without delay and at reasonable times those premises (public or private) of any person or class of user either receiving services from the town or applying for services from the town in which a discharge source or treatment system is located.
 - (2) During regular working hours and at other reasonable times, and within reasonable limits and in a reasonable manner, to have access to and to copy any records, inspect any monitoring equipment and sample any effluents which the owner or operator of such discharge source is required to sample, and any rules and regulations adopted pursuant thereto; and
 - (3) During such on-site inspections, to carry out all inspections, surveillance and monitoring procedures necessary to determine, independent of information supplied by any person discharging into the facilities, compliance or noncompliance with town pretreatment requirements.
- (b) *User documentation.* The town may, by regulation, order, permit or otherwise, require any person who discharges into the facilities to:
- (1) Establish and maintain records;
 - (2) Make reports;
 - (3) Install, calibrate, use and maintain monitoring equipment or methods (including, where appropriate, biological monitoring methods);
 - (4) Sample discharges and effluents (in accordance with the methods, at the locations, at the intervals, and in the manner as the town shall prescribe); and
 - (5) Provide other information relating to discharges into the facilities of the project as the town may reasonably require to ensure compliance with prescribed pretreatment.
- (c) *Enforcement of inspection powers.* Any person obstructing, hindering or in any way causing the obstruction or hindrance of the town or any of its employees or agents in the performance of their duties or who shall refuse to permit the town or any of its employees or agents entrance into any premises, buildings, plant or equipment, or other places belonging to or controlled by any such person, shall be subject to civil and/or criminal penalties.
- (d) *Inspection prior to transferring title.* Before title to property in the Town of Bristol may be transferred, seller must obtain a certificate from the Bristol Water Pollution Control Department stating that the premises have been inspected by qualified personnel of the department within 30 days prior to the date of sale, and that the department has determined there does not exist on the property any illegal connections of sump pumps

to the sewer line. The department must inspect the property within ten days of a request from the owner. The department, at the time of inspection, shall be allowed to charge a \$30.00 fee for the inspection. The responsibility of this charged fee will be borne by the seller before title to property is transferred.

(Ord. No. 2006-23, 8-2-06)

Sec. 22-37. Enforcement of chapter.

Any person violating any provision of this chapter will be subject to enforcement remedies under section 22-251.

Secs. 22-38—22-70. Reserved.

ARTICLE III. USE OF PUBLIC SEWERS

Sec. 22-71. Deposit of excrement, garbage or objectionable wastes.

It shall be unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner on public or private property within the town or in any area under the jurisdiction of the town, any human or animal excrement, garbage or objectionable waste. It shall be unlawful to discharge to any natural outlet within the town, any wastewater or other polluted waters, except where in accordance with subsequent provisions of this chapter.

(Code 1972, § 18-4)

Sec. 22-72. Use of privy, septic tank or similar facility.

It shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of wastewater, except as provided in article IV of this chapter.

(Code 1972, § 18-5)

Sec. 22-73. Mandatory connection for buildings and properties.

- (a) Pursuant to section 14 of chapter 211 of the Public Laws of Rhode Island, 1980, the director is authorized to order the owners of all houses, buildings or properties used for human occupancy, employment, recreation, or other purposes situated within the town and abutting on any street or right-of-way in which there is now or may in the future be located a public sanitary sewer of the town, to install at the owner's expense suitable toilet facilities therein, and to connect such facilities directly with the public sewer. Such connections shall be made in accordance with the requirements of the director or in accordance with article V of this chapter within one year after official notice to do so, provided that such public sewer is abutting the property line.
- (b) Notwithstanding anything to the contrary in this section, the board of sewer assessment review, after a hearing on the matter and upon the recommendation of the town engineer, is empowered to waive this requirement for mandatory sewer connections if, for engineering or elevation considerations, it is impractical to connect to the public sewer and such waiver does not otherwise harm the public health and safety.

(Code 1972, § 18-6)

Sec. 22-74. Mandatory connection for car wash and laundry facilities.

No person shall operate the business of a car wash, public laundry, automatic laundry or laundromat on any lot in the town unless such lot is served by a public sewer system or by a system which reclaims for reuse on the premises at least 80 percent of the water discharged from the washing facilities. This section shall not apply to any business which shall have been in operation prior to adoption of the ordinance from which this chapter derives and shall not apply to any gasoline station with a car wash stand to accommodate the washing of no more than one car at a time.

(Code 1972, § 18-7)

Sec. 22-75. Discharge of accumulated waters; use of basement drains, areaway drains, yard drains, and roof leaders.

It shall be unlawful for any person, by way of sump pump or otherwise, to discharge water that has accumulated at that person's business or residence due to flooding caused by rain, groundwater, or any other reason, into the public sewer system. It shall be further unlawful for any person to construct or maintain any basement drain, areaway drain, yard drain, and/or roof leader for the purpose of discharging water, regardless of its source, into the public sewer system.

(Ord. No. 2005-56, 1-5-06)

Secs. 22-76—22-105. Reserved.

ARTICLE IV. PRIVATE WASTEWATER DISPOSAL**DIVISION 1. GENERALLY****Sec. 22-106. Utilized where public sanitary sewer unavailable.**

Where a public sanitary sewer is not available under the provisions of this chapter, the building sewer shall be connected to a private wastewater disposal system complying with the provisions of this article.

(Code 1972, § 18-8)

Sec. 22-107. Compliance with state regulations.

The type, capacities, location and layout of a private wastewater disposal system shall comply with the Rules and Regulations Establishing Minimum Standards Relating to Location, Design, Construction and Maintenance of Individual Sewage Disposal Systems and amendments thereto, as adopted by the state department of health, under the authority of G.L. 1956, §§ 23-1-17, 23-1-18(6).

(Code 1972, § 18-9)

Sec. 22-108. Permit, inspection, and notification.

A permit for a private sewage disposal system shall not become active until the installation is completed to the satisfaction of building inspector and an authorized representative of the state department of environmental management. They shall be allowed to inspect the work at any stage of construction. The applicant for the permit shall notify the approving authority when the work is ready for final inspection and before any underground portions are covered. Such system shall be covered within 48 hours after inspection and approval.

(Code 1972, § 18-10)

Sec. 22-109. Operation and maintenance.

- (a) The owner shall at all times operate and maintain all the private wastewater disposal facilities on his private property in a sanitary condition as is satisfactory to the building inspector at no expense to the town. No person shall deposit, or allow to be deposited in their disposal facilities, swill, rubbish or solid refuse matter, other than fecal matter.
- (b) Every owner and resident of the town shall be entitled to a partial reimbursement for biannual pumpings or cleanings of such residential private sewage disposal system. Reimbursement will be:
 - (1) Upon application to the town treasurer;
 - (2) No more than twice a year;
 - (3) No more than the actual cost to the resident; and
 - (4) No more than a maximum of \$50.00 for each pumping.

(Code 1972, § 18-11)

Sec. 22-110. License for removal of sludge.

No person shall engage in the business of removing the contents of privy vaults, cesspools or septic tanks, or transport through the streets within the town the contents of any privy vaults or cesspools, or carry nightsoil or other sewage, without first obtaining a license from the superintendent of water pollution control. Nothing in this section shall be construed as forbidding the owner of a privy vault, cesspool or septic tank from removing the contents therefrom, providing a permit is first obtained from the superintendent.

(Code 1972, § 18-12; Ord. No. 2013-08, 5-15-13)

Sec. 22-111. Expiration of license and license fees.

Any license to remove the contents of privy vaults, cesspools and septic tanks shall expire on March 31 following the date of issuance thereof, and may be revoked at any time by the superintendent of water pollution control. Upon the granting of any license and after the payment of the fee for the same in the hands of the town treasurer, the superintendent shall issue the license. Only nightsoil collected within the town may be disposed at the town's sewer facilities. The fees for the issuance of such license shall be as set forth in section 11-1 relating to fees and charges.

(Code 1972, § 18-13; Ord. No. 2013-08, 5-15-13)

Sec. 22-112. Tank truck requirements and hours of cleaning.

All tank trucks shall be kept airtight and free from leakage. All apparatus used in the business shall be kept clean and well-painted, and must have the name of the licensee upon it in plain letters, and be approved by the director. No tank trucks shall be allowed to stand in any street except while in use.

(Code 1972, § 18-14)

Sec. 22-113. Discharge requirements and fees.

The contents of any licensed tank truck may be discharged into the wastewater treatment works of the town, provided that the contents include only wastes removed from the privies, cesspools or septic tanks located within the town, and subject to the following rules and regulations:

- (1) Every person desiring to discharge the contents of any such tank truck into the wastewater treatment works shall first obtain a permit from the director.
- (2) All such permits shall be for the calendar year in which issued and shall expire on March 31 following the date of the issuance thereof. However, the director may at any time suspend or revoke any such permit because of the violation by the holder thereof of the rules and regulations prescribed in this section, or for other just cause of complaint.
- (3) Contractors will be billed the first of each month, and payments must be made to the town treasurer prior to the next month's billing or the permit to dump wastes at the wastewater treatment works will be cancelled.
- (4) No industrial wastes of any kind will be permitted to be discharged at any point within the wastewater treatment works.
- (5) Samplings of wastes may or may not be required, before dumping, at the direction of the superintendent.
- (6) Wastes shall be discharged into the wastewater treatment works only at the grit unit or other location as directed by the superintendent.
- (7) Such contents shall be discharged into the wastewater treatment works only during operating hours, 8:30 a.m. to 3:30 p.m.
- (8) Such contents shall not contain any articles or substances which may tend to injure any part of the wastewater treatment works.
- (9) No person shall discharge into the sewer system contents removed from any privy vault, cesspool or septic tank located outside of the town, unless a license is obtained from the director of public works.
- (10) Every tank truck whose contents shall be discharged into the sewer system shall be equipped with a proper mud valve or similar device, satisfactory to the director, to ensure the clean and complete discharge of such contents into such container or receptacle as may be provided by the director.

(Code 1972, § 18-15)

Secs. 22-114—22-129. Reserved.*DIVISION 2. ONSITE WASTEWATER MANAGEMENT*

Sec. 22-130. Authority.

This division has been drafted in accordance with and under the authority of the G.L. Tit. 45, Ch. 24.5 entitled "Towns and Cities; Wastewater Management Districts". The authorizing state chapter shall be known and cited as the "Rhode Island OWTS Maintenance Act of 1987".

(Ord. No. 2009-05, 6-3-09)

Sec. 22-131. Findings.

The Bristol Town Council hereby finds the following evidence in support of the establishment of an onsite wastewater management program and ordinance.

- (1) The town council finds that without proper operation and maintenance, individual sewage disposal systems or septic systems are prone to failure. Failure poses a risk to public health and a potential source of contamination to town surface waters and groundwaters.
- (2) RIDEM's Rules and Regulations Establishing Minimum Standards Relating to Location, Design, Construction and Maintenance of Onsite Wastewater Treatment Systems (OWTS) provide minimum standards for the location, design, construction and maintenance of individual sewage disposal systems. Undersized, grandfathered, nonconforming lots present a problem in terms of increased nutrient and pathogen levels associated with high-density residential development.
- (3) Septic systems located in sandy soils with fast percolation rates, particularly in areas of high water tables pose a significant threat to groundwater and receiving surface water.
- (4) Cesspools, according to RIDEM Regulations, are not an approved method of wastewater disposal and are considered substandard.
- (5) When properly designed, installed, used and maintained, septic systems provide a viable and cost-effective alternative to municipal sewers. Furthermore, within groundwater recharge areas, septic systems help maintain the hydrological balance by reducing the transport of water out of recharge areas.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-132. Purpose.

The purpose of this division is to establish the Bristol On-Site Wastewater Management Program (BOWMP). This program will ensure that all OWTS in Bristol are properly operated, regularly inspected, and routinely maintained to prevent system malfunction and insure maximum system longevity. It establishes a framework for the efficient inspection, repair and maintenance of septic systems in Bristol and recognizes the homeowner's responsibility to ensure that their system is well maintained and properly functioning.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-133. Definitions.

Any term not defined herein, and pertaining to septic systems shall be governed by the definition as it appears in the current Rhode Island Department of Environmental Management Rules and Regulations Establishing Minimum Standards Relating to Location, Design, Construction and Maintenance of Individual Sewage Disposal Systems.

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Access riser means a structurally sound and water tight inspection port, which at its lowest point attaches to a septic tank or other on-lot disposal system component and extends upward to the ground's surface, allowing visual inspection and where necessary physical access for the purposes of maintenance and repair.

Contaminant means any physical, chemical, biological or radiological substance which enters the hydrological cycle through human action and may cause a deleterious effect on ground and/or surface water resources; it shall include but not be limited to hazardous waste, nutrients, pathogens and sanitary sewage.

Critical resource area means sensitive land and water resources that provide unique habitat and/or important ecological or economic function(s). Such areas include, but are not necessarily limited to wellhead protection areas, watersheds of drinking water reservoirs, coastal and freshwater wetlands, coastal ponds and estuaries, aquaculture areas, and habitat for rare threatened or endangered species.

Effluent means sewage, water or other liquid, partially or completely treated or in its natural state, flowing out of any component of a septic system flowing over the ground's surface or beneath the ground in groundwater.

Handbook means the current edition of the RIDEM's Septic System Check-Up: The Rhode Island Handbook for Inspection.

Hazardous waste means (1) wastes which include, but are not limited to, those that are toxic, corrosive, flammable, or reactive; and/or (2) wastes as defined in the RI Hazardous Waste Management Act.

Owner means any person who alone or jointly or severally with others (i) has the legal title to any real property, or (ii) has possession of or control of any real property through any agent, executor, executrix, administrator, lessee or guardian of the real estate of a holder of a legal title or who has possession or control through any lease or purchase and sales agreement. Each such person is bound to comply with applicable provisions of this division.

RIDEM means RIDEM is defined as the State of Rhode Island, Department of Environmental Management or its successor organization.

Septic system means the term is used analogously with on-lot wastewater disposal system and individual sewage disposal system (OWTS). It shall mean any system of piping, tanks, disposal areas, alternative toilets or other facilities designed to function as a unit to convey, store, treat and/or dispose sanitary sewage by means other than discharge into a public sewer system.

Violation means failure to comply with and or adhere to the rules and regulations set forth in this division or related state regulations.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-134. Program administration.

- (a) *Boundaries and jurisdiction.* The wastewater management district shall encompass the entire Town of Bristol and include all properties served by on-lot wastewater disposal systems. Under this division the town shall have jurisdiction to ensure the operation and maintenance of all existing and future septic systems.
- (b) *Administrative responsibility.* The day-to-day operation of this program including technical and administrative assistance shall be the responsibility of the water pollution control department (WPCD). The Superintendent of the WPCD or his designee shall be the administrative officer of the Bristol on-site wastewater management program. The tax collector shall be responsible for collecting all fees and fines associated with this division.
- (c) *Power and duties of the water pollution control department under this division.* It shall be the duty of the WPCD to:

- (1) Supervise the administration of a program of surface water and groundwater protection through maintenance and inspection of on-lot sewage disposal systems as authorized by this division and G.L. Tit. 45, Ch. 24.5.
- (2) Develop rules and regulations for the implementation of this division, which must be reviewed and approved by the town council.
- (3) Render decisions regarding the rights and obligations of any person or owner of property that is subject to the requirements of this division.
- (4) Contract for services with independent septage haulers, OWTS installers, OWTS Inspectors and others as necessary.
- (5) Provide for the passage of authorized persons onto private property, when necessary and in accordance with the notice provisions of this division, for the periodic inspection, pumping, maintenance and repair of OWTS.
- (6) Order the maintenance of OWTS based upon inspection results.
- (7) Provide technical and administrative assistance to homeowners on all matters pertaining to OWTS maintenance, repair, upgrade and replacement.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-135. OWTS inspection and maintenance.

- (a) *Purpose of OWTS inspections.* The purpose of septic system inspections is to assess its current condition to determine:
- (1) Maintenance that is required;
 - (2) When the maintenance should be undertaken;
 - (3) The date of the next inspection; and
 - (4) The need for system repair or replacement.

Maintenance requirements shall be based upon inspection results. Information from the inspections will also be used to complete a town-wide septic inventory and to track system inspections, maintenance and upgrades.

- (b) *Who may inspect.* All septic systems shall be subject to first maintenance (baseline) inspections by a qualified, town-approved inspector. When appropriate, an inspector may also be a designee of the WPCD. Town-approved inspector(s) shall determine the maintenance and pumping requirements for each septic system based upon criteria outlined in The Rhode Island Department of Environmental Management's Septic System Check-Up: The Rhode Island Handbook for Inspection (hereinafter referred to as the handbook).
- (1) To be approved by the town to inspect conventional systems, an inspector must satisfactorily complete the training course in the complete use of the handbook and conventional septic system inspection offered through the University of Rhode Island's Onsite Wastewater Training (OWT) Center or similar program approved by the town. A property owner who completes the homeowner maintenance workshop offered through the University of Rhode Island's Onsite Wastewater Training Center or other program approved by the town may conduct routine maintenance inspections on their own conventional OWTS.
 - (2) To inspect alternative and innovative systems an inspector, in addition to the above, must also have demonstrated knowledge in alternative and innovative technology and must satisfactorily complete the course in alternative and innovative system operation and maintenance offered through the

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University of Rhode Island's Onsite Wastewater Training (OWT) Center or similar program approved by the town.

- (3) The WPCD shall maintain a list of town-approved inspectors and make such list available to property owners for the purpose of arranging the inspection of their OWTS. The town reserves the right to remove an inspector from the list if the inspections and subsequent reports are not performed in accordance with the criteria outlined in the handbook and this division.
- (c) *Type of inspections.* At a minimum, all inspections shall follow the criteria outlined in the handbook. This division shall require two types of OWTS inspections: a) First maintenance inspection (baseline) and, b) Routine maintenance inspection.
- (1) A first maintenance inspection of each OWTS shall be conducted in order to obtain baseline information and to determine maintenance requirements and the condition of the system. The septic tank is usually pumped as part of this inspection to better evaluate the condition of the system. First maintenance inspections involve some data gathering and location of system components that is not usually necessary for subsequent routine inspections.
 - (2) Routine maintenance inspections are generally conducted after the first maintenance inspection and may occur between pump-outs.
- (d) *Inspection frequency and notification.* In general, inspection frequency shall be based on the procedures outlined in the handbook and shall consider, but not be limited to, system age, household occupancy, tank size, sludge and scum measurements and when the system was last pumped. The WPCD or its designee, shall send written notice to septic system owners of the need to schedule an inspection of their OWTS. The first maintenance (baseline) inspection will be conducted by the WPCD, or its designated inspector. Subsequent inspections for which the property owner is responsible will generally be routine maintenance inspections unless there is a system failure. Routine maintenance inspections must be scheduled within 45 days of the date of notice. After a system has been inspected the owner will receive a report from the Inspector detailing the maintenance requirements and the timeframe for the next inspection.
- The WPCD, or its designee, will conduct first maintenance inspections for each septic system within the wastewater management district over a seven-year period. As such, one-seventh of the total number of septic systems in town will be inspected each year for the first five years of program implementation. Owners will be responsible for fees associated with these inspections and related administrative costs, as discussed in section 22-138.
- (e) *Inspection reports.* Standard inspection forms shall be those used in the handbook, which may be modified by the WPCD, as needed. The property owner shall provide the OWTS inspector with all available, pertinent information, including but not limited to, the use, age, location, maintenance history and design of the OWTS. The completed inspection report shall detail the results of the inspection, pumping or other maintenance requirements, the timeframe for the next inspection and/or upgrade requirements for the OWTS. The inspector shall provide the WPCD and the property owner with a written copy of the inspection report. The WPCD shall be responsible for maintaining inspection, maintenance and upgrade records.
- (f) *OWTS maintenance schedule and OWTS owner's responsibility.* The schedule and activities for OWTS maintenance shall be described on the inspection report that inspector gives to the property owner and the town. Such maintenance requirements shall complement and may supersede any town imposed, preexisting, lot specific maintenance agreements due to such things as the granting of variances or special use permits. The OWTS owner(s) shall assume all responsibility for hiring a septage hauler or maintenance contractor to complete the maintenance and inspection requirements contained in the OWTS inspection report within the time frame required. As proof of compliance, the property owner shall submit a receipt for pumping and other system maintenance to WPCD within 45 days of the date stipulated in the OWTS inspection report.

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- (g) *Change in inspection or maintenance schedule.* The WPCD, upon written notification to the property owner and the appropriate OWTS inspector, shall have the power to change the inspection schedule and/or maintenance requirements of an OWTS, where such a change is deemed necessary for the proper functioning of the OWTS. This may occur due to circumstances including, but not limited to, change in household occupancy, seasonal use, rental status, water consumption, system functioning, site characteristics and proximity to a critical resource. Likewise, the property owner may petition WPCD to alter the inspection and/or maintenance schedule. The owner must demonstrate, through the use of appropriate site data and household information, that such a change in the requirements would still ensure the proper operation of the septic system and fulfill the intent of this division.
- (h) *Immediate need to pump.* If an inspection reveals that a septic system needs immediate pumping, the inspector shall immediately notify the property owner and the WPCD, or its designee. The WPCD will attempt to contact the owner by phone and will send the owner a written notice by certified mail informing the owner that he/she has five working days to pump the system and to present evidence of such pumping to the town. Such evidence may be in the form of a receipt from an approved septage hauler. When a system failure poses an immediate public health and/or environmental hazard, and where the WPCD has been unable to contact the owner by phone, the WPCD may arrange for the system to be pumped immediately and at the owner's expense.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-136. Miscellaneous regulations—OWTS operation and siting.

- (a) *Septage disposal.* Septage or contents pumped from an OWTS shall be discharged at the town's water pollution control facility or other state-approved septage handling facility.
- (b) *Septic tank additives and improper discharges to OWTS.* The use of septic tank additives shall follow RIDEM's policy, which prohibits the use of chemical additives. The use of biological additives does not alleviate the owner from the obligations of this division. The disposal of hazardous wastes, to an OWTS is prohibited. Backwash from a water filtration system into a septic tank is harmful to the operation of the OWTS and is best discharged to a separate infiltration line. There shall be no discharge to an OWTS from rainspouts, basement sumps, floor drains, or any other drains, other than those carrying household wastewater.
- (c) *Garbage disposal.* Garbage disposal discharges to a new OWTS shall be permitted only on systems that are equipped with an oversized tank, capable of handling the excess solids, and with an effluent filter located on the tank's outlet. Existing septic systems that are linked to garbage disposals may require more frequent maintenance.
- (d) *Location, setbacks and use of innovative and alternative systems.* Location of OWTS, setbacks from critical resource areas, treatment goals and standards for various resource areas and requirements for enhanced onsite wastewater treatment are governed by the RIDEM Rules and Regulations Establishing Minimum Standards Relating to Location, Design, Construction and Maintenance of Individual Sewage Disposal Systems.
- (e) *Accessibility, effluent filters, inspection ports and tipping d-box.* To help facilitate the inspection and pumping of a septic tank and ultimately the longevity of the system, OWTS and septic tanks installed after the effective date of this division, shall be equipped with effluent filters and access risers to grade. Access risers shall be watertight and a minimum of 22 inches in diameter. They shall be located at the inlet and outlet ends of the septic tank. The effluent filter shall be located at the outlet end of the tank. Center access tanks shall not be used for new OWTS or for systems where the septic tank is being replaced. New OWTS installations must also include a tipping d-box or similar device approved by RIDEM for the purpose of equalizing flow distribution to all lines of the leachfield. Where technically feasible, all OWTS constructed prior to the effective date of this division should also be retrofitted with these devices.

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- (f) *Watertight septic tanks.* Any existing tank that leaks may be declared a failed system. All septic tanks installed after the effective date of this division shall be certified watertight in accordance with RIDEM minimum standards or those developed by the WPCD with approval by the town council. Tank installation must be done in accordance with manufacturer's requirements. In addition, tanks must be site tested or vacuum tested to ensure that they are watertight.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-137. Enforcement.

- (a) *Failure to pump, maintain or inspect.* If proof of system pumping, maintenance or inspection is not received by the WPCD, or its designee, within 30 days of the time frame within which the required activity was to occur, the WPCD may, after written notice to the owner and after no response or appeal within two weeks on the part of the property owner, hire a private septic system maintenance contractor or inspector to complete the required activity and the owner will be billed by the town. The owner will be notified by certified mail, return receipt requested, of the intended date and time of such actions. The bill will include the actual cost of pumping, maintenance or inspection as well as associated administrative costs.
- (b) *Failure to pay bill.* Failure to pay a bill incurred by the WPCD for the pumping, inspection, or maintenance of the septic system or any annual fee for program administration assessed by the town, shall constitute a lien on the owner's property. The owner shall be responsible for any associated interest, administrative and court costs.
- (c) *Notice of violation.* If upon inspection, any owner of a septic system is determined to be in violation of these regulations, a written notice shall be issued by the WPCD explaining the nature of the violation, required actions, any assistance that is available from the town, a reasonable time frame for compliance, and the possible consequences for noncompliance. If an inspection reveals a malfunctioning or failed septic system, the town-approved inspector shall immediately notify the owner and the WPCD and send a copy of the inspection report to both parties. In the event that pumping records might indicate a failed system, the WPCD shall notify the owner in writing. A copy of said notice shall also be sent to RIDEM. The owner shall be given 30 days to apply to RIDEM for a permit to repair or replace the system as necessary. A copy of the application to RIDEM shall be provided to the WPCD. The homeowner shall notify the town as to the expected timetable for repairs to be completed.
- (d) *Failure to repair.* If the owner of a failed OWTS does not accomplish the repairs within the time schedule established, the WPCD superintendent will take the enforcement action provided for in this division and/or the building official will take the enforcement action provided for in the RI State Building Code.
- (e) *Administrative conference.* A person is encouraged to resolve issues at an informal administrative level before appealing a decision of the WPCD. Any owner of an OWTS who is aggrieved by any action or finding of the WPCD shall have the right to an administrative conference. Representatives at the administrative conference shall include the WPCD superintendent or his designee, the building official, the town administrator and a designated member of the town council. An administrative conference shall be convened within ten workdays following the request, and earlier whenever possible. A written consent agreement, signed by the town and the OWTS owner, shall outline the specifics of any agreement developed as a result of an administrative conference. The appeal period set forth in subsection 22-137(f) shall be stayed pending the outcome of an administrative conference.
- (f) *Appeals.* Any party aggrieved by a decision of the administrative officer shall have the right to appeal that decision to the building code board of appeals by the following procedure:
- (1) The appeal must be taken within 20 days of notification of the decision.

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- (2) The appeal shall be in writing and shall state clearly the factual and/or legal issue(s) or decision that is being appealed, the reason for the appeal, and the relief sought.
 - (3) The appeal shall be filed with the office of the town clerk.
 - (4) Upon receipt of an appeal, the building code board of appeals shall require the administrative officer to transmit forthwith to the building code board of appeals all papers, documents and plans, or a certified copy thereof, constituting the record of the action which is being appealed.
 - (5) An appeal shall stay all proceedings in furtherance of the action being appealed. Under no circumstances, however, shall an OWTS that presents an immediate public health and/or environmental threat be allowed to continue to do so during the appeal process.
- (g) *Building code board of appeals standard of review.* In exercising its powers the building code board of appeals may, in conformity with the provisions of this division, reverse or affirm wholly or partly and may modify the order, requirement, decision, or determination appealed from and may make any orders, requirements, decisions, or determinations that ought to be made, and to that end has the powers of the administrative officer from whom the appeal was taken.
- (h) *Appeals to the district court:*
- (1) An aggrieved party may appeal a decision of the building code board of appeals to the district court by filing a complaint setting forth the reasons of appeal within 30 days after the decision has been recorded in the town clerk's office.
 - (2) Within 30 days after being served with a copy of the complaint, the building code board of appeals shall file certified copies of the building code documents acted upon by it and constituting the record of the case appealed from, together with such other materials as may be pertinent, with the clerk of the court.
 - (3) The court shall review the matter in accordance with the provisions of G.L. § 42-35-15.
- (i) *Penalties.* Any person neglecting or refusing to comply with a written notice of violation issued under the provisions of this division may be fined not more than \$500.00 per violation. Each day of a continuing violation shall constitute a separate and distinct violation. All fines shall be used for the administration and implementation of the Bristol On-Site Wastewater Management Plan.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-138. Financing.

- (a) *Fee structure.* The town council shall have the authority to raise funds for the administration, operation, contractual obligations, and services of the Bristol On-Site Wastewater Management Program. Any funds collected or raised for purposes of implementing the Bristol On-Site Wastewater Management Plan shall be kept as a dedicated account separate from the town's general fund.
- (b) *Grant and loan program.* The town under the authority of the state legislature shall have the authority to issue bonds or notes or to receive grants for the purpose of establishing a revolving fund. This fund may be used to make low interest loans or grants available to qualified property owners for the improvement, correction, or replacement of a failed OWTS.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-139. Education.

A public education program shall be developed by the WPCD, or its designee, and approved by the town council, to inform people about the benefits and goals of the BOWMP. The educational program shall include, but not be limited to the following:

- (1) Proper operation and maintenance of septic systems.
- (2) Proper disposal of hazardous waste, including household hazardous waste.
- (3) Water conservation and the development of a water conservation program. Protection of critical resource areas.
- (4) Use of environmentally sensitive cleaning products.
- (5) Use of alternative and innovative treatment technology.
- (6) Availability of any grant and/or loan funds for septic system repair.

(Ord. No. 2009-05, 6-3-09)

Sec. 22-140. Severability.

If any provision of this division or any rule or determination made hereunder, or application hereof to any person, agency, or any circumstances is held invalid by a court of competent jurisdiction, the remainder of this division and its application to any person, agency, or circumstance shall not be affected thereby. The invalidity of any section or sections of this division shall not affect the validity of the remainder of this division.

(Ord. No. 2009-05, 6-3-09)

Secs. 22-141—22-145. Reserved.**ARTICLE V. BUILDING SEWERS AND CONNECTIONS****Sec. 22-146. Permits.**

- (a) No connection of private property or public property with the town's sewer system shall be made until the owner of the land, or his duly authorized agent, has made application in writing to the director for permission to make the connection, and has been granted such permission.
- (b) There shall be two classes of building sewer permits: (1) for residential and commercial service, and (2) for service to establishments producing industrial wastes. In either case, the owner shall apply using the form furnished by the town. The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the director. A permit and inspection fee shall be paid according to the current fee schedules maintained by the building inspector's office and established by the town council.
- (c) Upon approval of the application by the director, the director shall authorize the building inspector to issue a permit for such installation to a duly licensed plumber or underground utility contractor.

(Code 1972, § 18-16; Ord. No. 2015-08, 6-10-15)

Sec. 22-147. Separate and connecting building sewers.

A separate and independent building sewer shall be provided for every building. Where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer. The town does not and will not assume any obligation or responsibility for damage caused by or resulting from any such single connection aforementioned. The rights appurtenant to such single connection or extension from a front building to a rear building shall be recorded with each of the respective deeds.

(Code 1972, § 18-17)

Sec. 22-148. Investigation of existing sewer service connections.

An investigation of private sewers or drains and sewer service connections within the street limits laid previous to the adoption of the ordinance from which this chapter derives may be made at the discretion of the director to determine if such private sewers and sewer connections are properly located, laid at suitable gradient, in good condition, with proper and suitable appurtenances and in every way satisfactory to the director.

(Code 1972, § 18-18)

Sec. 22-149. Costs and expenses.

All costs and expenses incident to the installation and connections of the building sewer shall be borne by the owner. The owner shall indemnify the town from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

(Code 1972, § 18-19)

Sec. 22-150. Extension of sewer system.

- (a) Any person developing a plat of land in the town shall, at his own expense, install sewer lines and service stubs or wyes in such plat and shall connect the same with the existing sewer system according to town-approved plans where the system is within 200 feet (60.6 meters) of the subdivision. Where the existing sewer system is beyond 200 feet (60.6 meters), or where no town-approved plans are available, each lot shall be designed insofar as feasible to permit the location of an individual sewage disposal system between the building site and the street.
- (b) Connection to the public sewer system shall be in compliance with the terms and conditions set forth in the following:
 - (1) The entire cost of the installation of all sewer pipes to serve any such plat or any part thereof shall be paid by the developer. The entire cost shall include the cost of all engineering services, both preliminary to and during the actual installation of such sewer pipes, and the costs of all materials, services, labor and supplies for constructing and laying out sewers and connecting the sewers with the town's sewer system.
 - (2) The developer, before proceeding with the installation of sewer lines in any such plat or any part thereof, shall submit plans and specifications to the director relative to the proposed construction in accordance with the standard construction details of the town. If the director approves such plans and specifications, the developer shall submit the name of a qualified sewer contractor to do the work,

together with a breakdown of items, quantities and unit prices for the project. After investigating the qualifications of the proposed contractor and reviewing the breakdown submitted, the director shall make the final determination whether to allow the contractor to proceed or to request that another contractor be submitted for approval.

- (3) The construction and laying out of all sewer lines pursuant to this section shall be subject to the inspection of the director. If at any time the director shall determine that the construction and laying out of such sewer lines is not being performed in accordance with the plans and specifications, as approved, he shall forthwith notify the developer to this effect in writing, who shall then order the suspension of all further work by and of payments to the contractor until such corrections are made as will produce complete compliance with the plans and specifications.
 - (4) All sewer lines constructed pursuant to the provisions of this article shall become the property of the town. After such sewer lines have been connected with the public sewer, all the normal costs of operating and maintaining them shall be borne by the town. However, the town may backcharge the contractor for any abnormal conditions for a period of six months after acceptance.
- (c) Abutting lands to sewer lines with building laterals that are extended through an existing dedicated or improved street to serve a plat as described in subsection (b) of this section and are constructed at the expense of any person, group of persons or developer shall be assessed/based on each home site served by the installation of the sewer line in an existing dedicated or improved street. In the case of construction by other than the town for sewer lines extended through an existing dedicated or improved street to provide sewer lines to a plat or other dwelling, reimbursements of the assessment charge less ten percent for administrative fees shall be paid to the person, group of persons or developer at the time assessment fees are paid in full or the yearly assessment has been paid to the town. It will be the responsibility of the person, group of persons or developer to seek reimbursements from the town. Total reimbursement shall not exceed the total cost of construction less ten percent for administrative fees. All requests for sewer system extensions which will be seeking reimbursements must meet the following requirements:
- (1) To be certified before construction begins:
 - a. Project approval from the town council.
 - b. The town clerk's stamp of approval indicating town council approval.
 - c. Plans approved by the town engineer and WPCF superintendent.
 - (2) The portion of the cost not covered by assessments shall be the responsibility of the person, group of persons or developer. No town financial reimbursement will be provided unless the conditions of subsection (c)(1) of this section are met before construction.

(Code 1972, § 18-20; Ord. No. 1997-03, 7-16-97)

Sec. 22-151. Sanitary sewer standards.

The following design standards for sanitary sewers are considered acceptable:

- (1) At the juncture between a sewer and one of larger diameter, the inverts of the sewers shall be designed so that the peak flow lines match.
- (2) Velocities greater than 12 feet per second (3.7 mps) or less than two feet per second (0.61 mps), when flowing, will be unacceptable.
- (3) Installing a smaller sewer downstream from a larger sewer in general will be considered unacceptable.
- (4) Sewers of a diameter from eight inches (20.3 cm) through 21 inches (53.3 cm) shall be designed so that they are flowing at a depth no greater than 0.6 times the diameter of the sewer at peak flow rates.

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- (5) Sewers of a diameter larger than 21 inches (53.3 cm) shall be designed so that they are flowing at a depth no greater than 0.7 times the diameter of the sewer at peak flow rates.
 - (6) Sewers shall be designed using a Manning's "n" of 0.013 constant with depth.
 - (7) No public sewer shall be less than eight inches (20.3 cm) diameter.
 - (8) Manholes shall be installed at the end of each line; at all changes in grade, size or alignment; at all intersections; and at distances not greater than 400 feet (121.4 m), or as approved by the director.
 - (9) Manholes shall be constructed of precast reinforced concrete, American Society for Testing and Materials Designation C478, latest edition; concrete masonry units, ASTM designation C139, latest edition; or as approved by the director.
 - (10) Sewer pipe shall be extra strength clay pipe, ASTM Designation C700, latest edition; asbestos cement, ASTM Designation C428, latest edition; PVC gravity sewer pipe, ASTM D3034; or as approved by the director. All pipe shall have compression joints as per appropriate ASTM designation, or as approved by the director.
 - (11) All sanitary sewers and appurtenances shall be designed and constructed in accordance with WPCF Manual of Practice No. 9, "Design and Construction of Sanitary and Storm Sewers," latest revision.

(Code 1972, § 18-21)

Sec. 22-152. Service connection standards.

Sewer service connections from the public sewer to the street line shall be laid at such depth and gradient and in such location as the director may determine. No sewer service connection shall serve more than one building, except by permission of the director. All pipe shall have compression joints. The following design standards for building sewers, are considered acceptable:

- (1) The pipes for building sewers from the public sewer to the property line shall be six inches (15.2 cm) in diameter, but larger sizes may be required by the director. The building sewer from the property line to the building drain shall be a minimum of four inches (10.2 cm) in diameter, but larger sizes may be required by the director. All such pipes shall conform to section 22-151(10). Building sewer pipes shall be laid with a minimum gradient of at least one-quarter of an inch per foot (2.1 cm/m). Such pipes shall be laid accurately to straight lines and gradients, except that junctions with public sewers shall be made at an angle, by installing a six-inch (15.2 cm) by six-inch (15.2 cm) wye or tee as shown in the service connection detail in appendix A of this chapter which is not printed in this Code but a copy of which is on file and available in the town offices, such that flow from the building sewer shall not be opposite in direction to the flow in the public sewer. Where depth of the public sewer is such that a chimney is required, such chimney shall be installed per appendix A which is not printed in this Code but a copy of which is on file and available in the town offices. Special means for flushing and cleaning (cleanouts) in accordance with the particular requirements of the director shall be provided in the building sewer at 75-foot increments, at all significant changes in direction and as otherwise required by the director. The connection of the building sewer into the public sewer shall be made at the wye or tee branch, if such branch is available at a suitable location. If no branch is available, a connection must be made by tapping the existing sewer by an approved method, then inserting an approved wye or tee saddle, all encased in concrete. Approval of tapping method and saddle shall be made by the director.
- (2) No service pipes for other utilities, such as water, gas and the like, whether town-owned or privately owned, shall be laid in the same trench with a building sewer, except by written approval of the director.

(Code 1972, § 18-22)

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Sec. 22-153. Lifting of sewage.

The building sewer shall be brought to the building at an elevation above the basement floor so as not to allow gravity sewage flow from any basement area sanitary devices such as: toilets, sinks, washing machines, etc. Any sanitary devices located in the basement must be connected to a separate drain, and the sewage from these devices must be lifted by means of a sewage pump and discharged to the building sewer, upon the approval of the director. However, the town shall have no responsibility for the operation and maintenance of such equipment.

(Code 1972, § 18-23; Ord. No. 2006-20, 7-19-06)

Sec. 22-154. Prohibited connections.

No person shall make or keep a connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sewer.

(Code 1972, § 18-24)

Sec. 22-155. Requirements for connection.

The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the town and/or the procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9, latest edition. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the director before installation.

(Code 1972, § 18-25)

Sec. 22-156. Requirements for excavation.

All excavation for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the town.

(Code 1972, § 18-26)

Sec. 22-157. Inspection of connection.

The applicant for the building sewer permit shall notify the director when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the director.

(Code 1972, § 18-27)

Sec. 22-158. Discontinuance of use.

Whenever any user under this article shall cease operation, notice shall be given to the building inspector, and the waste lines employed by such user shall be sealed under the supervision of the building inspector.

(Code 1972, § 18-28)

Sec. 22-159. Sewer service under unusual conditions.

- (a) Where an abutting town has installed sewer lines to serve their residents and possibly the Town of Bristol's residents, and where such sewer flows into the town's sewer system, such residents served shall pay the annual sewer assessment fee to help defray the operation and maintenance cost of the wastewater facilities.
- (b) Where an abutting town has residents that can be entirely served by the town's sewer system, these owners shall be subject to the annual sewer assessment fee.
- (c) Where industries are located either in the town or in an abutting town and where industries are to be served by reciprocal agreements, then under these cases agreements must be drawn and approved by the town council.

(Code 1972, § 18-29)

Sec. 22-160. Removal of existing steel septic tanks.

Whenever a steel septic tank is disconnected and/or abandoned, such steel tank shall be removed and properly disposed of. The raining hole shall then be filled in with suitable material.

(Code 1972, § 18-30)

Sec. 22-161. Maintenance of lateral sewer lines.

All repairs to and cost of maintenance of lateral sewer lines beginning at the sewer main in the public street and extending to the owner's residence or building shall be made at the expense of the owner. If such lateral lines are not repaired promptly following written notice of need thereof, the town reserves the right to discontinue the service without further notice. The town shall in no event be responsible for maintenance or for damage done by the sewage escaping from the lateral line or any other pipe or fixture on the owner's side of the property line.

(Ord. No. 2006-05, 3-8-06)

Secs. 22-162—22-190. Reserved.

**ARTICLE VI. RATE AND QUALITY OF WASTEWATER DISCHARGED INTO PUBLIC
SEWERS**

Sec. 22-191. Inadmissible waters.

Stormwater, groundwater, roof drainage, street drainage, yard drainage or subsurface drainage shall not be discharged through direct or indirect connections to the public sanitary sewer of the town.

(Code 1972, § 18-31)

Sec. 22-192. Unpolluted waters.

Unpolluted water including, but not limited to, cooling water, process water or blow-down from cooling towers or evaporative coolers shall be discharged to such sewers as are specifically designated as storm drains, or to a natural outlet upon receiving approval from applicable local, state and federal agencies as required.

(Code 1972, § 18-32)

Sec. 22-193. Garbage grinder wastes.

Waste from garbage grinders shall not be discharged into a public sewer except:

- (1) Waste generated in preparation of food normally consumed on the premises; or
- (2) Where the user has obtained a permit for the specific use from the director, and agrees to undertake whatever self-monitoring is required to enable the town to determine equitably the charges and fees based on the waste constituents and characteristics.

Such grinders must shred the waste to a degree that all particles will be carried freely under normal flow conditions prevailing in the public sewer. Garbage grinders shall not be used for grinding plastic, paper products, inert materials or garden refuse.

(Code 1972, § 18-33)

Sec. 22-194. Restricted waters and wastes.

- (a) *General prohibitions.* No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:
 - (1) Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the wastewater facilities.
 - (2) Any waters or wastes having a pH lower than 5.5, or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the wastewater facilities.
 - (3) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater facilities such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails, and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders.
 - (4) Any wastewater having a temperature which exceeds 104 degrees Fahrenheit (40 degrees Celsius) at the influent to the wastewater treatment plant.
- (b) *Limited prohibitions.* Discharge of the following described substances, materials, waters or wastes shall be limited to concentrations or quantities approved by the director if it appears likely that such wastes can harm either the sewers, wastewater treatment process, or equipment or will cause a disruption of the POTW's sludge process, use or disposal have an ~~adverse effect~~ adverse effect on the receiving stream; or can otherwise endanger life, limb, public property or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the director will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in sewers, materials of construction of the sewers, nature of the

wastewater treatment process, capacity of the wastewater treatment works, degree of treatability of wastes in the wastewater treatment works and other pertinent factors. The substances prohibited are:

- (1) Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit (65.9 degrees Celsius); provided, however, that the temperature at the influent to the wastewater treatment plant does not exceed 104 degrees Fahrenheit (40 degrees Celsius).
- (2) Any water or waste containing more than 100 mg/L of oil or grease of animal or vegetable origin, containing more than 25 mg/L of oil or grease of mineral or petroleum origin, or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees Fahrenheit (0 and 65.9 degrees Celsius).
- (3) Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions, whether neutralized or not.
- (4) Any waters or wastes containing objectionable or toxic substances, or wastes exerting an excessive chlorine requirement, to such degree that any such discharge exceeds limits established by this chapter at the point of discharge into the public sewer.
- (5) Any waters or wastes containing phenols or other taste-producing or odor-producing substances, in such concentrations exceeding limits which may be established under this chapter as necessary, to meet the requirements of state, federal or other public agencies.
- (6) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established under this chapter in compliance with applicable state or federal regulations.
- (7) Any waters or wastes having a pH in excess of 9.5.
- (8) Materials which exert or cause:
 - a. Unusual concentrations of inert suspended solids (such as, but not limited to, fuller's earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate).
 - b. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).
 - c. Unusual BOD, COD, or chlorine requirements in such quantities as to constitute a significant load on the wastewater treatment works.
 - d. Unusual volume of flow or concentration of wastes constituting slugs.
- (9) Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment process employed, or are amenable to treatment only to such degree that the wastewater treatment works effluent cannot meet the requirements of state, federal or other agencies having jurisdiction over discharge to the receiving waters.

(Code 1972, § 18-34)

Sec. 22-195. Regulation of discharge of restricted wastes.

- (a) Prior to the discharge of any waters or wastes which contain substances or possess the characteristics enumerated in section 22-194, a person must obtain a discharge permit from the director. The director may require that the discharge permit include requirements for:
 - (1) Pretreatment, under the industrial pretreatment program described in article VII of this chapter to an acceptable condition for discharge to the public sewers;
 - (2) Control over the quantities and rates of discharge; and

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- (3) Payment in the form of surcharges, calculated according to the latest rate structure, to cover the added cost of handling and treating the wastes.
- (b) The director may take any of the following actions prior to authorizing discharge of waters or wastes which contain substances or possess the characteristics enumerated in section 22-194:
- (1) Reject the wastes;
 - (2) Revoke a discharge permit; and/or
 - (3) Take any other administrative sanctions, enforcement actions, and remedial actions as may be desirable, necessary or permitted to achieve the purpose of this chapter.
- (Code 1972, § 18-35)

Sec. 22-196. Pretreatment and flow equalization facilities.

If the director permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to review and approval of the director, and subject to the requirements of all applicable state and federal codes, ordinances and laws. Where preliminary treatment or flow equalizing facilities are provided for any waters or wastes, they should be maintained continuously and in satisfactory and effective operation by the owner at his expense.

(Code 1972, § 18-36)

Sec. 22-197. Grease, oil, and sand interceptors.

Commercial entities must provide grease, oil, and sand interceptors for the proper handling of liquid waste containing grease in excessive amounts, or any flammable waste, sand or other harmful ingredients. Such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the director and shall be located as to be readily and easily accessible for cleaning and inspection. Grease interceptors shall be provided at restaurants and other public eating places. Grease, oil, and sand interceptors shall be maintained in continuous and satisfactory and effective operation by the owner at his expense.

(Code 1972, § 18-37; Ord. No. 2004-34, 9-15-04)

Sec. 22-198. Grease removal systems.

Grease removal systems must be installed at all connections to the town's facilities from users conducting food preparation or food processing operations including, but not limited to, restaurants, nursing homes, schools, hospitals or other connections which discharge or have the potential to discharge quantities of grease to the town's facilities in excess of allowable standards. Grease removal systems must be installed according to the following specifications:

- (1) No wastewater, other than from kitchen fixtures or food processing equipment, shall discharge into the grease removal system unless approved by the town in writing. Wastewater from sanitary sources, such as toilets and bathroom sinks, is prohibited from being discharged to the grease removal system.
- (2) All users, with an approved seating capacity of fewer than 40 individuals, must install a passive, under-the-counter grease interceptor. All users, with an approved seating capacity of 40 or more individuals, must install an electrical/mechanical grease removal unit. All such units shall be sized appropriately for discharge as determined by the town.

