

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, September 10, 2025 at 7:00 PM
Town Hall - Council Chambers
10 Court Street Bristol, Rhode Island 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

The public may VIEW the meeting live by using the following link <https://us06web.zoom.us/j/89670164741>, or by visiting zoom.com meeting code 896-7016-4741. Please be advised that this link will not allow for public participation, and access or live stream is **not** guaranteed.

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

Present:

Meeting Dates:

October 1, 2025 - Town Council Meeting
October 22, 2025 - Town Council Meeting
November 12, 2025 - Town Council Meeting
December 10, 2025 - Town Council Meeting

Motion RE: Consent Agenda - To Approve the Consent Agenda

A. Submission of Minutes of Previous Meeting(s)

[A1.](#) Town Council Meeting Minutes - August 20, 2025

B. Public Hearings

B1. Director of Community Development Williamson re Application for Zoning Map Change of 214 Franklin LLC, for the southerly portion of 214 Franklin Street - R6 (Residential 6,000) zone to REHAB LDP (Urban Rehab Land Development Project Overlay Zone) **(Public hearing and 2nd Reading for adoption)**

a. Planning Board Recommendation

C. Ordinances

C1. Ordinance No. 2025-09 - Chapter 22 - Sewers and Sewage Disposal, **Article V** - (Building Sewers and Connections), **Sec. 22-109** (Operations and Maintenance); **Article VII-** (Industrial Pretreatment Program), **Section 22-235** (National categorical pretreatment standards); **Section 22-236** (Local Limits) **Article VIII-** (Industrial User Permit Fee Schedule), **Section 28-316** (Enumeration) **(2nd reading)**

C2. Ord 2025-10 Chapter 16 Motor Vehicles and Traffic, Article V Stopping, Standing and Parking, Sec. 16-143 Parking prohibited at all times (amend parking on Thames Street) **(2nd reading)**

C3. Ordinance No. 2025-11 Chapter 16 Motor Vehicles and Traffic, Article V Stopping, Standing and Parking, Sec. 16-143 Parking prohibited at all times (to include Siegel Street in the residential parking zone) **(1st Reading)**

D. Licensing Board - New Petitions

D1. Director Rensehausen, Bristol Parks & Recreation requests a One Day Dancing & Entertainment License for "Movie in the Park" at Men's Softball Field (near beach), September 26th from 6:30 PM - 9:00 PM

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Parks & Recreation

D2. Camille Teixeira, Bristol Fourth of July Committee re a Bingo License for a fundraiser on September 17th,

located at the VFW from 5:30 PM - 8:30 PM

E. Licensing Board - Renewals

E1. 3- Month Review - WKOC, LLC d/b/a Portside Tavern, Richard Corrente, 444 Thames Street - Modification of BV Intoxicating Beverage License for expansion of premises (to include a portion of outdoor seating) **(continued from June 18, 2025)**

a. recommendation - Town Administrator and Chief of Police

E2. 3 Month Review - Richard Corrente, Portside Tavern, 444 Thames Street re renewal of Dancing & Entertainment License, additionally requesting modification of License (to include outdoor entertainment and add a secondary interior location) **(continued from June 18, 2025)**

a. recommendation - Town Administrator and Chief of Police

F. Petitions - Other

F1. Carl Sylvester, Operations Manager - Bike to the Beach for Autism, . re Cycling Event, September 13, 2025 (biking through Bristol to raise awareness for Autism)

a. recommendation - Town Administrator and Chief of Police

F2. Maria Helena