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- (3) In-ground grease removal systems shall have a minimum depth of four (4) feet and a minimum capacity of five hundred (500) gallons, and shall have sufficient capacity to provide at least a 24-hour detention period for the process flow. The minimum process flow shall be based on fifteen (15) gallons per seat, or chair per day, based upon actual water usage for existing facilities.
- (4) A suitable sampling location shall be provided for sampling of the discharges from grease removal systems. Any plans for such grease removal systems as required in this section shall be submitted for town review and approval prior to installation. The town must be notified 72 hours prior to installation of any grease removal device in order to inspect and oversee the installation. All automatic electrical/mechanical grease removal systems must have a sampling valve installed on the discharge piping with a minimum clearance of eight (8) inches for the installation of sampling bottles.
- (5) The owner(s) shall be responsible for cleaning and maintaining the grease removal systems and shall maintain records of the dates of cleaning and means of disposal, subject to review by the town. Any removal and hauling of the collected materials not performed by the owner(s) must be performed by licensed waste disposal firms.
- (6) All wastewater from food preparation operations and/or washing and clean-up operations, including but not limited to pot sinks, pre-rinse stations, work station, soup kettles, braising pans, mop sinks, and wastewater generated from exhaust fan hood cleaning operations must discharge to the grease removal device. All automatic dishwasher wastewater, excluding pre-rinse stations, may not be discharged into any grease removal device. Dishwasher wastewater must bypass the grease removal device and be discharged directly into the sewer system. All dishwasher wastewater from the pre-rinse station must discharge to the grease removal device.
- (7) Garbage disposal units may only be installed in facilities with properly sized and operational in-ground passive type grease interceptors which have been properly designed for retention of settleable solids. Garbage disposal units are prohibited in all other commercial or industrial facilities. Garbage disposal waste shall not be discharged into automatic electrical/mechanical type grease removal systems.

(Ord. No. 2004-34, 9-15-04)

Secs. 22-199—22-230. Reserved.

ARTICLE VII. INDUSTRIAL PRETREATMENT PROGRAM

DIVISION 1. GENERALLY

Sec. 22-231. Applicability of article.

This article shall apply to all industrial users of the POTW which discharge into the POTW.

Sec. 22-232. Special agreements.

Nothing in this article shall be construed as preventing any special agreement or arrangement between the POTW and any industrial user whereby wastewater of unusual strength or character is accepted into the POTW and specially treated and subject to any payments or user charges as may be applicable. However, no discharge which violates pretreatment standards will be allowed under the terms of such special agreements. If in the opinion of the pretreatment coordinator the wastewater may have the potential to cause or result in pass through, interference or the endangering of municipal employees or the public, no special agreement will be made.

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Furthermore, any such special agreement or arrangement shall not violate the requirement of the industrial pretreatment permit approved by the state department of environmental management.

(Ord. No. 1999-12, 6-23-99)

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Sec. 22-233. Reporting requirements.

(a) *Base-line monitoring.* Base line monitoring shall be as follows:

- (1) Within either one-hundred and eighty (180) days after the effective date of a categorical pretreatment standard or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later, existing categorical users currently discharging to or scheduled to discharge to the POTW shall submit to the pretreatment coordinator, a report which contains the information listed in subsection (a)(2) of this section. At least ninety (90) days prior to commencement of their discharge, new sources and sources that become categorical users subsequent to the promulgation of an applicable categorical standard, shall submit to the pretreatment coordinator, a report which contains the information listed in subsection (a)(2) of this section. A new source shall report the method of pretreatment it intends to use to meet applicable ~~categorical-pretreatment~~ standards. A new source shall also give estimates of its anticipated flow and quantity of pollutants to be discharged.

(2) The following information must be submitted by the industrial users as required in subsection (a)(1) of this section:

- a. Identifying information, including the name and address of the facility, and the name of the owner and operator of the facility.
- b. A list of any environmental control permits held by or for the facility.
- c. A brief description of the nature, average rate of production, and Standard Industrial Classifications (SIC) codes of the operations carried out by such user. Such description should include a schematic process diagram which indicates points of discharge to the POTW for the regulated processes.
- d. Flow measurement. Information showing the measured average daily and maximum daily flows, in gallons, per day to the POTW from regulated process streams and other streams as necessary to allow use of combined waste stream formulas set out in 40 CFR 403.6(e).
- e. The measurement of pollutants including:
 1. The categorical pretreatment standards applicable to each regulated process; and
 2. The results of sampling and analysis identifying the nature and concentration and/or a mass where required by the standard or by the pretreatment coordinator, of regulated pollutants in the discharge from each regulated process.

Instantaneous, daily maximum and long term average concentrations or mass, where required, shall be reported. The sample shall be representative of the daily operations and shall be analyzed in accordance with the procedures set out in section 22-243(b); sampling must be performed in accordance with the procedures set out in section 22-243(c).

- f. Certification. A statement reviewed by the industrial user's authorized representative and certified by a qualified professional, indicating whether pre-treatment standards are being met on a consistent basis, and if not, what additional operation and maintenance (O&M) or additional pretreatment is required to meet the pretreatment standards and requirements.

- g. Compliance schedule. If additional pretreatment and/or operations and maintenance (O&M) will be required to meet the pretreatment standards, the shortest schedule by which the user will

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provide such additional pretreatment and/or O&M must be met. The completion date in this schedule shall not be later than the compliance date established for applicable pretreatment standards. A compliance schedule pursuant to this section must meet the requirements set out in subsection (b) of this section.

h. *Signatory certification.* All baseline monitoring reports must be signed and certified in accordance with section 22-277.

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- (b) *Compliance schedule progress reports.* The following conditions shall apply to the compliance schedule required by subsection (a) of this section: The schedule shall contain process increments in the form of dates for commencement and completion of major events leading to the construction and operation of additional pretreatment required for the industrial user to meet the applicable pretreatment standards. Such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, beginning and conducting routine operations. No increment referred to in this subsection shall exceed nine ~~(9)~~ months. The industrial user shall submit a progress report to the pretreatment coordinator no later than ~~fourteen (14)~~ days following each date in the schedule and the final date of compliance including, at a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the industrial user to return to the established schedule; and in no event shall more than nine months elapse between each such progress report to the pretreatment coordinator.
- (c) *Report on compliance with categorical pretreatment standards deadline.* Within ~~ninety (90)~~ days following the date for final compliance with applicable categorical pretreatment standards, or in the case of a new source following commencement of the introduction of wastewater into the POTW, any industrial user, subject to such pretreatment standards and requirements, shall submit to the pretreatment coordinator a report containing the information described in subsections ~~(a)(2)(d)–(a)(2)(f)~~ of this section. For industrial users, subject to equivalent mass concentration limits established in accordance with the procedures in 40 CFR 403.6(c), this report shall contain a reasonable measure of the industrial user's long term production rate. For all other users subject to categorical pretreatment standards, expressed in terms of allowable pollutant discharge per unit of production or other measure of operation, this report shall include the industrial user's actual production during the appropriate sampling. All compliance reports must be signed and certified in accordance with section 22-277.
- (d) *Periodic compliance reports.* Periodic compliance reports shall be submitted by industrial users as follows:
- (1) All SIUs shall submit to the pretreatment coordinator during the month of ~~March, June, and December,~~ unless required more frequently in the pretreatment standard or by the pretreatment coordinator, a report indicating the nature and concentration of pollutants in the effluent which are limited by such pretreatment standards. In addition, this report shall include a record of the measured or estimated average and maximum daily flows for the reporting period. All periodic compliance reports must include the certification statement as set forth in section 22-277(c) and shall be signed in accordance with section 22-277(d). ~~be signed and certified in accordance with section 22-277.~~
 - (2) All wastewater samples must be representative of the industrial user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean and maintained in good working order at all times. Failure of an industrial user to keep its monitoring facility in good working order shall not be grounds for the industrial user to claim that sample is unrepresentative of its discharge.
 - (3) The pretreatment coordinator may impose mass limitations on industrial users which are using dilution to meet the applicable pretreatment standards or requirements or on other cases where the imposition of mass limitations are appropriate. In such cases the report required by subsection (d)(1) of this section should indicate the mass of pollutants regulated by pretreatment standards in the effluent of the industrial user. These reports shall contain the results of sampling and analysis of the discharge,

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including the flow and nature, and concentration or production and mass where requested by the pretreatment coordinator, of pollutants contained therein which are limited by the applicable pretreatment standards. The frequency of monitoring shall be prescribed in the applicable pretreatment standard. All analysis shall be performed in accordance with the procedures established by the director pursuant to section 304(G) of the act and contained in 40 CFR 136 and amendments thereto, or with any other tests or procedures approved by the administrator. Sampling shall be performed in accordance with the techniques in accordance with section 22-243(c).

(4) If an SIU is monitoring any regulated pollutant at the appropriate sampling location more frequently than required by the POTW, the results of this monitoring shall be included in the periodic compliance report for that evaluation period.

- (e) *Report of changed conditions.* Each industrial user must notify the pretreatment coordinator of any planned significant changes to user's operations or system which might alter the nature, quality or volume of its wastewater at least ninety (90) days before the change. The pretreatment coordinator may require the user to submit such information as may be deemed necessary to evaluate the changed condition, including a submission of a wastewater discharge permit application under section 22-277. The pretreatment coordinator may issue a wastewater discharge permit under section 22-278 or modify an existing wastewater discharge permit under section 22-277 in response to changed conditions or anticipated changed conditions. For purposes of this requirement, significant changes include, but are not limited to, flow increases of twenty (20) percent or greater, and a discharge of any previously unreported pollutants.
- (f) *Reports of potential problems.* In the case of any discharge including, but not limited to, accidental discharges, discharges of a non-routine and episodic nature, non-customary batch discharges, ~~or~~ slug loads that may cause potential problems for the POTW, or any changes to the facility or its operations affecting the potential for a slug discharge, the industrial user shall immediately telephone and notify the pretreatment coordinator of the incident or the added potential for an incident. This notification shall include the location of the discharge, type of waste, concentration and volume (if known), and corrective actions taken by the industrial user. Within five days following ~~such a confirmed slug~~ discharge, the industrial user shall, unless waived by the pretreatment coordinator, submit a detailed written report describing the cause of the discharge and the measures to be taken by the industrial user to prevent such similar future occurrences. Such notification shall not relieve the industrial user of any expense, loss, damage or other liability which may be incurred as a result of the damage to the POTW, natural resources, or any other damage to personal property; nor shall such notification relieve the user of any fines, penalties or other liabilities which may be imposed pursuant to this chapter. A notice shall be permanently posted on the industrial user's bulletin board or other permanent place advising employees whom to call in the event of a discharge described in above. Employers shall ensure that all employees who may cause such a discharge to occur are advised of the emergency notification procedure.
- (g) *Reports of unpermitted users.* All users now required to obtain a wastewater discharge permit shall provide appropriate reports to the pretreatment coordinator as may be required.
- (h) *Notice of violation; repeat sampling and analysis report.* If sampling performed by an industrial user indicates a violation, the industrial user must notify the pretreatment coordinator within twenty-four (24) hours of becoming aware of the violation. The industrial user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the pretreatment coordinator within thirty (30) days after becoming aware of the violation. The industrial user is not required to resample if the pretreatment coordinator monitors at user's facility at least once a month.
- (i) *Notification of the discharge of hazardous waste.*

(1) Any industrial user who commences the discharge of hazardous waste shall notify in writing the POTW, the EPA regional waste management division director and any state hazardous waste authorities of any

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discharge into the POTW of a substance which, if otherwise disposed of, would be hazardous waste under 40 CFR 261.

- (2) Such notification must include the name of the hazardous waste as set forth at 40 CFR 261, EPA hazardous waste number, and the type of discharge (continuous batch or other).
- (3) If the user discharges more than ~~100 one hundred~~ kilograms (~~100 kg~~) of such waste per calendar month to the POTW, the notification also shall include the following information to the extent such information is known and readily available: Identification of the hazardous constituents contained in the waste; an estimation of the mass and concentration of such constituents in the waste stream discharged during the calendar month; and an estimation of the mass of constituents in the waste stream expected to be discharged during the following ~~twelve~~ (12) months, to the extent this information is known and readily available.
- (4) All notifications must take place no later than ~~one hundred and eighty~~ (180) days after the discharge commences. Any notification under this subsection need to be submitted only once for each hazardous waste discharged. However, notifications of changed conditions must be submitted under subsection (e) of this section.
- (5) In the case of any notification made under this section the user shall certify that it has a program in place to reduce the volume and toxicity of hazardous waste generated to the degree it has determined to be economically practicable. This subsection does not create a right to discharge any substance not otherwise permitted to be discharged by this chapter or permit issued under this chapter, or any applicable federal or state law.

(Ord. No. 1999-12, 6-23-99)

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Sec. 22-234. Prohibited discharge standards.

- (a) No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. This general prohibition applies to all industrial users of the POTW whether or not they are subject to national categorical pretreatment standards or any other national, state or local pretreatment standard or requirement.
- (b) No user shall introduce or cause to be introduced into the POTW the following pollutants, substances or wastewater:
- (1) Pollutants which create a fire or explosive hazard in the POTW including, but not limited to, waste streams with a closed cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Celsius) using the test method specified at 40 CFR 261.21;
 - (2) Wastewater having a pH of less than 5.0 or otherwise causing corrosive structural damage to the POTW or equipment;
 - (3) Solid or viscous substances in an amount which will cause obstruction of the flow in the POTW resulting in interference;
 - (4) Pollutants, including oxygen demanding pollutants released in a discharge at a flow rate and/or pollutant concentrations which, either singularly or by interaction with other pollutants will cause interference with the POTW;
 - (5) Wastewater which will inhibit biological activity in the POTW treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees Fahrenheit (40 degrees Celsius);

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- (6) Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass through;
- (7) Pollutants which result in the presence of toxic gases, vapors or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
- (8) Trucked or hauled pollutants except at discharge points designated by the pretreatment coordinator in accordance with section 22-242; and
- (9) Noxious or malodorous liquids, gases, solids or other wastewater which, either singularly or by interaction with other wastes, are sufficient to create a public nuisance or hazard to life, or to prevent entry into the sewers for maintenance or repairs.

Sec. 22-235. National categorical pretreatment standards.

- (a) Upon promulgation the national categorical pretreatment standards found at 40 CFR chapter I, subchapter N, parts 405—471 are hereby incorporated, if subject to the following:
 - (1) When wastewater subject to a categorical pretreatment standard is mixed with wastewater not regulated by the same standard, the director shall impose an alternative limit using the combined wastestream formula in 40 CFR 403.6(e).
 - (2) An industrial user may obtain a variance from the categorical pretreatment standard if the user can prove as required in 40 CFR 401.13 that factors relating to the discharge are fundamentally different from the factors considered by EPA when developing the categorical pretreatment standard.
- (b) National categorical pretreatment standard for a particular industrial subcategory shall immediately supercede the applicable limitation imposed under sections 22-236 and 22-237 if more stringent than the limitation imposed under these sections.

Sec. 22-236. Local limits.

- (a) No user shall discharge or cause or allow to be discharged, either directly or indirectly into the POTW any substance, water, or wastewater which has concentrations of substances listed below in excess of the following daily maximum limits- assigned daily maximum discharge limitations. These limitations specifically apply where wastewater is discharged to any part of the POTW, there will be no waivers or exceptions granted with respect to compliance with any of the limits listed below, and the POTW has the authority to establish individual user local limits, pursuant to 40 CFR 403.5(c), if the user is at high risk of violation, pass-through, or interference.

Constituent	Milligrams per liter
Biological oxygen demands	4,000
Total suspended solids	4,000
Chromium (total)	2.77
Copper (total)	3.38
Cyanide (total)	1.20
Lead (total)	0.69
Nickel (total)	3.98
Silver (total)	0.43
Zinc (total)	1.05

Total toxic organics (TTO) summation of all quantifiable values greater than 1.00 milligram per liter for any single toxic organic listed in EPA methods 608, 624 and 625.	2.13
Total toxic organics (TTO) any single parameter	1.00

- (b) Persons subject to state or federal categorical pretreatment standards may, as a condition of their wastewater discharge permit, be required to meet more stringent standards than those listed in subsection (a) of this section.
- (c) When the pretreatment coordinator finds that a user has exceeded a daily limit of 1,250 milligrams per liter (mg/L) of either biological oxygen demand (BOD) or total suspended solids (TSS), the pretreatment coordinator shall assess a surcharge to such user equivalent to the yearly permit fee for each instance of BOD or TSS discharged, which is over 1,250 mg/L of BOD or TSS discharged; a surcharge under this subsection shall not exceed three times the yearly permit fee.
- (d) When the pretreatment coordinator finds that a user has exceeded the total daily limit of 4,000 mg/L, the pretreatment coordinator shall fine such user in accordance with section 22-251, section 22-254, and Bristol's Enforcement Response Plan.
- (e) All surcharges and fines within this section shall be assessed on a per incident basis. In the case of ongoing violations, fines shall be assessed for each day during the period of violation.

(Ord. No. 1999-12, 6-23-99; Ord. No. 2016-12, 8-24-16; Ord. No. 2019-13-, 10-30-19)

Sec. 22-237. State requirements and best management practices.

- (a) State requirements and limitations on discharges shall apply in any case where they are more stringent than the federal requirements and local limitations.
- (b) Best management practices required by any pretreatment standard, any local limit, or state or local law shall apply where appropriate.

(Ord. No. 2008-11, 7-9-08)

Sec. 22-238. Right of revision.

The town reserves the right to establish further rules and regulations and more stringent limitations or requirements on discharges to the POTW if deemed necessary to comply with the objectives presented in this chapter.

Sec. 22-239. Pretreatment of wastewater.

Industrial users shall provide wastewater treatment as is necessary to comply with this chapter and shall achieve compliance with all national categorical pretreatment standards, local limits, and the prohibition set out in sections 22-234—22-236 within the time limit specified by EPA, the state, or the pretreatment coordinator, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the industrial user's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the pretreatment coordinator for review and shall be acceptable to the pretreatment coordinator before such facilities are constructed. Review of such plans and operating procedures shall in no way relieve the industrial user from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to the town under the provisions of this chapter.

Sec. 22-240. Dilution prohibition.

No industrial user shall ever increase the use of process wastewater or water, or in any other way attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a national pretreatment standard or requirement. The pretreatment coordinator may impose mass limitations on users for using dilution to meet applicable pretreatment standard or requirements or in other cases where the imposition of mass limitations is appropriate.

Sec. 22-241. Accidental Prohibited and accidental discharges.

(a) ~~(a)~~ If any wastewater is discharged or is proposed to be discharged to the POTW in violation of the limitations or prohibitions listed in Sec. 22-234 and 236 of this chapter, Bristol's Superintendent or Pretreatment Coordinator may in their sole discretion:

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- (1) Reject the waste;
- (2) Require a discharger to demonstrate and implement those in-plant modification which will reduce or eliminate the discharge of such substances;
- (3) Require pretreatment, including storage facilities or flow equalization necessary to reduce or eliminate the objectionable characteristics or substances, so that the discharge will not violate this chapter;
- (4) Require controls to be installed which will regulate the quantities and rates of discharge;
- (5) Require surcharge payments to be made to the Town of Bristol to cover its added cost of handling, monitoring, and treating the wastes which exceed threshold values;
- (6) Revoke a discharger's permit; and
- (7) Take any other administrative sanctions, enforcement actions, and remedial actions as may be desirable, necessary, or permitted to achieve the purpose of this chapter.

Each user shall provide protection from accidental discharges of prohibited materials or other substances regulated by this chapter. Equipment to prevent accidental discharge of prohibited materials shall be provided and maintained at the industrial user's own cost and expense. Detailed plans showing equipment and operating procedures to provide this protection shall be submitted to the town for review and shall be approved by the town before construction. All existing industrial users shall complete such a plan within 90 days of the effective date of the ordinance from which this program derives. No industrial user who commences contribution into the POTW after the effective date of the ordinance from which this program derives shall be permitted to introduce pollutants into the POTW until accidental discharge procedures have been approved by the town. Review and approval of such plans and operating procedures shall not relieve the industrial user from the responsibility to modify equipment as necessary to meet the requirements of this chapter.

(b) _____

(c) ~~(c)~~ In the case of an accidental discharge it is the responsibility of the industrial user to immediately telephone and notify the town of the incident. A notification must include the following:

- (1) Location of discharge;
- (2) Type of waste;
- (3) Concentration/volume; and
- (4) Corrective action taken to remedy release.

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~~(e)~~ Within five days following an accidental discharge, the industrial user shall submit to the director a detailed written report describing the cause of the discharge and the measures to be taken by the industrial user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage or other liability which may be incurred as a result of damage to the POTW, natural resources or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties or other liability which may be imposed pursuant to this chapter.

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(d)

~~(e)~~ A notice shall be permanently posted on industrial user's bulletin board or other prominent place advising employees whom to call in the event of a dangerous discharge. Employers shall ensure that all employees who may cause a discharge to occur are advised of the emergency notification procedures.

Sec. 22-242. Hauled wastewater.

Septic tank waste may be introduced into the POTW only at locations designated by the pretreatment coordinator and at such times as are established by the pretreatment coordinator. Such waste shall not violate sections 22-234—22-236 or any other requirement established by the town. The pretreatment coordinator may require septic tank waste haulers to obtain wastewater discharge permits.

(Ord. No. 1999-12, 6-23-99)

Sec. 22-243. Self-monitoring.

- (a) The permit holder shall make measurements including, but not limited to, flow rates, flow volumes, BOD and suspended solids concentrations, as well as concentrations of other particular constituents of their wastewater discharges, at their own expense, as frequently as necessary to comply with the terms and conditions of each permit issued under this article.
- (b) All pollutant analyses, including sampling techniques, shall be performed in accordance with the techniques prescribed in 40 CFR 136, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by the EPA.
- (c) Collection of samples shall proceed as follows:
 - (1) Except as indicated in subsection (c)(2) of this section, the industrial user must collect wastewater samples using flow proportional composite collection techniques. If flow proportional sampling is infeasible, the pretreatment coordinator may authorize the use of time proportional sampling or a minimum of four grab samples where the user demonstrates that this will provide a representative sample of the effluent being discharged. In addition, grab samples may be required to show compliance with instantaneous discharge limits.
 - (2) Samples for oil and grease, temperature, pH, cyanide, phenols, sulphites, and volatile organic compounds must be obtained using grab collection techniques.

Sec. 22-244. Compliance monitoring and right to inspection.

- (a) The pretreatment coordinator shall have the right to enter the premises of any user to determine whether the industrial user is complying with all requirements of this chapter, ~~and~~ any wastewater discharge permit, or orders issued under this chapter. Industrial users shall allow the pretreatment coordinator ready access to all parts of the premises for the purposes of inspection, sampling, record examination and copying, and the

fulfillment of any additional duties. The user shall make any and all arrangements to permit the pretreatment coordinator or ~~his~~ his or her duly authorized agent ready access.

- (b) The pretreatment coordinator shall have the right to set up on the user's property, or require installation of such devices as are necessary to conduct sampling and/or metering of the industrial user's operations.
- (c) The pretreatment coordinator may require the industrial user to install monitoring equipment as necessary. A facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the user at its own expense. All devices used to measure wastewater flow and quality shall be calibrated regularly in accordance with procedures acceptable to the town to ensure their accuracy.
- (d) Unreasonable delays in allowing the pretreatment coordinator access to the user's premises shall be deemed a violation of the chapter.

Sec. 22-245. Right to require user documentation.

(a) The pretreatment coordinator may, by regulation, order, permit, or otherwise, require any person or facility who discharges to the POTW to:

- (1) Establish and maintain records;
- (2) Make reports;
- (3) Install, calibrate, use, and maintain monitoring equipment or methods;
- (4) Sample and/or analyze discharges and effluents (in accordance with the method, at location, at the intervals, and in the manner as the pretreatment coordinator shall prescribe); and/or
- (5) Provide any other requested information relating to discharges to the POTW.

(b) All industrial users subject to the reporting requirements set forth in this chapter must maintain, for a minimum of three years, any records of monitoring activities, and results, and documentation associated with Best Management Practices, and shall make such records available for inspection and copying by the pretreatment coordinator. This period shall be automatically extended for the duration of any litigation concerning the user or the town. Such records shall include for all samples:

- (1) The date, exact place, method, and time of sampling and the names of the person or persons taking the samples;
- (2) The dates analyses were performed;
- (3) Who performed the analyses;
- (4) The analytical techniques/methods used; and
—The results of such analyses.
- (5)

(c) Refer to Sec. 22-250 for more information on user documentation/recordkeeping.

Sec. 22-246. Confidential information.

Information and data on an industrial user obtained from reports, surveys, wastewater discharge permit applications and monitoring programs, and from the pretreatment coordinator's inspection and sampling activities, shall be available to the public without restriction, unless the industrial user specifically requests, and is able to demonstrate to the satisfaction of the pretreatment coordinator, that the release of such information would divulge information, processes or methods of reduction entitled to protection as trade secrets under applicable state law. Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the industrial user furnishing a report that such information should be held

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confidential, portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the RIPDES program or pretreatment program and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other effluent data as defined by 40 CFR 302 will not be recognized as confidential information and will be available to the public without restriction.

Sec. 22-247. Publication of users in significant noncompliance.

The pretreatment coordinator shall publish annually in the largest daily newspaper published in the municipality where the POTW is located, a list of the users which, during the previous 12 months, were in significant noncompliance, as defined in section 22-2, with the applicable standards and requirements.

(Ord. No. 2008-11, 7-9-08)

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Sec. 22-248. Notices.

Unless otherwise provided in this section, any notice required to be given by the town under this chapter shall be in writing and served in person or by certified mail or telegram to the last address of the discharger shown in the records of the town.

Sec. 22-249. Timing.

Written reports will be deemed to have been submitted on the date postmarked. For reports which are not mailed, postage prepaid, and to mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

Sec. 22-250. Recordkeeping.

(a) Industrial users subject to the reporting requirements of this article shall retain and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this chapter, and any and all additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements.

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(b) Industrial users subject to reporting requirements of this article monitors any regulated pollutant at the appropriate sampling location more frequently than required by the POTW, the results of this monitoring shall be included in the report.

(c) Records shall include the date, exact place, method, and time of sampling, and the name of the person taking the sample; the date analyses were performed; who performed the analysis; the analytical techniques or methods used; and the results of such analyses.

Sec. 22-251. Administrative enforcement remedies.

(a) Authority. These enforcement provisions are adopted under the authority of G.L. 1956, § 45-6-2.3. The authorities laid out in this ordinance are not exclusive. The superintendent or pretreatment coordinator may take any, all, or any combination of these actions against a noncompliant User. Enforcement of pretreatment violations will be in accordance with the Code of Federal Regulations Title 40 Chapter 1 Subchapter N, the Bristol Town Code, and Bristol's Enforcement Response Plan. However, the superintendent or pretreatment coordinator may take other action against any User when the circumstances warrant. Further, the superintendent and pretreatment coordinator are empowered to take more than one enforcement action against any noncompliant user.

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- (b) *Notification of violation.* When the pretreatment coordinator finds that an industrial user has violated, or continues to violate, any provision of this article, a wastewater discharge permit or order issued under this article, or any other pretreatment standard or requirement, the pretreatment coordinator may serve upon that user a written notice of violation. Within ten (10) days of the receipt of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the user to the pretreatment coordinator. Submission of this plan in no way relieves the user of liability for any violations occurring before or after receipt of the notice of violation. Nothing in this section shall limit the authority of the pretreatment coordinator to take any action, including emergency actions or any other enforcement action, without first issuing a notice of violation.
- (c) *Consent orders.* The pretreatment coordinator may enter into consent orders, assurances or voluntary compliance, or other similar documents establishing an agreement with any user responsible for noncompliance. Such documents will include specific action to be taken by the industrial user to correct the noncompliance within a time period specified by the document. Consent orders have the same force and effect as the administrative orders issued pursuant to this chapter and shall be judicially enforceable.
- (d) *Compliance orders.* Compliance orders may be issued under the following circumstances and manner:
- (1) When the pretreatment coordinator finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued under this article, or any other pretreatment standard or requirement, he may issue an order to the user responsible for the discharge directing that the user come into compliance within a specified time. If the user does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a pretreatment standard or requirement, nor does a compliance order relieve the user of liability for any violation, including any continuing violation.
 - (2) Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the user.
- (e) *Cease and desist orders.* Cease and desist orders may be issued under the following circumstances and manner:
- (1) When the pretreatment coordinator finds that a user has violated, or continues to violate any provision of this chapter, a wastewater discharge permit or order issued under this article, or any other pretreatment standard or requirement, or when the pretreatment coordinator finds that the user's past violations are likely to recur, the pretreatment coordinator may issue an order to the user directing it to cease and desist all such violations and directing the user to:
 - a. Immediately comply with all appropriate requirements; and
 - b. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.
 - (2) Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the user.
- (f) *Administrative fines.* Administrative fines shall be charged as follows:
- (1) When the pretreatment coordinator finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued under this article, or any other pretreatment standard or requirement, the pretreatment coordinator may fine such user in an amount

not to exceed \$25,000.00 per violation. Such fines shall be assessed on a per violation, per day basis and possibly added to the user's next scheduled sewer service charge. In the case of monthly or other longterm average discharge limits, fines shall be assessed for each day during the period of violation.

- (2) Unpaid charges, fines, penalties and costs shall constitute a lien against the user's property.
- (3) Users desiring to dispute such fines must file a written request for the pretreatment coordinator to reconsider the fine within ten days of being notified of the fine. Where a request has merit, the pretreatment coordinator may convene a show cause hearing in accordance with section 22-253 on the matter. The pretreatment coordinator may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine.
- (4) Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the user.

(5) Calculation of Administrative fines. Penalties may be calculated according to the following penalty matrix for violations of permits and orders issued pursuant thereto. Penalties are assessed for each day of noncompliance.

Deviation from Standard	TYPE OF VIOLATION		
	1	2	3
Major	\$25,000	\$10,000	\$5,000
	to \$10,000	to \$5,000	to \$1,000
Moderate	\$10,000	\$5,000	\$1,000
	to \$5,000	to \$1,000	to \$500
Minor	\$5,000	\$1,000	\$500
	to \$1,000	to \$500	to \$100

a. Type of Violation. Refers to the nature of the legal requirement allegedly violated. "Type" includes, but is not limited to, the following examples:

1. Type 1

- i. Violations of legal requirements identified by the Town as directly related to the protection of the public health, safety, welfare, or environment.
- ii. Violation of wastewater discharge limits.
- iii. Violations of compliance schedule milestones.
- iv. Failure to provide reports (compliance schedules, selfmonitoring data, BMR & FCMR).
- v. Failure to accurately report noncompliance.
- vi. Failure to take remedial permit from the Town.
- vii. Failure to take remedial action to mitigate a known harm.

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viii. Any other violation or group of violations that the Town considers to be significant including a pattern of Type 2 and Type 3 violations.

2. Type 2

- i. Violation of legal requirements indirectly related to public or environmental protection, e.g., late reports (but with notification to the Town that sampling has been performed).
- ii. Failure to comply with an equipment or design specification or any other operational methods or procedure required by the Town or specified in this Chapter, which is indirectly related to protection of the public health and welfare and/or the environment, e.g. the discharge of noncontact cooling water without approval.
- iii. A patter of Type 3 violation.

3. Type 3

- i. Violation of legal requirements identified by the Superintendent as important but incidental to the protection of the plant workers and environment, e.g. late sampling.
- b. Deviation from Standard. Refers to the degree to which the violation is out of compliance with the requirement allegedly violated. The Town will evaluate the circumstances of each case to assess whether a violation is a minor, moderate, or maior deviation from the standard with reference to the following factors:
 1. The extent to which the act or failure to act was out of compliance;
 2. Environmental conditions;
 3. The amount, toxicivt, and/or nature of the pollutant;
 4. The duration of the violation;
 5. The areal extent of the violation;
 6. Whether the user took reasonable and appropriate steps to prevent and/ or mitigate the non-compliance;
 7. The user's history of noncompliance;
 8. Willingness to participate in supplemental environmental projects that are directly related to addressing compliance problems of the industry within which the violation took place. Such projects are subject to the approval and control of the Town;
 9. The economic benefit achieved by noncompliance;
 10. Any other factor(s) that may be relevant in determining the amount of a penalty, provided that, said other factor(s) shall be set forth in the Notice of Violation, order, or other written notice of the Assessment of Penalty.

(g) Emergency suspensions. Emergency suspensions shall take place as follows:

- (1) The pretreatment coordinator may immediately suspend a user's discharge, after informal notice to the user, whenever such suspension is necessary to stop an actual or threatened discharge which reasonably appears to present or cause an imminent or substantial endangerment to the health or welfare of persons. The pretreatment coordinator may so immediately suspend a user's discharge,

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after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

- (2) Any user notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a user's failure to immediately comply voluntarily with the suspension order, the pretreatment coordinator may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The pretreatment coordinator may allow the user to recommence its discharge when the user has demonstrated to the satisfaction of the pretreatment coordinator that the period of endangerment has passed, unless the termination proceedings in subsection (h) of this section are initiated against the user.
 - (3) A user that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the pretreatment coordinator prior to the date of any hearing as described under subsection (g)(2) of this section.
 - (4) Nothing in this section shall be interpreted as requiring a hearing prior to any emergency suspension under this section.
- (h) *Termination of discharge.* Discharge privileges shall be terminated upon the following:
- (1) Any user who violates the following conditions is subject to discharge permit termination:
 - a. Violation of wastewater discharge permit conditions;
 - b. Failure to accurately report the wastewater constituents and characteristics of its discharge;
 - c. Failure to report significant changes in operations or wastewater volume, constituents and characteristics prior to discharge;
 - d. Refusal of reasonable access to the user's premises for the purpose of inspection, monitoring or sampling;
 - e. Violation of the pretreatment standards in section 22-234; or
 - f. Failure to pay penalties, fees, costs and surcharges.
 - (2) Such user will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under section 22-253 why the proposed action should not be taken. Exercise of this option by the pretreatment coordinator shall not be a bar to, or a prerequisite for, taking any other action against the user.

(Ord. No. 1999-12, 6-23-99)

Sec. 22-252. Costs.

In addition to such administrative, civil, or criminal fines as may be imposed under this article, any user who violates any provision of this chapter, or any condition or limitation of a permit, or plan approval related thereto, shall be financially responsible and liable to the town in addition to normal service charges and surcharges for industrial investigation and monitoring of compliance with this chapter including, but not limited to the following:

- (1) Costs of mileage and labor incurred in detecting and correcting the violation;
- (2) Laboratory analysis costs associated with detecting or correcting the violation;
- (3) Additional treatment costs caused by the violation or associated with detecting and correcting the violation;

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- (4) Costs of any additional equipment acquired or expended by the town for detecting or correcting the violation;
 - (5) Repair and/or replacement of any part of the facility damaged by the violation;
 - (6) Any liability, damage, fine, or penalty incurred by the town as a result of the violation; and
 - (7) Other costs as are associated with detecting or correcting the violation.

Sec. 22-253. Show cause proceedings.

- (a) *Right to request a hearing.* Any compliance order or assessment of penalty shall inform the user that a written request for a hearing on the alleged violation, order and/or penalty may be filed with the pretreatment coordinator within ten days after service of the notice. The notice will be deemed properly served upon a user if a copy thereof is served personally or sent by registered or certified mail to the user's last known address, or if the user is served with a notice by any other method of service now or hereafter authorized in a civil action under the laws of the state. If no written request for a hearing is made to the pretreatment coordinator within ten days of the service of notice, the notice and its provisions and any penalties assessed will automatically take effect, and such failure to request a hearing will constitute an admission of facts alleged in such notice and a waiver of the user's right to a hearing on the factual allegations and provisions in the compliance order and assessment of penalty.
- (b) *Conduct of hearing.* If a user upon whom a compliance order and/or assessment of fine has been served under the provisions of this section request a hearing before the pretreatment coordinator within ten days of the service of the compliance order and/or assessment of a fine, the pretreatment coordinator shall set a time and place for the hearing, and shall give the user requesting the hearing at least five days' written notice thereof.
 - (1) After the hearing the pretreatment coordinator may make findings of fact that shall sustain, modify, or withdraw the compliance order and/or assessment of fine. If the pretreatment coordinator sustains or modifies the compliance order or assessment, that decision shall be deemed an order and shall be served upon the person responsible in any manner provided for the service of the compliance order or assessment. The order shall state a time within which the violation shall be remedied, and the original time specified in the notice of violation shall be extended to the time set in the order.
 - (2) Whenever an order has become effective, whether automatically where no hearing has been requested or upon a decision following the hearing, the director or pretreatment coordinator may institute injunction proceedings in the Superior Court of Providence County for the enforcement of the order and appropriate temporary relief. The remedy provided for in this section shall be cumulative and not exclusive, and shall be in addition to remedies relating to the removal or abatement of nuisances or any other remedies provided by law.
 - (3) The pretreatment coordinator may designate an individual not involved in the investigation or preparation of the town's case to act as a hearing officer in his place.
 - (4) All hearing costs shall be paid by the user requesting the hearing.

Sec. 22-254. Judicial enforcement remedies.

- (a) *Injunctive relief.* When the pretreatment coordinator finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued under this article, or any other pretreatment standard or requirement, the pretreatment coordinator may petition the Superior Court of Providence County through the town's attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the wastewater discharge permit, order

or other requirement imposed by this chapter on activities of the user. The pretreatment coordinator may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the user to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a user.

(b) *Civil penalties.* Civil penalties may be imposed as follows:

- (1) A user who has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit, or order issued under this article, or any other pretreatment standard or requirement shall be liable to the town for a maximum civil penalty of \$25,000.00 per violation, per day, plus actual damages incurred by the POTW per violation, per day, for as long as the violation continues. In the case of a monthly or other longterm average discharge limit, penalties shall accrue for each day during the period of the violation.
- (2) The pretreatment coordinator may also recover reasonable attorneys' fees, court costs and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the town. The pretreatment coordinator shall petition the court to impose, assess and recover such costs.
- (3) In determining the amount of civil liability, the court shall take into account all relevant circumstances including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the user's violation, corrective actions by the user, the compliance history of the user, and any other factor as justice requires.
- (4) Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, taking any other action against a user.

(c) *Criminal prosecution.* Criminal prosecution shall be executed as follows:

- (1) Any user who willfully or with criminal negligence violates any provision of this article or any order or permits issued under this article, shall, upon conviction, be punished by fine not to exceed \$25,000.00 per day.
- (2) Any user who knowingly makes false statements, representations or certifications in any applications, record, report, plan or other document acquired to be maintained pursuant to this article, or wastewater discharge permit, or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required under this article shall, upon conviction, be punished by fine of not more than \$25,000.00 per day, per violation.

(Ord. No. 1999-12, 6-23-99; Ord. No. 2017-13, 10-4-17)

Sec. 22-255. Affirmative defenses to discharge violations.

- (a) *Upset.* For the purposes of this section, the term "upset" means an exceptional incident in which there is unintentional and temporary noncompliance with categorical pretreatment standards because of factors beyond the reasonable control of the user. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance or careless or improper operation.
- (1) An upset shall constitute an affirmative defense to an action brought for noncompliance with categorical pretreatment standards if the requirements of subsection (a)(2) of this section are met.
 - (2) A user who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - a. An upset occurred and the user can identify the causes of the upset;

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- b. The facility was at the time being operated in a prudent and workmanlike manner and in compliance with applicable operation and maintenance procedures; and
 - c. The user has submitted the following information to the pretreatment coordinator within 24 hours of becoming aware of the upset. If this information is provided orally, a written submission must be provided within five days:
 1. A description of the indirect discharge and cause of noncompliance;
 2. The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
 3. Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
- (3) In any enforcement proceeding, the user seeking to establish the occurrence of an upset shall have the burden of proof.
 - (4) Users will have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical pretreatment standards.
 - (5) Users shall control production of all discharges to the extent necessary to maintain compliance with categorical pretreatment standards upon reduction, loss or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost or fails.
- (b) *Bypass.* For the purposes of this section, bypass shall mean the intentional diversion of waste streams from any portion of a user's treatment facility; severe property damage shall mean substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.
- (1) A user may allow any bypass to occur which does not cause pretreatment standards or requirements to be violated; but only if it also is for essential maintenance to ensure efficient operation. If a user knows in advance of the need for a bypass, it shall submit prior notice to the pretreatment coordinator, at least ten days before the date of the bypass, if possible. A user shall submit oral notice to the pretreatment coordinator of an unanticipated bypass that exceeds applicable pretreatment standards within 24 hours from the time it becomes aware of the bypass. A written submission shall also be provided within five days of the time the user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate and prevent reoccurrence of the bypass. The pretreatment coordinator may waive the written report on a case-by-case basis if the oral report has been received within 24 hours.
 - (2) Bypass is prohibited, and the pretreatment coordinator may take an enforcement action against a user for a bypass, unless the bypass was unavoidable to prevent loss of life, personal injury or severe property damage; and there were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate backup equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and the user submitted notices as required under subsection (b)(1) of this section.

- (3) The pretreatment coordinator may approve an anticipated bypass, after considering its adverse effects, if the pretreatment coordinator determines that it will meet the three conditions listed in subsection (b)(2) of this section.

Secs. 22-256—22-275. Reserved.

DIVISION 2. WASTEWATER DISCHARGE PERMIT

Sec. 22-276. Requirements.

- (a) *Notification of pretreatment coordinator of wastewater characteristics.* All industrial users must notify the pretreatment coordinator of the nature and characteristics of their wastewater prior to commencing indirect discharge in accordance with requirements of this article. The pretreatment coordinator is authorized to prepare a form for this purpose.
- (b) *SIUs.* No significant industrial user shall discharge wastewater into the POTW without first obtaining a wastewater discharge permit from the pretreatment coordinator, except that a significant industrial user that has filed a timely application pursuant to subsection (e) of this section may continue to discharge for the time period specified therein.
- (c) *Other industrial users.* The pretreatment coordinator may require other industrial users to obtain wastewater discharge permits as necessary to carry out the purposes of this chapter.
- (d) *Violations.* Any violation of the terms and conditions of a wastewater discharge permit shall be deemed a violation of this chapter and subjects the wastewater discharge permittee to the sanctions set out in section 22-251. Obtaining a wastewater discharge permit does not relieve a permittee of his obligation to comply with all federal and state pretreatment standards or requirements or with any other requirements of federal, state and local law.
- (e) *Existing connections.* Any industrial user required to obtain a wastewater discharge permit who was discharging wastewater into the POTW prior to the effective date of the ordinance from which this article derives and who wishes to continue such discharges in the future, shall, within 90 days after such date, apply to the pretreatment coordinator for a wastewater discharge permit in accordance with section 22-277, and shall not cause or allow discharges to the POTW to continue after 180 days of the effective date of this ordinance from which this article is derived, except in accordance with a wastewater discharge permit issued by the pretreatment coordinator.
- (f) *New connections.* Any industrial user required to obtain a wastewater discharge permit who proposes to begin or recommence discharging into the POTW must obtain such permit prior to the beginning or recommencing of such discharge. An application for this wastewater discharge permit, in accordance with section 22-277, must be filed at least 90 days prior to the date upon which any discharge will begin or recommence.

Sec. 22-277. Wastewater discharge permit application contents.

- (a) All industrial users required to obtain a wastewater discharge permit must submit a permit application. The pretreatment coordinator may require all industrial users to submit as part of an application the following information:
- (1) All information required by section 22-233(a)(2);

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- (2) Description of activities, facilities and plant processes on the premises, including a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be discharged to the POTW;
 - (3) Number and type of employees, hours of operation, and proposed or actual hours of operation;
 - (4) Each product produced by type, amount, processes and rate of production;
 - (5) Type and amount of raw materials processed (average and maximum per day);
 - (6) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers, floor drains and appurtenances by size, location and elevation, and all points of discharge;
 - (7) Time and duration of discharges;
 - (8) Standard industrial classification code of the industry and any processes for which federal categorical pretreatment standards have been promulgated;
 - (9) Any other information as may be deemed necessary by the pretreatment coordinator to evaluate the wastewater discharge permit application.
- (b) All plans required in subsection (a)(6) of this section must be certified for accuracy by a state registered engineer.
- (c) All applicants must obtain the following certification statement signed in accordance with this section:
- "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines for knowing violations."
- (d) For purposes of this section, authorized representative of the industrial user includes the following:
- (1) If the industrial user is a corporation, by a responsible corporate officer including the president, secretary, treasurer or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation.
 - (2) By a general partner or proprietor of the industrial user submitting the reports as a partnership or sole proprietorship, respectively.
 - (3) The principal executive officer or director having responsibility for overall operation of the discharging facility if the industrial user submitting the report is a federal, state or local government entity or agent.
 - (4) By a duly authorized representative of the individuals designated in subsections ~~(c)(1)a, (c)(1)b or (c)(1)c~~(d)(1), (d)(2), or (d)(3) of this section, if the authorization is made in writing by the individual described in subsections ~~(c)(1)a, (c)(1)b or (c)(1)c~~(d)(1), (d)(2), or (d)(3) of this section, and the authorization specifies that the authorized representative has responsibility for the overall operation of the facility from which the industrial discharge originates, such as the position of plant manager; and the written authorization is submitted to the town along with the application.
- (e) Incomplete or inaccurate applications will not be processed and will be returned to the industrial user for revision.

(Ord. No. 2017-13, 10-4-17)

Sec. 22-278. Decisions.

The pretreatment coordinator will evaluate the data furnished by the user and may require additional information. After evaluation of the application, the pretreatment coordinator will determine whether or not to issue a wastewater discharge permit. The pretreatment coordinator may deny any application for a wastewater discharge permit.

Sec. 22-279. Contents.

- (a) A wastewater discharge permit shall include such conditions as are deemed reasonably necessary by the pretreatment coordinator to prevent pass through or interference, protect the quality of the waterbody receiving the POTW's effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW. A wastewater discharge permit must contain the following:
- (1) A statement indicating the duration of the permit which may not exceed five years. A permit may be issued for a period of less than five years, which is determined by the pretreatment coordinator and is stated within the discharge permit to expire on a specific date;
 - (2) A statement that the wastewater discharge permit is nontransferable without prior notification to the town in accordance with section 22-282, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit;
 - (3) The effluent limits and Best Management Practices based upon applicable pretreatment standards;
 - (4) Self-monitoring, sampling, reporting, notification and recordkeeping requirements, including an identification of pollutants to be monitored, sampling locations, sampling frequencies and sample type based on federal, state and local law; and
 - (5) A statement of applicable civil and criminal penalties for violation of treatment standards and requirements and any applicable compliance schedule. The schedule may not extend the time for compliance beyond that required by applicable federal, state or local law.
- (b) The pretreatment coordinator has the discretion to include the following conditions in the wastewater discharge permit:
- (1) Limits on the average and/or maximum rate of discharge, time of discharge and/or requirements for flow regulation and equalization;
 - (2) Requirements for the installation of pretreatment technology, pollution control or construction of appropriate containment devices, designed to reduce, eliminate or prevent the introduction of pollutants into the POTW;
 - (3) Requirements for the development and implementation of spill control plans, slug discharge control plans, or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or nonroutine discharges;
 - (4) Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW;
 - (5) The unit charge or schedule of industrial user charges and fees for the management of the wastewater discharge to the POTW;
 - (6) Requirements for installation and maintenance of inspection and sampling facilities and equipment;

- (7) A statement that compliance with the wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those which become effective during the term of the wastewater discharge permit; and
- (8) Other conditions deemed appropriate by the pretreatment coordinator to ensure compliance with this chapter, and state and federal laws, rules, and regulations.

(Ord. No. 1999-12, 6-23-99)

Sec. 22-280. Issuance process.

- (a) *Permit duration.* Permits shall be issued for a specified time period not to exceed five (5) years. A permit may be issued for less than five years at the discretion of the pretreatment coordinator.

~~(b) *Public notification.* The pretreatment coordinator will publish in the largest daily newspaper in the servicing area notice of intent to issue a pretreatment permit at least 14 days prior to issuance. The notice will indicate a location where the draft permit may be reviewed and an address where written comments may be submitted.~~

- (b) *Permit appeals.* Permit decisions may be appealed as follows:

- (1) The pretreatment coordinator will provide all interested persons with notice of final permit decisions. Upon notice by the pretreatment coordinator, any person, including the industrial user, may petition to appeal the terms of the permit within ten (10) days of the notice of its issuance, subject to the following conditions:
 - a. Failure to submit a timely petition for review shall be deemed to be a waiver of the administrative appeal;
 - b. In its petition, the appealing party must indicate the wastewater discharge permit provisions objected to, the reasons for the objection, and the alternative condition, if any, it seeks to place in the wastewater discharge permit.
- (2) The effectiveness of the wastewater discharge permit shall not be stayed pending appeal.
- (3) If the pretreatment coordinator fails to act within thirty (30) days, a request for reconsideration shall be deemed to be denied. Decisions not to reconsider wastewater discharge permit, not to issue a wastewater discharge permit or not to modify a wastewater discharge permit shall be considered final administration actions for the purposes of judicial review.
- (4) An aggrieved party seeking judicial review of the final administrative wastewater discharge permit must do so by filing a complaint with Superior Court for Providence County within 30 days of receipt of the final decision.

Sec. 22-281. Modification.

The pretreatment coordinator may modify a wastewater discharge permit for good cause including, but not limited to, the following reasons:

- (1) To incorporate any new or revised federal, state or local pretreatment standards or requirements;
- (2) To address significant alterations or addition to the industrial user's operation, processes or wastewater volume or character since the time of wastewater discharge permit issuance;
- (3) A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;

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- (4) Information indicating that the permitted discharge poses a threat to the town's POTW, town personnel or the receiving waters;
 - (5) Violation of any terms or conditions of the wastewater discharge permit;
 - (6) Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting;
 - (7) Revision of or a grant of variance from categorical pretreatment standards pursuant to 40 CFR 403.13;
 - (8) To correct typographical or other errors in the wastewater discharge permit; or
 - (9) To reflect a transfer of the facility ownership or operation to a new owner or operator.

Sec. 22-282. Transfer.

- (a) Wastewater discharge permits may be transferred to a new owner or operator only if the permittee gives at least 30 days' advance notice to the pretreatment coordinator, and the pretreatment coordinator approves the wastewater discharge permit transfer. The notice to the pretreatment coordinator must include a written certification by the new owner or operator which:
 - (1) States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;
 - (2) Identifies the specific date on which the transfer is to occur; and
 - (3) Acknowledges full responsibility for complying with the existing wastewater discharge permit.
- (b) Failure to provide advance notice of a transfer renders the wastewater discharge permit void as of the date of facility transfer.

Sec. 22-283. Revocation.

- (a) The pretreatment coordinator may revoke a wastewater discharge permit for good cause including, but not limited to, the following reasons:
 - (1) Failure to notify the pretreatment coordinator of significant changes to the wastewater discharge prior to the changed discharge;
 - (2) Failure to provide prior notification to the pretreatment coordinator of changed conditions pursuant to section 22-233;
 - (3) Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application;
 - (4) Falsifying self-monitoring reports;
 - (5) Tampering with monitoring equipment;
 - (6) Refusing to allow the pretreatment coordinator timely access to the facility premises and records;
 - (7) Failure to meet effluent limitations;
 - (8) Failure to pay fines;
 - (9) Failure to pay sewer charges;
 - (10) Failure to meet compliance schedules;
 - (11) Failure to complete a wastewater survey or the wastewater discharge permit application;

- (12) Failure to provide advance notice of the transfer of business ownership of a permitted facility; or
 - (13) Violation of any pretreatment standard or requirement, or any terms of the wastewater discharge permit or this chapter.
- (b) Wastewater discharge permits shall be voidable upon cessation of operations or transfer of business ownership. All wastewater discharge permits issued to a particular industrial user are void upon the issuance of a new wastewater discharge permit to that user.

Sec. 22-284. Reissuance.

An industrial user with an expiring wastewater discharge permit shall apply for wastewater discharge permit reissuance by submitting a complete permit application, in accordance with section 22-277, a minimum of ~~30~~ 90 days prior to the expiration of the user's existing wastewater discharge permit.

Secs. 22-285—22-315. Reserved.

ARTICLE VIII. INDUSTRIAL USER PERMIT FEE SCHEDULE

Sec. 22-316. Enumeration.

- (a) The superintendent shall assess a wastewater discharge application permit fee to all industrial users connected to or discharging to the wastewater facilities based on the following schedule:

Description:	Permit Fee
(1) <u>Industries subject to EPA Categorical Standards (i.e. Electroplating, Refiners, Hospitals, Pharmaceutical Manufacturing, High-flow Processing Plants, Facilities using Heavy Metals and/or Cyanide, Plastics Molding and Forming, Rubber Manufacturing, Textile Mills, etc.)</u>	
a. <u>Categorical User, 500,000 gallons or more per year flow</u> \$1,500.00	
b. <u>Categorical User, between 250,000 and 500,000 gallons per year flow</u> \$1,100.00	
c. <u>Categorical User, less than 250,000 gallons per year flow</u> \$1,300 750.00	
(2) <u>Industries or Commercial Users discharging or having potential to discharge conventional pollutant (BOD, TSS, pH, Oil & Grease, Fecal Coliforms) loads in sufficient quantities to cause violation of discharge limitations or for adversely affecting the POTW's operation (i.e. Brewing & Distilling Operations, Wholesale Food/Fish/Meat Processing, Supermarkets, Commercial Buildings with Cafeteria and/or Laundry Operations, Operations with High Conventional Pollutant Loads)</u>	
a. <u>Users, with an SIC, less more than 250,000 gallons per year flow</u> \$500 750.00	
b. <u>Users, with an SIC, between 250,000 and 500,000 gallons per year flow</u> \$600 500.00	
c. <u>Users, with an SIC, more less than 500,000 gallons per year flow</u> \$750 250.00	
— <u>Users, without an SIC, more than 250,000 gallons per year flow</u> 350.00	
— <u>Users, without an SIC, less than 250,000 gallons per year flow</u> 225.00	
(3) <u>Fast food restaurants, Large Restaurants with seating capacity over 150</u> \$600.00	
(4) <u>Restaurants seating capacity over 100 less than 50</u> \$400 75.00	

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- (5) Restaurants seating capacity between 50—100 \$275.00
- (6) Restaurants seating capacity less than 50, Bakeries, Catering over 100 \$400/175.00
- (7) Shellfish/Fish Retailer/Processor, Butcher/Meat Processor \$150.00
- (8) Small Coffee Shops, Ice Cream Shops, Smoothie/Shake Shops, and Other Small FSEs Requiring Permits; Non-Catering Religious Institutions/Banquet Halls \$75.00
- (9) Professional Health Care Facilities, Medical, health care facilities 500,000 or more gallons per year flow \$350.00
- (10) Professional Health Care Medical, health care facilities-less Facilities, less than 500,000 gallons per year flow \$225.00
- (11) Private Medical Centers, Dentists, offices Funeral Homes/Embalming, marinas, yacht clubs \$125.00
- (12) Service Gasoline Stations, Auto Body/Repair, Car Washers, Marinas, Boat Repair/Manufacturing \$125.00
- Small Businesses Requiring Permits, Bakeries 125.00
- (13) Funeral home (embalming on site), beauty salons, laundries Laundromats/Driv Cleaners, car washes, Animal Care-/Grooming facilities, small businesses \$75.00
- Shellfish retailer, large businesses 150.00
- Fast food restaurants 600.00
- (14) Private educational institutions, with over 250,000 gallons per year flow 275.00 “Zero Discharge Permit” – Industries discharging only sanitary wastes and/or non-toxic discharges (cooling water, cooling tower discharges) and/or Dry industries with no wastewater discharges No fee
- 0
- (15) Town-owned facilities (e.g. schools, fire, police, department of public works) No fee
- (b) If a facility-food service establishment does not have working grease traps, an additional 100 percent of the stated fee will be added.
- (c) If a facility does not have oil and grease separation on the site, in working order, and operations require such a device, an additional 100% percent of the stated fee will be added.
- (d) The superintendent may increase such fees from time to time by application to the town council.
- (Ord. No. 2006-26, 8-23-06)

Secs. 22-317—22-350. Reserved.

ARTICLE IX. SEWER ASSESSMENT CHARGES

Sec. 22-351. Findings.

- (a) Section 12 of chapter 211 of the Public Laws of Rhode Island, 1980, authorizes the town council to assess a portion of the town's sewer system by means of a sewer betterment assessment.
- (b) Improved real estate which has direct access to the sewer system will receive a particular and special benefit upon the completion of the sewer project. The minimum amount of such benefit is hereby determined to be

\$2,670.00 for each single-family dwelling so benefited. Real estate which is improved with multifamily dwellings, condominiums, commercial establishments, industry and nonprofit churches and schools will derive increased particular and special benefits corresponding to increased occupancy capacity of the structures utilized for such purposes, and may be charged a higher sum, per section 22-316.

- (c) Unimproved lots that front a street with a sewer and are buildable will be assessed the regular amount per home site (\$2,670.00). The property owner may declare multiple lots to be one homesite. However, if the original homesite is subsequently divided, assessment charges will be imposed in accordance with the intent of section 22-277. The charge shall then be assessed for each subsequently divided lot, and shall be due in full upon subdivision.

Sec. 22-352. Sewer construction costs.

- (a) The town council hereby levies a sewer assessment with respect to each sewer assessment structure or homesite in the town. Such assessment shall take effect upon the completion of the requirements of section 22-279.
- (b) The amount of such sewer assessment with respect to each sewer assessment structure or homesite shall be the total amount derived from the following table with respect to each separate sewer assessment structure or homesite.

	Assessment
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- (1) Residence structure \$2,670.00
- (2) Multifamily residence structure containing two residential units 2,670.00
- (3) Multifamily residence structure containing more than two residential units, an amount for each residential unit of 2,670.00
- (4) Commercial structure (up to 10,000 square feet) 2,670.00
- (5) Commercial structure (for each additional 10,000 square feet or major fraction thereof) 2,670.00
- (6) Industrial structure (up to 10,000 square feet) 2,670.00
- (7) Industrial structure (for each additional 10,000 square feet or major fraction thereof) 2,670.00
- (8) Church or school structure (up to 5,000 square feet) 2,670.00
- (9) Church or school structure (for each additional 5,000 square feet or major fraction thereof) 2,670.00
- (10) Multiuse structure: The amount charged shall be the sum of the charges for the components, per subsections (b)(1)—(b)(9) of this section.
- (c) Abutting lands to sewer lines that are constructed at the expense of a developer or individual landowner are not assessed any construction charge.

Sec. 22-353. Sewer assessment roll.

- (a) At such time as the authorized agent shall by resolution authorize the sewer assessment, the tax assessor shall certify to the town clerk a sewer assessment roll of all sewer assessment structures within such area.
- (b) Such sewer assessment roll shall, with respect to each sewer assessment structure or homesite lot thereon, name the owner of the estate so assessed, the lot and plat number, the category of sewer assessment structure or structures thereon, and the amount of the sewer assessment thereon.

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- (c) The tax assessor's office will prepare the assessment roll for each new addition to the sewer system that is constructed by the town, or for subdivisions of any estate.

Sec. 22-354. Recording of sewer assessment roll.

Upon receipt of such sewer assessment roll from the tax assessor, the town clerk shall endorse the date of delivery thereof and record such assessment roll as a public record.

Sec. 22-355. Collection of assessment and lien.

- (a) From the date of delivery to the town clerk of the sewer assessment roll, the amount of such assessment, including any interest that may accrue thereon, shall constitute a debt payable to the town by the owner of the sewer assessment structure, or homesite so assessed, and further constitutes a lien upon each sewer assessment structure or homesite so assessed, on a parity with the lien for town taxes, until paid in full. Such lien shall not be subject to termination under G.L. 1956, § 44-9-1.
- (b) The tax collector shall have the same power to collect such assessments and interest from the owners of the estates so assessed, whether or not residents of this state, and to enforce such lien against the sewer assessment structure or homesite so assessed as he has in the case of town taxes assessed against residents of this state.

Sec. 22-356. Notice.

Prior to or forthwith after delivery to the town clerk of a copy of such sewer assessment roll, the tax collector shall cause notice to be sent to the owners of each sewer assessment structure or homesite to which a sewer assessment has been made. Such notice shall be sent as prescribed by section 12 of the enabling act.

Sec. 22-357. Payment.

- (a) Each sewer assessment under this article shall be payable in equal annual installments over a period of 20 years with interest charged at an interest rate to be set, from time to time, by the town council.
- (b) The whole sewer assessment against any owner or estate may be prepaid without interest any time prior to the due date to the first installment thereof.
- (c) If any such sewer assessment which is not so prepaid is paid in full before the expiration of 20 years, there shall be an equitable adjustment of the interest charged so that interest will be paid only on the unpaid balance of such assessment for the period up to such payment in full.
- (d) Any owner of an estate who shall become delinquent in payment of his assessment shall be charged at a rate equal to the rate for delinquent real estate taxes, as that may be established by the town council from time to time.
- (e) Any person aggrieved by any such assessment may, within 30 days after the mailing or publication of notice to him, file a petition for relief to the sewer assessment review board. If the board finds such assessment invalid, in whole or in part, it shall give judgment reducing the amount thereof or for a refund accordingly. The filing of such a petition shall not relieve the estate involved from the lien provided for in section 22-355 or prevent the assessment becoming due as provided in this section, but the final judgment of the board reducing such assessment, in whole or in part, shall reduce such lien and the amount due accordingly.

Sec. 22-358. Board of sewer assessment review—Generally.

There shall be a board of sewer assessment review whose members shall be the members of the board of tax assessment review appointed by the town council pursuant to section 27-41 et seq. The board of sewer assessment review shall elect one of their number as chairman and one as secretary.

Sec. 22-359. Same—Purpose, powers and duties; adjustments.

- (a) *Purpose, powers and duties.* The board of sewer assessment review shall hear and decide appeals from landowners of record concerning the amounts of sewer assessments, provided that such appeals are properly filed in accordance with rules and regulations as promulgated by the board from time to time, and within 30 days of the mailing or publication of notice of such assessment to the landowner of record. The board shall also hear and decide appeals for water line breaks or unusual usage, and such other appeals as are referred to it by the town council; provided, however, that the town council has conferred upon the board jurisdiction to hear such additional appeals. The board may hold hearings, administer oaths, receive testimony and exhibits and prescribe rules and regulations necessary to perform its function. The board may request the town solicitor to provide advisory opinions respecting such appeals and otherwise advise the board.
- (b) *Adjustments.* If the board determines that an assessment is partially or wholly invalid, the board may make such adjustments as are necessary to replace the invalid assessment or portion thereof. The board shall notify the tax collector, the town clerk and the landowner of record of such adjusted assessment within five days of such adjustment. The adjusted assessment shall bear interest from the date that notice of such assessment was delivered to the town clerk.

Sec. 22-360. Same—Rules of procedure.

The following procedures shall be followed by landowners of record filing appeals from sewer assessments:

- (1) All appeals to the board of sewer assessment review shall be on petitions provided by such board. Blank petitions will be available from the board, the tax collector or the town clerk.
- (2) All questions on such petitions shall be answered completely and truthfully.
- (3) A separate petition shall be filed for each review requested.
- (4) The landowner of record must file all petitions or, if this is not possible, such owner's mark or the signature of such owner's legal representative must appear and such representative's title must be affixed thereto.
- (5) The petitioners and the town council shall be notified of the time and place of the hearing.
- (6) The landowner of record, or such owner's representative, must appear at such meeting. If persons other than the landowner of record are to testify, a written authorization filed by the landowner of record must be presented to, and recorded by, the board.
- (7) Failure on the part of any petitioner or legal representative thereof to appear at the time and place designated by the board for such petitioner's petition to be heard, without prior notification, will be recorded as a default by nonappearance.
 - a. Any petition so recorded as a default will not be reheard for a period of one fiscal year. No petition may be resubmitted for any year for which a prior petition was recorded as a default due to the nonappearance of the petitioner or his legal representative.

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- b. There shall be no rehearing of any petition filed in one fiscal year unless the petitioner can present new or different evidence which could not have been presented to such board at the time of the original hearing or unless in the unanimous opinion of the board unusual circumstances warrant a rehearing.
- (8) The procedure for rehearings shall be as follows:
 - a. A new petition must be filed with an accompanying list or brief of explanation.
 - b. The board of sewer assessment review at its regular meeting, and after the filing of a petition for rehearing, will decide on the merits for a rehearing, and the petitioner will be notified in writing of the findings and recommendations of such board.
 - (9) The proceedings of the board shall be recorded and kept in a minute book provided by such board and be in care, custody and control of the secretary and available for public inspection.
 - (10) All decisions of the board of sewer assessment review shall be made by a majority vote of a quorum of such board. A majority of the members of the board shall constitute a quorum. The board may, in its sole discretion, adjourn any hearing without submitting an appeal for a vote.
 - (11) Petitioners will be notified in writing of the findings, recommendations and decisions of the board which pertain to such petitioners' appeal.
 - (12) Attorneys, expert witnesses and any other persons may be presented to the board by petitioners in the hearing of a petition.

Sec. 22-361. Judicial appeal.

- (a) The taking of an appeal to the board of sewer assessment review, or any action thereon, shall not be construed to limit or restrict the right of any landowner of record to apply to a court of competent jurisdiction in accordance with any law now or hereafter in effect for relief from any assessed valuation.
- (b) Any landowner aggrieved by an adjusted assessment may, within 90 days after the mailing or publication of notice of such assessment, file a petition for relief against the town in the superior court, and such petition shall be subject to the provisions of G.L. 1956, § 44-5-29. If the court finds such assessment invalid, in whole or in part, it shall give judgment reducing the amount thereof or for a refund accordingly. The filing of such a petition shall not relieve the landowner of record from the lien against the subject property provided for in section 22-355 or prevent the assessment from becoming due as provided in this chapter, but the final judgment of the court reducing such assessment, in whole or in part, shall reduce such lien and the amount due accordingly. The remedy provided in this subsection shall be exclusive, and no action or proceeding questioning the validity of any adjusted assessment shall be begun after the expiration of the 90-day period.

Sec. 22-362. Connections.

Connections shall be made within one year of when the lateral in front of the structure is completed and available for use, as determined by the town, per public notice. Connections from the structure to lateral will be made at the owner's expense.

Secs. 22-363—22-395. Reserved.

ARTICLE X. SEWER SERVICE CHARGES

Sec. 22-396. Finding.

- (a) The authorizing agent shall prescribe annually just and equitable charges to be charged all users of the sewage system, based upon the budget established for operation of the sewer department. This charge will be sufficient to cover all sewer service costs estimated for the ensuing fiscal year. Users of the sewage system shall be charged interest for delinquent payments.
- (b) Charges for residential users of the sewage system will be computed on a residential unit charge. All other users will be charged on the basis of water consumption; except that the residential unit charge shall be the minimum charge to any user. The basis for these charges and rates is given in appendix B which is not printed in this Code but which is on file and available in the town offices.
- (c) Sewer service charges for connected facilities will commence at the time a sewer connection permit is issued by the authorized department in accordance with this chapter. For new construction the charges will commence when the certificate of occupancy is issued.

(Ord. No. 2015-02, 4-8-15)

Sec. 22-397. Sewer user fees.

- (a) *Nonresidential sewer user fees.* All other structures, other than residential, shall be assessed a sewer user fee based upon the volume of water purchased for the structure. Where a user is not served by public water supply, the town shall establish an appropriate schedule for billing. The sewer use fee shall be based upon a rate per 100 cubic feet of water.
- (b) *Measurement of water from other sources; types of meters.* Where a property uses water from a source other than a public water supply system, the property shall be assessed a sewer user fee based upon the actual quantity of wastewater discharged directly or indirectly into the town's facilities. Such quantity of wastewater may be measured by either inflow water meters or a wastewater discharge meter as determined by the director. No meter shall be installed or be used for such purpose without the approval of the director. Such meters shall be installed and maintained at the expense of the property owner and shall be read by the town. If repairs are made by the town, bills for such repairs shall be collected in the same manner, and be subject to the same penalties, as are bills for sewer user fees.
- (c) *Estimated discharge.* Where a property uses water from a public water supply system or a source other than a public water supply system, but a portion or all of such water is consumed, evaporated or otherwise not discharged directly or indirectly into the town's facilities, the wastewater discharged shall either be metered at the expense of the property owner or an estimate shall be made based upon an engineering analysis approved by the director. Where a discharge has been estimated, bills will be rendered based upon the approved analyses and estimates.
- (d) *Meter failure.* In case a meter fails to register or has been removed for repairs, testing or other purposes during the billing period, the bill shall be issued based on the average daily rate of water consumption or sewage discharged as shown by the meter after it has been returned to service and is in proper working order.
- (e) *Basis of bill for temporarily unmetered service.* If the meter has not been returned to service, the bill shall be issued based on the average daily rate of water consumption or sewage discharged for the previous two-year period.

Sec. 22-398. Rate schedule.

- (a) Appendix C is the rate schedule for sewer service charges based on the assessment policy of article IX of this chapter. The appendix C is not printed in this Code but is on file and available in the town offices. This rate schedule will be reviewed annually and submitted to the town council prior to July 1 each year.
- (b) Based on this rate schedule the department of finance will prepare the sewer service roll, a copy of which will be filed with the town clerk.

Sec. 22-399. Collection.

- (a) Annual sewer service charge bills will be prepared and mailed at the same time as real estate tax bills are mailed.
- (b) Delinquent payments of the sewer fees enumerated in this article shall be subject to interest of 12 percent compounded annually commencing 30 days after the due date.

(Ord. No. 2015-02, 4-8-15)

Sec. 22-400. Appeals.

Appeals for water line breaks or unusual usage shall be heard by the sewer assessment review board.

Sec. 22-401. Infiltration and inflow (I & I) charge for new developments and construction activities.

For all new construction under building permits issued from May 1, 2004 onward, and for all construction activities under building permits issued from June 1, 2013 onward which result in additional wastewater flow to the town's wastewater treatment plant, the town council hereby levies an infiltration and inflow (I & I) charge to be added above normal sewer charges levied in accordance with this chapter. All construction activities include, but are not limited to, new connections to the sewer system, expansion/renovation of existing buildings, and construction of additional buildings on existing lots. Expansion and/or renovation of an existing single family residential home is exempt from this ordinance.

- (1) The developer of each new unit building permit applicant agrees to pay for the cost to remove one gallon of I & I for every gallon of wastewater to be generated by that unit or construction activity.
- (2) The proposed flow for residential facilities shall be based on a rate of 110 gallons of water per day per bedroom; for commercial or industrial facilities, the proposed flow shall be based on calculations prepared by a registered engineer at the owner's expense.
- (3) The I & I fee will be based on a rate of \$5.00 per gallon of I & I to be removed and will be paid to the department of water pollution control prior to the issue of a building permit.
- (4) The I & I fee will be deposited into a separate dedicated account, within the sewer budget, to be used for the sole purpose of eliminating the I & I by the town.
- (5) The I & I fee will be applied to the net increase in the total number of bedrooms at a property location in cases of knock downs, additions, or subdivisions of properties when such properties have been previously connected to the town sewer system.

(Ord. No. 2004-13, 5-12-04; Ord. No. 2006-21, 7-19-06; Ord. No. 2013-09, 5-15-13; Ord. No. 2013-16, 10-30-13)

[This ordinance shall take effect immediately upon its passage.](#)

1ST reading

**TOWN OF BRISTOL
PROPOSED ORDINANCE
ORDINANCE No. 2022-15**

**AN ORDINANCE IN AMENDMENT TO
CHAPTER 17
OF THE ORDINANCES OF THE BRISTOL TOWN CODE**

IT IS HEREBY ORDAINED by the Town Council of Bristol, Rhode Island, that Chapter 17 of the Ordinances of the Town of Bristol be amended as follows:

CHAPTER 17 – OFFENSES AND MISCELLANEOUS PROVISIONS

* * *

ARTICLE II – ALCOHOLIC BEVERAGES ESTABLISHMENTS

* * *

Sec. 17-82. - Number of licenses.

Alcoholic beverage licenses within the town shall be limited in quantity as follows:

* * *

(4) For B-V, there shall be a maximum of ~~32~~ 33 licenses;

* * *

This ordinance shall take effect upon its passage.

S:\Bristol\Ordinances\Liquor\Ord Amend Chapter 17 increase Number of BV licenses.docx d2

**TOWN COUNCIL
NOV 02 2022
MEETING**

1ST reading

Item C4.

**TOWN OF BRISTOL
PROPOSED ORDINANCE
ORDINANCE No. 2022-16**

**AN ORDINANCE IN AMENDMENT TO
CHAPTER 17
OF THE ORDINANCES OF THE BRISTOL TOWN CODE**

IT IS HEREBY ORDAINED by the Town Council of Bristol, Rhode Island, that Chapter 17 of the Ordinances of the Town of Bristol be amended as follows:

CHAPTER 17 – OFFENSES AND MISCELLANEOUS PROVISIONS

* * *

ARTICLE II – ALCOHOLIC BEVERAGES ESTABLISHMENTS

* * *

Sec. 17-82. - Number of licenses.

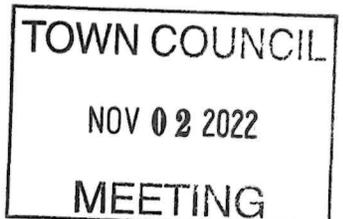
Alcoholic beverage licenses within the town shall be limited in quantity as follows:

* * *

(2) For class B limited, there shall be a maximum of ~~seven~~ six licenses.

* * *

This ordinance shall take effect upon its passage.



ORDINANCE NO. 2022-17

**AN ORDINANCE IN AMENDMENT TO
CHAPTER 16
OF THE ORDINANCES OF THE BRISTOL TOWN CODE**

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island, that Chapter 16 of the Town Code be amended as follows.

**CHAPTER 16
MOTOR VEHICLES AND TRAFFIC**

* * *

**ARTICLE V.
STOPPING, STANDING AND PARKING**

* * *

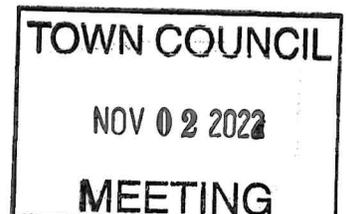
Sec. 16-143. Parking prohibited at all times.

* * *

Siegel Street, west side, from the driveway of 3 Siegel Street north 6 feet to Mount Hope Avenue.

* * *

This ordinance shall take effect upon its passage.



Sep 07, 2022 10:56A
Receipt Number# 11097A
FOR DEPOSIT ONLY
BRISTOL, RI
TOWN CLERK'S OFFICE



LICENSE REQUEST: **BV LTD. INTOXICATING BEVERAGE**
LICENSE

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of your Honorable Body
to be granted a

BV LTD INTOXICATING BEVERAGE LICENSE

NAME OF ESTABLISHMENT: Basil & Bunny
ADDRESS: 500 Wood St, Bristol, RI 02809
APPLICANT NAME: Mathew Madenas
HOURS OF OPERATION: W-F 4-9, Sat 12-8

2022 SEP - 7 AM 10: 54
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

**** PLEASE ATTACH SKETCH INDICATING THE AREAS FROM WHICH LIQUOR WILL BE SERVED AND CONSUMED.**

Fee for License: \$500 per year plus advertising and certified mailing costs
Also required is Victualling License: \$75/year
(Payable after Council approves the license.)

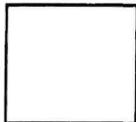
Please attend the Council Meeting on:

PETITION MUST BE RETURNED BY WEDNESDAY AT 4PM TWO WEEKS PRIOR TO COUNCIL MEETING.

*SIGNATURE: [Signature]
NAME: Mathew Madenas
ADDRESS: 31 Bowen St (PLEASE PRINT NAME OF APPLICANT)
TOWN: Rumford (ADDRESS OF APPLICANT)
DATE OF BIRTH: _____
BUSINESS TELEPHONE #: 401-490-1918
HOME TELEPHONE #: 508-769-4810
EMAIL: basilandbunny@gmail.com

Date Received: _____

TAX STAMP



TO BE USED BY FINANCE DEPARTMENT

***BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.**

TOWN COUNCIL
NOV - 2 2022



PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requested of your
Honorable Body that:

I, Lyslie Medeiros, of Basil & Bunny, is seeking a limited liquor license to sell beer and wine on our premises. The reason is due to low revenue. Customers order food from us then leave to go across the street at Pivotal Brewing. I know that beer and wine sales will increase our revenue by keeping customers in our restaurant longer and increasing average order size.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 SEP - 7 AM 10: 54

PLEASE NOTE:

Petition must be returned by 4:00 PM, two (2) Wednesdays prior to the Town Council meeting to appear on the docket of the

meeting for review and possible action. It is Council policy that action may not be taken on petitions unless recommendations, if necessary, from appropriate departments are received prior the Council meeting.

DATE REC'D:

SIGNATURE: [Signature]
NAME: Lyslie Medeiros
ADDRESS: 31 Bowen St.
TOWN: Punnett
BUSINESS TEL. NO. 401-490-1918
RESIDENCE TEL. NO. 603-209-4179

TOWN COUNCIL
SEP 21 2022
MEETING

STATE OF RHODE ISLAND

CITY/TOWN OF BRISTOL

BOARD OF LICENSE COMMISSIONERS
APPLICATION FOR LIQUOR LICENSE

RETAILER CLASS: A ___ BH ___ BM ___ BT ___ BV ___ BVL C ___ E ___ ED ___ J ___ T ___ 2:00 A.M. ___

Business Structure: Corporation Partnership LLC Individual

Basil & Bunny LLC
Name of Applicant/Corporation

Basil & Bunny
D/B/A

500 Wood Street, Unit 214, Bristol, RI 02809
Address of Premise

401-490-1918 basilandbunny@gmail.com
Phone Number of Business Email Address

State - Incorporated: Rhode Island Date of Incorporation: Oct 2019

Name, Address, Telephone of all Officers/Members with percentage ownership:

President/Member Name	Address	Phone	% Ownership
<u>Lyslie Medeiros</u>	<u>31 Bowen St, Rumford, RI 02916</u>	<u>6038094129</u>	<u>50</u>
<u>Mathieu Medeiros</u>	<u>31 Bowen St, Rumford, RI 02916</u>	<u>5087694810</u>	<u>50</u>
Secretary/Member Name	Address	Phone	% Ownership
Treasurer/Member Name	Address	Phone	% Ownership

Name and Address of All Directors or Board Members, with percentage ownership:

Name	Address	Phone	% Ownership

If application is on behalf of undisclosed principal or party, please give details:

Does Applicant Own Premises? Yes ___ No Is Property Mortgaged? Yes ___ No or Leased? Yes No ___

Give Name and Address of Mortgagee (Bank or Mortgage Holder) or Lessor (Landlord) and Amount of Extent

Tupelo Realty LLC, 98 Tupelo St, Bristol, RI 02809
Name Address Amount - Term

Have any Officers, Members or Stockholders ever been arrested or convicted of a crime? Yes No If yes, explain:

Mat, Dul, 2011

Is any other business to be carried on in Licensed Premises? Yes No If yes, explain:

Is Applicant or any of its Officers, Members or Stockholders interested directly or indirectly, as principle or associate, or in any manner whatsoever, in any retail license issued under Title 3 of the RI General Laws? If yes, explain:

No

Is Applicant the owner or operator of any other business? If yes, explain:

No

State amount of capital invested in the business?

4006

Do you have now, or will you be installing, a draught system Yes No

I hereby certify that the above statements are true to the best of my knowledge and belief:


Applicant Signature

9/1/22
Date

1. Every question on Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the applica or the revocation of the license in case one has been granted.
2. Corporation having 25 or more stockholders need not file a list of the names and addresses of stockholders - (Question #8)
3. Attention is called to the requirements RIGL §3-5-10:
 - (A) All newly elected officers, members, or directors must be reported to the Board of License Commissioners within 30 days.
 - (B) Any acquisition by any person of more than ten per cent (10%) of any class of corporate stock must be reported within 30 days.
 - (C) Any transfer of fifty percent (50%) or more of any class of corporate stock can be made only by written application to the licensing board subject to the procedures for a transfer of a license.

APPLICATION FOR TRANSFER OF LICENSE ONLY

Transfer of Location _____ Name _____ Stock _____ Current Retail Class _____

Name of Transferor (applicant/old owner)

d/b/a

Address

The above hereby petitions the Licensing Board to transfer the said license to:

New Location (If any): _____

New Name (If any): _____

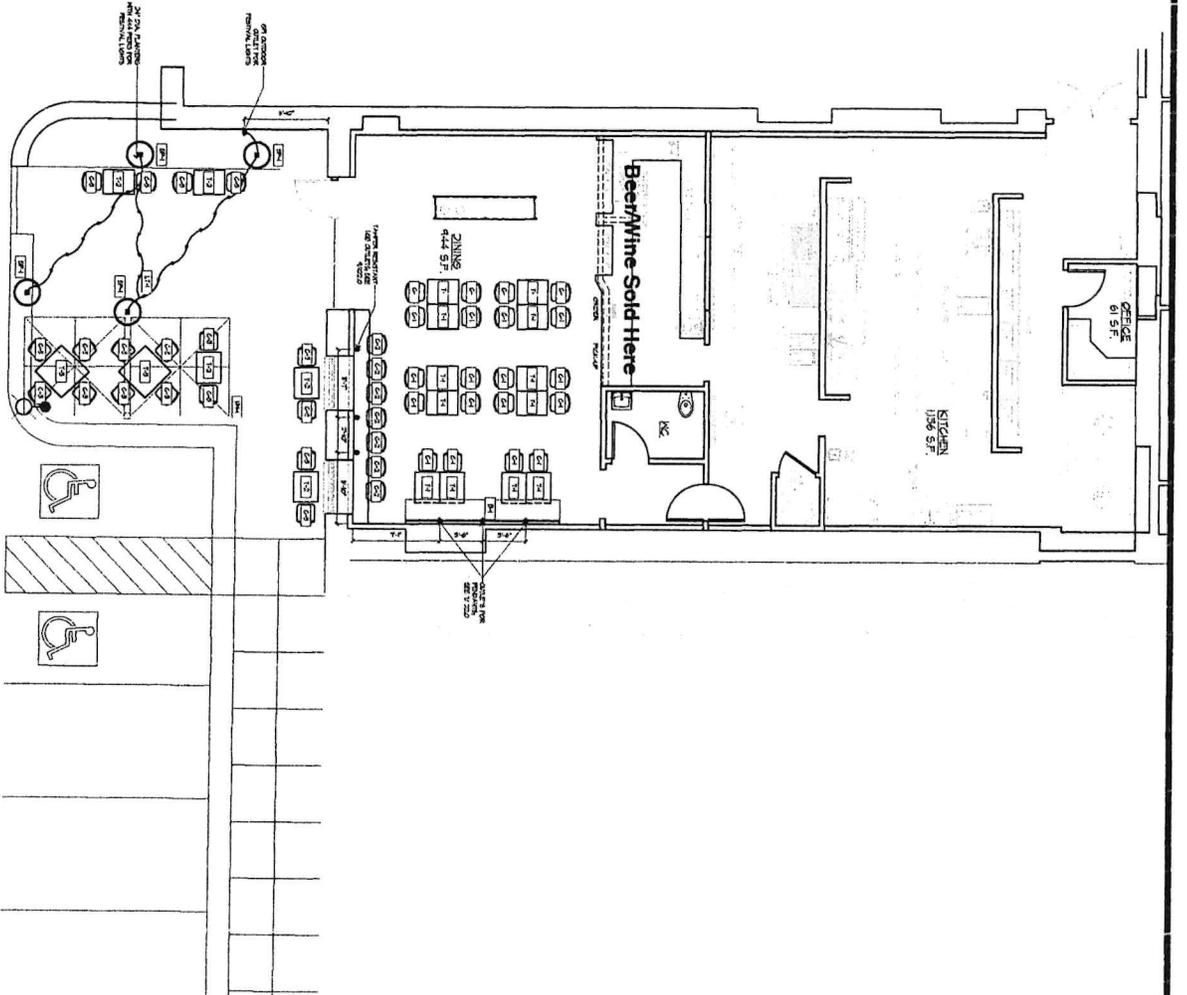
If change of stockholders, list old and new stockholders:

Signature of Transferor (old owner)

Date

Signature of Transferee (New Owner)

Date



FURNITURE PLAN
SCALE 1/4" = 1'-0"

- GENERAL NOTES:**
1. FURNITURE NOT LISTED TO BE SUPPLIED. ALL FURNITURE LISTED AND LABELS SHALL BE PROVIDED BY THE GENERAL CONTRACTOR AND SHALL BE SUBJECT TO THE ATTENTION OF THE ARCHITECT. ALL FURNITURE SHALL BE CONFORMED BY THE CONTRACTOR TO THE WORK, START OF WORK, QUALITY APPROVAL OF CONTRACTOR.
 2. THE GENERAL CONTRACTOR, USE FIELD CONDITIONS TO DETERMINE THE LOCATION OF ANY WORK NOT TO BE SHOWN ON THE DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DISCREPANCIES.
 3. ALL DIMENSIONS INDICATED ARE FINISH TO FINISH UNLESS NOTED OTHERWISE.

LEGEND:

OFFICE	61
DINING	444
TOTAL	444

LIBBY SLADER
INTERIOR DESIGNERS
480 Harris Ave., Unit 303
Providence, RI 02909
phone 401 273 2000
libbyslader.com

PROJECT:
BASIL & BUNNY
BRISTOL, RI

ISSUED FOR

NO.	DESCRIPTION	DATE
1	10% SET	3-23
2	CONSTRUCTION SET	3-23

REVISIONS

NO.	DESCRIPTION	DATE
1	ISSUING PLAN	03/23
2		
3		

FURNITURE PLAN

DESIGN BY: LS
DRAWN BY: JS
SCALE: AS NOTED
DATE: 11-1-2021



ID 1.4

Basil & Bunny Menu

Burgers

***Bunny Mak**.....\$12
Two house-made bean and mushroom patties, cheddar cheese, lettuce, grilled onion, pickles, fancy sauce on a double decker sesame seed bun (Wheat, Soy, Sesame)

***Bunny**

Blake.....\$13
Seasoned Impossible Patty, cheddar cheese, lettuce, tomato, grilled onions, pickles, bunny sauce on brioche bun (Wheat, soy)

***Bunny Bacon Ranch**.....\$12
Two house-made bean and mushroom patties, smokey maple tempeh bacon, cheddar cheese, lettuce, grilled onions, pickles, and ranch on sesame seed bun (wheat, sesame soy)

***Bacon Hopper**.....\$14
Seasoned Impossible Patty, smokey maple tempeh, cheddar cheese, lettuce, crispy onions, pickles, ketchup, mayo on a brioche bun (wheat, soy)

Jalapeño Hopper.....\$13
Seasoned Impossible patty, pickled jalapeños, cashew nacho cheese, cheddar cheese, lettuce, tomato, ranch on a brioche roll

Chicky/Sandwiches

Buff

Bunny.....\$11
Crispy Chicky Seitan with lettuce, tomato, slaw, buffalo sauce, and ranch on a brioche bun. (Wheat, soy)

Chicky

Bunny.....\$11 Crispy
Chicky Seitan with lettuce, tomato, bread & butter pickles, and bunny sauce on a brioche bun (Wheat, soy)

Fluffy White BBQ

Chicky.....\$12 Crispy Chicky
Seitan with lettuce, tomato, crispy onion, pickles, and white BBQ sauce on a brioche bun (wheat, soy)

Backyard

Chicky.....\$12 Crispy
Chicky Seitan with slaw, crispy onions, pickles, bourbon brown sugar BBQ sauce and mayo on a brioche bun (wheat, soy)

Impossible Bunny

Cheezesteak.....\$14 Seasoned
Impossible grounds grilled with onions, peppers, mushrooms topped with cashew nacho cheese, bourbon brown sugar bbq sauce, ranch on a sub roll (Cashews, wheat, soy)

Bowls

Bunny Taco Salad.....\$13 Local
greens, black beans, avocado, cherry tomato, shredded carrot, cabbage with corn, tortilla strips and agave green dressing

Avocado Greens.....\$13 Local
greens, marinated tofu, shredded carrot, cabbage, broccoli, cucumber, mango, fried wontons, black sesame and and sweet miso ginger dressing (soy,wheat,sesame)

Sides

***Hand-cut seasoned fries**.....SM \$4.....REG \$6

***Na-cho Fries**.....
\$10 Hand-cut seasoned fries with cashew nacho cheeze, chipotle chili, jalapeños, pickled onions, green onions, avocado, micro-greens, garlic aioli (Cashews, soy)

***Cheezy Bunny**.....
\$8 Hand-cut seasoned fries with cashew nacho cheeze, pickled onions, green onions, micro greens (Cashews)

***Chili**..... Cup \$4.....Bowl
\$8 House-made chipotle sweet potato chili topped with nacho cashew cheeze and green onions

***MMMBop-Tart**.....\$4
Our Signature sweet hand pies filled with fruity or cookie Fillings

Drinks

Kristi's Kraftails- \$9.00
Caribe Passion Fruit Orange Guava- \$6.00
Fieldstone Kombucha- \$5.00
Natalie's Lemonade- \$4.00
Cawstons Press- \$4.00
Olipop- \$4.00
Still Water- \$2.50

Beer & Wine Cans

Narragansett Lager - \$4
Musik Express IPA - \$6
Bohemian Pilsner - \$6
Proclamation Derivative IPA - \$7
Proclamation Ordinary Man IPA - \$7
Anchor & Hope Rose - \$7
Anchor & Hope Chardonnay - \$7
Anchor & Hope Pinot Noir - \$7

Sauces & Add ons

- *Bunny Sauce/Chipotle Aioli/Fancy Sauce/Garlic Aioli/Hunny Mustard/ Ranch/White
BBQ/Bourbon Brown Sugar BBQ.....\$1**
- *Buffalo
Sauce.....\$1.5**
- *Cashew Carrot Nacho Cheeze.....\$1.5**
- *Avocado.....\$1.5**
- *Maple Smokey
Tempeh.....\$2**



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolr.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: September 7, 2022

RE Lyslie Medeiros for Basil & Bunny, 500 Wood
Street Unit 214, request for One Additional Class BV
LTD Liquor License

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on September 21, 2022.

Please note that all council items are due at 12PM noon one week prior to the meeting. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachment



D1A

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: September 8, 2022
Re: License Recommendation, September 21 Council Meeting

2022 SEP 15 AM 8:04

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

The fire department has reviewed the license request presented as follows:

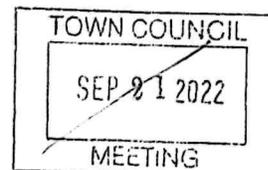
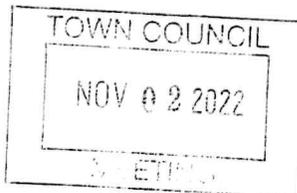
1. Class BV LTD Liquor License

Lyslie Medeiros for Basil & Bunny 500 Wood St., Unit 214

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated September 7, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCUR
[Signature]

STEVEN CONTENTE
Town Administrator





Bristol Police Department *D1B*

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900



KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 09-13-2022

PETITION DESCRIPTION:

Lyslie Medeiros for Basil & Bunny, 500 Wood St. unit 214, request for one additional class BV LTD Liquor License.

PERSON/S FILING PETITION: Lyslie Medeiros

LICENSE RENEWAL NEW PETITION

REVIEW:

- APPROVED
- CONDITIONAL APPROVAL
- DENIED
- FORWARD TO ANOTHER DEPARTMENT FOR REVIEW

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 SEP 15 AM 8:04

NOTES:

If the Town Council approves this additional BV Liquor license, I recommend a 6-month review be conducted.

REVIEWING OFFICER: Lt. Roman Wozny

DATE COMPLETED: 09-13-2022

Concyn
Stev
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING

TOWN COUNCIL
SEP 21 2022
MEETING



Town of Bristol, Rhode Island

DIC

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.us
401-253-7000

September 14, 2022

Diane W.

TO: Steven Contente, Town Administrator
FROM: Diane M. Williamson, Director of Community Development
RE: Petition for One additional BV Limited License
Basil and Bunny, Unit 214 at 500 Wood Street

I have reviewed the above petition and have no objections to the request.
Thank you for the opportunity to comment.

2022 SEP 15 AM 8:04
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

Concun
Stm Contente
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING

TOWN COUNCIL
SEP 21 2022



LICENSE REQUEST: **ONE-DAY DANCING & ENTERTAINMENT LICENSE (NON-PROFIT)**

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requests of
your Honorable Body to be granted a

ONE-DAY DANCING & ENTERTAINMENT LICENSE (NON-PROFIT)

FOR: The Jingle Mingle (Maritime Center)

ADDRESS: 127 Trammel St

APPLICANT: Bristol fourth of July Committee

TYPE OF ENTERTAINMENT: Pianist

DATE OF EVENT: 12/12/22 TIME OF EVENT: 6-9

- One Day Dancing & Entertainment License (Non-Profit) Petition
- Sketch of proposed location for entertainment

Please attend the Council Meeting on

Petition must be returned by

Mailed:

Date Received: _____

*SIGNATURE: Michelle Martins

NAME: Michelle Martins

ADDRESS: 50 Naomi St

TOWN: Bristol

DATE OF BIRTH: _____

BUSINESS TELEPHONE #: 401-253-1611

HOME TELEPHONE #: 401-243-7980

EMAIL: mmartins02309@gmail.com

TAX STAMP



TO BE USED BY FINANCE DEPARTMENT

*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND RELEASE OF RECORDS AND INFORMATION REGARDING MY BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.

TOWN COUNCIL
NOV 02 2022
MEETING

Main time
Entertainment

Exit



Guests



Food
service

Bar

Exit

Exit

BRISTOL MARITIME CENTER USE FORM

10 Court Street, Bristol, RI 02809

Telephone: (401) 253-1700 Fax (401) 410-1706

Date of Application: 9/14/2007

Contact Person: Michelle Martins

Telephone: 401 243-7980

Organization: Bristol Fourth of July Committee

Address: PO Box 501 Bristol Email: mmartins0709@gmail.com

Maritime Center Rates

- Business or Non Resident of Bristol \$250/day Day(s): _____ sum: _____
- Personal \$150/day Day(s): _____ sum: _____
- Nonprofit \$100/day Day(s): _____ sum: _____

Equipment Rates

- 60" Round Banquet Tables \$10.00 Each/Day (10 Available) Qty: _____ sum: _____
 - Folding Chair \$1.00 Each/Day (100 Available) Qty: _____ sum: _____
 - BBQ Grill \$50/Day sum: _____
 - Clam Boil Equipment \$50/Day sum: _____
 - Propane Tank \$35/Day sum: _____
- Total: _____

All activities will end by 10:00pm or later with Harbor Master Approval in Advance
*PAYMENT MUST BE RECEIVED 2 WEEKS PRIOR TO EVENT OR SPACE WILL BE FORFEITED.

Alcohol Use: Yes or No: If YES then all Alcohol use in the building will be in compliance with the Bristol Town Ordinance. Is the Alcohol going to be SOLD or FREE (circle one)

DATES & TIME REQUESTED:

<u>WEEK DAY</u>	<u>MONTH</u>	<u>DAY</u>	<u>YEAR</u>	<u>TIME</u>
<i>Example</i> <u>Thursday</u>	<u>January</u>	<u>7</u>	<u>2016</u>	From: <u>8</u> am pm To: <u>10</u> am pm
<u>Friday</u>	<u>December</u>	<u>2</u>	<u>2007</u>	From: <u>12</u> am <u>pm</u> To: <u>10</u> am <u>pm</u>
<u>* Thursday</u>	<u>Dec</u>	<u>1</u>	<u>2007</u>	<u>6pm</u> <u>9pm</u>

Type of Event: _____
Number of People: Adult: 150 Children (under 18): _____

SIGNATURE OF APPLICANT

To be completed by Harbor Department

Above request Approved [Signature] Date 10-4-27 Fee: _____
Bristol Harbor Master

Request Denied for the following reasons: _____
Request Denied _____
Bristol Harbor Master

Note for future facility use: _____



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolr.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: October 19, 2022

RE Michele Martins, for Bristol Fourth of July
Committee - Request for a One-Day Entertainment
License for "Jingle Mingle" Event, Friday, December 2,
2022

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on November 2, 2022.

Please note that all council items are due at 12PM noon one week prior to the meeting. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachment



DZA

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: October 19, 2022
Re: License Recommendation, Nov 2 Council Meeting

2022 OCT 27 AM 11:29
 TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND

The fire department has reviewed the license request presented as follows:

1. One Day Entertainment License
 Michele Martins for Bristol 4th of July Committee
 Jingle Mingle December 2, 2022 at the Maritime Center

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated October 19, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCUN
Am Contente
 STEVEN CONTENTE
 Town Administrator

TOWN COUNCIL
 NOV 02 2022
 MEETING



Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

DZB



KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 10-04-2022

PETITION DESCRIPTION:

Bristol Fourth of July Committee request for a one-day entertainment license for "Jingle Mingle" event, Friday, December 2, 2022 12pm to 10pm.

PERSON/S FILING PETITION: Michelle Martins

LICENSE RENEWAL NEW PETITION

REVIEW:

- APPROVED
- CONDITIONAL APPROVAL
- DENIED
- FORWARD TO ANOTHER DEPARTMENT FOR REVIEW

2022 OCT 27 AM 11:29
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

NOTES:

This is an annual event held at the Maritime Center with no reported issues in previous years. A maximum of 150 guests has been set for this event.

After reviewing this request, I find no reason to deny the petitioner's request for a one-day entertainment license, provided that all guidelines set forth by the application, including any insurance requirements, proper permits, and all Laws and Ordinances governing this practice are followed and they adhere to the noise ordinance.

REVIEWING OFFICER: Lt. Roman Wozny

DATE COMPLETED: 10-26-2022

concern
AM White
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING



D2C

Bristol Harbor Master

2022 OCT 27 AM 11:29
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

**TO: Steven Contente
Town Administrator**

**FROM: Gregg Marsili
Bristol Harbor Master**

CC: Town Council

DATE: October 25, 2022

SUBJECT: Bristol 4th of July Jingle Mingle

I approve the use of the facility for a one day entertainment license in accordance with all town ordinances.

Contente
Stm Contente
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING



PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requested of your
Honorable Body that:

Our Lady of Mount Carmel School
to hold a BINGO
on Friday November 4 2022
at 6:00pm
location 127 State Street

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 OCT -4 PM 12: 58

PLEASE NOTE:

Petition must be returned by 4:00 PM, two (2) Wednesdays prior to the Town Council meeting to appear on the docket of the

meeting for review and possible action. It is Council policy that action may not be taken on petitions unless recommendations, if necessary, from appropriate departments are received prior the Council meeting.

DATE REC'D:

SIGNATURE: Carolyn Almonte

NAME: Carolyn Almonte

ADDRESS: 5 Highview Dr

TOWN: Bristol RI 02809

BUSINESS TEL. NO. 253-8455

RESIDENCE TEL. NO. 345-7575



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolr.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: October 12, 2022

RE Carolyn Almonte for our Lady of Mount Carmel
School, 127 State Street - request for a Bingo License
for Friday November 4, 2022

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on November 2, 2022.

Please note that all council items are due at 12PM noon one week prior to the meeting. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachment



D3A

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: October 14, 2022
Re: License Recommendation, Nov 2 Council Meeting

2022 OCT 27 AM 11:31

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

The fire department has reviewed the license request presented as follows:

1. Bingo License

Carolyn Almonte for Our Lady of Mt. Carmel School 127 State St.

November 4, 2022

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated October 5, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

Concurrence

 STEVEN CONTENTE
 Town Administrator

TOWN COUNCIL
 NOV 02 2022
 MEETING



Bristol Police Department

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900

D3B



KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 10-04-2022

PETITION DESCRIPTION:

Our Lady of Mount Carmel School, 127 State Street- request for a Bingo License for Friday, November 4, 2022.

PERSON/S FILING PETITION: Carolyn Almonte

LICENSE RENEWAL NEW PETITION

REVIEW:

- APPROVED
- CONDITIONAL APPROVAL
- DENIED
- FORWARD TO ANOTHER DEPARTMENT FOR REVIEW

2022 OCT 27 AM 11:31
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

NOTES:

After reviewing this request, I find no reason to deny the petitioner's request for a Bingo License, provided that all guidelines set forth by the application, including any insurance requirements, proper permits, and all Laws and Ordinances governing this practice are followed.

REVIEWING OFFICER: Lt. Roman Wozny

DATE COMPLETED: 10-26-2022

CONCERN
AS
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022



PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requested of your
Honorable Body that:

2022 OCT -4 AM 10: 20

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

To the Honorable Town Council,
Please consider use of the
Maritime to the Bristol Fourth of
July Committee for our Annual
Jingle Mingle. The caterer will be
CP Catering. The entertainment will
be Michael Dimucci and the bar
service will be Two Gals Cocktails.
As in the past Two Gals Cocktails
will donate all drink proceeds to
the Bristol Fourth of July Committee.

PLEASE NOTE:

Petition must be returned by 4:00 PM, two (2)
Fridays prior to the Town Council meeting to
appear on the docket of the _____
meeting for review and possible action. It is
Council policy that action may not be taken on
petitions unless recommendations, if necessary,
from appropriate departments are received prior
the Council meeting.

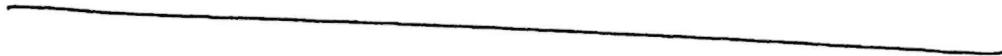
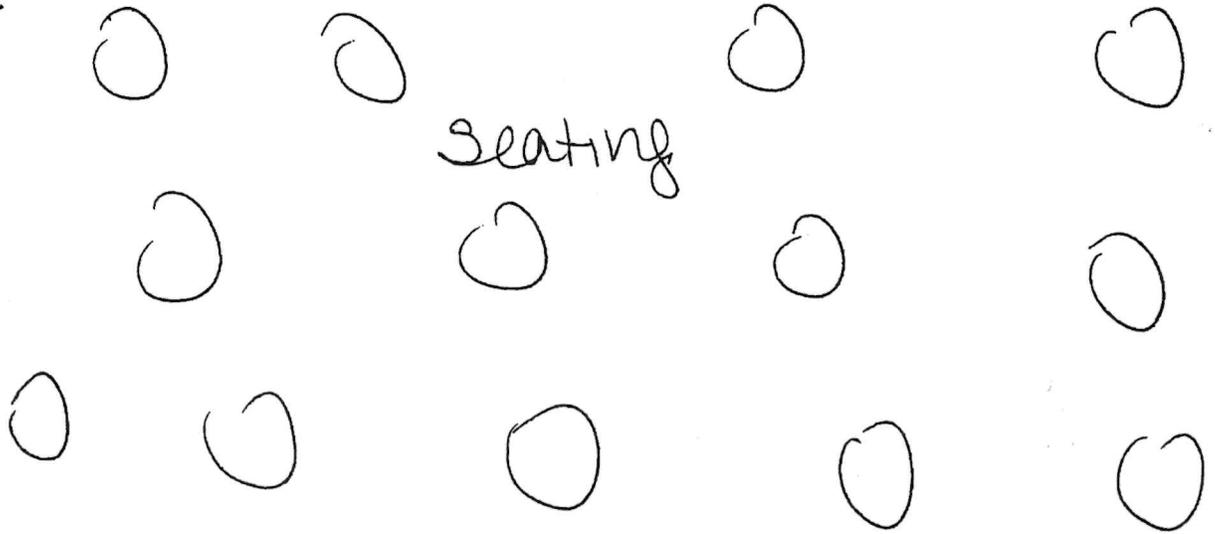
DATE REC'D:

SIGNATURE: MM Martins
NAME: Michelle Martins
ADDRESS: 50 Naomi St
TOWN: Bristol
BUSINESS TEL. NO. 401 243 7980
RESIDENCE TEL. NO. _____

TOWN COUNCIL
NOV 02 2022
MEETING

Michael
Dimucci

Dear
EXIT



Food
Service

Bar Service

Side
Entrance

Photo Booth

Check in

Front Entrance

BRISTOL MARITIME CENTER USE FORM

10 Court Street, Bristol, RI 02809

Telephone: (401) 253-1700 Fax (401) 410-1706

Date of Application: 9/14/2008

Contact Person: Michelle Martins

Telephone: 401 243-7980

Organization: Bristol Fourth of July Committee

Address: PO Box 501 Bristol

Email: mmartins02809@gmail.com

Maritime Center Rates

- Business or Non Resident of Bristol \$250/day
- Personal \$150/day
- Nonprofit \$100/day

Day(s): _____ sum: _____
 Day(s): _____ sum: _____
 Day(s): _____ sum: _____

Equipment Rates

- 60" Round Banquet Tables \$10.00 Each/Day (10 Available) Qty: _____
- Folding Chair \$1.00 Each/Day (100 Available) Qty: _____
- BBQ Grill \$50/Day
- Clam Boil Equipment \$50/Day
- Propane Tank \$35/Day

sum: _____
 sum: _____
 sum: _____
 sum: _____
 sum: _____
 Total: _____

All activities will end by 10:00pm or later with Harbor Master Approval in Advance

*PAYMENT MUST BE RECEIVED 2 WEEKS PRIOR TO EVENT OR SPACE WILL BE FORFEITED.

Alcohol Use: Yes or No: If YES then all Alcohol use in the building will be in compliance with the Bristol Town Ordinance. Is the Alcohol going to be SOLD or FREE (circle one)

DATES & TIME REQUESTED:

<u>WEEK DAY</u>	<u>MONTH</u>	<u>DAY</u>	<u>YEAR</u>	<u>TIME</u>
<i>Example:</i> <u>Thursday</u>	<u>January</u>	<u>7</u>	<u>2016</u>	From: <u>8</u> am pm To: <u>10</u> am pm
<u>Friday</u>	<u>December</u>	<u>2</u>	<u>2008</u>	From: <u>12</u> am pm To: <u>10</u> am pm
<u>* Thursday</u>	<u>Dec</u>	<u>1</u>	<u>2008</u>	<u>6pm</u> <u>9pm</u>

Type of Event: _____
 Number of People: Adult: 150 Children (under 18) _____

SIGNATURE OF APPLICANT

To be completed by Harbor Department

Above request Approved [Signature] Date 10-4-27 Fee: _____
 Bristol Harbor Master

Request Denied for the following reasons: _____
 Request Denied _____
 Bristol Harbor Master

Note for future facility use: _____



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolr.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: October 5, 2022

RE Michele Martins, for Bristol Fourth of July
Committee - Request for Use of the Maritime Center to
hold "Jingle Mingle" and permission to Use/Sell
Alcoholic Beverages, Friday, December 2, 2022 Noon to
10:00PM

May we please have your recommendation or the recommendation
of the department head you deem appropriate in order for
the Council to review the request at the regular Town
Council Meeting to be held on November 2, 2022.

**Please note that all council items are due at 12PM noon one
week prior to the meeting. All and any items received after
the deadline will be held until the next council agenda.**

Thank you for your cooperation and prompt reply.

Attachment



F1A

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: October 14, 2022
Re: License Recommendation, Nov 2 Council Meeting

2022 OCT 27 AM 11:33
 TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND

The fire department has reviewed the license request presented as follows:

1. Use of Maritime Center & Use/Sell Alcoholic Beverages- Town Common
 Michele Martins for Bristol 4th of July Committee
 Jingle Mingle December 2, 2022

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated October 5, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

Steven Contente
Michele Martins
 STEVEN CONTENTE
 Town Administrator

TOWN COUNCIL
 NOV 02 2022
 MEETING



Bristol Police Department *F1B*

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900



KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 10-04-2022

PETITION DESCRIPTION:

Bristol Fourth of July Committee request for use of the Maritime Center to hold "Jingle Mingle" and permission to use/sell alcoholic beverages, Friday, December 2, 2022 12pm to 10pm.

PERSON/S FILING PETITION: Michelle Martins

LICENSE RENEWAL NEW PETITION

REVIEW:

- APPROVED
- CONDITIONAL APPROVAL
- DENIED
- FORWARD TO ANOTHER DEPARTMENT FOR REVIEW

2022 OCT 27 AM 11:33
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

NOTES:

This is an annual event held at the Maritime Center with no reported issues in previous years. A maximum of 150 guests has been set for this event.

After reviewing this request, I find no reason to deny the petitioner's request to use the Maritime center or sell/use alcohol during this event, provided that all guidelines set forth by the application, including any insurance requirements, proper permits, and all Laws and Ordinances governing this practice are followed. Additionally, the alcohol caterer must possess an active Class P liquor license and servers must be TIPS certified.

REVIEWING OFFICER: Lt. Roman Wozny

DATE COMPLETED: 10-26-2022

CONCURRED
St. Contente
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING



F1C

Bristol Harbor Master

**TO: Steven Contente
Town Administrator**

**FROM: *Gregg Marsili*
Bristol Harbor Master**

CC: Town Council

DATE: October 4, 2022

SUBJECT: Bristol 4th of July Committee Jingle Mingle

2022 OCT 27 AM 11:33
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

I approve the use of the facility is in accordance with the ordinance to sell beer and wine on December 2nd 2022 and setup on December 1st 2022.

CONCUN
Stm Intants
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING



PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requested of your
Honorable Body that:

a handicapped sign be removed from 211 State St. as the people who requested it no longer live there. It would free up valuable parking space without threat of a citation to those of us who live and park on State St.

Thank you
Sincerely,

2022 OCT 11 AM 11:38
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

PLEASE NOTE:

Petition must be returned by 4:00 PM, two (2) Wednesdays prior to the Town Council meeting to appear on the docket of the

meeting for review and possible action. It is Council policy that action may not be taken on petitions unless recommendations, if necessary, from appropriate departments are received prior to the Council meeting.

DATE REC'D:

SIGNATURE: Anne Todd Merriman

NAME: Anne Todd Merriman

ADDRESS: 218 State St

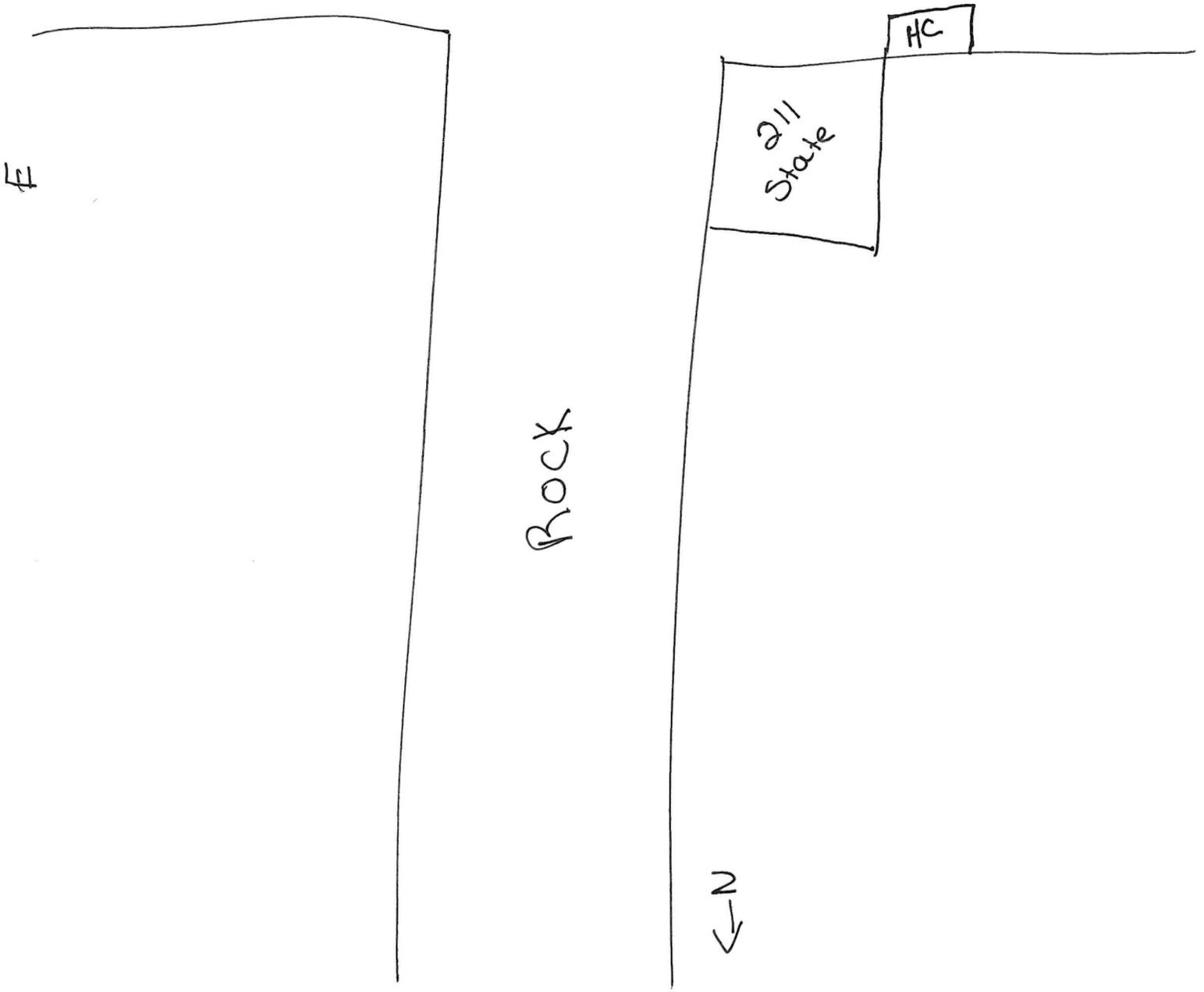
TOWN: Bristol

BUSINESS TEL. NO. _____

RESIDENCE TEL. NO. 401-835-3370

TOWN COUNCIL
NOV 02 2022
MEETING

State





TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolr.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: October 12, 2022

RE Anne Todd Merriman, 211 State Street re Removal
of Accessible Parking Space (1st reading)

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on November 2, 2022.

Please note that all council items are due at 12PM noon one week prior to the meeting. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachment



Bristol Police Department FZA

395 METACOM AVENUE BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900



KEVIN M. LYNCH
Chief of Police

BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 10-04-2022

PETITION DESCRIPTION:

Request for removal of an unused Accessible parking space at 211 State St.

PERSON/S FILING PETITION: Anne Todd Merriman

LICENSE RENEWAL NEW PETITION

REVIEW:

- APPROVED
- CONDITIONAL APPROVAL
- DENIED
- FORWARD TO ANOTHER DEPARTMENT FOR REVIEW

2022 OCT 27 AM 11:35
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

NOTES:

Officers have responded to this location and confirmed that this parking space was not being utilized by residents at 211 State Street or neighboring residents.
It is my recommendation that this unused accessible parking space be removed from this location to add additional parking.

CONCUN
Stm
STEVEN CONTENTE
Town Administrator

REVIEWING OFFICER: Lt. Roman Wozny

DATE COMPLETED: 10-26-2022

TOWN CO
NOV 02 2022
MEET

F&B



TOWN OF BRISTOL
DEPARTMENT OF PUBLIC WORKS

111 Mt. Hope Avenue
Bristol, Rhode Island 02809
Tel. 401-253-4100 Fax 401-254-1278

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Christopher J. Parella
DIRECTOR OF PUBLIC WORKS

DATE: October 25, 2022

RE: Anne Todd Merriman, 218 State Street re Removal of Accessible Parking
Space at 211 State Street (1st reading)

2022 OCT 27 AM 11:21
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

Mr. Administrator,

I have no objections to the removal of the accessible parking space at 211 State Street. I would recommend that the Honorable Town Council grant this request.

Please advise if you have any further questions or concerns.

Respectfully submitted,

[Handwritten signature of Christopher J. Parella]
Christopher J. Parella
Director of Public Works

[Handwritten signature of Steven Contente]
STEVEN CONTENTE
Town Administrator



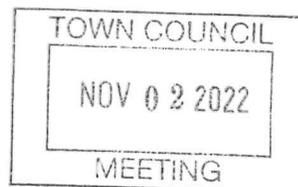
Town of Bristol

Member Report



Board Name	Composition	First Name	Last Name	Address	Calculated End Date	Actual Start Date
Mount Hope Trust	2-year term	Susan	Maloney	72 Griswold Avenue	12/1/2022	12/1/2020
<i>Board Name</i>	<i>Composition</i>	<i>First Name</i>	<i>Last Name</i>	<i>Address</i>	<i>Calculated End Date</i>	<i>Actual Start Date</i>

Generated 10/12/2022, 3:51:41 PM



LEGAL NOTICE

PUBLIC NOTICE

**TOWN OF BRISTOL
PUBLIC SERVICE APPOINTMENTS**

The public is being notified that the Honorable Town Council desires to seek applications from among the citizens of Bristol to fill appointments for the following current service:

**Mt. Hope Farm Trust
Harbor Commission Advisory Committee**

Resume with application should be sent or given to the Town Clerk at noon on Wednesday, November 2, 2022.

By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK

October 20, 2022

Theresa Rigsby Dougherty
4 Linden St
Bristol, RI 02809
(401) 226-4617
Theresa.rigsby@gmail.com

G1A

October 11, 2022

To Whom it May Concern:

I am writing to express my interest in serving as a Board Member at Mount Hope Farm. This farm is very special to me and my family, and it would give me great pleasure support its continued success. My family lives right across the street from the farm, off of DeWolf St. My husband and I got married at Mount Hope Farm in 2006, and we have fallen in love with its beauty and history. My kids and I go to the farmers market every Saturday, rain or shine. We love saying hello to the animals and walking down to the bay. My children have enjoyed 4-H and Camp Wetu. I have been especially appreciative of the way the farm has moved towards acknowledging the lands' history and relationship with the Pokanokets.

I moved to Rhode Island in 2003 to serve as an AmeriCorps member at City Year, an education nonprofit in Providence. I have been with the organization ever since, serving for 16/19 years as a fundraiser. I am currently the Development Director, responsible for managing a portfolio of corporate, foundation and individual donors that raises \$1.3 million in private revenue. I also support the submission and reporting of state and local grants. I work closely with our board, managing the Development Committee. Being on our site's leadership team has given me a comprehensive understanding of all aspects of running a nonprofit, including budgeting, personnel management, government relations, and strategic planning.

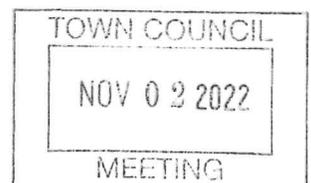
I would love to help the board and staff explore further ways to engage the community, especially families, in supporting the farm. I think there is potential to expand educational programming for children and raise awareness of what a perfect spot it is for young families (the wide, paved paths are perfect for pushing strollers and there is much less traffic than the bike path or Colt State Park). I am also excited to help think through additional fundraising opportunities and membership benefits. I would love to see the farm thrive and be a spot of tranquility for generations to come.

Thank you for considering my application.

Sincerely,



Theresa Dougherty



Theresa Rigsby Dougherty

Theresa.rigsby@gmail.com

(401) 226-4617

INPUT – LEARNER – INTELLECTION – RESPONSIBILITY – ANALYTICAL

Summary

Experienced fundraising professional with over sixteen years of experience in a fast-paced education nonprofit. Skilled in listening to donors and implementing their vision for proposals, reports, events, and engagement experiences. Adept at bridging communication between departments to help people achieve mutual goals. Strong team player always looking to learn and support the development of others.

Skills

- Grant and report writing
- Budgeting and forecasting
- Relationship management
- Time management and prioritization of projects
- Excellent oral and written communication and proofreading skills
- Independent learner
- Software: Microsoft Office (Word, Publisher, Power Point, Excel, Outlook), Adobe (Photoshop, InDesign, Acrobat), Google (Gmail, Docs, Sheets), Raiser's Edge, Salesforce

City Year Providence

Development Director

07/2016 - Present

- Create and implement a plan to raise private revenue of over \$1.3M/year
- Coordinate public sector grants from state and city
- Ensure proper stewardship of all donors including individuals, corporations, and foundations
- Hire and on-board development staff
- Manage two direct reports: Senior Development Manager and Development & Communications Manager and coordinate with Regional Grant Manager
- Serve as part of site-wide leadership team responsible for strategic planning and goal setting
- Oversee planning of 350-person gala raising \$200,000+ annually

Director of Corporate Relations and Development Operations

08/2015 - 07/2016

- Solicited and stewarded a corporate and foundation portfolio worth over \$600,000
- Planned and implemented service days and other engagement events
- Managed Development Associate responsible for gift processing, database management, social media, and event management and coordinate with Regional Grant Writer on major grants

Associate Director of Development/Development Manager

10/2008 - 08/2015

- Wrote grants and reports, including AmeriCorps grant and \$100k+ DOJ grant
- Managed corporate relationships
- Planned and implemented large-scale community service events
- Wrote and managed annual appeal mailings
- Managed the local website
- Managed fundraising events including women's event and annual gala
- Designed collateral including local reports and one-pagers
- Maintained local fundraising database
- Responsible for site budget planning (expense and revenue)

Development Associate

10/2006 – 10/2008

- Wrote grants and reports, including local AmeriCorps grant and CDBG grants in multiple cities
- Responsible for development operations, including gift processing and acknowledgement and database management
- Wrote and managed annual appeal mailings
- Supported event logistics including invitation lists, RSVP management, and seating

Headquarters and Admissions Manager**02/2006 - 10/2006**

- Coordinated the admissions process for prospective City Year AmeriCorps members
- Managed daily operations of the City Year office in Providence including accounts payable, vendor relations, and communication with IT, payroll and other HQ shared services
- Supported development operations including gift processing, grant writing support, annual appeal mailing, and database management

Consultant**06/2005 - 2/2006**

- Created data tracking system to improve data collection for City Year programs in Rhode Island
- Wrote grants and progress reports to support City Year programs

City Year AmeriCorps Member, Research and Systematic Learning Project Leader**08/2004 – 06/2005**

- Collected program data and impact stories for eight City Year teams running after school programs in elementary and middle schools in four Rhode Island cities

City Year AmeriCorps Member, Newport Young Heroes Team**08/2003 – 06/2004**

- Planned and implemented a Saturday service-learning curriculum for 50 middle school students
- Ran afterschool programs and math homework help at Thompson Middle School

Special Projects and Leadership Opportunities**Equity Point****2020-Present**

Serve as one of two local facilitators for Diversity, Belonging, Inclusion and Equity trainings for staff and AmeriCorps members. Participate in train the trainer events and support the site in DBIE conversations.

Fundraising Fellows Mentor**2019**

Helped to design curriculum and served as a mentor to two program staff members at other City Year sites to introduce staff in other departments to the concepts of fundraising.

LEAD City Year**2018**

Leadership development program for Director-level staff that included learning from leaders internal and external to City Year, leadership training, and working on a team to address a business issue inside City Year

Management Pilot**2018**

Participated in a pilot management training using curriculum from The Management Center adapted to the City Year framework. Provided feedback on the training materials and made edits to make the training more interactive and effective

Development Support Services User Advisory Council**2017 – 2020**

Serve on a council of Development Directors and Executive Directors who provide feedback to Development Support Services leadership on the effectiveness of services such as Prospect Research and Grant Writing as well as proposed future services

Operating Model Transformation Change Agent**2013-2015**

Served as liaison between our local City Year site and our national headquarters as the organization was reorganizing to provide more shared services. Gathered feedback and shared information between our site and headquarters to ensure a smooth transition. Received training in change management and ADKAR model.

Relevant Volunteer Experience**Advisory Board Member, Bristol Warren Family Resource Center****1/2022-Present****School Improvement Team, Colt Andrews Elementary School****2021-Present****Grant Committee, Women's Fund of RI****2019-Present****Scholarship Committee, Bank of America Neighborhood Builders****2021****Scholarship Committee, Cox Charities****2016, 2017****Education:****College of William & Mary: BA, Mathematics and Linguistics, double major****2003**



Town of Bristol
Board Book Report



North & East Burial Grounds Commission

Basic Information

Type
Commission

Status
Enabled

Visibility
Public

Board Seats										
Board Name	Composition	Position	First Name	Last Name	Address	Calculated End Date	Actual Start Date	Status	Board Name	Composition
North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms	Seat 1	Edward	Carusi	64 Mt Hope Avenue	1/1/2026	1/1/2021	Active	North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms
North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms	Seat 2	Charles	Cavalconte	88 Church Street	1/1/2025	1/1/2020	Active	North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms
North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms	Seat 3	Susan	Church	29 Garfield Avenue	1/1/2025	1/1/2020	Active	North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms
North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms	Seat 4	Scott	Panella	100 Peck Avenue	1/1/2024	1/1/2019	Active	North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms
North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms	Seat 5	James	Riccio	56 Franklin Street	1/1/2026	1/1/2021	Active	North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms
North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms	Alternate	Kathleen	Moran	87 Hopeworth Avenue	1/1/2023	4/22/2019	Active	North & East Burial Grounds Commission	5 members, 5-year terms 1 auxiliary member, 5-year terms
Board Name	Composition	Position	First Name	Last Name	Address	Calculated End Date	Actual Start Date	Status	Board Name	Composition

TOWN COUNCIL

Item G2.
NOV 02 2022
MEETING

G2A

Charlie Cavalcante
Chairman, North & East Burial Ground
Town of Bristol
Bristol, RI 02809

September 9, 2019

Dear Charlie,

I am submitting my resignation as Commissioner, North & East Burial Ground, Bristol RI effective September 30, 2019.

You will recall I have thought about this a number of times over the past 18 months or so during and we have had a number of conversations about the topic. At present, due to a number of things going on in my life, I feel it is best to step down as a member of the Commission. I have enjoyed my time as a Commissioner and working with you and the rest of the team. The Commission does such great work in the North & East Burial grounds keeping them looking their best and functioning at top performance. Now that the weather is cooler and my favorite time of year I often walk through the North Burial ground and enjoy the trees (new and old) and the beauty of the grounds the Commission cares for along with its rich history.

Thank you for giving me the opportunity to be part of your team. I wish you and the Commissioners the very best in your current and future projects with the North & East Burial Grounds and perhaps someday in the future I might be able to return.

Cordially,

Scott F. Panella
P.O. Box 1223
Bristol, RI 02809

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 OCT 20 PM 2:02

TOWN COUNCIL
NOV 02 2022
MEETING

GAB

Mrs Kathleen Moran

Town of Bristol | Generated 10/20/2022 @ 1:59 pm by OnBoard2 - Powered by ClerkBase

Status

Name

Mrs Kathleen Moran

Application Date

10/20/2022

Expiration Date

10/20/2024

Board Member

Kathleen J. Moran

Status

Board (Rank)	Vacancies	Status
Historic District Commission (1)	0	Pending
North & East Burial Grounds Commission (2)	0	Pending

Basic Information

Name

Mrs Kathleen Moran

I would like to be appointed to the position because:

I am already an alternate

Contact Information

Address87 hopeworth ave
Bristol, RI 02809**Resident**

No

Phone

4012536771

Cell Phone

4014999907

Email

kathleen6771@gmail.com

Occupation

City Employee

No

Generated 10/20/2022 @ 1:59 pm

TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND
 2022 OCT 20 PM 2:02

TOWN COUNCIL
 NOV 02 2022
 MEETING



The Commissioners of the Cemeteries

The North and East Burial Grounds Commission
 The Town of Bristol, Rhode Island
 10 Court Street ~ PO Box 407
 Bristol, Rhode Island 02809
 Ph 401-253-6426 ~ Fax 401-253-5885

Gabi

October 24, 2022

To the Honorable Member of the Town Council of the Town of Bristol, Rhode Island:

I am highly recommending Kathy Moran to be elevated from the position of Auxiliary Commissioner to Full Commissioner of the North and East Burial Grounds Commission. Kathy was appointed by The Council on April 22, 2019, to the position of Auxiliary Member of the Commission. As a result of the resignation of Scott Panella from the Commission in September 2019, Kathy, in her Auxiliary Membership capacity, has been legally functioning, pro temp, as a Full Commissioner.

Kathy, whose husband is buried in North Burial Ground, is a very active member of the Commission and is enormously invested in the care, presentation, preservation, and future of North and East Burial Grounds.

Kathy has initiated several projects at North Burial Ground worth noting: The coordinator of planting over 150 Daffodils in the spring of 2021, and urging the completion of the new welcome stone at Gate Four on Asylum Rd. She is the gardener who has planted both plants and bulbs at Gate 1,3 and 4 in addition to other location within North Burial Ground. Kathy is the Commissioner who saw to the design and creation of the banners at Gate 1 announcing the 200th anniversary of North Burial Ground. She contributes ideas and enthusiasm at each meeting.

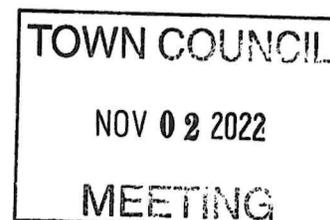
It is my hope, and the hope of the other Commissioners, that Kathy will remain on the Commission and become a Full Member.

Thank you,

Charles C. Cavalconte, M.Div.
 Chair of the Commissioners of the Cemeteries.

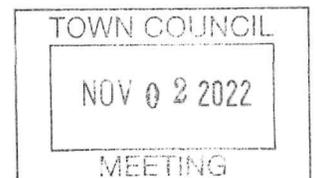
2022 OCT 24 AM 8:39

TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND



I2. Director Williamson, re Review of uses in the Metacom Mixed Use Zone

Teixeira/Sweeney- Voted unanimously to continue to the November 2, 2022 council meeting.





Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.us
401-253-7000

September 14, 2022

TO: Town Council
FROM: Diane M. Williamson, Director
RE: Review of uses in the Metacom Mixed Use Zone

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 SEP 14 PM 4:07

At the Town Council's request, the Planning Board reviewed the permitted uses in the Metacom Mixed Use Zone at their regular meeting of September 8, 2022. They specifically examined the manufacturing uses to determine if more manufacturing uses could be permitted in this zone.

The Planning Board continued the review to their next regular meeting of October 13, 2022 to have more time to deliberate on the matter.

They will report back to the Council following that meeting.

TOWN COUNCIL
SEP 21 2022
MEETING



Town of Bristol, Rhode Island

H1A

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000

October 19, 2022

TO: Honorable Town Council

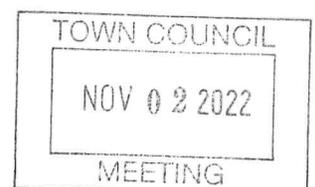
FROM: Diane M. Williamson, Administrative Officer

RE: **Metacom Mixed Use Zone Uses (MMU)
Planning Board recommendation to the Town Council**

As requested by the Town Council, the Planning Board reviewed the list of permitted uses in the MMU Zone specifically focusing on any additional manufacturing uses that could be allowed in that Zone.

Based on this review, the Planning Board unanimously passed a motion at their regular meeting of October 13, 2022, to recommend that the permitted uses in the MMU zone be amended to include Microbreweries and Lumber and wood products, furniture and fixtures manufacturing. These uses are within the Industrial use category of the Permitted Use Table and not currently permitted in the MMU zone.

Thank you.





Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
bristolri.gov
401-253-7000

October 26, 2022

TO: Town Council

FROM: Diane M. Williamson

RE: **Extension on Bicycle Path Connector
RIDEM Grant**

We have requested a 6-month extension on the above grant which will expire on December 31, 2022.

The State is preparing the grant amendment for the extension and it is requested that the Town Council authorize the Town Administrator to sign the amendment upon receipt. I am requesting this authorization in advance, given the Council's upcoming meeting schedule and the timing of the grant.

Thank you.

TOWN COUNCIL
NOV 02 2022
MEETING



Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000

October 25, 2022

TO: Melissa Cordeiro, Town Clerk
FROM: Diane M. Williamson, Director of Community Development
RE: Request for Executive Session – Acquisition of Property

It is requested that the Town Council have an Executive Session at the November 2, 2022 Town Council meeting regarding the Acquisition of Property.

Thank you.

TOWN COUNCIL
NOV 02 2022
MEETING



Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000

October 25, 2022

TO: Melissa Cordeiro, Town Clerk
FROM: Diane M. Williamson, Director of Community Development
RE: Request for Executive Session – Sale of Town Property

It is requested that the Town Council have an Executive Session at the November 2, 2022 Town Council meeting regarding the Sale of Town Property.

Thank you.

TOWN COUNCIL
NOV 02 2022
MEETING

Town of Bristol, RI

10 Court Street, Bristol, RI 02809

(401) 253-7000



DATE: October 25, 2022

TO: HONORABLE TOWN COUNCIL

FROM: Sara R. Hassell, Treasurer

RE: Re-appropriations and Carry forwards

CC:

Attached please find a list of recommended re-appropriations and carry forwards requested by department heads. They have been reviewed and are submitted for your consideration and vote.

Town Administrator concurrence.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 OCT 25 PM 3:55

TOWN COUNCIL
NOV 02 2022
MEETING

Town of Bristol
 2021-2022 to 2022-2023 Budget
 Requested Operating Surplus Transfers

OPERATING FUNDS

Carry-forward to FY23

Operating Accounts	Department	Account name	Requested Amt Carried forward to FY23 Budget Amts not to exceed:	Purpose of C/F	FY23	
					Original Budget	Adjusted Budget
1-01-601-3000	Community Dev.	Tree Planting	8,676.32	Contract in place, delay due to weather	15,000.00	23,676.32
1-01-601-9000	Community Dev.	Comprehensive Plan Update	5,000.00	RIEMA grant match for the Hazard Mitigation Plan Update	5,000.00	10,000.00
Total Carried Forward to Fiscal 2023			<u>13,676.32</u>	2-01-401-0003	<u>20,000.00</u>	<u>33,676.32</u>

Town of Bristol, Rhode Island



Harbor Commission
10 Court Street
Bristol, RI 02809
401-253-7000

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

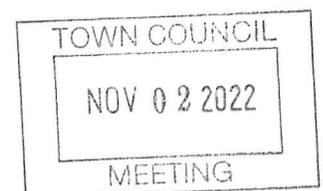
2022 OCT 11 AM 11:40

HARBOR COMMISSION
MEETING MINUTES
Oct 3, 2022

Harbor Commission: Dom Franco, Jim Dollins, Dave Miller, John McDonald
Alternates: Torrie Peterson
Advisory Board: Owen O'Rourke
Harbormaster: Gregg Marsili
Liaison:

Dom Franco called the meeting to order at 7:00 PM.

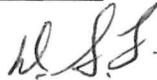
1. September meeting minutes were approved.
2. Status of New Marina & Fuel Dock – fuel dock & New Marina are operating well. Fuel sales for Jun, Jul & Aug was \$90k. Work continues to get everything operating such as water, waste disposal and electrical. Should be totally complete by April. Electrical Inspection fees from State are still being protested.
3. CRMC – File # 2022-09-003 for 90 King Philip Ave was reviewed and the Commission voted to make no comment to CRMC.
4. Report of the Harbormaster
 - A. Boating Safety Course – Gregg to hold as soon as he has approx. 20 students. We currently have 7.
 - B. Stare St Ramp & Ind Park Launch Docks – Gregg M. to update at Nov. meeting.
 - C. Dock Repair & Maintenance – Progress continues & Gregg reviewed with Steve C.
 - D. Maritime Center Sign for Building – Gregg M advises sign design is being revised and will be reported on in Nov.
 - E. Trash Skimmer – Gregg to follow-up again in Oct
 - F. Wait List for Marina – currently at 156 names.
 - G. Dinghy Dock Winter Rates – stays the same.



- 2 -

- H. Gibson Rd ROW Ramp Repair – alternatives are being looked at & Ed Tanner continues working on with BHIA.
 - I. ROWs – Town continues working on with Pare engineering involved.
 - J. Fales Rd ROW Marker – Gregg M continues work on with DPW.
 - K. 5 MPH sign – Bob Hamel to update in Nov.
- 5. Breakwater Study Committee - Steve Janaurio to update need continues working on.
 - 6. Ferry Rd Signage –. Kevin Cute is following and anticipates we'll have soon.
 - 7. Maritime Festival on Aug 13 – net was approximately \$9K and will be used in park upgrade
 - 8. Open discussion for the Public – None.

Adjournment



**MINUTES OF A MEETING OF THE TOWN OF
BRISTOL HOUSING AUTHORITY**

A meeting of the Board of Commissioners of the Town of Bristol Housing Authority was held on September 15, 2022. The Chairman called the meeting to order at 10:10 a.m. and upon roll call those answering Present were as follows:

PRESENT	ABSENT
John E. Faria, Chairman	None
Raymond Cordeiro, Vice Chairman	
Helen C. Barboza, Commissioner	
Edward J. Correia, Commissioner	
Pasquale D'Alessio, Commissioner	
Candace Pansa, Executive Director	

The Chairman led in reciting the Pledge of Allegiance.

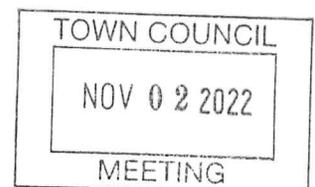
A motion was made by Commissioner Correia and seconded by Commissioner D'Alessio to dispense with the reading of the minutes of June 9, 2022, meeting. Upon roll call those answering Aye and Nay were as follows:

AYE	NAY
John E. Faria	None
Raymond Cordeiro	
Helen C. Barboza	
Edward J. Correia	
Pasquale D'Alessio	

The Executive Director presented to the Board the Federal Labor Standards Monitoring Report which was accepted.

The Maintenance Supervisor reported that one apartment was being worked on and three more would be coming up. Other jobs being worked on are pressure washing mold, landscaping, painting, replacing hand rails and other everyday tasks. Commissioner Correia asked if it would be possible to replace top loading washing machines with front loaders. The office is looking into perhaps replacing a couple in each laundry room. The Supervisor also reported that work on the water problem in "D" bldg. will begin on Monday and last for three or four days. Rhode Island Energy will be doing the electrical work but the Authority is responsible for the work to be done in the building.

The Director presented the investment report and snapshot of income and expenses of June, July and August. Commissioner Correia questioned charging the residents for light bulbs. Mrs. Pansa explained that the charge is mandated by HUD. The report was accepted by the Board.



The Executive Director presented the Capital Fund expenditure of \$34,300 is for architectural services for roof work. The project will be going out to bid and work will be done in the Spring.

An employee issue was brought up to the Board and the Chairman reclused himself from the discussion.

Mrs. Pansa reported that bids have been sent out for painting of apartments when they are rehabbed. The issue of charging stations for electric vehicles was brought up by a tenant. After some discussion as to cost, it was decided to review this at a later time.

The Chairman then introduced the following Resolutions:

RESOLUTION 2022-7
Resolution to Award Contract for Legal Services
 (see attached Resolution)

Mrs. Pansa explained there was only response which was from the current attorney. Commissioner Barboza made a motion to accept the bid from Marcus Law LLC and Commissioner Correia seconded the motion and upon roll call those answering Aye and Nay were as follows:

AYE	NAY
John E. Faria	None
Raymond Cordeiro	
Helen C. Barboza	
Edward J. Correia	
Pasquale D'Alessio	

Thereupon, the Chairman declared Resolution 2022-7 adopted.

RESOLUTION 2022-8
Resolution to Establish Designated Smoking Areas
 (see attached Resolution)

After a brief discussion, Commissioner Correia made a motion to accept the Resolution and Commissioner D'Alessio seconded the motion and upon roll call those answering Aye and Nay were as follows:

AYE	NAY
John E. Faria	None
Raymond Cordeiro	
Helen C. Barboza	
Edward J. Correia	
Pasquale D'Alessio	

Thereupon, the Chairman declared Resolution 2022-8

RESOLUTION 2022-9
Resolution to Implement the Proposed Utility Allowances for the
Housing Choice Voucher Program FY 2022
 (see attached Resolution)

Mrs. Pansa explained the proposed utility charges and Commissioner Barboza made a motion to accept the Resolution and Commissioner Correia seconded the motion and upon roll call those answering Aye and Nay were as follows:

	AYE	None	NAY
John E. Faria			
Raymond Cordeiro			
Helen C. Barboza			
Edward J. Correia			
Pasquale D'Alessio			

Thereupon, the Chairman declared Resolution 2022-9 adopted.

Mrs. Pansa reported there would be Commissioner training in October, a date to be determined.

The next meeting will be held on Thursday, October 13, 2022, at 10:00 a.m. There being no further business to come before the Board, upon motion duly made and seconded, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,



Theresa Simmons
Recording Secretary



TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

2022 OCT 14 PM 3:04

TOWN OF BRISTOL
CONSERVATION COMMISSION

Department of Community Development
235 High Street, Bristol, Rhode Island

Tuesday, September 6, 2022 @ 5:30 p.m.

SEPTEMBER 2022 MEETING MINUTES

Members Present:

Tony Morettini
Ray Payson
Lindsay Green
Craig Fisher
Glenn Donovan
Lee Ann Freitas
Jay Maciel

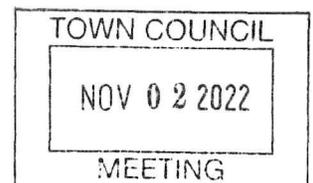
Staff Present:

Ed Tanner

The meeting was called to order by Chairman Morettini at 5:34 p.m.

1. Minutes: A motion to approve the July minutes was made by Mr. Fisher and seconded by Mr. Payson. Vote: 7-0.
2. Tree Program: Mr. Morettini and Mr. Tanner reported that Forest Metrix is being explored as a replacement for the Town's tree inventory app. Mr. Fisher asked if the current tree information could be transferred to the new app to which Mr. Tanner replied yes. Next, there was discussion regarding a request from Town Administer Steven Contente for the Conservation Commission, acting as Tree Commission, to develop a Tree Management Plan. It was agreed that addressing the Tree Management Plan was a high priority, and Mr. Morettini said he will inform Town Administrator Contente of our position to prioritize this and continue with our efforts in creating this document. Mr. Morettini then presented a request from Tree Warden Steven Saracino asking the Tree Commission to weigh in on a request from residents of 28 & 29 Terrace Drive to remove four Town trees from in front of their properties. After considerable discussion, Mr. Morettini made a motion to send a correspondence to Tree Warden Saracino with our recommendation to keep the trees, citing: 1. that they are healthy and their removal would be contrary to our practice of preserving trees, 2. that he can prune as is appropriate and prudent, and 3. by noting the ecological benefits the trees provide. Mr. Payson seconded the motion and it passed unanimously by a vote of 7-0.
3. Pollinator Garden Initiative: Means of regenerating the pollinator garden at the Perry-Tavares Farm were discussed. Ms. Freitas mentioned native plant xeriscaping, as well as the benefits to using rhododendrons. Mr. Tanner said that Seraphin DaPonte offered plants from his inventory to replace the ones his company unwittingly mowed, and asked that Ms. Freitas contact him to act on this. Next, an educational element or workshop for the pollinator garden was discussed, possibly in conjunction with Guiteras School or Thrive Outside. Ms. Freitas suggested how to manage winter gardens for pollinators as an appropriate topic. Lastly, Mr. Morettini mentioned the likelihood of a pollinator garden being installed at the end of Hillside Avenue.

continued





*TOWN OF BRISTOL
CONSERVATION COMMISSION*

*Department of Community Development
235 High Street, Bristol, Rhode Island*

Tuesday, September 6, 2022 @ 5:30 p.m.

SEPTEMBER 2022 MEETING MINUTES, continued

4. Fertilizer Initiative: Mr. Morettini said he regularly refills four kiosks around town with Healthy Yards/Healthy Waters flyers when they empty out.
5. Community Energy Aggregation: Mr. Morettini reported that the Town Council unanimously voted to create an RFP to hire a consulting company to proceed with the effort to pursue a Consolidated Energy Aggregation program for the Town of Bristol in its August 24th meeting. Mr. Morettini said he spoke in favor of energy aggregation at that meeting, representing the Conservation Commission and conveying our recommendation to the Town Council that they explore an energy aggregation agreement for the Town.
6. Town Beach Water Supply for Trees: Mr. Payson raised a situation at the Town Beach where some trees are in sad shape, stating that there should be as much emphasis on watering as there is on planting. Mr. Tanner suggested talking to Parks and Recreation Director Warren Rensehausen about how to better water these trees.
7. Announcements/Around the Room: Ms. Green announced that a pollinator habitat workshop offered as a collaboration between RI DEM and the Xerces Society will be held on October 6 at URI. Ms. Freitas announced she will be leading a talk on September 15 at Roger Williams Park on an ecosystems approach and the use of plants for stormwater management. Mr. Maciel provided a recap of the annual RI Land and Water Conservation Summit he attended in July, noting workshops he attended on land stewardship, climate resiliency financing paneled in part by Councilman Aaron Ley, and protecting municipally owned conservation land.
8. The next Conservation Commission meeting will be held on Tuesday, October 4, 2022.
9. A motion to adjourn the meeting was made by Mr. Payson, seconded by Mr. Fisher, and the meeting ended at 7:09 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jay Maciel". The signature is written in a cursive, flowing style.

Jay Maciel

**ROGERS FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
APPROVED**

Rogers Free Library
525 Hope Street
Bristol, RI 02809
6:30 p.m.
Sep 15, 2022

Present:

Jackie Katz
Ruth Souto
Beverly Larson
Samantha Faria
Al Wroblewski
Beverly Larson
Laura Cabral
Dawn Jenkin, Director

Absent:

David Swanson

1. CALL TO ORDER/ATTENDANCE/ROLL CALL FOR QUORUM

Jackie Katz called the meeting to order at 6:30pm, and noted that there was a quorum.

2. EXECUTIVE SESSION - Pursuant to R.I. Gen. Laws § 42-46-5(a)(1), Rhode Island's Open Meetings Act

- Personnel Issue

Beverly Larson made a motion to enter Executive Session; seconded by Ruth Souto. Entered Executive Session at 6:30pm.

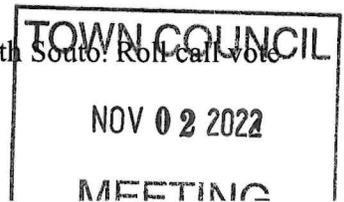
Ruth Souto made a motion to exit Executive Session; seconded by Beverly Larson. Executive Session ended at 7:41pm

Ruth Souto made a motion to ask the Friends for funding to purchase security cameras for the courtyard (up to \$1,000) for equipment and ongoing expenses for the eminent security of our staff. Beverly Larson seconded: Roll call vote unanimous in favor, motion carries.

Beverly Larson made a motion to extend two comp days to Dawn to use at her discretion (full or part days) for up to 15 hours to compensate her for the extra hours she worked recently. Seconded by Ruth Souto. Roll call vote unanimous in favor, motion carries.

3. REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING

Al Wroblewski made a motion to approve the August 18, 2022 minutes; seconded by Ruth Souto: Roll call vote - unanimous in favor, motion carries.



4. CHAIR REPORT

Nothing new to report.

5. LIBRARY DIRECTOR REPORT

First database Dawn would like to propose is Newsbank.

Discussion about youth behavior in the library: Dawn is working collaboratively with the schools, elementary and KMS students to handle it and offer positive reinforcement when appropriate.

Two chromebooks have not been returned (both worth \$400.00). RFL needs to consider how to pursue this issue Options include: Follow up with collection agency, write off the loss, block patrons from borrowing future materials, etc. A circulation policy detailing this needs to be developed.

Friends are paying for digitalization of the Bristol Phoenix - Dawn is looking into what this will look like in the future.

Brief discussion regarding possibly two new policies: 1) dogs (animals) in the library 2) circulation limits for special circumstances

Dawn will soon be elected chair of the New England Intellectual Freedom Committee.

State report: A waiver has been submitted for the Strategic Plan. Early data shows a dramatic increase in circulation and a drop in database usage.

Room use policy: Decision not to allow “for profit” groups to use available library space for the first year.

HVAC was a preliminary report - our situation may not be as eminently dire, but we plan to have all units evaluated so when we have a capital fund meeting we will have a plan for replacement/repair.

Three applicants for the Assistant Director position with 1 week left; there are a few options as this position is restructured. Recommendation for Trustees to be involved in the hiring process. Job posting will be posted in a few more places for more online attention.

Dawn should have necessary info from the Town of Bristol on Friday, September 16, so Dawn can submit Grant in Aid Application for Monday, September 19, 2022.

6. FINANCIAL REPORT – Discuss and Vote

Votes on financial reports tabled until the October meeting.

7. OLD BUSINESS

Roof Repair Update

New Trustee Search Committee

1 candidate has applied thus far - posting is in the Bristol Phoenix next week.

Position was posted in Sept; plan to interview in Oct/November and plan to give the Town Council a recommendation in November/December for their agenda and for the new Trustee to start January 1, 2023.

8. NEW BUSINESS

Liaison Reports

Friends of RFL – Ruth Souto

“Schedule of limits” approach to Friends Funding is a sign of progress. Structure limits/funding categories have been established; Trustees agree with the document in concept, but matters of “case by case basis” will come before the Trustees before going to the Friends.

Discussion of marketing - potential for funding of part-time marketing help.

Friends Letter: Peter Maloney asked Dawn to send a letter to the staff about Friends Funded programs

Grant Oversight Committee – Laura Cabral

Nothing new to report since last meeting.

Policy Committee Report – Discuss and Vote

Collection Development Policy

Received no comments on the policy posted online.

Beverly Larson made a motion to approve the proposed Material Selection Policy that has been posted for the requisite period of time on the RFL website; seconded by Samantha Faria; Roll call vote – all in favor, motion carries.

Strategic Planning Committee

ESC Update: Dawn emailed Lynn Post on August 18th, 2022; made plans to connect after September 1, then followed up on September 8th asking to meet and still no response - RFL has applied for a waiver to OLIS.

Adopting the American Library Association statement of Intellectual Freedom – Discuss and Vote

Recommendation was made to post the ALA statement of Intellectual Freedom on the RFL website. No need to vote because the state of Rhode Island requires this information be posted online.

9. MEMBER PREROGATIVES

10. PUBLIC COMMENT

No public comments were made.

11. NEXT MEETING DATE: October 20, 2022

12. ADJOURN

Beverly Larson made a motion to adjourn; seconded by Ruth Souto; Roll call vote – all in favor, motion carries. Meeting adjourned at 8:58pm.

Respectfully Submitted,

Laura Cabral

Secretary

Rogers Free Library Board of Trustees

MEMORANDUM

To: THE HONORABLE TOWN COUNCIL
 From: Michelle DiMeo, Tax Assessor/Collector
 Date: October 24, 2022
 Subject: Recommended Abatements & Additions for November 2, 2022 meeting

Attached is a list of Abatements & Additions for November 2022

	Abatements	Additions
Motor Vehicles	\$ 0.00	\$ 0.00
Real Estate	\$ 173.06	\$ 0.00
Sewer Fees	\$ 3,154.00	\$ 0.00
Sewer Assessment	\$ 0.00	\$ 0.00
Tangibles	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Total	\$ 3,327.06	\$ 0.00

Net Adjustment: -\$3,327.06

Year to Date Total Abatements & Additions: -\$20,597.52

Respectfully,



Michelle DiMeo
 Tax Assessor/Collector

TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND
 2022 OCT 24 PM 3:18

TOWN COUNCIL
 NOV 02 2022
 MEETING

DATE: November 2, 2022									
ABATEMENTS									
MOTOR VEHICLES									
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT	REASON FOR ABATEMENT			
		MV	2020	\$ 17.35					
		MV	2021	\$ 17.35					
		MV	2015	\$ 17.35					
		MV	2016	\$ 17.35					
TOTAL MV ABATEMENTS					\$ -				
ABATEMENTS									
REAL ESTATE									
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT	REASON FOR ABATEMENT			
04-0711-23	Deblois, Armand J III	RE	2022	\$ 13.00	\$ 137.80	Appeal #22-027			
50-0070-79	Holstein, Kenneth	RE	2021	\$ 14.38	\$ 28.76	Appeal #22-028			
50-0070-79	Holstein, Kenneth	RE	2022	\$ 13.00	\$ 6.50	Appeal #22-029			
		RE	2022	\$ 13.00					
		RE	2022	\$ 13.00					
TOTAL RE ABATEMENTS					\$ 173.06				
ABATEMENTS									
SEWER FEES									
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT	REASON FOR ABATEMENT			
50-0012-67	Conley, Claudia	SU	2022	\$ 580.00	\$ 580.00	Not connected to sewer			
50-0012-67	Conley, Claudia	SU	2021	\$ 571.00	\$ 571.00	Not connected to sewer			
50-0012-67	Conley, Claudia	SU	2020	\$ 530.00	\$ 530.00	Not connected to sewer			
50-0012-67	Conley, Claudia	SU	2019	\$ 521.00	\$ 521.00	Not connected to sewer			
50-0012-67	Conley, Claudia	SU	2018	\$ 483.00	\$ 483.00	Not connected to sewer			
50-0012-67	Conley, Claudia	SU	2017	\$ 469.00	\$ 469.00	Not connected to sewer			
TOTAL SEWER ABATEMENTS					\$ 3,154.00				
ABATEMENTS									

SEWER ASSESSMENT		TYPE	YEAR	RATE	AMOUNT	REASON FOR ADDITION
ACCOUNT#	NAME					
		SA	2020	\$ 302.98		
		SA	2019	\$ 302.98		
		SA	2018	\$ 302.98		
TOTAL SEWER ABATEMENTS					\$ -	
ABATEMENTS						
TANGIBLE	ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT
			Tang	2022	\$ 13.00	
			Tang	2022	\$ 13.00	
			Tang	2017	\$ 14.92	
			Tang	2016	\$ 14.77	
			Tang	2015	\$ 14.03	
TOTAL TANGIBLE ABATEMENTS					\$ -	
TOTAL ABATEMENTS					\$ 3,327.06	
ADDITIONS						
MOTOR VEHICLES	ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT
			MV	2020	\$ 17.35	
			MV	2021	\$ 17.35	
			MV	2020	\$ 17.35	
			MV	2019	\$ 17.35	
TOTAL MV ADDITIONS					\$ -	
ADDITIONS						
REAL ESTATE	ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT

	RE	2022	\$	13.00	
	RE	2021	\$	14.38	
	RE	2020	\$	14.07	
	RE	2019	\$	13.72	
	TOTAL RE ADDITIONS				\$ -
ADDITIONS					
SEWER FEES					
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT
					REASON FOR ADDITION
		SU	2020	\$ 530.00	
		SU	2018	\$ 483.00	
		SU	2017	\$ 469.00	
	TOTAL SEWER ADDITIONS				\$ -
ADDITIONS					
SEWER ASSESSMENT					
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT
					REASON FOR ADDITION
		SA	2019	\$ 302.98	
		SA	2018	\$ 302.98	
		SA	2017	\$ 302.98	
	TOTAL SEWER ADDITIONS				\$ -
ADDITIONS					
TANGIBLE					
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT
					REASON FOR ADDITION
		TANG	2021	\$ 14.38	
		TANG	2018	\$ 15.38	
		TANG	2018	\$ 15.38	
	TOTAL TANGIBLE ADDITIONS				\$ -
ADDITIONS					
TOTAL ADDITIONS					\$ -
TOTAL ABATEMENTS & ADDITIONS					\$ (3,327.06)

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Revenue						
1001 400 33501 1000 State PILOT Funding	1,340,127.00	0.00	0.00	1,408,285.01	68,158.01	(105.09)%
1001 400 33502 1000 Public Service Corporation Tax	263,739.00	0.00	0.00	273,410.07	9,671.07	(103.67)%
1001 400 33503 1000 Meals & Beverage Tax	578,357.00	0.00	0.00	215,675.74	(362,681.26)	(37.29)%
1001 400 33504 1000 Hotel Tax	79,822.00	0.00	0.00	35,673.24	(44,148.76)	(44.69)%
1001 400 33505 1000 M/V Excise Tax Reimbursement	1,495,720.00	0.00	0.00	0.00	(1,495,720.00)	0.00%
1001 400 33506 1000 M/V Phase-Out Tax	109,436.00	0.00	0.00	0.00	(109,436.00)	0.00%
1001 400 33507 1000 Library Grant-In Aid	197,714.00	0.00	0.00	0.00	(197,714.00)	0.00%
1001 400 33901 1000 PILOT-Bristol Assisted Living	48,774.00	0.00	0.00	12,193.60	(36,580.40)	(25.00)%
1001 400 33902 1000 PILOT-Living East Bay	27,360.00	0.00	0.00	8,306.88	(19,053.12)	(30.36)%
1001 400 33903 1000 PILOT-East Bay CDC	3,393.00	0.00	0.00	0.00	(3,393.00)	0.00%
1001 400 33905 1000 PILOT-Roger Williams University	371,478.00	0.00	0.00	0.00	(371,478.00)	0.00%
1001 400 33907 1000 PILOT-Bristol Housing Authority	69,610.00	0.00	0.00	17,712.89	(51,897.11)	(25.45)%
1001 400 33908 1000 PILOT-Gladding Property	4,574.00	0.00	0.00	2,353.32	(2,220.68)	(51.45)%
2009 400 39500 1000 Revenue	0.00	0.00	0.00	27,744.90	27,744.90	0.00%
2020 400 39500 1000 Revenue	0.00	0.00	0.00	50.00	50.00	0.00%
2052 400 39500 1000 Revenue	0.00	0.00	0.00	1,400.00	1,400.00	0.00%
2065 400 39500 1000 Revenue- Opioid	0.00	0.00	0.00	8,826.41	8,826.41	0.00%
3039 400 39500 1000 Revenue	0.00	0.00	0.00	3,275,271.50	3,275,271.50	0.00%
3093 400 39500 1000 Revenue	0.00	0.00	0.00	552,268.63	552,268.63	0.00%
Total Revenues	4,590,104.00	0.00	0.00	5,839,172.19	1,249,068.19	(127.21)%
Expenditures						
Expenditures Expenditures	0.00	0.00	0.00	64,350.00	(64,350.00)	0.00%
1001 400 49500 1000 Expenditures	0.00	0.00	0.00	64,350.00	(64,350.00)	0.00%
Capital Improvements Capital Improvements	0.00	0.00	0.00	64,350.00	64,350.00	0.00%
Excess Revenue Over (Under) Expenditures	4,590,104.00	0.00	0.00	5,774,822.19	1,313,418.19	(125.81)%
Revenue						
Expenditures						
Expenditures Expenditures	35,035.00	0.00	0.00	9,895.14	25,139.86	28.24%
1001 401 41100 1000 Salaries	35,035.00	0.00	0.00	9,895.14	25,139.86	28.24%
Salaries Salaries	2,680.00	0.00	0.00	741.69	1,938.31	27.68%
1001 401 42200 1000 Payroll Taxes	2,680.00	0.00	0.00	741.69	1,938.31	27.68%
Employer Payroll Taxes Employer Payroll Taxes	6,500.00	0.00	0.00	2,585.60	3,914.40	39.78%
1001 401 43311 1000 Code Supplements	0.00	0.00	0.00	2,000.00	(2,000.00)	0.00%
1001 401 43312 1000 Docket Scanning	10,000.00	0.00	0.00	2,750.00	7,250.00	27.50%
1001 401 43313 1000 Public Media	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
1001 401 43400 1000 IT & Support	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
1001 401 43410 1000 Annual Audit	48,500.00	0.00	0.00	7,335.60	41,164.40	15.12%
Professional Services Professional Services	500.00	0.00	0.00	0.00	500.00	0.00%
1001 401 46020 1000 Inaugural	500.00	0.00	0.00	0.00	500.00	0.00%
Supplies Supplies	500.00	0.00	0.00	0.00	500.00	0.00%
Excess Revenue Over (Under) Expenditures	(86,715.00)	0.00	0.00	(17,972.43)	(68,742.57)	(20.73)%
Revenue						
Expenditures						
Expenditures Expenditures	(86,715.00)	0.00	0.00	(17,972.43)	(68,742.57)	(20.73)%

TOWN COUNCIL

NOV 02 2022

MEETING

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Expenditures Expenditures						
1001 402 41100 1000 Salaries	175,131.00	0.00	0.00	47,573.68	127,557.32	27.16%
Salaries Salaries	175,131.00	0.00	0.00	47,573.68	127,557.32	27.16%
1001 402 42101 1000 Medical Insurance	6,900.00	0.00	0.00	1,404.20	5,495.80	20.35%
1001 402 42102 1000 Dental Insurance	0.00	0.00	0.00	864.38	(864.38)	0.00%
Medical Benefits Medical Benefits	6,900.00	0.00	0.00	2,268.58	4,631.42	32.88%
1001 402 42200 1000 Payroll Taxes	13,398.00	0.00	0.00	3,699.48	9,698.52	27.61%
Employer Payroll Taxes Employer Payroll Taxes	13,398.00	0.00	0.00	3,699.48	9,698.52	27.61%
1001 402 42301 1000 Defined Contribution-TIAA	768.00	0.00	0.00	184.52	583.48	24.03%
1001 402 42302 1000 Defined Benefit-ERSRI	9,301.00	0.00	0.00	2,544.00	6,757.00	27.35%
Employer Retires Contributions Employer Retires Contributions	10,069.00	0.00	0.00	2,728.52	7,340.48	27.10%
1001 402 45900 1000 Operating	1,200.00	0.00	0.00	251.00	949.00	20.92%
Operating Operating	1,200.00	0.00	0.00	251.00	949.00	20.92%
1001 402 46260 1000 Vehicle Fuel	1,000.00	0.00	0.00	114.32	885.68	11.43%
Utilities Utilities	1,000.00	0.00	0.00	114.32	885.68	11.43%
	(207,698.00)	0.00	0.00	(56,635.58)	(151,062.42)	(27.27)%
Excess Revenue Over (Under) Expenditures	(207,698.00)	0.00	0.00	(56,635.58)	(151,062.42)	(27.27)%
Revenue						
1001 403 32000 1000 Licenses & Permits	700,000.00	0.00	0.00	351,064.76	(348,935.24)	(50.15)%
2078 403 39500 1000 Revenue	0.00	0.00	0.00	918.40	918.40	0.00%
2080 403 39500 1000 Revenue	0.00	0.00	0.00	5,000.30	5,000.30	0.00%
Total Revenues	700,000.00	0.00	0.00	356,983.46	(343,016.54)	(51.00)%
Expenditures						
Expenditures Expenditures						
1001 403 41100 1000 Salaries	349,486.00	0.00	0.00	89,549.36	259,936.64	25.62%
Salaries Salaries	349,486.00	0.00	0.00	89,549.36	259,936.64	25.62%
1001 403 42101 1000 Medical Insurance	86,147.00	0.00	0.00	23,501.57	62,645.43	27.28%
1001 403 42102 1000 Dental Insurance	4,262.00	0.00	0.00	649.56	3,612.44	15.24%
Medical Benefits Medical Benefits	90,409.00	0.00	0.00	24,151.13	66,257.87	26.71%
1001 403 42200 1000 Payroll Taxes	26,736.00	0.00	0.00	6,374.84	20,361.16	23.84%
Employer Payroll Taxes Employer Payroll Taxes	26,736.00	0.00	0.00	6,374.84	20,361.16	23.84%
1001 403 42301 1000 Defined Contribution-TIAA	3,495.00	0.00	0.00	886.50	2,608.50	25.36%
1001 403 42302 1000 Defined Benefit-ERSRI	52,912.00	0.00	0.00	13,411.16	39,500.84	25.35%
Employer Retires Contributions Employer Retires Contributions	56,407.00	0.00	0.00	14,297.66	42,109.34	25.35%
1001 403 43321 1000 Land Evidence	22,000.00	0.00	0.00	4,541.60	17,458.40	20.64%
1001 403 43322 1000 Probate & Microfilming	400.00	0.00	0.00	0.00	400.00	0.00%
1001 403 43323 1000 Records Restoration	5,000.00	0.00	0.00	1,611.00	3,389.00	32.22%
Professional Services Professional Services	27,400.00	0.00	0.00	6,152.60	21,247.40	22.45%
	(550,438.00)	0.00	0.00	(140,525.59)	(409,912.41)	(25.53)%
Excess Revenue Over (Under) Expenditures	149,562.00	0.00	0.00	216,457.87	(752,928.95)	(144.73)%
Revenue						
Expenditures						
Expenditures Expenditures						
1001 404 43430 1000 Court Costs	500.00	0.00	0.00	0.00	500.00	0.00%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Professional Services Professional Services	500.00	0.00	0.00	0.00	500.00	0.00%
	<u>(500.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(500.00)</u>	<u>0.00%</u>
Excess Revenue Over (Under) Expenditures	(500.00)	0.00	0.00	0.00	(500.00)	0.00%
Revenue						
Expenditures						
Expenditures Expenditures						
1001 406 41100 1000 Salaries	3,500.00	0.00	0.00	0.00	3,500.00	0.00%
1001 406 41101 1000 Salaries-Elections	35,500.00	0.00	0.00	7,502.50	27,997.50	21.13%
Salaries Salaries	39,000.00	0.00	0.00	7,502.50	31,497.50	19.24%
1001 406 42200 1000 Payroll Taxes	268.00	0.00	0.00	0.00	268.00	0.00%
Employer Payroll Taxes Employer Payroll Taxes	268.00	0.00	0.00	0.00	268.00	0.00%
1001 406 44320 1000 Redistricting	23,000.00	0.00	0.00	22,999.52	0.48	100.00%
Maintenance Maintenance	23,000.00	0.00	0.00	22,999.52	0.48	100.00%
	(62,268.00)	0.00	0.00	(30,502.02)	(31,765.98)	(48.99)%
Excess Revenue Over (Under) Expenditures	(62,268.00)	0.00	0.00	(30,502.02)	(31,765.98)	(48.99)%
Revenue						
Expenditures						
Expenditures Expenditures						
1001 407 41100 1000 Salaries	16,821.00	0.00	0.00	4,780.25	12,040.75	28.42%
1001 407 41150 1000 Detail Wages	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
Salaries Salaries	18,821.00	0.00	0.00	4,780.25	14,040.75	25.40%
1001 407 42200 1000 Payroll Taxes	1,287.00	0.00	0.00	310.83	976.17	24.15%
Employer Payroll Taxes Employer Payroll Taxes	1,287.00	0.00	0.00	310.83	976.17	24.15%
1001 407 42301 1000 Defined Contribution-TIAA	0.00	0.00	0.00	10.58	(10.58)	0.00%
1001 407 42302 1000 Defined Benefit-ERSRI	0.00	0.00	0.00	158.69	(158.69)	0.00%
Employer Retires Contributions Employer Retires Contributions	0.00	0.00	0.00	169.27	(169.27)	0.00%
1001 407 46000 1000 Supplies	500.00	0.00	0.00	27.27	472.73	5.45%
Supplies Supplies	500.00	0.00	0.00	27.27	472.73	5.45%
1001 407 45900 1000 Operating	15,500.00	0.00	0.00	0.00	15,500.00	0.00%
Operating Operating	15,500.00	0.00	0.00	0.00	15,500.00	0.00%
	(36,108.00)	0.00	0.00	(5,287.62)	(30,820.38)	(14.64)%
Excess Revenue Over (Under) Expenditures	(36,108.00)	0.00	0.00	(5,287.62)	(30,820.38)	(14.64)%
Revenue						
1001 501 31102 2002 Property Taxes: Prior Years	0.00	0.00	0.00	763.39	763.39	0.00%
1001 501 31115 2015 Property Taxes: 2014-2015	0.00	0.00	0.00	640.20	640.20	0.00%
1001 501 31116 2016 Property Taxes: 2015-2016	0.00	0.00	0.00	481.34	481.34	0.00%
1001 501 31117 2017 Property Taxes: 2016-2017	0.00	0.00	0.00	239.94	239.94	0.00%
1001 501 31118 2018 Property Taxes: 2017-2018	0.00	0.00	0.00	353.28	353.28	0.00%
1001 501 31119 2019 Property Taxes: 2018-2019	0.00	0.00	0.00	7,253.59	7,253.59	0.00%
1001 501 31120 2020 Property Taxes: 2019-2020	0.00	0.00	0.00	2,375.04	2,375.04	0.00%
1001 501 31121 2021 Property Taxes: 2020-2021	0.00	0.00	0.00	152,077.46	152,077.46	0.00%
1001 501 31122 2022 Property Taxes: 2021-2022	0.00	0.00	0.00	664,063.52	664,063.52	0.00%
1001 501 31123 2023 Property Taxes: 2022-2023	0.00	0.00	0.00	15,842,484.68	(31,323,759.32)	(33.59)%
1001 501 31900 1000 Penalties & Interest on Delinquent Taxes	47,166,244.00	0.00	0.00	86,101.26	(223,898.74)	(27.77)%
	310,000.00	0.00	0.00	0.00	(223,898.74)	(72.24)%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
1001 501 34001 1000 Municipal Lien Certificates	0.00	0.00	0.00	3,100.00	3,100.00	0.00%
Total Revenues	47,476,244.00	0.00	0.00	16,759,933.70	(30,716,310.30)	(35.30)%
Expenditures						
Expenditures Expenditures						
1001 501 41100 1000 Salaries	536,180.00	0.00	0.00	132,210.05	403,969.95	24.66%
Salaries Salaries	536,180.00	0.00	0.00	132,210.05	403,969.95	24.66%
1001 501 41300 1000 Overtime	1,000.00	0.00	0.00	0.56	999.44	0.06%
Overtime Overtime	1,000.00	0.00	0.00	0.56	999.44	0.06%
1001 501 42101 1000 Medical Insurance	117,990.00	0.00	0.00	29,536.18	88,453.82	25.03%
Medical Insurance	117,990.00	0.00	0.00	29,536.18	88,453.82	25.03%
1001 501 42102 1000 Dental Insurance	6,923.00	0.00	0.00	2,037.21	4,885.79	29.43%
Dental Insurance	6,923.00	0.00	0.00	2,037.21	4,885.79	29.43%
Medical Benefits Medical Benefits	124,913.00	0.00	0.00	31,573.39	93,339.61	25.28%
1001 501 42200 1000 Payroll Taxes	41,094.00	0.00	0.00	14,401.35	26,692.65	35.04%
Payroll Taxes	41,094.00	0.00	0.00	14,401.35	26,692.65	35.04%
Employer Payroll Taxes Employer Payroll Taxes	41,094.00	0.00	0.00	14,401.35	26,692.65	35.04%
1001 501 42301 1000 Defined Contribution-TIAA	5,730.00	0.00	0.00	1,279.68	4,450.32	22.33%
Defined Contribution-TIAA	5,730.00	0.00	0.00	1,279.68	4,450.32	22.33%
1001 501 42302 1000 Defined Benefit-ERSRI	80,905.00	0.00	0.00	18,321.70	62,583.30	22.65%
Defined Benefit-ERSRI	80,905.00	0.00	0.00	18,321.70	62,583.30	22.65%
Employer Retirees Contributions Employer Retirees	86,635.00	0.00	0.00	19,601.38	67,033.62	22.63%
Contributions	86,635.00	0.00	0.00	19,601.38	67,033.62	22.63%
1001 501 43400 1000 IT & Support	95,850.00	0.00	0.00	31,698.26	64,151.74	33.07%
IT & Support	95,850.00	0.00	0.00	31,698.26	64,151.74	33.07%
1001 501 43450 1000 Revaluation	65,000.00	0.00	0.00	0.00	65,000.00	0.00%
Revaluation	65,000.00	0.00	0.00	0.00	65,000.00	0.00%
4160 501 43490 3000 Engraving/Bronzing: Cremation	0.00	0.00	0.00	(2,054.34)	2,054.34	0.00%
Engraving/Bronzing: Cremation	0.00	0.00	0.00	(2,054.34)	2,054.34	0.00%
Garden						
4160 501 44000 1000 Superintendent Services	0.00	0.00	0.00	5,200.00	(5,200.00)	0.00%
Superintendent Services	0.00	0.00	0.00	5,200.00	(5,200.00)	0.00%
4160 501 44200 1000 Grounds Maintenance	0.00	0.00	0.00	26,240.00	(26,240.00)	0.00%
Grounds Maintenance	0.00	0.00	0.00	26,240.00	(26,240.00)	0.00%
4160 501 44201 1000 Additional Grounds Services: NBG	0.00	0.00	0.00	14,732.00	(14,732.00)	0.00%
Additional Grounds Services: NBG	0.00	0.00	0.00	14,732.00	(14,732.00)	0.00%
4160 501 44201 3000 Additional Grounds Services:	0.00	0.00	0.00	2,414.10	(2,414.10)	0.00%
Additional Grounds Services:	0.00	0.00	0.00	2,414.10	(2,414.10)	0.00%
Cremation Garden						
Professional Services Professional Services	160,850.00	0.00	0.00	78,230.02	82,619.98	48.64%
Professional Services	160,850.00	0.00	0.00	78,230.02	82,619.98	48.64%
4160 501 44300 1000 Repairs & Maintenance: NBG	0.00	0.00	0.00	21,560.00	(21,560.00)	0.00%
Repairs & Maintenance: NBG	0.00	0.00	0.00	21,560.00	(21,560.00)	0.00%
4160 501 44300 3000 Repairs & Maintenance: Cremation	0.00	0.00	0.00	259.00	(259.00)	0.00%
Repairs & Maintenance: Cremation	0.00	0.00	0.00	259.00	(259.00)	0.00%
Garden						
Maintenance Maintenance	0.00	0.00	0.00	21,819.00	(21,819.00)	0.00%
Maintenance	0.00	0.00	0.00	21,819.00	(21,819.00)	0.00%
1001 501 46000 1000 Supplies	1,600.00	0.00	0.00	998.76	601.24	62.42%
Supplies	1,600.00	0.00	0.00	998.76	601.24	62.42%
4160 501 46100 1000 Foundations/Markers	0.00	0.00	0.00	3,863.33	(3,863.33)	0.00%
Foundations/Markers	0.00	0.00	0.00	3,863.33	(3,863.33)	0.00%
Supplies Supplies	1,600.00	0.00	0.00	4,862.09	(3,262.09)	303.88%
Supplies	1,600.00	0.00	0.00	4,862.09	(3,262.09)	303.88%
	(952,272.00)	0.00	0.00	(302,697.84)	(649,574.16)	(31.79)%
Excess Revenue Over (Under) Expenditures	46,523,972.00	0.00	0.00	16,457,235.86	(31,365,884.46)	(35.37)%
Revenue						
Expenditures						
Expenditures Expenditures						
1001 503 42100 1000 Retiree Medical & Dental	670,000.00	0.00	0.00	127,625.67	542,374.33	19.05%
Retiree Medical & Dental	670,000.00	0.00	0.00	127,625.67	542,374.33	19.05%
1001 503 42103 1000 Life Insurance	130,000.00	0.00	0.00	134,214.57	(4,214.57)	103.24%
Life Insurance	130,000.00	0.00	0.00	134,214.57	(4,214.57)	103.24%
Medical Benefits Medical Benefits	800,000.00	0.00	0.00	261,840.24	538,159.76	32.73%
Medical Benefits	800,000.00	0.00	0.00	261,840.24	538,159.76	32.73%
1001 503 45201 1000 Insurance	849,500.00	0.00	0.00	1,183,376.00	(333,876.00)	139.30%
Insurance	849,500.00	0.00	0.00	1,183,376.00	(333,876.00)	139.30%
1001 503 45202 1000 Insurance Claims	40,000.00	0.00	0.00	51,855.05	(11,855.05)	129.64%
Insurance Claims	40,000.00	0.00	0.00	51,855.05	(11,855.05)	129.64%
Insurance Insurance	889,500.00	0.00	0.00	1,235,231.05	(345,731.05)	138.87%
Insurance	889,500.00	0.00	0.00	1,235,231.05	(345,731.05)	138.87%
	(1,689,500.00)	0.00	0.00	(1,497,071.29)	(192,428.71)	(88.61)%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Excess Revenue Over (Under) Expenditures	(1,689,500.00)	0.00	0.00	(1,497,071.29)	(192,428.71)	(88.61)%
Revenue						
Expenditures						
Expenditures Expenditures	88,948.00	0.00	0.00	21,358.87	67,589.13	24.01%
1001 504 41100 1000 Salaries	88,948.00	0.00	0.00	21,358.87	67,589.13	24.01%
Salaries Salaries	17,311.00	0.00	0.00	(860.58)	18,171.58	(4.97)%
1001 504 42101 1000 Medical Insurance	988.00	0.00	0.00	0.00	988.00	0.00%
1001 504 42102 1000 Dental Insurance	18,299.00	0.00	0.00	(860.58)	19,159.58	(4.70)%
Medical Benefits Medical Benefits	6,805.00	0.00	0.00	2,096.68	4,708.32	30.81%
1001 504 42200 1000 Payroll Taxes	6,805.00	0.00	0.00	2,096.68	4,708.32	30.81%
Employer Payroll Taxes Employer Payroll Taxes	680.00	0.00	0.00	162.39	517.61	23.88%
1001 504 42301 1000 Defined Contribution-TIAA	10,295.00	0.00	0.00	2,458.97	7,836.03	23.89%
1001 504 42302 1000 Defined Benefit-ERSRI	10,975.00	0.00	0.00	2,621.36	8,353.64	23.88%
Employer Retires Contributions Employer Retires Contributions	119,726.00	0.00	0.00	10,097.96	109,628.04	8.43%
1001 504 43400 1000 IT & Support	5,020.00	0.00	0.00	374.26	4,645.74	7.46%
1001 504 43405 1000 Website Maintenance	124,746.00	0.00	0.00	10,472.22	114,273.78	8.39%
Professional Services Professional Services	55,000.00	0.00	0.00	23,494.38	31,505.62	42.72%
1001 504 44300 1000 Building Repairs & Maintenance	10,000.00	0.00	0.00	14,318.72	(4,318.72)	143.19%
1001 504 44301 1000 Elevator Repairs & Maintenance	4,000.00	0.00	0.00	6,864.03	(2,864.03)	171.60%
1001 504 44302 1000 Alarm Repairs & Maintenance	50,000.00	0.00	0.00	3,661.45	46,338.55	7.32%
1001 504 44340 1000 School Buildings	22,000.00	0.00	0.00	5,594.27	16,405.73	25.43%
1001 504 44400 1000 Copy Machines	141,000.00	0.00	0.00	53,932.85	87,067.15	38.25%
Maintenance Maintenance	58,205.00	0.00	0.00	23,375.00	34,830.00	40.16%
1001 504 44410 1000 Parking Lot Leases	5,500.00	0.00	0.00	500.00	5,000.00	9.09%
1001 504 44415 1000 Statehouse Lease	63,705.00	0.00	0.00	23,875.00	39,830.00	37.48%
Leases Leases	28,000.00	0.00	0.00	9,303.69	18,696.31	33.23%
1001 504 45300 1000 Telephone & Internet	28,000.00	0.00	0.00	9,303.69	18,696.31	33.23%
Telephone Telephone	25,000.00	0.00	0.00	9,202.58	15,797.42	36.81%
1001 504 46001 1000 Supplies-Central Purchasing	34,585.00	0.00	0.00	0.00	34,585.00	0.00%
1001 504 46003 1000 Software & Licenses	37,000.00	0.00	0.00	4,558.72	32,441.28	12.32%
1001 504 46066 1000 Postage	96,585.00	0.00	0.00	13,761.30	82,823.70	14.25%
Supplies Supplies	10,000.00	0.00	0.00	145.82	9,854.18	1.46%
1001 504 46210 1000 Natural Gas	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
1001 504 46220 1000 Electricity	3,500.00	0.00	0.00	1,911.33	1,588.67	54.61%
1001 504 46270 1000 Water Service	43,500.00	0.00	0.00	2,057.15	41,442.85	4.73%
Utilities Utilities	51,000.00	0.00	0.00	0.00	51,000.00	0.00%
1001 504 47500 1000 Technology Replacement	51,000.00	0.00	0.00	0.00	51,000.00	0.00%
Capital Improvements Capital Improvements	(673,563.00)	0.00	0.00	(138,618.54)	(534,944.46)	(20.58)%
Excess Revenue Over (Under) Expenditures	(673,563.00)	0.00	0.00	(138,618.54)	(534,944.46)	(20.58)%
Revenue						
Expenditures						
Expenditures Expenditures	1,220,360.00	0.00	0.00	224,963.00	995,397.00	18.43%
1001 505 47200 1000 Capital Improvements	1,220,360.00	0.00	0.00	224,963.00	995,397.00	18.43%
Capital Improvements Capital Improvements						

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Excess Revenue Over (Under) Expenditures	(1,220,360.00)	0.00	0.00	(224,963.00)	(995,397.00)	(18.43)%
Revenue	(1,220,360.00)	0.00	0.00	(224,963.00)	(995,397.00)	(18.43)%
1001 601 32000 1000 Licenses & Permits	34,500.00	0.00	0.00	9,491.00	(25,009.00)	(27.51)%
2071 601 39500 1000 Revenue	0.00	0.00	0.00	2,070.00	2,070.00	0.00%
Total Revenues	34,500.00	0.00	0.00	11,561.00	(22,939.00)	(33.51)%
Expenditures						
Expenditures Expenditures						
1001 601 41100 1000 Salaries	264,987.00	0.00	0.00	72,370.17	192,616.83	27.31%
Salaries Salaries	264,987.00	0.00	0.00	72,370.17	192,616.83	27.31%
1001 601 42101 1000 Medical Insurance	44,623.00	0.00	0.00	16,625.90	27,997.10	37.26%
1001 601 42102 1000 Dental Insurance	2,282.00	0.00	0.00	1,003.71	1,278.29	43.98%
Medical Benefits Medical Benefits	2,282.00	0.00	0.00	1,003.71	1,278.29	43.98%
1001 601 42200 1000 Payroll Taxes	46,905.00	0.00	0.00	17,629.61	29,275.39	37.59%
Employer Payroll Taxes Employer Payroll Taxes	46,905.00	0.00	0.00	17,629.61	29,275.39	37.59%
1001 601 42301 1000 Defined Contribution-TIAA	20,272.00	0.00	0.00	5,742.82	14,529.18	28.33%
1001 601 42302 1000 Defined Benefit-ERSRI	2,813.00	0.00	0.00	731.57	2,081.43	26.01%
Employer Retires Contributions Employer Retires Contributions	2,813.00	0.00	0.00	731.57	2,081.43	26.01%
1001 601 42302 1000 Defined Benefit-ERSRI	35,429.00	0.00	0.00	9,162.44	26,266.56	25.86%
Employer Retires Contributions Employer Retires Contributions	35,429.00	0.00	0.00	9,162.44	26,266.56	25.86%
Contributions	38,242.00	0.00	0.00	9,894.01	28,347.99	25.87%
1001 601 43435 1000 Consulting Engineer-Planning Board	9,000.00	0.00	0.00	27.90	8,972.10	0.31%
Professional Services Professional Services	9,000.00	0.00	0.00	27.90	8,972.10	0.31%
1001 601 46000 1000 Supplies	1,000.00	0.00	0.00	2,326.78	(1,326.78)	232.68%
1001 601 46101 1000 Conservation Projects	6,000.00	0.00	0.00	0.00	6,000.00	0.00%
1001 601 46102 1000 Tree Planting	15,000.00	0.00	0.00	1,825.05	13,174.95	12.17%
1001 601 46103 1000 Stormwater Phase II	7,000.00	0.00	0.00	0.00	7,000.00	0.00%
1001 601 46104 1000 Comprehensive Plan Update	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
Supplies Supplies	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
2082 601 49500 1000 Expenditures CLG Grant	34,000.00	0.00	0.00	4,151.83	29,848.17	12.21%
Capital Improvements Capital Improvements	34,000.00	0.00	0.00	4,151.83	29,848.17	12.21%
2082 601 49500 1000 Expenditures CLG Grant	0.00	0.00	0.00	7,000.00	(7,000.00)	0.00%
Capital Improvements Capital Improvements	0.00	0.00	0.00	7,000.00	(7,000.00)	0.00%
	(413,406.00)	0.00	0.00	(116,816.34)	(296,589.66)	(28.26)%
Excess Revenue Over (Under) Expenditures	(378,906.00)	0.00	0.00	(105,255.34)	(319,528.66)	(27.78)%
Revenue	(378,906.00)	0.00	0.00	(105,255.34)	(319,528.66)	(27.78)%
1001 602 32000 1000 Licenses & Permits	340,000.00	0.00	0.00	77,050.07	(262,949.93)	(22.66)%
Total Revenues	340,000.00	0.00	0.00	77,050.07	(262,949.93)	(22.66)%
Expenditures						
Expenditures Expenditures						
1001 602 41100 1000 Salaries	171,360.00	0.00	0.00	47,568.20	123,791.80	27.76%
Salaries Salaries	171,360.00	0.00	0.00	47,568.20	123,791.80	27.76%
1001 602 42101 1000 Medical Insurance	17,311.00	0.00	0.00	5,085.96	12,225.04	29.38%
1001 602 42102 1000 Dental Insurance	988.00	0.00	0.00	203.20	784.80	20.57%
Medical Benefits Medical Benefits	988.00	0.00	0.00	203.20	784.80	20.57%
1001 602 42200 1000 Payroll Taxes	18,299.00	0.00	0.00	5,289.16	13,009.84	28.90%
Employer Payroll Taxes Employer Payroll Taxes	18,299.00	0.00	0.00	5,289.16	13,009.84	28.90%
1001 602 42301 1000 Defined Contribution-TIAA	13,109.00	0.00	0.00	3,097.83	10,011.17	23.63%
1001 602 42302 1000 Defined Benefit-ERSRI	728.00	0.00	0.00	262.29	465.71	36.03%
Employer Retires Contributions Employer Retires Contributions	728.00	0.00	0.00	262.29	465.71	36.03%
1001 602 42302 1000 Defined Benefit-ERSRI	11,029.00	0.00	0.00	3,963.87	7,065.13	35.94%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Employer Retires Contributions Employer Retires Contributions	11,757.00	0.00	0.00	4,226.16	7,530.84	35.95%
1001 602 46003 1000 Software & Licenses	14,000.00	0.00	0.00	13,296.15	703.85	94.97%
Supplies Supplies	14,000.00	0.00	0.00	13,296.15	703.85	94.97%
1001 602 45900 1000 Operating	3,500.00	0.00	0.00	134.20	3,365.80	3.83%
Operating Operating	3,500.00	0.00	0.00	134.20	3,365.80	3.83%
	(232,025.00)	0.00	0.00	(73,611.70)	(158,413.30)	(31.73)%
Excess Revenue Over (Under) Expenditures	107,975.00	0.00	0.00	3,438.37	(421,363.23)	(3.18)%
Revenue						
Expenditures						
Expenditures Expenditures	2,022,324.00	0.00	0.00	514,242.80	1,508,081.20	25.43%
1001 603 41100 1000 Salaries	2,022,324.00	0.00	0.00	514,242.80	1,508,081.20	25.43%
Salaries Salaries	153,750.00	0.00	0.00	23,780.56	129,969.44	15.47%
1001 603 41300 1000 Overtime	153,750.00	0.00	0.00	23,780.56	129,969.44	15.47%
Overtime Overtime	471,427.00	0.00	0.00	129,445.56	341,981.44	27.46%
1001 603 42101 1000 Medical Insurance	471,427.00	0.00	0.00	129,445.56	341,981.44	27.46%
1001 603 42102 1000 Dental Insurance	23,288.00	0.00	0.00	7,902.68	15,385.32	33.93%
Medical Benefits Medical Benefits	494,715.00	0.00	0.00	137,348.24	357,366.76	27.76%
1001 603 42200 1000 Payroll Taxes	169,319.00	0.00	0.00	45,341.26	123,977.74	26.78%
Employer Payroll Taxes Employer Payroll Taxes	169,319.00	0.00	0.00	45,341.26	123,977.74	26.78%
1001 603 42301 1000 Defined Contribution-TIAA	17,494.00	0.00	0.00	4,378.84	13,115.16	25.03%
1001 603 42302 1000 Defined Benefit-ERSRI	307,445.00	0.00	0.00	75,183.10	232,261.90	24.45%
Employer Retires Contributions Employer Retires Contributions	324,939.00	0.00	0.00	79,561.94	245,377.06	24.49%
Contributions Contributions	25,000.00	0.00	0.00	13,056.25	11,943.75	52.23%
1001 603 43440 1000 Landfill/Environmental Monitoring	25,000.00	0.00	0.00	13,056.25	11,943.75	52.23%
1001 603 44210 1000 Transfer Station Operations	555,000.00	0.00	0.00	43,413.85	511,586.15	7.82%
1001 603 44220 1000 Snow & Ice Removal	160,000.00	0.00	0.00	1,528.60	158,471.40	0.96%
Professional Services Professional Services	740,000.00	0.00	0.00	57,998.70	682,001.30	7.84%
1001 603 44300 1000 Building Repairs & Maintenance	18,500.00	0.00	0.00	5,077.28	13,422.72	27.44%
1001 603 44304 1000 Grounds Maintenance	247,730.00	0.00	0.00	82,697.25	165,032.75	33.38%
Professional Services Professional Services	30,000.00	0.00	0.00	4,744.51	25,255.49	15.82%
1001 603 44305 1000 Road Materials	15,000.00	0.00	0.00	1,834.96	13,165.04	12.23%
1001 603 44306 1000 Road Signs	15,000.00	0.00	0.00	4,963.64	10,036.36	33.09%
1001 603 44307 1000 Road & Sidewalk Maintenance	115,000.00	0.00	0.00	9,563.69	105,436.31	8.32%
1001 603 44308 1000 Street Lighting	80,000.00	0.00	0.00	14,018.29	65,981.71	17.52%
1001 603 44310 1000 Motor Vehicle Repairs	13,000.00	0.00	0.00	4,531.48	8,468.52	34.86%
1001 603 44311 1000 Landfill Vehicle Maintenance	30,000.00	0.00	0.00	17,322.81	12,677.19	57.74%
1001 603 44312 1000 Packer & Recycling Vehicle Maintenance	55,000.00	0.00	0.00	1,750.54	53,249.46	3.18%
1001 603 44330 1000 Drainage	1,500.00	0.00	0.00	259.47	1,240.53	17.30%
1001 603 44400 1000 Copy Machines	620,730.00	0.00	0.00	146,763.92	473,966.08	23.64%
Maintenance Maintenance	100,000.00	0.00	0.00	33,384.07	66,615.93	33.38%
1001 603 44600 1000 Tree Care & Preservation	100,000.00	0.00	0.00	33,384.07	66,615.93	33.38%
Misc. Programs Misc. Programs	6,000.00	0.00	0.00	1,648.41	4,351.59	27.47%
1001 603 45300 1000 Telephone & Internet	6,000.00	0.00	0.00	1,648.41	4,351.59	27.47%
Telephone Telephone	5,000.00	0.00	0.00	1,721.23	3,278.77	34.42%
1001 603 46000 1000 Supplies	2,000.00	0.00	0.00	142.96	1,857.04	7.15%
1001 603 46050 1000 Chemicals	15,000.00	0.00	0.00	1,308.00	13,692.00	8.72%
1001 603 46060 1000 Tires	15,000.00	0.00	0.00	1,308.00	13,692.00	8.72%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
1001 603 46061 1000 Sweeper Brooms	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
1001 603 46062 1000 Mosquito Abatement	0.00	0.00	0.00	185.00	(185.00)	0.00%
1001 603 46063 1000 Portable Radios	5,000.00	0.00	0.00	1,960.12	3,039.88	39.20%
1001 603 46064 1000 Protective Gear	4,500.00	0.00	0.00	594.08	3,905.92	13.20%
1001 603 46065 1000 Protective Boots	8,500.00	0.00	0.00	1,132.73	7,367.27	13.33%
1001 603 46066 1000 Postage	1,000.00	0.00	0.00	200.54	799.46	20.05%
1001 603 46067 1000 Janitorial Supplies	22,000.00	0.00	0.00	8,137.90	13,862.10	36.99%
Supplies Supplies	66,000.00	0.00	0.00	15,382.56	50,617.44	23.31%
1001 603 46210 1000 Natural Gas	0.00	0.00	0.00	440.67	(440.67)	0.00%
1001 603 46220 1000 Electricity	40,000.00	0.00	0.00	169.02	39,830.98	0.42%
1001 603 46260 1000 Vehicle Fuel	181,000.00	0.00	0.00	81,031.11	99,968.89	44.77%
1001 603 46270 1000 Water Service	600.00	0.00	0.00	1,469.77	(869.77)	244.96%
Utilities Utilities	221,600.00	0.00	0.00	83,110.57	138,489.43	37.50%
1001 603 47301 1000 Building Security	6,000.00	0.00	0.00	0.00	6,000.00	0.00%
1001 603 47500 1000 Technology Replacement	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
1001 603 47515 1000 Tools & Equipment	11,000.00	0.00	0.00	2,298.61	8,701.39	20.90%
Capital Improvements Capital Improvements	27,000.00	0.00	0.00	2,298.61	24,701.39	8.51%
	(4,946,377.00)	0.00	0.00	(1,140,861.64)	(3,805,515.36)	(23.06)%
Excess Revenue Over (Under) Expenditures	(4,946,377.00)	0.00	0.00	(1,140,861.64)	(3,805,515.36)	(23.06)%
Revenue						
2090 604 39500 1000 Revenue Misc. Scrap	0.00	0.00	0.00	1,644.00	1,644.00	0.00%
Total Revenues	0.00	0.00	0.00	1,644.00	1,644.00	0.00%
Expenditures						
Expenditures Expenditures						
5002 604 41100 1000 Salaries	743,961.00	0.00	0.00	186,953.80	557,007.20	25.13%
Salaries Salaries	743,961.00	0.00	0.00	186,953.80	557,007.20	25.13%
5002 604 41300 1000 Overtime	80,000.00	0.00	0.00	20,726.45	59,273.55	25.91%
Overtime Overtime	80,000.00	0.00	0.00	20,726.45	59,273.55	25.91%
5002 604 42101 1000 Medical Insurance	134,333.00	0.00	0.00	32,668.46	101,664.54	24.32%
5002 604 42102 1000 Dental Insurance	6,169.00	0.00	0.00	1,780.98	4,388.02	28.87%
Medical Benefits Medical Benefits	140,502.00	0.00	0.00	34,449.44	106,052.56	24.52%
5002 604 42200 1000 Payroll Taxes	63,033.00	0.00	0.00	15,736.48	47,296.52	24.97%
Employer Payroll Taxes Employer Payroll Taxes	63,033.00	0.00	0.00	15,736.48	47,296.52	24.97%
5002 604 42301 1000 Defined Contribution-TIAA	7,322.00	0.00	0.00	1,521.91	5,800.09	20.79%
5002 604 42302 1000 Defined Benefit-ERSRI	110,862.00	0.00	0.00	26,656.33	84,205.67	24.04%
Employer Retires Contributions Employer Retires Contributions	118,184.00	0.00	0.00	28,178.24	90,005.76	23.84%
5002 604 43442 1000 EPA Permit Fee	3,000.00	0.00	0.00	3,100.00	(100.00)	103.33%
Professional Services Professional Services	3,000.00	0.00	0.00	3,100.00	(100.00)	103.33%
5002 604 44300 1000 Building Repairs & Maintenance	10,000.00	0.00	0.00	614.95	9,385.05	6.15%
5002 604 44310 1000 Motor Vehicle Repairs	12,000.00	0.00	0.00	3,550.08	8,449.92	29.58%
5002 604 44351 1000 RBC Repairs & Maintenance	5,000.00	0.00	0.00	2,005.31	2,994.69	40.11%
5002 604 44352 1000 Generator Service	8,500.00	0.00	0.00	3,896.58	4,603.42	45.84%
5002 604 44353 1000 Sewer System Repairs	33,000.00	0.00	0.00	7,818.00	25,182.00	23.69%
5002 604 44354 1000 Odor Control	15,000.00	0.00	0.00	524.92	14,475.08	3.50%
5002 604 44355 1000 Cesspool Cleanup	5,000.00	0.00	0.00	900.00	4,100.00	18.00%
5002 604 44356 1000 Solids/Scum Handling	12,000.00	0.00	0.00	0.00	12,000.00	0.00%
5002 604 44357 1000 Grinder Pump Repairs	3,000.00	0.00	0.00	0.00	3,000.00	0.00%

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	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
5002 604 44358 1000 Biofilter Maintenance	2,500.00	0.00	0.00	0.00	2,500.00	0.00%
5002 604 44359 1000 Lab Equipment Maintenance	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
5002 604 44360 1000 Pump Station Repairs	25,000.00	0.00	0.00	9,241.54	15,758.46	36.97%
5002 604 44361 1000 Belt Press Service	6,000.00	0.00	0.00	838.32	5,161.68	13.97%
5002 604 44362 1000 CL2 System Maintenance	2,500.00	0.00	0.00	0.00	2,500.00	0.00%
5002 604 44363 1000 Instrument & Controls Maintenance	10,000.00	0.00	0.00	4,639.99	5,360.01	46.40%
5002 604 44364 1000 Headworks Maintenance	3,500.00	0.00	0.00	0.00	3,500.00	0.00%
Maintenance Maintenance	155,000.00	0.00	0.00	34,029.69	120,970.31	21.95%
5002 604 44412 1000 Warren Agreement	45,000.00	0.00	0.00	0.00	45,000.00	0.00%
Leases Leases	45,000.00	0.00	0.00	0.00	45,000.00	0.00%
5002 604 45300 1000 Telephone & Internet	10,000.00	0.00	0.00	1,464.51	8,535.49	14.65%
Telephone Telephone	10,000.00	0.00	0.00	1,464.51	8,535.49	14.65%
5002 604 46002 1000 Office Supplies	7,000.00	0.00	0.00	1,371.81	5,628.19	19.60%
5002 604 46010 1000 Uniforms	13,000.00	0.00	0.00	4,425.86	8,574.14	34.05%
5002 604 46050 1000 Chemicals	130,000.00	0.00	0.00	37,596.90	92,403.10	28.92%
5002 604 46052 1000 Laboratory	26,000.00	0.00	0.00	9,411.41	16,588.59	36.20%
5002 604 46053 1000 Pretreatment	17,000.00	0.00	0.00	7,301.50	9,698.50	42.95%
5002 604 46054 1000 Manhole Covers	2,500.00	0.00	0.00	6,345.00	(3,845.00)	253.80%
5002 604 46055 1000 OSHA Equipment	6,000.00	0.00	0.00	1,780.23	4,219.77	29.67%
Supplies Supplies	201,500.00	0.00	0.00	68,232.71	133,267.29	33.86%
5002 604 45900 1000 Operating	75,000.00	0.00	0.00	15,853.76	59,146.24	21.14%
Operating Operating	75,000.00	0.00	0.00	15,853.76	59,146.24	21.14%
5002 604 46210 1000 Natural Gas	20,000.00	0.00	0.00	79.97	19,920.03	0.40%
5002 604 46220 1000 Electricity	325,000.00	0.00	0.00	573.54	324,426.46	0.18%
5002 604 46260 1000 Vehicle Fuel	26,500.00	0.00	0.00	9,118.08	17,381.92	34.41%
5002 604 46270 1000 Water Service	0.00	0.00	0.00	234.25	(234.25)	0.00%
Utilities Utilities	371,500.00	0.00	0.00	10,005.84	361,494.16	2.69%
5002 604 47200 1000 Capital Improvements	0.00	0.00	0.00	86,726.47	(86,726.47)	0.00%
5002 604 47201 1000 Capital Improvements-Infiltration	40,000.00	0.00	0.00	2,000.00	38,000.00	5.00%
Inflow	40,000.00	0.00	0.00	88,726.47	(48,726.47)	221.82%
Capital Improvements Capital Improvements	(2,046,680.00)	0.00	0.00	(507,457.39)	(1,539,222.61)	(24.79)%
Excess Revenue Over (Under) Expenditures	(2,046,680.00)	0.00	0.00	(505,813.39)	(1,537,578.61)	(24.71)%
Revenue						
Expenditures						
Expenditures Expenditures	373,151.00	0.00	0.00	99,070.37	274,080.63	26.55%
5002 606 41100 1000 Salaries	373,151.00	0.00	0.00	99,070.37	274,080.63	26.55%
Salaries Salaries	37,000.00	0.00	0.00	8,092.00	28,908.00	21.87%
5002 606 41300 1000 Overtime	37,000.00	0.00	0.00	8,092.00	28,908.00	21.87%
Overtime Overtime	76,898.00	0.00	0.00	79,940.54	(3,042.54)	103.96%
5002 606 42101 1000 Medical Insurance	3,579.00	0.00	0.00	1,489.96	2,089.04	41.63%
5002 606 42102 1000 Dental Insurance	80,477.00	0.00	0.00	81,430.50	(953.50)	101.18%
Medical Benefits Medical Benefits	31,377.00	0.00	0.00	6,594.54	24,782.46	21.02%
5002 606 42200 1000 Payroll Taxes	31,377.00	0.00	0.00	6,594.54	24,782.46	21.02%
Employer Payroll Taxes Employer Payroll Taxes	3,732.00	0.00	0.00	910.34	2,821.66	24.39%
5002 606 42301 1000 Defined Contribution-TIAA	56,495.00	0.00	0.00	11,753.92	44,741.08	20.81%
5002 606 42302 1000 Defined Benefit-ERSRI						

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D		Variance	% of Budget
				Actual	%		
Employer Retirees Contributions Employer Retires	60,227.00	0.00	0.00	12,664.26		47,562.74	21.03%
Contributions							
5002 606 43441 1000 Methane Testing	3,000.00	0.00	0.00	4,175.00		(1,175.00)	139.17%
5002 606 43443 1000 Compost Analysis	6,500.00	0.00	0.00	1,902.57		4,597.43	29.27%
Professional Services Professional Services							
5002 606 44300 1000 Building Repairs & Maintenance	9,500.00	0.00	0.00	6,077.57		3,422.43	63.97%
5002 606 44310 1000 Motor Vehicle Repairs	9,000.00	0.00	0.00	11,963.42		(2,963.42)	132.93%
5002 606 44354 1000 Odor Control	14,000.00	0.00	0.00	4,655.28		9,344.72	33.25%
5002 606 44363 1000 Instrument & Controls Maintenance	3,000.00	0.00	0.00	0.00		3,000.00	0.00%
5002 606 44375 1000 Compost Equipment Maintenance	3,500.00	0.00	0.00	0.00		3,500.00	0.00%
	15,000.00	0.00	0.00	16,070.59		(1,070.59)	107.14%
Maintenance Maintenance							
5002 606 45300 1000 Telephone & Internet	44,500.00	0.00	0.00	32,689.29		11,810.71	73.46%
Telephone Telephone	1,600.00	0.00	0.00	232.54		1,367.46	14.53%
5002 606 46010 1000 Uniforms	1,600.00	0.00	0.00	232.54		1,367.46	14.53%
5002 606 46055 1000 OSHA Equipment	7,500.00	0.00	0.00	2,762.40		4,737.60	36.83%
5002 606 46057 1000 Grinder Hammers	2,000.00	0.00	0.00	90.43		1,909.57	4.52%
5002 606 46060 1000 Tires	3,000.00	0.00	0.00	0.00		3,000.00	0.00%
Supplies Supplies	3,000.00	0.00	0.00	613.00		2,387.00	20.43%
5002 606 45900 1000 Operating	15,500.00	0.00	0.00	3,465.83		12,034.17	22.36%
Operating Operating	22,000.00	0.00	0.00	14,150.97		7,849.03	64.32%
5002 606 46210 1000 Natural Gas	22,000.00	0.00	0.00	14,150.97		7,849.03	64.32%
5002 606 46220 1000 Electricity	7,000.00	0.00	0.00	733.99		6,266.01	10.49%
5002 606 46260 1000 Vehicle Fuel	70,000.00	0.00	0.00	0.00		70,000.00	0.00%
5002 606 46270 1000 Water Service	25,000.00	0.00	0.00	2,186.37		22,813.63	8.75%
Utilities Utilities	0.00	0.00	0.00	1,546.77		(1,546.77)	0.00%
	102,000.00	0.00	0.00	4,467.13		97,532.87	4.38%
	(777,332.00)	0.00	0.00	(268,935.00)		(508,397.00)	(34.60)%
Excess Revenue Over (Under) Expenditures							
	(777,332.00)	0.00	0.00	(268,935.00)		(508,397.00)	(34.60)%
Revenue							
Expenditures Expenditures							
Expenditures Expenditures							
5002 607 42100 1000 Retiree Medical	80,000.00	0.00	0.00	0.00		80,000.00	0.00%
5002 607 42103 1000 Life Insurance	15,500.00	0.00	0.00	0.00		15,500.00	0.00%
Medical Benefits Medical Benefits	95,500.00	0.00	0.00	0.00		95,500.00	0.00%
5002 607 43400 1000 IT & Support	6,000.00	0.00	0.00	0.00		6,000.00	0.00%
5002 607 43410 1000 Annual Audit	10,000.00	0.00	0.00	0.00		10,000.00	0.00%
Professional Services Professional Services	16,000.00	0.00	0.00	0.00		16,000.00	0.00%
5002 607 45201 1000 Insurance	355,000.00	0.00	0.00	0.00		355,000.00	0.00%
Insurance Insurance	355,000.00	0.00	0.00	0.00		355,000.00	0.00%
	(466,500.00)	0.00	0.00	0.00		(466,500.00)	0.00%
Excess Revenue Over (Under) Expenditures							
	(466,500.00)	0.00	0.00	0.00		(466,500.00)	0.00%
Revenue							
1001 701 34210 1000 Police Detail Admin Fees	45,000.00	0.00	0.00	12,748.05		(32,251.95)	(28.33)%
2033 701 39500 1000 Revenue	0.00	0.00	0.00	586.00		586.00	0.00%
2057 701 39500 1000 Revenue	0.00	0.00	0.00	2,000.00		2,000.00	0.00%
2077 701 39500 1000 Revenue	0.00	0.00	0.00	3,998.40		3,998.40	0.00%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
3030 701 39500 1000 Revenue	0.00	0.00	0.00	(3,648.00)	(3,648.00)	0.00%
9083 701 39500 1000 Revenue	0.00	0.00	0.00	36,870.00	36,870.00	0.00%
Total Revenues	45,000.00	0.00	0.00	52,554.45	7,554.45	(116.79)%
Expenditures						
Expenditures Expenditures						
1001 701 41100 1000 Salaries	2,983,946.00	0.00	0.00	803,901.93	2,180,044.07	26.94%
1001 701 41100 2000 Salaries	515,059.00	0.00	0.00	117,987.63	397,071.37	22.91%
Salaries Salaries	3,499,005.00	0.00	0.00	921,889.56	2,577,115.44	26.35%
1001 701 41300 1000 Overtime	180,000.00	0.00	0.00	65,322.36	114,677.64	36.29%
1001 701 41300 2000 Overtime	16,077.00	0.00	0.00	2,076.91	14,000.09	12.92%
Overtime Overtime	196,077.00	0.00	0.00	67,399.27	128,677.73	34.37%
1001 701 42101 1000 Medical Insurance	660,866.00	0.00	0.00	228,953.33	431,912.67	34.64%
1001 701 42102 1000 Dental Insurance	39,154.00	0.00	0.00	12,580.32	26,573.68	32.13%
Medical Benefits Medical Benefits	700,020.00	0.00	0.00	241,533.65	458,486.35	34.50%
1001 701 42200 1000 Payroll Taxes	54,701.00	0.00	0.00	12,215.02	42,485.98	22.33%
1001 701 42200 2000 Payroll Taxes	40,632.00	0.00	0.00	10,548.83	30,083.17	25.96%
Employer Payroll Taxes Employer Payroll Taxes	95,333.00	0.00	0.00	22,763.85	72,569.15	23.88%
1001 701 42301 1000 Defined Contribution-TIAA	101,022.00	0.00	0.00	24,173.89	76,848.11	23.93%
1001 701 42301 2000 Defined Contribution-TIAA	4,007.00	0.00	0.00	841.52	3,165.48	21.00%
1001 701 42302 1000 Defined Benefit-ERSRI	273,770.00	0.00	0.00	67,363.34	206,406.66	24.61%
1001 701 42302 2000 Defined Benefit-ERSRI	68,446.00	0.00	0.00	15,889.98	52,556.02	23.22%
1001 701 42303 1000 Defined Benefit-Local Pension	1,719,654.00	0.00	0.00	0.00	1,719,654.00	0.00%
Employer Retires Contributions Employer Retires Contributions	2,166,899.00	0.00	0.00	108,268.73	2,058,630.27	5.00%
1001 701 43331 1000 RI Police Academy	3,280.00	0.00	0.00	0.00	3,280.00	0.00%
1001 701 43445 1000 Written Directives	8,000.00	0.00	0.00	5,449.49	2,550.51	68.12%
Professional Services Professional Services	11,280.00	0.00	0.00	5,449.49	5,830.51	48.31%
1001 701 44300 1000 Building Repairs & Maintenance	30,000.00	0.00	0.00	6,050.75	23,949.25	20.17%
1001 701 44310 1000 Motor Vehicle Repairs	50,000.00	0.00	0.00	17,850.48	32,149.52	35.70%
1001 701 44400 1000 Copy Machines	5,100.00	0.00	0.00	1,745.98	3,354.02	34.23%
Maintenance Maintenance	85,100.00	0.00	0.00	25,647.21	59,452.79	30.14%
1001 701 45300 1000 Telephone & Internet	24,000.00	0.00	0.00	6,610.04	17,389.96	27.54%
Telephone Telephone	24,000.00	0.00	0.00	6,610.04	17,389.96	27.54%
1001 701 46009 1000 Ammunition & Weapons	20,000.00	0.00	0.00	100.00	19,900.00	0.50%
1001 701 46010 1000 Uniforms	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
1001 701 46031 1000 Police Officer Supplies	1,800.00	0.00	0.00	20.00	1,780.00	1.11%
1001 701 46032 1000 Patrol Expenses	30,000.00	0.00	0.00	4,503.61	25,496.39	15.01%
1001 701 46033 1000 Detective Expenses	14,400.00	0.00	0.00	3,076.53	11,323.47	21.36%
1001 701 46034 1000 Probationary Patrolman Expense	7,800.00	0.00	0.00	0.00	7,800.00	0.00%
1001 701 46035 1000 Color Guard	1,200.00	0.00	0.00	0.00	1,200.00	0.00%
1001 701 46037 1000 Medical Supplies	1,800.00	0.00	0.00	139.08	1,660.92	7.73%
1001 701 46038 1000 Communications	25,000.00	0.00	0.00	6,790.00	18,210.00	27.16%
1001 701 46039 1000 Photo Lab	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
1001 701 46066 1000 Postage	2,000.00	0.00	0.00	312.06	1,687.94	15.60%
Supplies Supplies	107,000.00	0.00	0.00	14,941.28	92,058.72	13.96%
1001 701 46210 1000 Heating OIL	0.00	0.00	0.00	4,908.28	(4,908.28)	0.00%
1001 701 46220 1000 Electricity	30,000.00	0.00	0.00	1,926.11	28,073.89	6.42%
1001 701 46260 1000 Vehicle Fuel	60,000.00	0.00	0.00	22,386.16	37,613.84	37.31%
1001 701 46270 1000 Water Service	1,750.00	0.00	0.00	458.06	1,291.94	26.17%
Utilities Utilities	91,750.00	0.00	0.00	29,678.61	62,071.39	32.35%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D		Variance	% of Budget
				Actual	%		
1001 701 47301 1000 Building Security	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	0.00%
1001 701 47500 1000 Technology Replacement	67,908.00	0.00	0.00	32,824.69	35,083.31	48.34%	48.34%
1001 701 47520 1000 Motor Vehicle Replacement	57,050.00	0.00	0.00	0.00	57,050.00	0.00%	0.00%
Capital Improvements Capital Improvements	126,458.00	0.00	0.00	32,824.69	93,633.31	25.96%	25.96%
	(7,102,922.00)	0.00	0.00	(1,477,006.38)	(5,625,915.62)		(20.79)%
Excess Revenue Over (Under) Expenditures	(7,057,922.00)	0.00	0.00	(1,424,451.93)	(5,618,361.17)		(20.18)%
Revenue							
2069 702 39500 1000 Revenue	0.00	0.00	0.00	6,290.50	6,290.50	0.00%	0.00%
2070 702 39500 1000 Revenue	0.00	0.00	0.00	(439.58)	(439.58)	0.00%	0.00%
Total Revenues	0.00	0.00	0.00	5,850.92	5,850.92		0.00%
Expenditures							
Expenditures Expenditures	132,958.00	0.00	0.00	36,325.39	96,632.61	27.32%	27.32%
1001 702 41100 1000 Salaries	132,958.00	0.00	0.00	36,325.39	96,632.61	27.32%	27.32%
Salaries Salaries	2,500.00	0.00	0.00	179.95	2,320.05	7.20%	7.20%
1001 702 41300 1000 Overtime	2,500.00	0.00	0.00	179.95	2,320.05	7.20%	7.20%
Overtime Overtime	22,556.00	0.00	0.00	7,552.92	15,003.08	33.49%	33.49%
1001 702 42101 1000 Medical Insurance	1,309.00	0.00	0.00	434.32	874.68	33.18%	33.18%
1001 702 42102 1000 Dental Insurance	23,865.00	0.00	0.00	7,987.24	15,877.76	33.47%	33.47%
Medical Benefits Medical Benefits	10,363.00	0.00	0.00	2,684.40	7,678.60	25.90%	25.90%
1001 702 42200 1000 Payroll Taxes	10,363.00	0.00	0.00	2,684.40	7,678.60	25.90%	25.90%
Employer Payroll Taxes Employer Payroll Taxes	1,099.00	0.00	0.00	343.36	755.64	31.24%	31.24%
1001 702 42301 1000 Defined Contribution-TIAA	1,099.00	0.00	0.00	343.36	755.64	31.24%	31.24%
1001 702 42302 1000 Defined Benefit-ERSRI	16,643.00	0.00	0.00	4,647.94	11,995.06	27.93%	27.93%
Employer Retires Contributions Employer Retires Contributions	17,742.00	0.00	0.00	4,991.30	12,750.70	28.13%	28.13%
Contributions	7,500.00	0.00	0.00	2,603.46	4,896.54	34.71%	34.71%
1001 702 43341 1000 Veterinarian Service	7,500.00	0.00	0.00	2,603.46	4,896.54	34.71%	34.71%
1001 702 43342 1000 Carcass Removal	450.00	0.00	0.00	48.84	401.16	10.85%	10.85%
Professional Services Professional Services	7,950.00	0.00	0.00	2,652.30	5,297.70	33.36%	33.36%
1001 702 44300 1000 Building Repairs & Maintenance	14,987.00	0.00	0.00	9,464.24	5,522.76	63.15%	63.15%
1001 702 44310 1000 Motor Vehicle Repairs	6,200.00	0.00	0.00	2,752.91	3,447.09	44.40%	44.40%
Maintenance Maintenance	21,187.00	0.00	0.00	12,217.15	8,969.85	57.66%	57.66%
1001 702 45300 1000 Telephone & Internet	1,200.00	0.00	0.00	187.36	1,012.64	15.61%	15.61%
Telephone Telephone	1,200.00	0.00	0.00	187.36	1,012.64	15.61%	15.61%
1001 702 46000 1000 Supplies	6,150.00	0.00	0.00	394.35	5,755.65	6.41%	6.41%
1001 702 46002 1000 Office Supplies	1,000.00	0.00	0.00	257.42	742.58	25.74%	25.74%
1001 702 46066 1000 Postage	300.00	0.00	0.00	0.00	300.00	0.00%	0.00%
Supplies Supplies	7,450.00	0.00	0.00	651.77	6,798.23	8.75%	8.75%
1001 702 46210 1000 Natural Gas	6,500.00	0.00	0.00	89.34	6,410.66	1.37%	1.37%
1001 702 46220 1000 Electricity	12,500.00	0.00	0.00	0.00	12,500.00	0.00%	0.00%
1001 702 46260 1000 Vehicle Fuel	1,500.00	0.00	0.00	101.63	1,398.37	6.78%	6.78%
1001 702 46270 1000 Water Service	3,000.00	0.00	0.00	596.19	2,403.81	19.87%	19.87%
Utilities Utilities	23,500.00	0.00	0.00	787.16	22,712.84	3.35%	3.35%
1001 702 47301 1000 Building Security	2,500.00	0.00	0.00	142.42	2,357.58	5.70%	5.70%
Capital Improvements Capital Improvements	2,500.00	0.00	0.00	142.42	2,357.58	5.70%	5.70%
	(251,215.00)	0.00	0.00	(68,806.44)	(182,408.56)		(27.39)%
Excess Revenue Over (Under) Expenditures	(251,215.00)	0.00	0.00	(62,955.52)	(176,557.64)		(25.06)%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Revenue						
1001 703 34201 1000 Fueling Station	50,000.00	0.00	0.00	82,880.51	32,880.51	(165.76)%
1001 703 34202 1000 Dock Fees	245,220.00	0.00	0.00	19,357.00	(225,863.00)	(7.89)%
1001 703 34203 1000 Mooring Fees	173,000.00	0.00	0.00	1,074.13	(171,925.87)	(0.62)%
1001 703 34204 1000 Transient Docks/Moorings	90,000.00	0.00	0.00	101,831.30	11,831.30	(113.15)%
1001 703 34205 1000 Harbor Parking Fees	35,000.00	0.00	0.00	5,820.00	(29,180.00)	(16.63)%
1001 703 34206 1000 Ferry Dock & Office Lease	19,525.00	0.00	0.00	6,333.32	(13,191.68)	(32.44)%
2053 703 39500 1000 Revenue	0.00	0.00	0.00	13,985.00	13,985.00	0.00%
3099 703 39500 1000 Revenue	0.00	0.00	0.00	1,539.61	1,539.61	0.00%
Total Revenues	612,745.00	0.00	0.00	232,820.87	(379,924.13)	(38.00)%
Expenditures						
Expenditures Expenditures						
1001 703 41100 1000 Salaries	195,766.00	0.00	0.00	77,747.67	118,018.33	39.71%
Salaries Salaries	195,766.00	0.00	0.00	77,747.67	118,018.33	39.71%
1001 703 41300 1000 Overtime	0.00	0.00	0.00	36.56	(36.56)	0.00%
Overtime Overtime	0.00	0.00	0.00	36.56	(36.56)	0.00%
1001 703 42101 1000 Medical Insurance	3,600.00	0.00	0.00	900.00	2,700.00	25.00%
1001 703 42102 1000 Dental Insurance	1,978.00	0.00	0.00	656.08	1,321.92	33.17%
Medical Benefits Medical Benefits	5,578.00	0.00	0.00	1,556.08	4,021.92	27.90%
1001 703 42200 1000 Payroll Taxes	14,976.00	0.00	0.00	6,003.36	8,972.64	40.09%
Employer Payroll Taxes Employer Payroll Taxes	14,976.00	0.00	0.00	6,003.36	8,972.64	40.09%
1001 703 42301 1000 Defined Contribution-TIAA	1,292.00	0.00	0.00	333.83	958.17	25.84%
1001 703 42302 1000 Defined Benefit-ERSRI	19,556.00	0.00	0.00	5,054.42	14,501.58	25.85%
Employer Retires Contributions Employer Retires Contributions	20,848.00	0.00	0.00	5,388.25	15,459.75	25.85%
Contributions						
1001 703 44300 1000 Building Repairs & Maintenance	6,500.00	0.00	0.00	2,191.97	4,308.03	33.72%
1001 703 44381 1000 Boat Repairs & Maintenance	6,200.00	0.00	0.00	4,327.26	1,872.74	69.79%
1001 703 44382 1000 Dock Repairs & Maintenance	73,000.00	0.00	0.00	9,380.09	63,619.91	12.85%
1001 703 44383 1000 Buoy Repairs & Maintenance	4,500.00	0.00	0.00	195.50	4,304.50	4.34%
Maintenance Maintenance	90,200.00	0.00	0.00	16,094.82	74,105.18	17.84%
1001 703 45300 1000 Telephone & Internet	5,000.00	0.00	0.00	1,255.99	3,744.01	25.12%
Telephone Telephone	5,000.00	0.00	0.00	1,255.99	3,744.01	25.12%
1001 703 46000 1000 Supplies	2,000.00	0.00	0.00	1,006.22	993.78	50.31%
1001 703 46003 1000 Software & Licenses	3,000.00	0.00	0.00	2,628.00	372.00	87.60%
1001 703 46010 1000 Uniforms	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
1001 703 46021 1000 Mooring Stickers	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
1001 703 46022 1000 Safety Equipment	4,000.00	0.00	0.00	878.38	3,121.62	21.96%
1001 703 46110 1000 Public Rights of Way	10,000.00	0.00	0.00	10,000.00	0.00	100.00%
Supplies Supplies	27,000.00	0.00	0.00	14,512.60	12,487.40	53.75%
1001 703 45900 1000 Operating	18,000.00	0.00	0.00	8,939.46	9,060.54	49.66%
Operating Operating	18,000.00	0.00	0.00	8,939.46	9,060.54	49.66%
1001 703 46210 1000 Natural Gas	0.00	0.00	0.00	255.91	(255.91)	0.00%
1001 703 46220 1000 Electricity	20,000.00	0.00	0.00	33.75	19,966.25	0.17%
1001 703 46260 1000 Vehicle Fuel	2,000.00	0.00	0.00	461.56	1,538.44	23.08%
1001 703 46261 1000 Boat Fuel	5,200.00	0.00	0.00	0.00	5,200.00	0.00%
1001 703 46270 1000 Water Service	9,500.00	0.00	0.00	1,637.46	7,862.54	17.24%
Utilities Utilities	36,700.00	0.00	0.00	2,388.68	34,311.32	6.51%
1001 703 47515 1000 Radios	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
Capital Improvements Capital Improvements	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
Total Expenditures	(415,068.00)	0.00	0.00	(133,923.47)	(281,144.53)	(32.27)%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Excess Revenue Over (Under) Expenditures	197,677.00	0.00	0.00	98,897.40	(661,068.66)	(50.03)%
Revenue						
1001 704 34000 1000 EMS & Fire Revenue	1,000,000.00	0.00	0.00	291,228.94	(708,771.06)	(29.12)%
2074 704 39500 1000 Revenue	0.00	0.00	0.00	6,421.00	6,421.00	0.00%
2085 704 39500 1000 Revenue	0.00	0.00	0.00	795.00	795.00	0.00%
9072 704 39500 1000 Revenue	0.00	0.00	0.00	2,820.00	2,820.00	0.00%
9073 704 39500 1000 Revenue	0.00	0.00	0.00	570.00	570.00	0.00%
9075 704 39500 1000 Revenue	0.00	0.00	0.00	2,925.00	2,925.00	0.00%
Total Revenues	1,000,000.00	0.00	0.00	304,759.94	(695,240.06)	(30.48)%
Expenditures						
Expenditures Expenditures	422,759.00	0.00	0.00	99,049.20	323,709.80	23.43%
1001 704 41100 1000 Salaries	422,759.00	0.00	0.00	99,049.20	323,709.80	23.43%
Salaries Salaries	84,748.00	0.00	0.00	24,075.55	60,672.45	28.41%
1001 704 42101 1000 Medical Insurance	0.00	0.00	0.00	1,659.79	3,285.21	33.57%
1001 704 42102 1000 Dental Insurance	4,945.00	0.00	0.00	0.00	4,945.00	100.00%
Medical Benefits Medical Benefits	89,693.00	0.00	0.00	25,735.34	63,957.66	28.69%
1001 704 42200 1000 Payroll Taxes	69,948.00	0.00	0.00	15,682.12	54,265.88	22.42%
Employer Payroll Taxes Employer Payroll Taxes	69,948.00	0.00	0.00	15,682.12	54,265.88	22.42%
1001 704 42301 1000 Defined Contribution-TIAA	9,100.00	0.00	0.00	2,100.00	7,000.00	23.08%
1001 704 42302 1000 Defined Benefit-ERSRI	29,747.00	0.00	0.00	6,070.40	23,676.60	20.41%
Employer Retires Contributions Employer Retires Contributions	38,847.00	0.00	0.00	8,170.40	30,676.60	21.03%
1001 704 43400 1000 IT & Support	15,000.00	0.00	0.00	18,746.36	(3,746.36)	124.98%
Professional Services Professional Services	15,000.00	0.00	0.00	18,746.36	(3,746.36)	124.98%
1001 704 44300 1000 Building Repairs & Maintenance	30,000.00	0.00	0.00	19,963.60	10,036.40	66.55%
1001 704 44302 1000 General Equipment Maintenance	20,000.00	0.00	0.00	11,382.72	8,617.28	56.91%
1001 704 44303 1000 Communications Maintenance	6,000.00	0.00	0.00	10,388.15	(4,388.15)	173.14%
1001 704 44310 1000 Motor Vehicle Repairs	60,000.00	0.00	0.00	36,994.47	23,005.53	61.66%
Maintenance Maintenance	116,000.00	0.00	0.00	78,728.94	37,271.06	67.87%
1001 704 44800 1000 Miscellaneous	2,000.00	0.00	0.00	635.91	1,364.09	31.80%
1001 704 45101 1000 Special Events	9,000.00	0.00	0.00	4,959.97	4,040.03	55.11%
Misc. Programs Misc. Programs	11,000.00	0.00	0.00	5,595.88	5,404.12	50.87%
1001 704 45300 1000 Telephone & Internet	15,000.00	0.00	0.00	5,411.50	9,588.50	36.08%
Telephone Telephone	15,000.00	0.00	0.00	5,411.50	9,588.50	36.08%
1001 704 46002 1000 Office Supplies	6,000.00	0.00	0.00	1,926.97	4,073.03	32.12%
1001 704 46010 1000 Uniforms	20,000.00	0.00	0.00	3,812.62	16,187.38	19.06%
1001 704 46051 1000 Chemicals & Gases	2,500.00	0.00	0.00	331.84	2,168.16	13.27%
1001 704 46066 1000 Postage	2,500.00	0.00	0.00	768.42	1,731.58	30.74%
1001 704 46070 1000 EMS Disposable Supplies	20,000.00	0.00	0.00	3,560.68	16,439.32	17.80%
Supplies Supplies	51,000.00	0.00	0.00	10,400.53	40,599.47	20.39%
1001 704 46210 1000 Natural Gas	0.00	0.00	0.00	1,060.64	(1,060.64)	0.00%
1001 704 46220 1000 Electricity	60,000.00	0.00	0.00	490.44	59,509.56	0.82%
1001 704 46260 1000 Vehicle Fuel	40,000.00	0.00	0.00	16,578.35	23,421.65	41.45%
1001 704 46270 1000 Water Service	3,000.00	0.00	0.00	1,616.94	1,383.06	53.90%
Utilities Utilities	103,000.00	0.00	0.00	19,746.37	83,253.63	19.17%
1001 704 47510 1000 EMS Equipment	10,000.00	0.00	0.00	6,772.19	3,227.81	67.72%
1001 704 47511 1000 Fire Equipment	10,000.00	0.00	0.00	3,344.28	6,655.72	33.44%
1001 704 47512 1000 Communications Equipment	20,000.00	0.00	0.00	11,941.95	8,058.05	59.71%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
1001 704 47513 1000 Breathing Apparatus	20,000.00	0.00	0.00	14,435.28	5,564.72	72.18%
1001 704 47514 1000 Personal Protective Equipment	30,000.00	0.00	0.00	2,105.54	27,894.46	7.02%
Capital Improvements Capital Improvements	90,000.00	0.00	0.00	38,599.24	51,400.76	42.89%
	(1,022,247.00)	0.00	0.00	(325,865.88)	(696,381.12)	(31.88)%
Excess Revenue Over (Under) Expenditures	(22,247.00)	0.00	0.00	(21,105.94)	(1,391,621.18)	(94.87)%

	30,279.00	0.00	0.00	7,568.96	22,710.04	25.00%
1001 801 41100 1000 Salaries	30,279.00	0.00	0.00	7,568.96	22,710.04	25.00%
Salaries Salaries	7,295.00	0.00	0.00	1,914.66	5,380.34	26.25%
1001 801 42102 1000 Dental Insurance	306.00	0.00	0.00	0.00	306.00	0.00%
Medical Benefits Medical Benefits	7,601.00	0.00	0.00	1,914.66	5,686.34	25.19%
1001 801 42200 1000 Payroll Taxes	2,316.00	0.00	0.00	573.23	1,742.77	24.75%
Employer Payroll Taxes Employer Payroll Taxes	2,316.00	0.00	0.00	573.23	1,742.77	24.75%
1001 801 42301 1000 Defined Contribution-TIAA	296.00	0.00	0.00	75.67	220.33	25.56%
1001 801 42302 1000 Defined Benefit-ERSRI	4,486.00	0.00	0.00	1,153.06	3,332.94	25.70%
Employer Retires Contributions Employer Retires Contributions	4,782.00	0.00	0.00	1,228.73	3,553.27	25.69%
	(44,978.00)	0.00	0.00	(11,285.58)	(33,692.42)	(25.09)%
Excess Revenue Over (Under) Expenditures	(44,978.00)	0.00	0.00	(11,285.58)	(33,692.42)	(25.09)%

1001 802 41100 1000 Salaries	688,549.00	0.00	0.00	166,162.05	522,386.95	24.13%
Salaries Salaries	688,549.00	0.00	0.00	166,162.05	522,386.95	24.13%
1001 802 42101 1000 Medical Insurance	83,025.00	0.00	0.00	13,228.83	69,796.17	15.93%
Medical Benefits Medical Benefits	3,927.00	0.00	0.00	722.82	3,204.18	18.41%
1001 802 42200 1000 Payroll Taxes	86,952.00	0.00	0.00	13,951.65	73,000.35	16.05%
Employer Payroll Taxes Employer Payroll Taxes	52,175.00	0.00	0.00	14,047.19	38,127.81	26.92%
1001 802 42301 1000 Defined Contribution-TIAA	3,802.00	0.00	0.00	948.00	2,854.00	24.93%
1001 802 42302 1000 Defined Benefit-ERSRI	55,800.00	0.00	0.00	13,877.19	41,922.81	24.87%
Employer Retires Contributions Employer Retires Contributions	59,602.00	0.00	0.00	14,825.19	44,776.81	24.87%
	20,000.00	0.00	0.00	2,793.07	17,206.93	13.97%
1001 802 44300 1000 Building Repairs & Maintenance	20,000.00	0.00	0.00	2,793.07	17,206.93	13.97%
Maintenance Maintenance	4,380.00	0.00	0.00	1,065.81	3,314.19	24.33%
1001 802 45300 1000 Telephone & Internet	4,380.00	0.00	0.00	1,065.81	3,314.19	24.33%
Telephone Telephone	10,000.00	0.00	0.00	2,789.30	7,210.70	27.89%
1001 802 45900 1000 Operating	10,000.00	0.00	0.00	2,789.30	7,210.70	27.89%
Operating Operating	0.00	0.00	0.00	745.10	(745.10)	0.00%
1001 802 46210 1000 Natural Gas	47,000.00	0.00	0.00	15.37	46,984.63	0.03%
1001 802 46220 1000 Electricity	4,000.00	0.00	0.00	2,036.93	1,963.07	50.92%
1001 802 46270 1000 Water Service	51,000.00	0.00	0.00	2,797.40	48,202.60	5.49%
Utilities Utilities	6,000.00	0.00	0.00	0.00	6,000.00	0.00%
1001 802 47500 1000 Technology Replacement	6,000.00	0.00	0.00	0.00	6,000.00	0.00%

Town of Bristol Budget to Actual Report - Town Council For 6/30/2023

	Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
Capital Improvements Capital Improvements	6,000.00	0.00	0.00	0.00	6,000.00	0.00%
	(978,658.00)	0.00	0.00	(218,431.66)	(760,226.34)	(22.32)%
Excess Revenue Over (Under) Expenditures	(978,658.00)	0.00	0.00	(218,431.66)	(760,226.34)	(22.32)%
Revenue	182,000.00	0.00	0.00	49,263.01	(132,736.99)	(27.07)%
1001 803 34700 1000 Summer Camp	0.00	0.00	0.00	6,116.00	6,116.00	0.00%
2006 803 39500 1000 Revenue	0.00	0.00	0.00	730.00	730.00	0.00%
2058 803 39500 1000 Revenue-HEZ	0.00	0.00	0.00	25.00	25.00	0.00%
2081 803 39500 1000 Revenue	0.00	0.00	0.00	800.00	800.00	0.00%
3092 803 39500 1000 Revenue	0.00	0.00	0.00	0.00	0.00	0.00%
Total Revenues	182,000.00	0.00	0.00	56,934.01	(125,065.99)	(31.28)%
Expenditures	465,626.00	0.00	0.00	194,992.91	270,633.09	41.88%
Expenditures Expenditures	465,626.00	0.00	0.00	194,992.91	270,633.09	41.88%
1001 803 41100 1000 Salaries	5,000.00	0.00	0.00	8,496.00	(3,496.00)	169.92%
Salaries Salaries	5,000.00	0.00	0.00	8,496.00	(3,496.00)	169.92%
1001 803 41300 1000 Overtime	5,000.00	0.00	0.00	20,655.79	64,174.21	24.35%
Overtime Overtime	5,000.00	0.00	0.00	20,655.79	64,174.21	24.35%
1001 803 42101 1000 Medical Insurance	4,945.00	0.00	0.00	1,085.72	3,859.28	21.96%
1001 803 42102 1000 Dental Insurance	89,775.00	0.00	0.00	21,741.51	68,033.49	24.22%
Medical Benefits Medical Benefits	89,775.00	0.00	0.00	21,741.51	68,033.49	24.22%
1001 803 42200 1000 Payroll Taxes	35,620.00	0.00	0.00	15,174.80	20,445.20	42.60%
Employer Payroll Taxes Employer Payroll Taxes	35,620.00	0.00	0.00	15,174.80	20,445.20	42.60%
1001 803 42301 1000 Defined Contribution-TIAA	2,811.00	0.00	0.00	765.35	2,045.65	27.23%
1001 803 42302 1000 Defined Benefit-ERSRI	42,562.00	0.00	0.00	12,341.49	30,220.51	29.00%
Employer Retires Contributions Employer Retires Contributions	42,562.00	0.00	0.00	12,341.49	30,220.51	29.00%
1001 803 44325 1000 Repairs & Maintenance	25,000.00	0.00	0.00	9,239.59	15,760.41	36.96%
1001 803 44326 1000 Playground Repairs & Maintenance	20,000.00	0.00	0.00	556.13	19,443.87	2.78%
Maintenance Maintenance	45,000.00	0.00	0.00	9,795.72	35,204.28	21.77%
1001 803 45100 1000 Programs	68,000.00	0.00	0.00	44,882.13	23,117.87	66.00%
1001 803 45101 1000 Bus Transportation	21,390.00	0.00	0.00	17,280.00	4,110.00	80.79%
1001 803 45102 1000 Concerts	8,000.00	0.00	0.00	0.00	8,000.00	0.00%
Misc. Programs Misc. Programs	97,390.00	0.00	0.00	62,162.13	35,227.87	63.83%
1001 803 45300 1000 Telephone & Internet	9,000.00	0.00	0.00	2,188.73	6,811.27	24.32%
Telephone Telephone	9,000.00	0.00	0.00	2,188.73	6,811.27	24.32%
1001 803 45900 1000 Operating	15,000.00	0.00	0.00	7,147.31	7,852.69	47.65%
Operating Operating	15,000.00	0.00	0.00	7,147.31	7,852.69	47.65%
1001 803 46210 1000 Natural Gas	0.00	0.00	0.00	686.88	(686.88)	0.00%
1001 803 46220 1000 Electricity	53,000.00	0.00	0.00	0.00	53,000.00	0.00%
1001 803 46260 1000 Vehicle Fuel	8,000.00	0.00	0.00	1,725.10	6,274.90	21.56%
1001 803 46270 1000 Water Service	7,800.00	0.00	0.00	3,315.01	4,484.99	42.50%
Utilities Utilities	68,800.00	0.00	0.00	5,726.99	63,073.01	8.32%
1001 803 47520 1000 Equipment	11,000.00	0.00	0.00	0.00	11,000.00	0.00%
1001 803 47522 1000 Park Benches	0.00	0.00	0.00	5,890.86	(5,890.86)	0.00%
2083 803 49500 1000 Expenditures Safety Enhancement Grant	0.00	0.00	0.00	890.00	(890.00)	0.00%
Capital Improvements Capital Improvements	11,000.00	0.00	0.00	6,780.86	4,219.14	61.64%
	(887,584.00)	0.00	0.00	(347,313.80)	(540,270.20)	(39.13)%

**Town of Bristol
Budget to Actual Report - Town Council**

For 6/30/2023

Original Budget	Amended Budget	Month To Date	Y-T-D Actual	Variance	% of Budget
(705,584.00)	0.00	0.00	(290,379.79)	(665,336.19)	(41.15)%

Excess Revenue Over (Under) Expenditures

State of Rhode Island

Town of Bristol

Citation

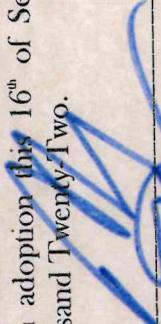
In Honor of
Joseph Morra

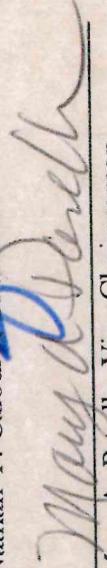
This citation is presented to Joseph Morra in recognition and appreciation for his service in the Marine Corp. and for his sacrifices and heroic actions in the Vietnam War. Bristol honors this Purple Heart recipient for his dedication, sacrifice, and devotion to our nation and our community.

In making this presentation, the Honorable Town Administrator and Honorable Town Council of the Town of Bristol, and on behalf of all Bristolians extend their sincerest gratitude and are forever indebted for his dedication and pledge to defend our nation; and encourage the citizens of the Town of Bristol to show their appreciation for the sacrifices the Purple Heart recipients have made in defending our freedoms, to acknowledge their courage, and to show them the honor and support they have earned.

In witness whereof we have hereunto set our hands and affixed the Seal of the Town of Bristol on adoption this 16th of September, Two-thousand Twenty-Two.

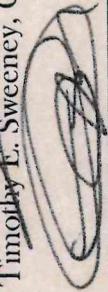

Steven Contente, Town Administrator


Nathan T. Calouro, Chairman

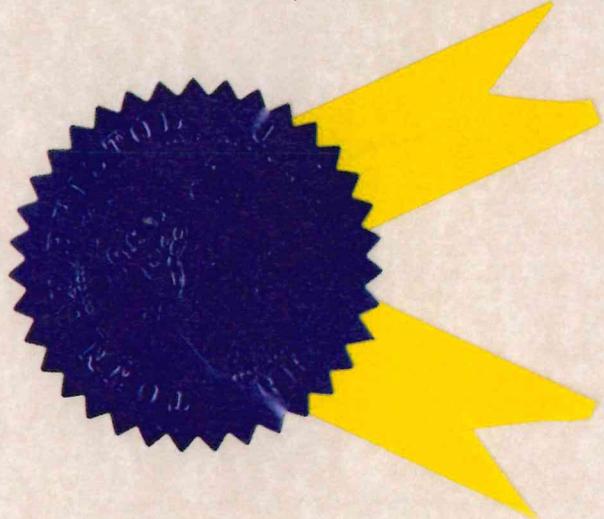

Mary A. Parella, Vice-Chairwoman


Antonio A. Teixeira, Councilman


Timothy E. Sweeney, Councilman


Aaron J. Ley, Councilman


Attest: Melissa Cordeiro, Town Clerk



State of Rhode Island

Town of Bristol

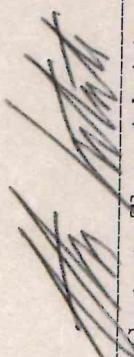
Citation

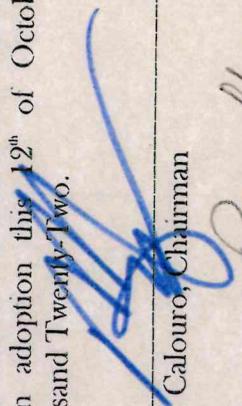
In Honor of
Robert R. Major, Sr.

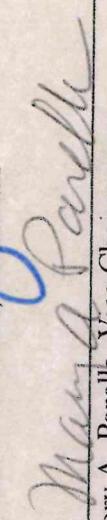
This citation is presented to Robert R. Major, Sr. in recognition and appreciation for his service in the US Marine Corp and for his sacrifices and heroic actions in the Vietnam War. Bristol honors this Purple Heart recipient for his dedication, sacrifice, and devotion to our nation and our community.

In making this presentation, the Honorable Town Administrator and Honorable Town Council of the Town of Bristol, and on behalf of all Bristolians extend their sincerest gratitude and are forever indebted for his dedication and pledge to defend our nation; and encourage the citizens of the Town of Bristol to show their appreciation for the sacrifices the Purple Heart recipients have made in defending our freedoms, to acknowledge their courage, and to show them the honor and support they have earned.

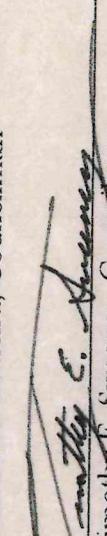
In witness whereof we have hereunto set our hands and affixed the Seal of the Town of Bristol on adoption this 12th of October, Two-thousand Twenty-Two.

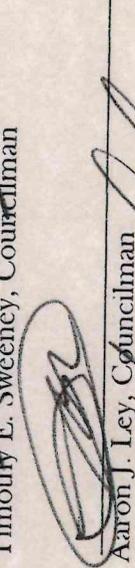

Steven Contente, Town Administrator

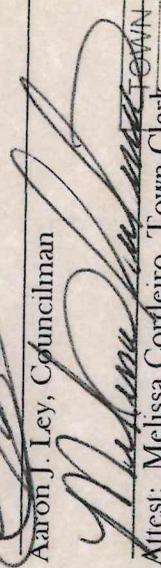

Nathan T. Calouro, Chairman


Mary A. Parella, Vice-Chairwoman


Antonio A. Teixeira, Councilman


Timothy E. Sweeney, Councilman


Aaron J. Ley, Councilman


Attest: Melissa Cordeiro, Town Clerk



State of Rhode Island

Town of Bristol

Resolution

Presented to

Gil's Appliances

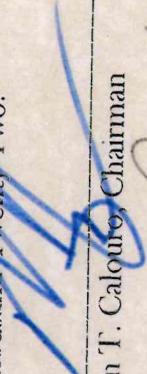
in consideration of its selection by the East Bay Chamber of Commerce for receiving an "Excellence in Business Award". The Town expresses its admiration for Gail and Lisa who have continued their family tradition of excellent customer service and has long contributed to the economic growth and prosperity in the East Bay for over sixty-one years.

In making this presentation, the Honorable Town Administrator and Honorable Town Council of the Town of Bristol, State of Rhode Island, in accordance with the authority vested in them by the citizens of Bristol, and on behalf of all Bristolians, offer our sincerest congratulations on receiving the "Excellence in Business Award" and may this recognition serve to increase your success for many years to come.

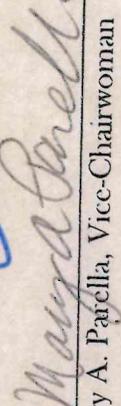
In witness whereof, we have hereunto set our hands and affixed the Seal of the Town of Bristol on adoption this 12th Day of October, Two-thousand Twenty-Two.



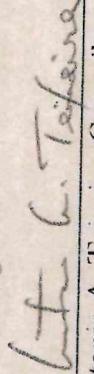
Steven Contente, Town Administrator



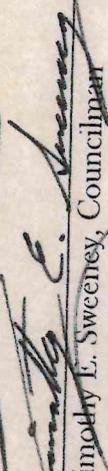
Nathan T. Calouro, Chairman



Mary A. Parella, Vice-Chairwoman



Antonio A. Teixeira, Councilman



Timothy E. Sweeney, Councilman



Aaron J. Ley, Councilman


Attest: Melissa Cordeiro, Town Clerk



State of Rhode Island

Town of Bristol

Sitation

Presented to

DeVine & Associates

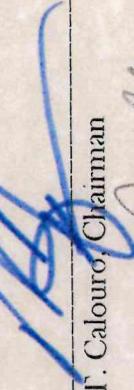
in consideration of its selection by the East Bay Chamber of Commerce for receiving an "Excellence in Business Award". The Chamber's nomination recalls Devine and Associates' commitment to education and growth in the field of finance and accounting. The Town of Bristol expresses its admiration to DeVine & Associates for their continued contributions to education events that support and strengthen the growth of our local community.

In making this presentation, the Honorable Town Administrator and Honorable Town Council of the Town of Bristol, State of Rhode Island, in accordance with the authority vested in them by the citizens of Bristol, and on behalf of all Bristolians, offer our sincerest congratulations on receiving the "Excellence in Business Award" and may this recognition serve to increase your success for many years to come.

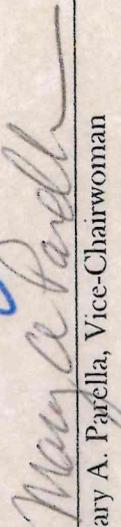
In witness whereof, we have hereunto set our hands and affixed the Seal of the Town of Bristol on adoption this 12th Day of October, Two-thousand Twenty-Two.



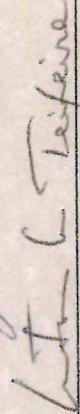
Steven Contente, Town Administrator



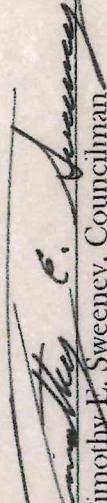
Nathan T. Calouro, Chairman



Mary A. Parella, Vice-Chairwoman



Antonio A. Teixeira, Councilman



Timothy L. Sweeney, Councilman



Aaron J. Ley, Councilman



Attest: Melissa Cordeiro, Town Clerk



TOWN COUNCIL
NOV 02 2022
MEETING

State of Rhode Island

Town of Bristol

Citation

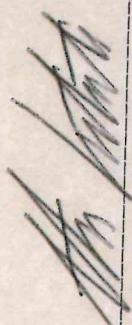
Presented to

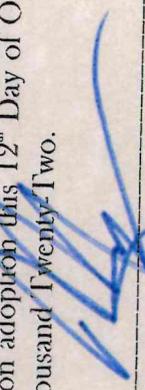
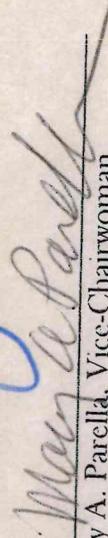
Traffic Signs and Safety

in consideration of its selection by the East Bay Chamber of Commerce for receiving an "Excellence in Business Award". The Town proudly recognizes this leading manufacturer of quality traffic signs, construction work signs, safety equipment, and necessary tools that are critical to the protection of life. The Town expresses its appreciation for their diligence and professionalism in keeping our community and citizens safe.

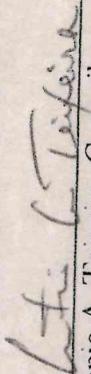
In making this presentation, the Honorable Town Administrator and Honorable Town Council of the Town of Bristol, State of Rhode Island, in accordance with the authority vested in them by the citizens of Bristol, and on behalf of all Bristolians, offer our sincerest congratulations on receiving the "Excellence in Business Award" and may this recognition serve to increase your success for many years to come.

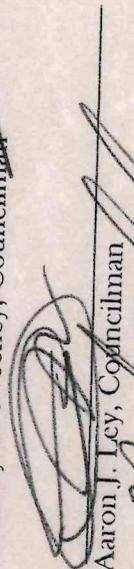
In witness whereof, we have hereunto set our hands and affixed the Seal of the Town of Bristol on adoption this 12th Day of October, Two-thousand Twenty-Two.


Steven Contente, Town Administrator


Nathan T. Calouro, Chairman

Mary A. Parella, Vice-Chairwoman




Antonio A. Teixeira, Councilman

Timothy E. Sweeney, Councilman

Aaron J. Lcy, Councilman


Attest: Melissa Cordeiro, Town Clerk

TOWN COUNCIL
NOV 02 2022
MEETING



PETITION OF NARRAGANSETT ELECTRIC FOR JOINT OR IDENTICAL POLE LOCATION TO THE HONORABLE TOWN COUNCIL OF BRISTOL, RHODE ISLAND

Town of Bristol
Town Clerk Office
10 Court St
Bristol, RI 02809

THE NARRAGANSETT ELECTRIC & Verizon New England Inc.,
Respectfully asks permission to locate and maintain poles, wires, and fixtures, including the necessary sustain and protecting fixtures to be owned and used in common by you petitioner along and across the following public ways:

**Franklin St
Installing P10-84**

Therefore, your petitioners pray that they be granted joint of identical location for existing poles and permission to erect and maintain poles and wires together with such sustaining and protecting fixtures as they may find necessary, said poles erected or to erected substantially in accordance with the plan filed herewith marked:

WR# 30664905

Dated 10/11/2022

Your petitioner agrees to reserve or provide space for one cross arm at a suitable point on each of said poles for the fire, police, telephone signal wires belonging to the municipality and used by it exclusively for municipal purposes.

NARRAGANSETT ELECTRIC

BY: Christopher Mantalito

VERIZON NEW ENGLAND, INC. [Signature]

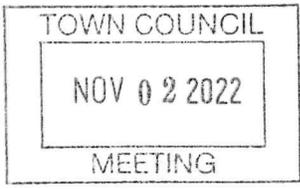
ORDER BY Daryl Cusman
10/21/22

The foregoing petition been read, it was voted that the consent at the

For the use of public ways named for the purposes stated in said petition be and it hereby is granted-----
work to be done subject to the supervision of

A true copy of the vote at the _____

Adopted _____ and recorded in Records Book# _____ Page _____



Pole & UG Petition/Permit Request Form

City
Town of Bristol WR # 30664905
(circle one)

Install 1 SO
(quantity) (circle one) JO Poles on Franklin St
(street name)

Remove _____ SO
(quantity) (circle one) JO Poles on _____
(street name)

Relocate _____ SO
(quantity) (circle one) JO Poles on _____
(street name)

Beginning at a point approximately 15 feet NE of the centerline
(distance) (compass heading)

of the intersection of Franklin St and Monroe St
(street name)

and continuing approximately _____ feet in a _____ direction.
(distance) (compass heading)

Install underground facilities:

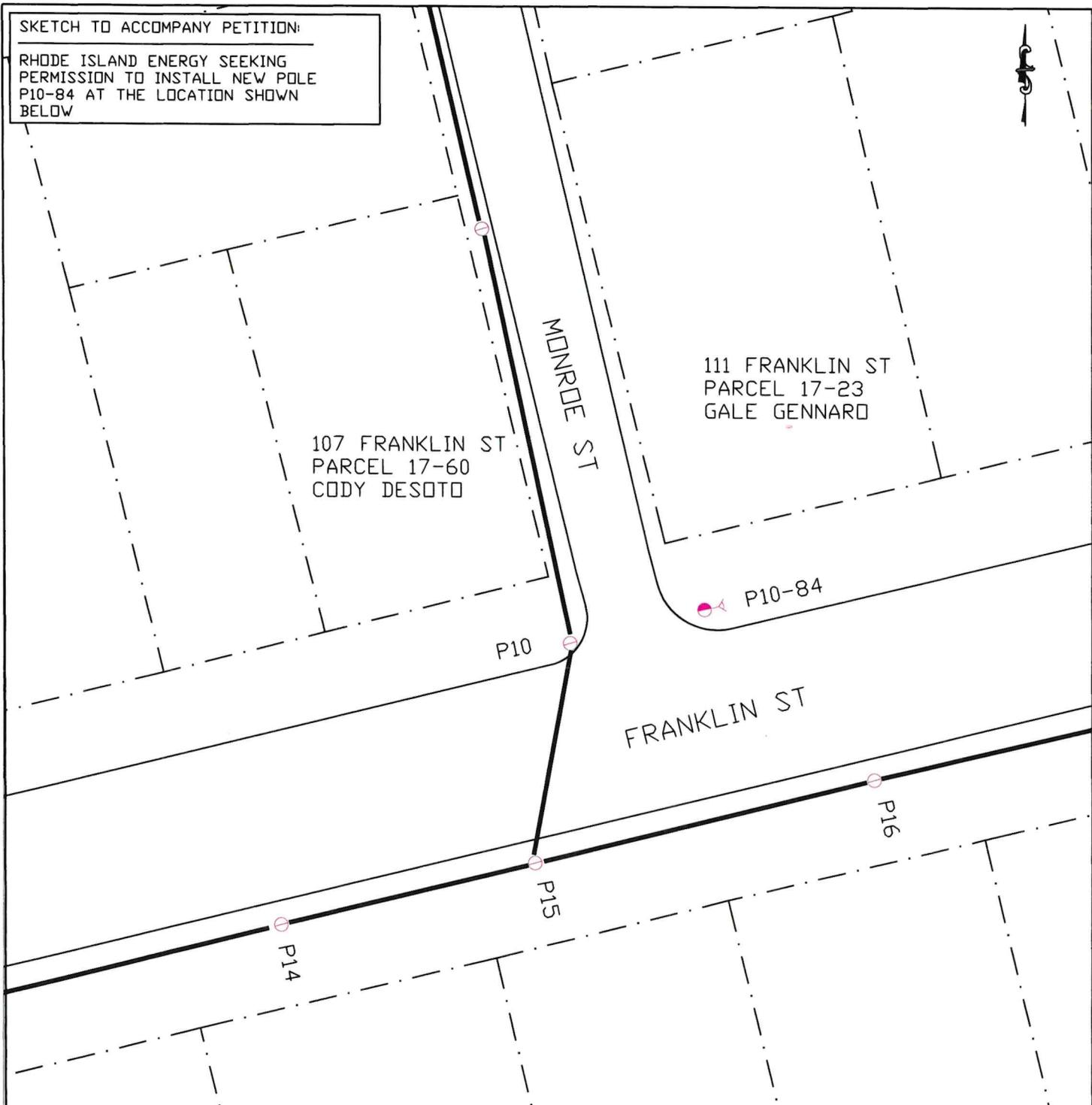
Street(s) _____

Description of Work:

Installing P10-84 as shown

ENGINEER Benjamin Fisk

DATE 10/11/22



LEGEND

	EXISTING J/O POLE		OH PRIMARY
	PROPOSED J/O POLE		LOT LINES
	PROPOSED ANCHOR		ROAD

POLE PETITION

107 FRANKLIN ST	BRISTOL, RI
Not to scale. The exact location of said facilities to be established upon the installation and erection of the facilities thereof.	
Date: 10/11/22 Designer: FISKBE WR: 30664905	

Rhode Island Energy



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolr.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: October 17, 2022

RE National Grid and Verizon - Franklin Street,
Installing P10-84

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on November 2, 2022.

Please note that all council items are due at 12PM noon one week prior to the meeting. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachment



TOWN OF BRISTOL
DEPARTMENT OF PUBLIC WORKS

111 Mt. Hope Avenue
Bristol, Rhode Island 02809
Tel. 401-253-4100 Fax 401-254-1278

EE1A

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Christopher J. Parella
DIRECTOR OF PUBLIC WORKS

DATE: October 25, 2022

RE: National Grid and Verizon – Franklin Street, Installing P10-84

2022 OCT 27 AM 11:39
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

Mr. Administrator,

I have reviewed this petition and I have no issues with the installation of new utility pole on Franklin Street at the intersection of Monroe Avenue. I would recommend that the Honorable Town Council grant this request.

Please advise if you have any further questions or concerns.

Respectfully submitted,

Christopher J. Parella
Director of Public Works

Concun
Stm
hntm
STEVEN CONTENTE
Town Administrator

TOWN COUNCIL
NOV 02 2022
MEETING

**RESOLUTION OF THE TOWN OF BARRINGTON
URGING THE RHODE ISLAND GENERAL ASSEMBLY TO RECOGNIZE JUNE 19,
JUNETEENTH NATIONAL INDEPENDENCE DAY, AS AN OFFICIAL RHODE ISLAND
STATE HOLIDAY**

WHEREAS, in 2021, the United States Congress enacted the Juneteenth National Independence Day Act, codified into law at Title 5, Sec. 6103(a) of the U.S. Code; and

WHEREAS, the Juneteenth National Independence Day Act recognizes Juneteenth National Independence Day, June 19, as a federal holiday, commemorating the anniversary of the last African American slaves being freed in Texas on June 19, 1865; and

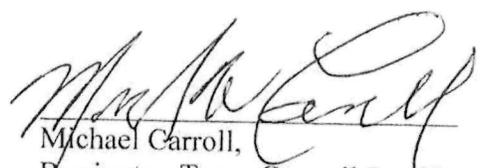
WHEREAS, in recognition of the importance of celebrating Juneteenth National Independence Day, the Barrington Town Council has enacted an Ordinance making Juneteenth a Town holiday; and

WHEREAS, to date, the Rhode Island General Assembly has not yet enacted a law-making Juneteenth an official State holiday;

NOW, THEREFORE, BE IT RESOLVED that the Barrington Town Council respectfully urges the Rhode Island General Assembly to adopt legislation making Juneteenth a State holiday.

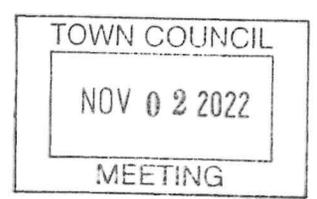
AND, BE IT FURTHER RESOLVED that copies of this resolution be sent to the clerks of all cities and towns in Rhode Island, and on January 4, 2023 to Barrington's members of the RI General Assembly, The Speaker of the RI House of Representatives, President of the RI Senate, and the Governor of the State of RI.

Passed as a resolution of the Barrington Town Council this 3 day of OCT, 2022.


Michael Carroll,
Barrington Town Council President

ATTEST:

Meredith J. DeSisto, CMC
Barrington Town Clerk



BID TABULATION

BID No. 995 - HVAC Project at Qunita Gamelin

BID Opening: October 12, 2022 @ 12 PM

Department: Director of Parks & Recreation - Warren Rensehausen

Bids Received From:	Bid Amount:
1. Automatic Temperature Controls, Inc. Steven P. Lussier, President 95 Connecticut Street Cranston, RI 02920	\$134,800.00
2	
3	
4	
5	

TOWN COUNCIL
 NOV 02 2022
 MEETING

TOWN COUNCIL
~~OCT 12 2022~~
 MEETING

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

2022 OCT 17 PM 3:46

SERVICES AGREEMENT

Professional Energy Consulting Services to a Governmental Aggregator

This Services Agreement ("Agreement") is made and entered into and effective on this 17th day of October 2022 ("Effective Date") by and between the **TOWN OF BRISTOL** ("Town"), a Rhode Island municipality, with administrative offices located at 10 Court St., Bristol, RI 02809, and **Good Energy, L.P.** ("Good Energy"), located at 232 Madison Avenue, Third Floor, New York, N.Y. 10016.

Recitals

WHEREAS, Town is seeking to become a "Governmental Aggregator," as described in Rhode Island General Laws §39-3-1.2, in order to facilitate the provision of electric power services and related energy services, either separately or bundled, for use by residential and non-residential customers within the Town's geographic boundaries; and

WHEREAS, Town desires to engage Good Energy to perform professional consulting services for Town in relation to the creation, authorization, implementation and management of its community electricity aggregation plan (the "Program"), as defined by, and in compliance with, all applicable provisions of R.I.G.L. §39-3-1.2 and other applicable statutes, regulations and precedent; and

WHEREAS, Good Energy desires to perform the Services as defined in this Agreement, and desires to be so engaged.

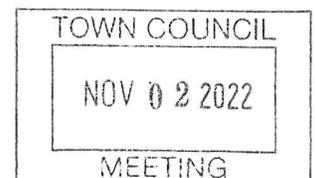
NOW, THEREFORE, in consideration of the foregoing and of the covenants and agreements contained in this document, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged and approved, the parties, intending to be legally bound, agree as follows:

Provisions

I. Performance of the Services. Good Energy shall perform each of the following activities and services, including all services reasonably inferable from those listed below (collectively, the "Services") with reasonable care and in accordance with the best practices established for electrical aggregation program consulting services:

A. Provide the following services:

1. Lead and assist the Town in the preparation of a community electricity aggregation plan (the "Plan") in consultation with the Town, including the following issues, as applicable:
 - Overview of process and consequences of aggregation.
 - Classes of customers that may participate.
 - Program organizational structure.
 - Program operations.
 - Program funding.
 - Rate setting and cost allocation among participants.
 - Entering and terminating agreements.
 - Rights and responsibilities of program participants.
 - Extension or termination of program.
 - Renewable energy content and sourcing.



2. Lead and assist the Town with presenting the Plan to the community for comments, revising the Plan as needed, and presenting the Plan and the comments received to the Town Council and other key decision-makers for review and/or approval. Good Energy shall present the draft Aggregation Plan to the Council and the public during the required public hearing process and shall take note of all feedback received during the public hearing process and provide responses to all relevant questions received.
3. Lead and assist the Town in securing an electricity supplier for the program, consistent with the aggregation plan, which may include integrating with existing Rhode Island aggregation programs or conducting a separate bidding process with interested suppliers.
4. Lead and assist with all required consultations and filings with the Rhode Island Public Utilities Commission in regard to the Plan;
5. Lead and assist the Town in the preparation, launch and on-going management of a community electricity aggregation program, consistent with its Plan as determined by the Town;
6. Coordinate the provision of an agreement between the applicable public utility ("Electric Distribution Company" or "EDC," as defined in R.I.G.L. § 39-1-2) and the Town, if required, and coordinate and facilitate communications between the EDC and Town, including the confidential exchange of customer information and other information between the EDC and the Town;
7. Develop the contract terms and conditions for the Electric Service Agreement ("ESA") between Town and the recommended successful competitive supplier(s) and any required customer notifications consistent with the approved Plan. Assist with negotiations of an Electric Service Agreement with the selected licensed competitive supplier, to the extent permitted by law;
8. Provide Town with information on electric power pricing, market trends and any other relevant information to support Good Energy's recommendation for timing of Request for Proposals ("RFP") for electric service. Prepare bid specifications and procure competitive bids from licensed, competitive suppliers for electric service. Assist in analysis of bids to determine most advantageous proposal based on price and other factors, with final decision of bid date and final selection of a competitive supplier(s) being decided by the Town;
9. Engage expert partners to provide analysis of Class I Renewable Energy Credit ("REC") market and assist Town in determining how to source RECs for its default and optional products. Assist Town, along with Good Energy's expert partners, with development and implementation of strategies or programs to support the development of new clean energy resources which may include, but are not limited to, issuing bids for RECs, negotiating contracts with renewable energy brokers or developers, or developing contract terms and conditions for investments in renewable energy projects with renewable energy brokers and developers. Such assistance shall include identification of any regulatory requirements and preparation of any related regulatory filings or submissions;

10. Lead and assist the Town in managing a comprehensive marketing, education and public outreach program for the launch and ongoing operation of the aggregation plan, at no cost to, and with approval of, the Town. Good Energy shall prepare a program website, marketing materials, and other related materials, to be approved by the Town prior to distribution. The Town will connect the program website to the Town's website. Good Energy shall brief Town staff and engaged community partners to respond to questions during the launch and while the program is in operation;
11. Provide customer "opt-out" consulting services, including but not limited to preparation and management of opt-out notices to be sent to utility customers for the adoption of a municipal authorization of the proposed community electricity aggregation Program and of the customer's right to decline to participate in the Program, determining the validity and accuracy of the eligible customer lists provided by the EDC, and supervision of all other notices and publications required to facilitate the adoption and operation of the Program;
12. Lead and assist the Town in the operation of its community electricity aggregation program, including conducting regular sweeps to offer program services to new or eligible customers; preparing and mailing of opt-out notices; and enrollment of new customers. To the extent possible, Good Energy will help to manage the relationship between the Town and the competitive supplier and work to resolve any issues to ensure the efficient and effective operation of the community electricity aggregation plan;
13. In the event any dispute arises under the ESA, Good Energy shall assist the Town in assessing the dispute and responding to any claims consistent with the requirements of the ESA, including negotiating an amendment to the ESA, if warranted. If the Town and Competitive Supplier are unable to resolve the matter and initiate formal dispute resolution provisions or seek other legal remedies, Good Energy will provide technical assistance to the Town. Town acknowledges that Good Energy is not a party to the ESA and that it will be the responsibility of the Town to retain independent legal representation in the event of a formal dispute or litigation;
14. Monitor developments in the wholesale markets and pricing trends and assist in development of a competitive market for energy supply, including providing marketing and education to attract new wholesale suppliers for community electricity aggregation programs;
15. Lead and assist Town with the development of an opt-up or green-up program to educate consumers and encourage program participants to elect optional products to support the development of new clean energy resources, and work with Town and expert partners to develop new, innovative green-up products. In the event that Town seeks to run such a program, Good Energy shall develop any associated marketing material and public presentations, subject to Town approval prior to being distributed. For any new programs or product offerings that would be subject to Public Utilities Commission review Good Energy shall prepare such legal documents as may be necessary, subject to review of the Town Solicitor, and conduct proceedings at the Commission on behalf of the Town; and

16. Provide access for a designated Municipal official to Good Energy's data portal to measure program performance. Produce annual report on program performance including key metrics as determined by the Town.
- B. Give prompt notice to Town should Good Energy acquire knowledge of any fault or deficit in the Program or any nonconformance with the ESA.
 - C. Remit to Town after the termination of this Agreement, all files and documents pertaining to the project that have been created, obtained or produced including, but not limited to, permits, licenses, applications, codes, drawings, site plans, photographs and similar materials. Good Energy agrees not to copyright or otherwise seek intellectual property protections for any materials developed in conjunction with the program. Good Energy shall retain all rights with respect to proprietary software, systems, and methodologies that are developed in service of all its clients.
 - D. Comply with all statutes, ordinances, laws, rules and regulations, which may be applicable to the services provided.
 - E. Good Energy shall not subcontract any Services to any person or entity that is not named in this Agreement without the advance written consent of Town, which consent shall not be unreasonably withheld. Any subcontractors shall be experienced and qualified and, to the extent required by law, licensed. In the event the Services of a sub-consultant are approved, Good Energy shall submit copies of any and all licenses and registrations to the Town. Notwithstanding the foregoing, any approval or lack of objection of the Town to any sub-consultant shall not relieve Good Energy of its responsibility for all Services.

II. Obligations of Town.

Town shall:

- A. Obtain, with the cooperation and assistance of Good Energy, all required authorizations: (i) to initiate aggregation of electric load and adopt an aggregation plan pursuant to R.I.G.L. § 39-3-1.2; (ii) to enter into this Services Agreement; and (iii) to enter into an ESA (s) with a competitive supplier(s).
- B. Use reasonable efforts to secure release of data applicable to the Program held by others, including but not limited to residential and non-residential customer account and load information.
- C. Give prompt notice to Good Energy should Town acquire knowledge of any material fault or material deficit in the Program or any nonconformance with the ESA, provided that this provision does not impose upon Town any affirmative duty to inquire of any such fault or deficit, and provided further that the failure of Town to provide such notice shall not relieve Good Energy of its obligations under this Agreement.
- D. Reasonably cooperate in the development of the Plan and all required regulatory consultations, filings and proceedings.
- E. Reasonably assist Good Energy by placing at its disposal all public information necessary for performance of the services for the project, upon reasonable request by Good Energy.

- F. Nothing in this Agreement shall be construed to require the Town to approve an ESA with a competitive supplier.
- III. Term and Termination.** The Agreement shall commence on the Effective Date and shall continue through the full term, or any extension or early termination, of any ESA(s) between the Town and a competitive supplier entered into during the term of this Agreement, or as otherwise mutually agreed to by Town and Good Energy. Town may terminate this Agreement at any time by giving Good Energy thirty (30) days' advance written notice. In the event this Agreement is terminated by Town prior to expiration of the current ESA(s), except for termination due to a material default of Good Energy, Good Energy shall be paid the fee included for Good Energy in the ESA for the volume of electricity purchased for the Program by the current competitive supplier(s) from the date of the termination of this Agreement through the expiration of the current ESA(s), including fees related to volumes of electricity purchased during the term of the ESA but billed and paid after the expiration of the ESA, provided that nothing in this Agreement prevents Town from terminating, without penalty or liability under this Agreement, any ESA in accordance with the terms of such agreement or as allowed by law.
- IV. Payment.** Subject to the Town's termination rights described in Section III, Town agrees that Good Energy's fees will be paid by the selected competitive supplier per kWh (volumetrically) for electricity purchased for the duration of the ESA, which fee shall be \$1.00/MWh. In the event the Town elects not to proceed with the Program, Good Energy shall not receive a fee.
- V. Relationship of the Parties.** The parties acknowledge and agree that Good Energy is an independent contractor and is not an agent or employee of Town. Neither Good Energy nor any of its officers, agents, employees, representatives or subcontractors shall be considered an employee, direct or indirect, of the Town within the meaning of any federal, state or local law or regulation, including but not limited to, laws or regulations covering unemployment insurance, workers compensation, industrial accidents, employee rights and benefits, wages and taxes. Nothing in this Agreement shall be construed to create a relationship between Good Energy and Town of a partnership, association, or joint venture.
- VI. Indemnification.**
- A. **Professional Liability.** Relative to any and all claims, losses, damages, liability and cost, Good Energy agrees to indemnify, defend and save Town, its officers, officials, and employees harmless from and against any and all suits, actions or claims for property losses, damages or personal injury claimed to arise from a negligent act, error or omission by Good Energy or its employees.
- B. **Non-Professional Liability (General Liability).** To the fullest extent permitted by law, Good Energy shall indemnify, defend and hold harmless the Town, and its officers, officials, and employees, from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of the acts or omissions of Good Energy, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of property (other than the work itself), including loss of use resulting therefrom, but only to the extent caused in whole or in part by the acts or omissions of Good Energy, its agents, or anyone directly employed by it or anyone for whose acts it may be responsible, regardless of whether or not such claim damage, loss or expense is caused in part by a party indemnified under this Agreement. Such obligations shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this paragraph.

- C. The indemnification provisions above are in addition to, and not in limitation of, any other rights and remedies available to the Town under this Agreement, at law, and in equity.

VII. Insurance.

- A. Good Energy shall secure and maintain, at its own expense, errors and omissions insurance in an amount not less than One Million Dollars (\$1,000,000.00) per claim/annual aggregate to protect itself from any claim arising out of the performance of professional services and caused by negligent acts or omissions for which Good Energy may be legally responsible. Good Energy shall maintain said coverage for the entire Agreement period and for a minimum of one year after completion of the work under the Agreement or the expiration of the Agreement, whichever is later.
- B. In addition to errors and omissions insurance, Good Energy shall also secure and maintain, at its own expense, insurance as set forth in the Certificate of Liability Insurance of Good Energy.
- C. All of the above referenced insurance shall be maintained in full force and effect during the life of this Agreement, and for one year beyond where specified.
- D. Good Energy agrees to require any consultant or sub-consultant providing services under this Agreement to maintain insurance of the type and amounts provided in this section.

VIII. Right to Audit.

- A. Good Energy represents that the individuals employed by Good Energy in any capacity, including, but not limited to, employees, subcontractors and independent contractors, are authorized to work in the United States. Good Energy represents and warrants that it has completed the I-9 verification process for all individuals Good Energy has performing services for Town. Town maintains the right to audit the Form I-9s for all individuals Good Energy has performing services for Town. Town will provide Good Energy with five (5) days advanced written notice of its intent to perform a Form I-9 audit. In response to Town's audit request, Good Energy shall provide copies of all Form I-9s and any supporting documentation for all individuals who Good Energy had performing services for Town at any time subsequent to the date upon which Town gave notice of the preceding Form I-9 audit. Notwithstanding the foregoing, neither the performance nor lack of performance of any audit by the Town, nor any failure of the Town to share the results of any such audit with Good Energy, shall relieve Good Energy of its obligations under this provision.
- B. Good Energy agrees to indemnify, defend and hold harmless Town in accordance with Section VI of the Agreement for any issue arising out of Good Energy's hiring or retention of any individual who is not authorized to work in the United States.
- C. Good Energy agrees to require any consultant or sub-consultant providing services under this Agreement to represent and warrant that any of its employees, subcontractors, agents and independent contractors are authorized to work in the United States and that it has completed the I-9 verification process for all individuals performing services under this Agreement. In addition, Good Energy shall cause any consultant or sub-consultant to indemnify, defend and hold harmless Town in accordance with Section VI of the

Agreement for any issue arising out of such consultant's or sub-consultant's hiring or retention of any individual who is not authorized to work in the United States.

IX. Taxes and Certifications.

- A. Good Energy is subject to and responsible for all applicable federal, state, and local taxes.
- B. Town represents that it is a tax-exempt entity and evidence of this tax-exempt status shall be provided to Good Energy upon written request.
- C. Good Energy has the following federal identification number for income tax purposes: 43-2003973.

X. Assignment. Neither party may assign this Agreement without obtaining express, written consent from the other party prior to assignment, which consent shall not be unreasonably withheld.

XI. Entire Agreement / Amendment. This Agreement constitutes the entire understanding of the parties hereto with respect to its subject matter and supersedes all prior negotiations, discussions, undertakings and agreements between the parties. It is understood and agreed that this Agreement may not be changed, modified, or altered except by an instrument, in writing, signed by the duly authorized representatives of both parties in accordance with the laws of the State of Rhode Island and Providence Plantations.

XII. Discrimination. To the extent the following applies, Good Energy shall reasonably comply with all federal, state and local laws, rules and regulations applicable to the work including without limitation the requirements of R.I.G.L. § 28-5-1 *et Seq.*, Title VII of the Civil Rights Act of 1964, Title 11 of the American with Disabilities Act of 1990, and any and all rules, waivers, regulatory guidance and regulations promulgated by the Rhode Island Division of Public Utilities or the Public Utilities Commission.

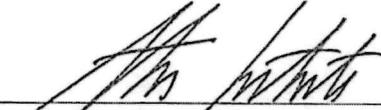
XIII. Confidential and Proprietary Information.

- A. Notwithstanding anything to the contrary set forth in this Agreement, the Parties are not required to disclose information which they reasonably deem to be proprietary or confidential in nature, including trade secrets, pursuant to any applicable statute or regulation. The Parties agree that, except as otherwise provided by law, and subject to the last sentence of this paragraph, any document disclosed by a Party and conspicuously marked on the face of such document as proprietary and confidential shall only be disclosed to officials, employees, representatives, and agents of either Party. Notwithstanding the foregoing, the good faith efforts of Good Energy or the Town to comply with the state Open Meetings and Access to Public Records statutes, or with a decision or order of a court or governmental entity with jurisdiction over the Town, shall not be a violation of this Section.
- B. **Ownership of Data and Documents.** All data and information, regardless of its format, developed or obtained under this Agreement ("Data"), other than Good Energy's confidential proprietary information, will remain the sole property of the Town. Good Energy must promptly deliver all Data to the Town at the Town's request. Good Energy is responsible for the care and protection of the Data until that delivery. Good Energy may retain one copy of the Data for Good Energy's records, subject to Good Energy's continued compliance with the provisions of this Agreement.

- C. **Limitations on Customer Information.** Both Parties acknowledge and agree that the customer information is subject to, and must be maintained in compliance with, the limitations on disclosure of the customer information pursuant to applicable laws and regulations. Town and Good Energy agree that customer-specific information provided to the Town in accordance with the Program and any agreements with the applicable EDC shall be treated as confidential to the extent required by law and any applicable EDC agreement or tariff. To protect the confidentiality of customer information:
1. Good Energy access to customer information is limited to those authorized representatives or duly licensed consultants of Good Energy, or any authorized third party, who have a legal need to know the information for purposes of this Agreement.
 2. Good Energy warrants that it will not disclose, use, sell, or provide Customer Information to any person, firm or entity for any purpose outside of the aggregation program.
 3. Good Energy and Town acknowledge and agree that customer information remains the property of the Town and that material breaches of confidentiality will constitute a default of this Agreement.
- D. **Proprietary Rights, Survival.** The obligations under this Article shall survive the conclusion or termination of this Agreement for two (2) years.
- XIV. **Governing Law/Venue.** Any controversy or claim, whether based upon contract, statute, tort, fraud, misrepresentation or other legal theory, related directly or indirectly to this Agreement, whether between the parties, or of any of the parties' employees, agents or affiliated businesses, will be resolved under the laws of the State of Rhode Island, in any court of competent jurisdiction. Good Energy agrees to accept service of process by certified mail at the address provided in this Agreement. In the alternative, by agreement of the parties, any such controversy or claim may be submitted for arbitration within the State of Rhode Island pursuant to the applicable rules of the American Arbitration Association.
- XV. **Severability.** If any provision of this Agreement is held invalid or unenforceable, such provision shall be deemed deleted from this Agreement and the parties shall in good faith negotiate to replace such provision by a valid, mutually agreeable and enforceable provision which so far as possible, achieves the same objectives as the severed provision was intended to achieve, and the remaining provisions of this Agreement shall continue in full force and effect.
- XVI. **Paragraph Headings.** Paragraph headings are inserted in this Agreement for convenience only and are not to be used in interpreting this Agreement.
- XVII. **Compliance with Laws.** Good Energy shall comply with all applicable laws and regulations in the performance of the Services.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

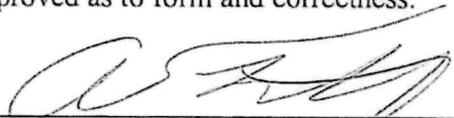
Signature:



~~James Tierney, Town Manager~~

STEVEN CONTENTE
Town Administrator

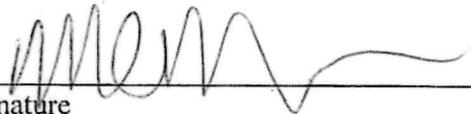
Approved as to form and correctness:



Asst. Town Solicitor Andrew M Teitz

GOOD ENERGY, L.P.

By: Good Offices Technology Partners, LLC



Signature

Maximilian Hoover

Printed Name

Manager

Title



STEVEN CONTENTE
Town Administrator

TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

October 17, 2022

Automatic Temperature Controls, Inc.
Steven P. Lussier, President
95 Connecticut Street
Cranston, RI 02920

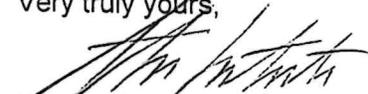
Re: Bid# 995 – HVAC Project at Quinta Gamelin

Dear Mr. Lussier:

We are pleased to inform you that your company, Automatic Temperature Controls, Inc., has been awarded Bid #995 – HVAC Project at Quinta Gamelin, with the cost not to exceed \$134,800.00.

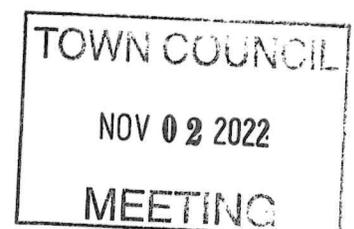
Please contact Warren Rensehausen to discuss the project details and timeline for completion.

Very truly yours,



Steven Contente,
Town Administrator

Cc: Sara Hassel, Treasurer
The Honorable Town Council
Warren Rensehausen, Director, Parks and Recreation





Town of Bristol, Rhode Island

Department of Community Development

10 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000

October 24, 2022

TO: Honorable Town Council
FROM: Diane M. Williamson
RE: **ADA Complaint Form and Procedure**

Attached, for your information, is a copy of the Town's ADA Complaint Form and Procedure which we are required to post for compliance with the Federal agencies that we receive grant funding from.

These documents were drafted in accordance with the template provided and were reviewed by the Town Solicitor's office.

Thank you.

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 OCT 24 PM 3:45

TOWN COUNCIL
NOV 02 2022
MEETING

Town of Bristol

Town Hall, 10 Court Street, Bristol, RI 02809

ADA Title II Complaint Form

Last Name Middle Initial First Name

Street Address City State Zip Code

Telephone Number (including area code) Best time to contact you

E-mail address

1 Please provide a complete description of the specific issue(s) you believe are inconsistent with Title II of the Americans with Disabilities Act and/or Section 504 of the Rehabilitation Act of 1973 and or the ADA Amendments Act of 2008 (use additional pages as necessary and provide documentation supporting the allegation).

2 Please provide a specific location(s) of the ADA issues prompting this complaint.

3 Date when the ADA non-compliance occurred / was noted.

4 Please state, as specifically as possible, what you think should be done to resolve this complaint.

Signature

Date

Mail Completed Complaint Form to:

Town of Bristol
Town Hall
10 Court Street
Bristol, RI 02809
Attn: Stephen Greenleaf, ADA Coordinator

For Agency Use Only:

Date Complaint was received

Date Complaint investigated

Results of Investigation (attach supporting documentation or photographs)

Date Complainant Contacted

Method of Contact:

- Phone Letter Email
 Personal Visit

Complaint Resolved? Yes
 No (forward to Office of Legal Counsel for review)

Was the RI Governor's Commission on Disabilities contacted? Yes No

ADA Title II Complaint Procedure

Access for All

Title II of the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973, and the ADA Amendments Act of 2008 protects qualified individuals with a disability from discrimination on the basis of that disability in the services, programs, or activities of the Rhode Island Department of Transportation (RIDOT).

Equal Access

The Town of Bristol will make reasonable accommodations to its policies and programs to ensure that individuals with disabilities have equal access to Town programs, services or activities. Individuals requiring auxiliary aids or services for effective communication or modification of policies or procedures of a Department program or service should contact Stephen Greenleaf, Town Building Official and ADA Coordinator at (401) 253-7000 ext. 127. Requests for auxiliary aids or services must be made no later than **10 business days** before the scheduled event.

ADA Complaint Procedure

In the event an individual believes the Town has failed to comply with Title II of the ADA and/or Section 504 of the Rehabilitation Act of 1973 by not providing equal access to, participation in, or denied the benefits of a Town service, program, or activity, that individual or group of individuals may file a complaint with the Town.

Who May File

Any person who believes the Town of Bristol, a Town sub-recipient, a Town consultant or a Town contractor has engaged in discrimination against that person or a specific class of persons, may file a complaint.

The process for filing an ADA Title II Complaint is as follows:

1. Fill out the complaint form and submit it to the ADA Coordinator at the address below.

A written complaint may be filed using the Town's Title II Complaint form. The complaint form is located on the Town of Bristol website at <http://www.bristolri.gov> under the heading of "Commerce", and the subheading of "Doing Business."

A copy of the form may be obtained by writing to the Town at: Bristol Town Hall, Attn: Stephen Greenleaf, 10 Court Street, Bristol, RI 02809

ADA Title II Complaint Procedure

Town of Bristol
Town Hall
10 Court Street
Bristol, RI 02809

Attn: Stephen Greenleaf ADA Coordinator

An oral complaint may be filed by contacting the Town's ADA Coordinator directly at (401) 253-7000 ext 127. If a reasonable accommodation is needed to communicate your complaint, such as an interpreter or alternative format, please indicate the need on the complaint form and assistance will be provided. Speech or hearing impairment assistance is available by dialing Rhode Island Relay at 711.

The written or oral complaint must be filed within **180 days** after the discriminatory action about which you are complaining. Send the complaint to:

Town of Bristol
Town Hall
10 Court Street
Bristol RI 02809

Attn: Stephen Greenleaf, ADA Coordinator

2. Meet with the ADA Coordinator to Discuss Your Complaint

The ADA Coordinator will meet with the Complainant within **10 business days** of the complaint being filed or arrange a telephone meeting to discuss the complaint.

3. The ADA coordinator will synthesize the information from the meeting and the ADA complaint form into a report and will forward the completed document to the complainant for review and concurrence of the facts of the complaint. If the complainant agrees that the document accurately portrays the complaint, they will sign and date the document. The form will also be signed and dated by the ADA Coordinator.

4. The Complaint is Investigated

Within **60 days** of the receipt of the signed Complaint Form, the meeting with the complainant, and the signed summation of the facts of the complaint, the ADA Coordinator will investigate the complaint. Following the investigation, the ADA Coordinator will contact the complainant to discuss the findings, explain how the complaint will be resolved and the timeframe for resolution of the complaint. The ADA Coordinator will provide a written decision to the complainant, signed and dated, which includes a finding of "Cause" or "No Cause" to believe any discrimination has occurred, as well as any actions RIDOT will take to resolve the complaint.

5. If the Complaint is Not Resolved

ADA Title II Complaint Procedure

If the complainant disagrees with the Department's decision regarding the original complaint, an appeal may be filed with the Bristol Town Council at:

Bristol Town Council
c/o Bristol Town Clerk
Town Hall
10 Court Street
Bristol, RI 02809

The Town Council will review the original complaint, the ADA Coordinator's written decision and findings, attempts to address the complaint, and reasons for the complainant's dissatisfaction with the original ruling.

A final determination will be made within **30 days** of the receipt of the appeal. The complainant will be notified of the decision in writing. The Town Council's decision will be final.

6. Other Filing Options

The use of the Town of Bristol's ADA Complaint process in no way precludes an individual or group from filing with the Rhode Island Governor's Commission on Disabilities, the Civil Rights Division of the Federal Highway Administration, the U.S. Department of Transportation, or the United States Department of Justice. The complainant is *not* required to complete the RIDOT Complaint Process before filing with any other agency.

7. Record Maintenance

The Town's ADA Coordinator will maintain ADA complaint and related documents for **5 years** from the date of final response.

Complaint Procedure Timetable

Complaint must be filed within	180 days
ADA Coordinator meets with the Complainant within	10 business days
Complaint investigated within	60 days
Final determination made within	30 days
Record of complaint maintained for	5 years



TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

STEVEN CONTENTE
Town Administrator

October 25, 2022

Westway Construction Inc.,
Robert West, Owner/President
2 Old Orchard Farm Rd
Bristol, RI 02809

Re: Bid# 988 – Rogers Free Library Roof Replacement Project

Dear Mr. West

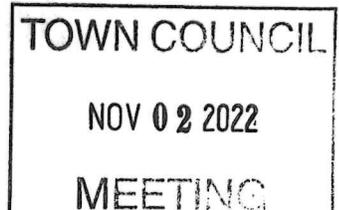
We are pleased to inform you that your company, Westway Construction Inc., has been awarded Bid# 988 – Rogers Free Library Roof Replacement Project for Town of Bristol, RI in the amount not to exceed \$268,000.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven Contente".

Steven Contente,
Town Administrator

Cc: Sara Hassel, Treasurer
The Honorable Town Council





The Commissioners of the Cemeteries

The North and East Burial Grounds Commission

The Town of Bristol, Rhode Island

10 Court Street ~ PO Box 407

Bristol, Rhode Island 02809

Ph 401-253-6426 ~ Fax 401-253-5885

AGENDA

WEDNESDAY, October 12, 2022, 6:00 PM

The Chapel at North Burial Ground

>>>The Meeting will begin at the Cremation Garden <<<

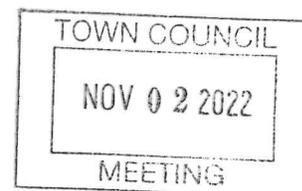
1081 Hope Street

Bristol, Rhode Island

2022 OCT - 7 PM 12: 37
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

1. **PLEDGE OF ALLEGIANCE TO THE FLAG.**
2. **A MOMENT OF REMEMBRANCE** for our dead and their families
3. **REVIEW & APPROVAL:** Minutes of September 2022
4. **REVIEW:** Monthly Census of Cemetery Use and Sales Income: September; Pending Review of Perpetual Care Fund portfolio Q3.
5. **REVIEW:** Monthly Expenses and Invoices for September 2022
6. **REVIEW | NOTE:** Invoice pending from DPW for repaving North/South Roads in NBG
7. **UPDATE | STATUS | REVIEW:** Town Clerk Cordeiro signed agreement with CemeteryFind for the electronic access and mgt of the Burial Card files for NBG. Dates pending for transfer of data.
8. **UPDATE | NOTE:** Rei Battcher, from BHPS will present walking tours at NBG October 28 and 29.
9. **UPDATE:** How many Gravestones were restored during September?
10. *****THE CREMATION GARDEN (CG):UPDATE |STATUS | REVIEW of PROJECTS:**
Meet at CG to note available unused space with potential for future development PLUS. Note placement of stone benches and bronze memorials, determine number to be ordered. Measure and discuss Commendation space, road expansion to accommodate parking, foot path widening, repair and new surface for path.
11. **NBG PROJECTS: UPDATE | STATUS | ADMINISTRATIVE | REVIEW:** Warren Monument cleaning, inking stone at Gate 3 and new stone carved at Gate 4; perimeter stonewall work, continued repair of White Washed wall, Tree mgt, Tree Plaques and design; installation of NW corner survey marker; Veteran markers. Replace Dog care and waste management signs. Trees along north wall.
12. **DISCUSSION:** Planning for Spring 2023, consider grass cutting and fertilizing in order to attract pollinators to both North & East Burial Grounds (Wood St).
13. **ONGOING REMINDER TO OUR FAMILIES:** US Flags are available for the graves of veterans at the NBG's Superintendent's office or from The Bristol Council of Veterans
14. **UPCOMING COMMISSION MEETINGS FOR 2022-23:** The Commission meets on the 2nd Wednesday of the month at 6:00 at The Chapel at North Burial Ground: 11/9/22; 12/14/22; 1/11/23; 2/8/23; 3/8/23; 4/12/23; 5/10/23; 6/14/23. Dates of upcoming meetings and agendas are posted at the following locations: Bristol Town Hall | Bristol Post Office | Bristol Town Website | RI Secretary of State Website: http://sos.ri.gov/openmeetings/?page=view_entity&id=4502

Respectfully Submitted:
Charles C. Cavalconte, M.Div., Chair



TOWN OF BRISTOL HOUSING AUTHORITY

AGENDA

A scheduled meeting of the Town of Bristol Housing Authority will be held on **October 13, 2022, at 10:00 AM at the** Bristol Housing Authority Community Room, 1014 Hope Street, Bristol, Rhode Island.
Public invited masks optional if fully vaccinated.

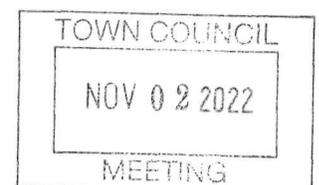
Public Comments must pertain to agenda items and are limited to 15 minutes per person. If you would like to comment on another subject write a letter to the Chairman at least 10 days in advance of meeting to request that the item, go on the agenda.

1. Chairman: Call to order
2. Pledge of Allegiance
3. Chairman: Roll call
4. Chairman: Reading of the minutes of the **September 15, 2022**, meeting. (VOTE)
5. Chairman: Introduces **OLD BUSINESS**
 - A. Maintenance Department Report
 - B. General Report – Executive Director
6. Chairman: Introduces **CURRENT BUSINESS**
 - A. Financial Report & Financial Synopsis **September 2022**
 - B. Audit
 - C. Commissioner Training October 27, 2022
 - D. Commissioner Term
 - E. BCM Garden
 - F. Roof Replacement
 - G. General Report – Executive Director
7. Chairman: Introduces **NEW BUSINESS**
 - A. **ACTION: Adopt New Flat Rents for 2023**
Resolution 2022-10 Adopt new flat rents for 2023 for Public Housing Residents (VOTE)
 - B. **ACTION: Adopt New Payment Standards for 2023**
Resolution 2022-11 Adopt Payment Standards for HCV Program 2023(VOTE)
 - C. General Report – Executive Director
8. Chairman introduces motion to adjourn (VOTE)

2022 OCT 11 PM 12:01

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

POSTED October 6, 2022



TOWN OF BRISTOL RHODE ISLAND



CONSERVATION COMMISSION

Will Hold a Meeting
Thursday, October 13, 2022
at 5:00 P.M.

Department of Community Development Office
235 High Street, 1st Floor
Bristol, Rhode Island

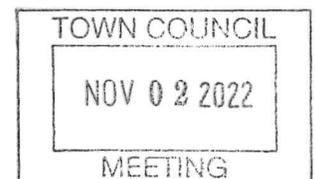
AGENDA

- | | |
|--|-----|
| 1. APPROVAL OF MINUTES – September 6, 2022 | ALL |
| 2. OLD BUSINESS | |
| a. Open Space | |
| i. New Open Space Applications for Consideration | ET |
| ii. Volunteers to help clear end of SF Dr trail into woods | |
| b. Tree Program | |
| i. Fall Tree Planting | ET |
| ii. Tree Management Program doc update | CF |
| c. Pollinator Garden Update | LF |
| 3. NEW BUSINESS | |
| a. Open Space preservation | JM |
| 4. ADMINISTRATIVE/ Announcement | |
| a. “Around the Room” | |
| 5. ADJOURN | |

Next Conservation Commission Meeting

November 1, 2022

Written comments may be submitted to the Conservation Commission via regular mail addressed to:
Conservation Commission, Bristol Town Hall, 10 Court Street, Bristol, RI 02809 or via email to
etanner@bristolri.gov .



ROGERS FREE LIBRARY
BOARD OF TRUSTEES

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

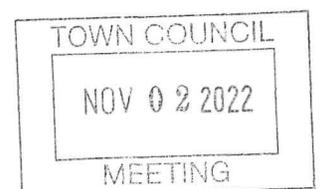
2022 OCT 12 PM 3:29

MEETING AGENDA FOR
October 20, 2022

A meeting of the Trustees of Rogers Free Library will be held on Thursday, October 20, 2022, at 6:30 PM. It will be held in person at Rogers Free Library, 525 Hope Street Bristol, RI.

AGENDA ITEMS

1. CALL TO ORDER/ATTENDANCE/QUORUM
2. REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING
 - Minutes of September 15, 2022
3. CHAIR REPORT
4. LIBRARY DIRECTOR REPORT
5. FINANCIAL REPORT – Discuss and Vote
 - Approve July Report
 - Approve August Report
 - Approve September Report
 - Approve Year End 2021-2022 Report
6. OLD BUSINESS
 - Roof Repair Update
 - New Trustee Search Committee
7. NEW BUSINESS
 - Liaison Reports
 - Friends of RFL – Ruth Souto
 - Grant Oversight Committee – David Swanson and Laura Cabral
 - Strategic Planning Committee
 - ESC Update
 - Bylaw Committee Report – Ruth Souto
 - Policy Sub Committee
 - Trustee Member Term Rotation
 - Sunday Hours
8. MEMBER PREROGATIVES
9. PUBLIC COMMENT
10. NEXT MEETING DATE: November 17, 2022
11. ADJOURN



Bristol Fourth of July Committee
Policy Subcommittee Meeting
Thursday, October 20, 2022, 7:00 PM
Burnside Building - 2nd Floor

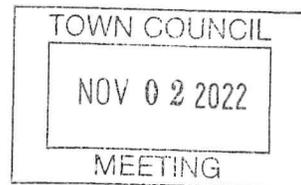
1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. BUSINESS TO BE DISCUSSED AND ACTED UPON

- Discuss proposed changes to the Bristol Fourth of July Committee Policy having to do with creating a Life Member Emeritus Status and whether or not to invite the Coast Guard, in addition to the Navy, to send a ship to the celebration each year. Vote whether or not to reject the proposed changes, accept them as written or with modifications, and forward them to the General Committee for final approval and adoption.

5. ADJOURNMENT

Posted at the Bristol Town Hall, the Bristol Post Office, and the Secretary of State Website on October 13, 2022

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2022 OCT 13 AM 8:11





10 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000
253-7010

Town of Bristol, Rhode Island
Department of Community Development

NOTICE OF MEETING
THE BRISTOL PLANNING BOARD
TECHNICAL REVIEW COMMITTEE MEETING

The Bristol Technical Review Committee will hold a meeting
in person on **October 25, 2022 at 10:00 a.m.**
In the Department of Community Development - Conference Room
235 High Street (Former Reynolds School Building), Bristol, RI

AGENDA

Combined Master Plan and Preliminary Review for Roger Williams University Campus Master Plan Update. Proposal to update the Master Plan as required by the Zoning Ordinance and includes a proposed new residence hall and a new student center as well as relocated surface parking spaces. Property located at One Old Ferry Road and 45 Ferry Road, Plat 164, Lots 1, 2, and 9; Plat 163, Lots 7 and 42; Plat 167, Lot 44 and Plat 166, Lot 4. Zoned: Educational Institutional

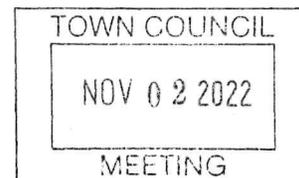
Scanned copies of all applications and supporting materials are available on the Town of Bristol web site: <https://www.bristolri.gov/government/commissions/technical-review-committee/#357-584-wpfd-10-25-2022-trc-meeting-roger-williams-university-1-old-ferry-road-1>

For questions on above plans please call 253-7000, ext. 147 or email dwilliamson@bristolri.gov

"In no case shall the recommendation of the TRC be binding on the Board in its activities or decisions"

Diane M. Williamson, AICP
Administrative Officer

Posted: 10/17/2022
By: MBW





Town of Bristol, Rhode Island

0 Court Street
Bristol, RI 02809
www.bristolri.gov
401-253-7000

TOWN OF BRISTOL CAPITAL PROJECT COMMISSION

NOVEMBER 1, 2022

5:00 P.M.

COMMUNITY DEVELOPMENT
CONFERENCE ROOM

235 HIGH STREET

BRISTOL, RI 02809

AGENDA

1. Call to Order
2. Approval of Minutes
3. Walley School Renovation Project - Project Review with Architects
4. Public Comment
5. Adjournment

Posted: October 20, 2022
By: dmw

TOWN COUNCIL
NOV 02 2022
MEETING

BRISTOL COUNTY WATER AUTHORITY

Board of Directors Meeting

Thursday, October 27, 2022, at 5:00 pm

450 Child Street (Boardroom), Warren, RI

AGENDA

1. Call to Order
2. FY2022 BCWA Pension Report – Dan Jock of Future Plan by Ascensus
3. Public Input
4. Minutes
 - i. Policy Committee Meeting – 9/22/22
 - ii. Board Meeting – 9/22/22
5. Executive Director Report
6. Financial Report
7. Board Member Town Council Reports
8. Approval of Firms for 3-year On-Call Engineering Services
9. Approval of Firms for 3-year On-Call Surveying Services
10. Approval of Contract Amendment to Beta Group for Engineering Services Associated with Contract Closeout of Phase I Pawtucket Pipeline Project
11. Discussion Regarding Laptops/Tablets for Board of Directors to Obtain Electronic Version of Agenda and Meeting Materials
12. BCWA Employee Handbook Update – for Approval
13. Add/Remove Signers of Business Select Checking at Bank Newport – for Approval
14. Executive Session:
 - i. Litigation – North Farm v. BCWA – Pursuant to RIGL s. 42-46-5 (a)(2)
 - ii. Executive Session Minutes
 - a. Board Meeting – 8/25/22
15. Next Scheduled Meeting(s) – Discussion and Approval
16. Adjournment

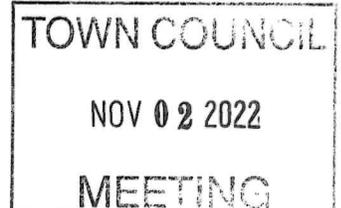
Individuals requiring interpreters for the hearing impaired must notify the Bristol County Water Authority, (401) 245-2022, not less than 48 hours in advance of the meeting.

Agenda Posted 10/21/22

1. Secretary of State Website
2. BCWA Main Office Bulletin Board
3. BCWA Operations Department Bulletin Board
4. BCWA Website bcwari.com

Agenda Sent Via Email 10/21/22 for Posting on Public Bulletin Boards

1. Barrington Town Hall
2. Bristol Town Hall
3. Warren Town Hall





10 Court Street
Bristol, RI 02809
www.bristol.ri.gov
401-253-7000
253-7010

Town of Bristol, Rhode Island
Department of Community Development

NOTICE OF MEETING
THE BRISTOL PLANNING BOARD
TECHNICAL REVIEW COMMITTEE MEETING

The Bristol Technical Review Committee will hold a meeting
in person on October 27, 2022 at 5:30 p.m.
In the Department of Community Development - 1st Floor Conference Room
235 High Street (Former Reynolds School Building), Bristol, RI

AGENDA

Concept Plan – Pre-Application Review for Proposal for Comprehensive Permit application for 20 new residential units in five new buildings with one existing three-family building with 25% low to moderate income housing. Property improved with an existing 3-family dwelling unit. Property located at 206 Bayview Avenue. Owner/Applicant: Fairwind Properties, LLC, Plat 47, Lot 3.

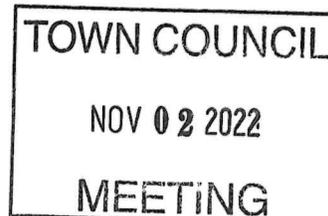
Scanned copies of all applications and supporting materials are available on the Town of Bristol website: <https://www.bristolri.gov/government/commissions/technical-review-committee/#357-586-wpfd-10-27-2022-trc-meeting-fairwind-properties-46-bayview-avenue>

For questions on above plans please call 253-7000, ext. 147 or email dwilliamson@bristolri.gov

"In no case shall the recommendation of the TRC be binding on the Board in its activities or decisions"

Diane M. Williamson, AICP
Administrative Officer

Posted: 10/21/22
By: MBW



Bristol Fourth of July Committee
Special General Committee Meeting
Wednesday, November 9, 2022, 6:30 PM
Burnside Building - 2nd Floor

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

2022 OCT 21 PM 12:39

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. BUSINESS TO BE DISCUSSED AND ACTED UPON

Discuss and vote on 6 changes to the Bristol Fourth of July Committee Policy having to do with creating a Life Member Emeritus Status, member and volunteer background checks, and inviting the active military to participate in the celebration.

5. ADJOURNMENT

Posted at the Bristol Town Hall, the Bristol Post Office, and the Secretary of State Website on October 21, 2022

TOWN COUNCIL
NOV 02 2022
MEETING



TOWN OF BRISTOL, RHODE ISLAND
ZONING BOARD OF REVIEW

Meeting Agenda
Monday, November 14, 2022
at 7:00 PM

Bristol Town Hall - 10 Court Street, Bristol Rhode Island

Scanned copies of all applications and supporting materials will be available on the Town of Bristol website at <https://www.bristolri.gov/government/boards/zoning-board-of-review/>. Written comments may be submitted to the Zoning Board via regular mail addressed to: Zoning Board of Review, Bristol Town Hall, 10 Court Street, Bristol, RI 02809 or via email to etanner@bristolri.gov. Written comments should be received no later than 12:00 p.m. on Thursday, November 10, 2022.

1. Pledge of Allegiance

2. Approval of Minutes: October 3, 2022

3. Continued Petitions

3A. 2022-31 Frederick T. and Patti A. Nenna, 12 Greg Drive

Dimensional Variance: to install approximately 24 linear feet of six-foot-high privacy fencing at a height greater than permitted in the front yard on a corner lot.

4. New Petitions

4A. 2022-33 Dianne Baird, 40 Everett Avenue

Dimensional Variance: to construct a 15ft. x 20.5ft. single-story living area addition to an existing single-family dwelling with less than the required front yard.

4B. 2022-34 Wendy Kalif, 12 Everett Avenue

Dimensional Variance: to construct a 10ft. x 12ft. accessory shed structure with less than the required front yard.

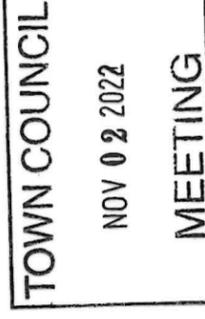
4C. 2022-35 Edward N. and Donna M. Cabral, 67 Mulberry Road

Dimensional Variances: to construct an approximate 350 square foot single-story garage addition; and approximately 135 square feet of covered patio addition with less than the required front yards on a corner lot.

5. Adjourn

Date Posted: October 27, 2022

Posted by: emt





PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:
The undersigned hereby respectfully requested of your
Honorable Body that:

On August 26, 2022, a DPW (#26) truck hit our entry gate. Please see attached police report #22-413-AC.

We had our gate vendor come out to assess if there were any damages internally. The service call cost \$210.00. Please see attached invoice (#276-102122-DPW) to be paid by Town of Bristol DPW.

PLEASE NOTE:

Petition must be returned by 4:00 PM, two (2) Wednesdays prior to the Town Council meeting to appear on the docket of the

meeting for review and possible action. It is Council policy that action may not be taken on petitions unless recommendations, if necessary, from appropriate departments are received prior the Council meeting.

DATE REC'D:

NORTH FARM HOMEOWNERS ASSOC.

SIGNATURE: Stella Munro for NFHOA

NAME: STELLA MUNRO

ADDRESS: 1359 Hope Street

TOWN: Bristol

BUSINESS TEL. NO. (401) 253-4218

RESIDENCE TEL. NO. N/A

TOWN COUNCIL
NOV 02 2022
MEETING

NORTH FARM HOME OWNERS ASSOCIATION
1359 HOPE STREET, BRISTOL, RI 02809
Telephone 401-253-4218 Fax 401-253-5820

INVOICE

Invoice #: 276-102122-DPW

Date: 10/21/2022

GL Code: 6531.000

Total Due: \$210.00

Gate Hit Repairs

To: North Farm Homeowners Association

From: Town of Bristol Dept. of Public Works

PLEASE SEND THE CHECK TO:

North Farm Homeowners Association

1359 Hope Street

Bristol RI 02809

STATE OF RHODE ISLAND UNIFORM CRASH REPORT

Reporting Agency Name Bristol			Report Number 22-413-AC			Crash Date 08/26/2022		Crash Time 0923		Walk In Report <input type="checkbox"/>		Parking Lot <input type="checkbox"/>							
City or Town Name BRISTOL				Street or Highway NORTH FARM DR				<input type="checkbox"/> On Ramp <input type="checkbox"/> Off Ramp		Exit # 2		# of Lanes 2		Posted Speed Limit <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Unk					
Nearest Intersection Street HOPE ST			Direction From Nearest Intersection to Crash Site <input type="checkbox"/> At Inter. <input type="checkbox"/> North <input type="checkbox"/> South <input checked="" type="checkbox"/> East <input type="checkbox"/> West				Distance From Nearest Inter. <input type="checkbox"/> Feet <input type="checkbox"/> Miles		Latitude +041.707809		Longitude -071.280579								
Unit ID 1	Driver's Last Name First Name DUARTE GEORGE			M.I. D	DOB [REDACTED]	Unit ID	Last Name First Name			M.I.	DOB								
Address 30 VALLEY DR				City BRISTOL				Address				City							
State RI	Zip 02809	Home Phone		Cell Phone		Work Phone		State	Zip	Home Phone		Cell Phone		Work Phone					
Driver's License # 6913495				<input type="checkbox"/> CDL		Lic. State RI		Driver's License #				<input type="checkbox"/> CDL		Lic. State					
M/V Violation		M/V Violation		M/V Violation		M/V Violation		M/V Violation		M/V Violation		M/V Violation		M/V Violation					
Driver & Owner are Same <input type="checkbox"/>	Owner's Last Name First Name TOWN OF BRISTOL (DPW)			M.I.	Driver & Owner are Same <input type="checkbox"/>	Owner's Last Name First Name			M.I.										
Address 111 MT. HOPE AVE				City BRISTOL				Address				City							
State RI	Zip 02809	Home Phone		Cell Phone		Work Phone		State	Zip	Home Phone		Cell Phone		Work Phone					
Insurance Company Name BRISTOL TOWN TRUST				<input type="checkbox"/> No Ins.		Insurance Policy Number N/A		Insurance Company Name				<input type="checkbox"/> No Ins.		Insurance Policy Number					
Hit And Run <input type="checkbox"/> Yes, M/V & Driver left Scene <input type="checkbox"/> Yes, Driver left Scene <input checked="" type="checkbox"/> No <input type="checkbox"/> Unk													Hit And Run <input type="checkbox"/> Yes, M/V & Driver left Scene <input type="checkbox"/> Yes, Driver left Scene <input type="checkbox"/> No <input type="checkbox"/> Unk						
Registration # 5367	<input type="checkbox"/> Not Reg.	State RI	Yr Reg. 2023	VIN 1GB3KYCG3JZ309087			Registration #	<input type="checkbox"/> Not Reg.	State	Yr Reg.	VIN								
Veh Yr. 2018	Make CHEVROLET		Model SILVERADO		Color WHITE	Plate Type TN		Veh Yr.	Make		Model		Color	Plate Type					
Veh Travel Direction <input type="checkbox"/> Northbound <input type="checkbox"/> Southbound <input type="checkbox"/> Eastbound <input checked="" type="checkbox"/> Westbound <input type="checkbox"/> Not on Roadway <input type="checkbox"/> Unk				Veh Travel Direction <input type="checkbox"/> Northbound <input type="checkbox"/> Southbound <input type="checkbox"/> Eastbound <input type="checkbox"/> Westbound <input type="checkbox"/> Not on Roadway <input type="checkbox"/> Unk															
Vehicle Towed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Towing Company Name			Haz Mat Placard? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Vehicle Towed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Towing Company Name			Haz Mat Placard? <input type="checkbox"/> Yes <input type="checkbox"/> No									
Person Type																			
1 Driver	4 Bicyclist	7 Other Ped. (Wheelchair, Person in Building, Skater, Ped. conveyance, etc.)				9 Occupant of a Non-Motor Veh Transportation Device													
2 Passenger	5 Other Cyclist	8 Occupant of Motor Veh. Not in Transport (Parked, etc.)				10 Unknown Type of Non-Motorist													
3 Pedestrian	6 Witness	11 Unknown																	
Unit ID	Sex	Seat Position		Other Location		Air Bag Deployed		Ejected		Protection System			Injury						
1 Unit 1	M Male	13 Other Row (Bus)		17 N/A		1 N/A 5 Other		1 No		1 N/A			7 Child - Forw Facing						
2 Unit 2	F Female	14 Unk Row		18 Sleeper		2 No 6 Comb		2 Partially		2 None Used			8 Child - Rear Facing						
3 (etc.)	U Unk	15 Other Seat		19 Other Enclosed Area		3 Front 7 Unk		3 Totally		3 Shoulder & Lap			9 Booster Seat						
or N/A		16 Unk Seat		20 Other Unenclosed Area		4 Side		4 N/A		4 Shoulder Only			10 Child - Unk						
				21 Towed Unit				5 Unk		5 Lap Only			11 Helmet Used						
				22 Unk						6 Type Unk			12 Other						
													13 Unk						
Name: Occupants - Witnesses - Pedestrians - Bicyclists	Person Type	Unit ID	Sex	DOB	Seat Pos.	Air Bag Deployed	Ejected	Prot. System	Injury	Trans by Rescue									
GEORGE D DUARTE	1	1	M	[REDACTED]	1	2	1	3	5	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N									
										<input type="checkbox"/> Y <input type="checkbox"/> N									
										<input type="checkbox"/> Y <input type="checkbox"/> N									
Non-Vehicle Property Damage													<input type="checkbox"/> State Property		<input type="checkbox"/> City/Town Property		<input checked="" type="checkbox"/> Private Property		
Owner NORTH FARM CONDOMINIUMS						Address 1359 HOPE ST BRISTOL RI													
Home Phone		Cell Phone		Work Phone		Damage Description ENTRY GATE ARM DISLODGED													
Reporting Officer Name Patrol Officer CHRISTOPHER RAIOLA				Reporting Officer Badge Number 034				Report Date 08/26/2022		Prohibit Public Release No									

Report Number
22-413-AC

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
CODING GUIDE

5 Type of Roadway
 1 Two-Way, Not Divided (No Median or Barrier)
 2 Two-Way, Not Divided With a Continuous Left Turn Lane
 3 Two-Way, Divided, Unprotected (painted >4 feet) Median
 4 Two-Way, Divided, Positive Median Barrier
 5 One-Way Trafficway
 6 Unknown

1 Road Surface Condition (Prevailing)
 1 Dry 5 Ice/Frost 9 Oil
 2 Wet 6 Water (Standing, Moving) 10 Other
 3 Snow 7 Sand 11 Unknown
 4 Slush 8 Mud, Dirt, Gravel

1 Light Condition (Prevailing)
 1 Daylight 5 Dark - Not Lighted
 2 Dawn 6 Dark - Unknown Lighting
 3 Dusk 7 Other
 4 Dark - Lighted 8 Unknown

1 Weather Condition (Prevailing)
 1 Clear 5 Sleet, Hail (Freezing Rain or Drizzle)
 2 Cloudy 6 Snow
 3 Fog, Smog, Smoke 7 Blowing Snow
 4 Rain 8 Severe Crosswinds

1 Manner of Impact
 1 Not a Collision Between Two Motor Vehicles in Transport
 2 Rear End (Front-to-Rear)
 3 Head-On (Front-to-Front)
 4 Angle (Front-to-Side) Same Direction
 5 Angle (Front-to-Side) Opposite Direction
 6 Angle (Front-to-Side) Right Angle (Includes Broadside)
 7 Angle-direction Not Specified
 8 Sideswipe, Same Direction
 9 Sideswipe, Opposite Direction
 10 Rear-to-Side
 11 Rear-to-Rear
 12 Other
 13 Unknown

School Bus Related Crash?
 (Directly Involved Indicates Contact was Made)
 Yes, Directly Involved No
 Yes, Indirectly Involved

Traffic Controls 11
 1 No Controls 7 Yield Signs
 2 Person 8 Warning Signs
 3 Traffic Control Signal 9 Railway Crossing Device
 4 Flashing Traffic Control Sig. 10 Pavement Markings
 5 School Zone Signs 11 Other
 6 Stop Signs 12 Unknown

Pre-Crash Traffic Controls Malfunctioning, Damaged or Missing?
 Yes No N/A

Construction Zone Crash?
 (Crash Occurs In or Related to Construction, Maintenance, or Utility Work Zone.
 May Include Vehicles Slowed or Stopped because of Work Zone)
 Yes No

Construction Workers Present?
 Yes No

Contributing Circumstances Environment 1st 1
 1 None
 2 Weather Conditions
 3 Physical Obstructions
 4 Glare
 5 Animal(s) in Roadway
 6 Other
 7 Unknown

Contributing Circumstances Road 1st 1
 1 None
 2 Road Surface Condition (Wet, Icy, Snow, Slush, etc.)
 3 Debris
 4 Rut, Holes, Bumps
 5 Work Zones (Construction/Maintenance/Utility)
 6 Worn, Travel-Polished Surface
 7 Obstruction in Roadway
 8 Traffic Control Device Inoperative, Missing or Obscured
 9 Shoulders (None, Low, Soft, High)
 10 Non-Highway Work
 11 Other
 12 Unknown

14 Vehicle #1 Unit Types
 1 Passenger Car 6 Motor Home 11 Motorcycle 17 Tow Truck
 2 (Sport) Utility Vehicle 7 School Bus 12 Moped 18 Pedestrian
 3 Passenger Van 8 Transit Bus 13 Low Speed Vehicle 19 Bicyclist
 4 Cargo Van (10K lbs[4,536 kg] or Less) 9 Motor Coach 14 Other Light Trucks (10K lbs [4,536 kg] or Less) 20 Witness
 5 Pickup 10 Other Bus 15 Tractor Trailer or Combination (More than 10K lbs [4,536 kg]) 21 Other
 16 Medium/Heavy Trucks (More than 10K lbs [4,536 kg])

Vehicle #1
 Yes No Does this Vehicle have Seats to Transport 9 or more people, including the Driver's Seat? Yes No

Vehicle #1
 Yes No Was this Vehicle in Tow? Yes No

1 Vehicle #1 Special Function Vehicle
 1 No Special Function 3 Vehicle Used as School Bus 5 Military 7 Ambulance
 2 Taxi 4 Vehicle Used as Other Bus 6 Police 8 Fire Truck
 9 Unknown

Report Number
22-413-AC

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
CODING GUIDE

Vehicle #1
 Yes No Unk _____ Police, Ambulance or Fire Truck Responding to a Call? _____ Yes No Unk

1 Vehicle #1 _____ Motor Vehicle Position _____
 1 Motor Vehicle on Roadway 2 Motor Vehicle Parked 3 Working Vehicle/Equipment

1 Vehicle #1 _____ Extent of Damage _____
 1 No Damage Observed 2 Minor damage (less than or equal to \$1000) 3 Functional Damage (greater than \$1000) 4 Disabling Damage (greater than \$1000)

27 Vehicle #1 _____ Most Harmful Event _____
 Non-Collision: Collision with Person, Motor Veh, or Non-fixed Obj: Collision with Fixed Object:

- | | | | |
|-------------------------------|------------------------------------|------------------------------------|--|
| 1 Overturn/Rollover | 9 Pedestrian | 16 Impact Attenuator/Crash Cushion | 28 Tree (Standing) |
| 2 Fire/Explosion | 10 Pedalcycle | 17 Bridge Overhead Structure | 29 Landscaping |
| 3 Immersion | 11 Railway Vehicle (Train, Engine) | 18 Bridge Pier or Support | 30 Utility Pole (Elec/Tele)/Light Support |
| 4 Jackknife | 12 Animal | 19 Bridge Rail | 31 Highway Lighting/Light Standard |
| 5 Cargo/Equip. Loss or Shift | 13 Motor Vehicle in Transport | 20 Culvert | 32 Traffic Sign/Support |
| 6 Fell/Jumped from Motor Veh. | 14 Work Zone/Maintenance Equipment | 21 Curb | 33 Traffic Signal/Support |
| 7 Thrown or Falling Object | 15 Other Non-Fixed Object | 22 Ditch | 34 Traffic Control Box |
| 8 Other Non-Collision | | 23 Embankment | 35 Variable Message Board/Arrow Board |
| | | 24 Guardrail Face | 36 Other Post, Pole, or Support |
| | | 25 Guardrail End | 37 Fence |
| | | 26 Jersey/Concrete Traffic Barrier | 38 Mailbox |
| | | 27 Other Traffic Barrier | 39 Other Fixed Obj. (Wall, Building, Tunnel, etc.) |
- 40 Unknown - Most Harmful Event

1 Vehicle #1 _____ Vehicle Action Prior _____
 1 Movements Essentially Straight Ahead 6 Turning Left 11 Negotiating a Curve
 2 Backing 7 Making U-Turn 12 Parked
 3 Changing Lanes 8 Leaving Traffic Lane 13 Stopped in Traffic
 4 Overtaking/Passing 9 Entering Traffic Lane 14 Other
 5 Turning Right 10 Slowing 15 Unknown

13 Vehicle #1 _____

Passenger Car

Motorcycle

Initial Impact Area Clock Diagram Or
 13 Top (Roof)
 14 Undercarriage
 15 Non-Collision
 16 Unknown
 Most Damaged Area

16 Vehicle #1 _____

Bus

Passenger Car W/Trailer

Tractor Trailer

Initial Impact Area Clock Diagram Or
 13 Top (Roof)
 14 Undercarriage
 15 Non-Collision
 16 Unknown
 Most Damaged Area

Report Number
22-413-AC

STATE OF RHODE ISLAND UNIFORM CRASH REPORT
CODING GUIDE

1st	27	Vehicle #1	Sequence of Events		1st
	2nd				2nd
	3rd				3rd
	4th				4th

<p>Non-Collision:</p> <p>1 Overturn/Rollover 2 Fire/Explosion 3 Immersion 4 Jackknife 5 Cargo/Equipment Loss or Shift 6 Fell/Jumped from Motor Vehicle 7 Thrown or Falling Object 8 Other Non-Collision</p> <p>Collision with Person, Motor Veh, or Non-fixed Obj:</p> <p>9 Pedestrian 10 Pedalcycle 11 Railway Vehicle (Train, Engine) 12 Animal 13 Motor Vehicle in Transport 14 Work Zone/Maintenance Equipment 15 Other Non-Fixed Object</p>	<p>Collision with Fixed Object:</p> <p>16 Impact Attenuator/Crash Cushion 17 Bridge Overhead Structure 18 Bridge Pier or Support 19 Bridge Rail 20 Culvert 21 Curb 22 Ditch 23 Embankment 24 Guardrail Face 25 Guardrail End 26 Jersey/Concrete Traffic Barrier 27 Other Traffic Barrier</p>	<p>28 Tree (Standing) 29 Landscaping 30 Utility Pole (Elec/Tele)/Light Support 31 Highway Lighting/Light Standard 32 Traffic Sign/Support 33 Traffic Signal/Support 34 Traffic Control Box 35 Variable Message Board/Arrow Board 36 Other Post, Pole, or Support 37 Fence 38 Mailbox 39 Other Fixed Obj. (Wall, Building, Tunnel, etc.)</p> <p>40 Unknown - Sequence of Events</p>
--	---	--

1	1	Driver Vehicle #1	Driver Distracted		1st
---	---	-------------------	-------------------	--	-----

<p>1 Not Distracted 2 Electronic Communication Devices (Cell Phone, Pager, etc.) 3 Other Electronic Devices (Navigation Device, Palm Pilot, etc.)</p>	<p>4 Other Inside the Vehicle 5 Other Outside the Vehicle 6 Unknown</p>
---	---

1	1	Driver Vehicle #1	Physical Condition of Driver		1st
---	---	-------------------	------------------------------	--	-----

<p>1 Apparently Normal 2 Emotional (Depressed, Angry, Disturbed, etc.) 3 Ill (Sick)</p>	<p>4 Fell Asleep, Fainted, Fatigued, etc. 5 Under the Influence of Medications/Drugs/Alcohol 6 Other</p>
---	--

1st	1st	Vehicle #1	Non-Motorist Safety Equipment		1st
	2nd	Vehicle #1			2nd

<p>1 None 2 Helmet 3 Protective Pads Used (Elbows, Knees, Shins, etc.) 4 Reflective Clothing (Jacket, Backpack, etc.)</p>	<p>5 Lighting 6 Other 7 N/A 8 Unknown</p>
---	---

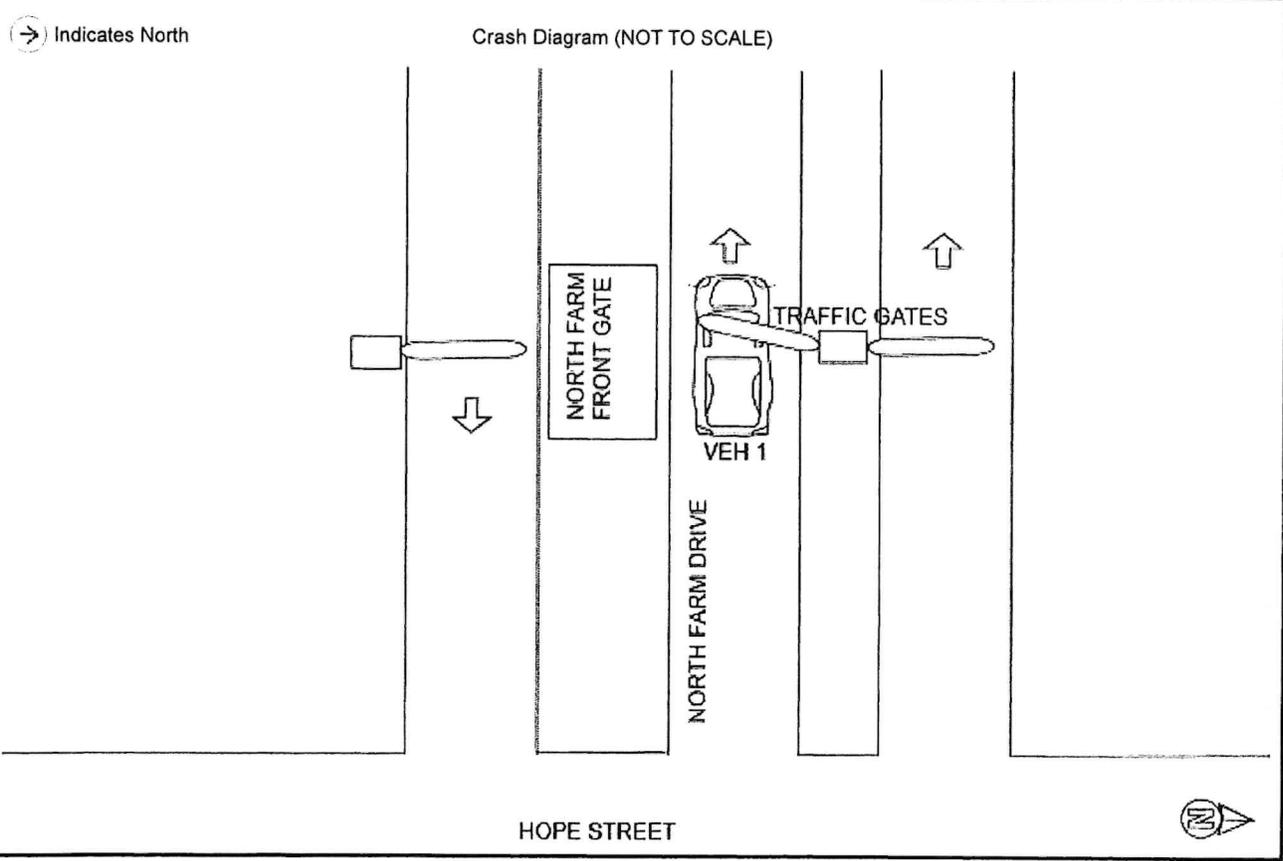
Alcohol and/or Drug Testing					
Driver Vehicle #1			Driver Vehicle #1		
Chemical Test		Alcohol Test Result			
Alcohol	Drug	Alcohol	Drug	BAC	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pending	
None Given		<input type="checkbox"/>			
Test Refused		<input type="checkbox"/>			
Unknown if Tested		<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Unknown	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drug Test Result	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Positive	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Awaiting Test Result	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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STATE OF RHODE ISLAND UNIFORM CRASH REPORT
Narrative/Diagram Supplemental

Multiple horizontal lines for text entry.

Please see the Narrative Supplemental



Bristol Police Department

Page: 1

NARRATIVE FOR PATROL OFFICER CHRISTOPHER RAIOLA

Ref: 22-413-AC

Entered: 08/26/2022 @ 1032 Entry ID: RAIC
Modified: 08/26/2022 @ 1049 Modified ID: RAIC
Approved: 08/27/2022 @ 1338 Approval ID: ESTB

****OFFICER INVESTIGATION -- NON-INJURY ACCIDENT REPORT****

On 08/26/2022 at approximately 0907 hours Veh #1 (Duarte) was westbound on North Farm Drive, passing through the traffic gates of North Farm Condominium located at 1359 Hope Street.

At this time, Veh #1 was unable to pass through the gate in time colliding with the arm to the gate. Veh #1's roof or an item in the bed of the vehicle struck the gate's arm causing the gate to become dislodged.

Upon arrival, I observed the gate's arm to be lying on the ground no longer connected to the electronic mechanism that operates the arm. North Farm Maintenance personnel responded and were able to re-attach the arm and get it fully operational. I did not observe any physical damage at this time and North Farm personnel reported no physical damage.

I spoke with North Farm Assistant Property Manager, Avery R. Jesdale (DOB: [REDACTED]). Jesdale informed me that she reviewed the surveillance footage at the front gate and observed a Bristol Department of Public Works vehicle pass through the gate after another vehicle. Because two vehicles passed through the gate at the same time, Veh #1 was unable to make it through before the gate closing. Jesdale stated that there was no damage observed at this time however they would have a technician respond to conduct a check of the gate mechanism. Jesdale provided me with the property insurance information at this time (Philadelphia account#78834227). Jesdale provided a hand written statement.

Veh #1 Operator responded to police headquarters and provided a hand written statement. Veh #1 Operator did not report damage or injuries at this time. Veh #1 Operator stated that the "gate began to lower and hit the top of my truck."

Bristol Department of Public Works foreman was notified of the incident.

Photographs were taken and attached.

Bristol Police Department
Image Associated With Case Number 22-413-AC
Image Description: DUARTE STATEMENT



BRISTOL POLICE DEPARTMENT

Statement Form



<input type="checkbox"/> Complainant	Case #: <u>22-413-AC</u>
<input type="checkbox"/> Witness	Date: <u>8/26/22</u> Time: <u>0907</u>
<input type="checkbox"/> Defendant	Officer ID: <u>RATC</u> Badge #: <u>31</u>
<input type="checkbox"/> Vehicle Operator	POLICE USE ONLY

COMPLAINANT/WITNESS/OPERATOR INFORMATION

Full Name: <u>GEORGE DUARTE</u>	Date of Birth: <u>[REDACTED]</u>
Home Address: <u>30 VALLEY DR</u>	Home Phone Number: <u>()</u>
City / Town: <u>BRISTOL</u>	Cell Phone Number: <u>[REDACTED]</u>
State: <u>RI</u> Zip Code: <u>02809</u>	Email: <u>[REDACTED]</u>
Driver's License #: _____ State: <u>RI</u>	SSN#: <u>[REDACTED]</u>

INCIDENT INFORMATION

Date of Incident: <u>8/26/22</u>	Time of Incident: <u>9:15 AM</u>
Location / Address of Incident: <u>NORTH FARM</u>	
Vehicle Registration: _____ State: <u>RI</u>	Insurance Company: <u>TRUST</u> Policy#: _____

STATEMENT OF PERSON FILING REPORT

AS I WAS DRIVING THROUGH GATE LEADING TO NORTH FARM THE GATE BEGAN TO LOWER AND HIT THE TOP OF MY TRUCK AND I TOOK IT DOWN

Signature [Signature] Date Signed: 8/26/22
If additional space is needed please use the reverse side

Bristol Police Department
Image Associated With Case Number 22-413-AC
Image Description: JESDALE STATEMENT



BRISTOL POLICE DEPARTMENT
Statement Form



<input type="checkbox"/> Complainant	Case #: <u>22-413-AC</u>
<input checked="" type="checkbox"/> Witness	Date: <u>8/26/22</u> Time: <u>0907</u>
<input type="checkbox"/> Defendant	Officer ID: <u>RTIC</u> Badge #: <u>34</u>
<input type="checkbox"/> Vehicle Operator	POLICE USE ONLY

COMPLAINANT/WITNESS/OPERATOR INFORMATION

Full Name: <u>Avery Rose Jesdale</u>	Date of Birth: [REDACTED]
Home Address: <u>1026 W Main Rd</u>	Home Phone Number: ()
City/Town: <u>Portsmouth</u>	Cell Phone Number: [REDACTED]
State: <u>RI</u> Zip Code: <u>02871</u>	Email: [REDACTED]
Driver's License #: [REDACTED] State: <u>RI</u>	SSN#: [REDACTED]

INCIDENT INFORMATION

Date of Incident: <u>8/26/22</u>	Time of Incident: <u>9:07</u>
Location / Address of Incident: <u>1355 Hope Street</u>	
Vehicle Registration: _____ State: _____	Insurance Company: _____ Policy#: _____

STATEMENT OF PERSON FILING REPORT

9:10am received call from unit owner notifying me the gate had been hit by DPW truck 2 min ago I then checked our footage to see that truck #26 piggy-backed another car who had entered the gate properly with a code. No one from DPW notified me after they hit our gate. As of now, no true damage to the gate as they are built to break off when hit. I will call my gate company to check for damage & charge DPW for repairs.

Signature Avery Jesdale Date Signed: 8/26/22
If additional space is needed please use the reverse side

1 30 NOV 30 904207545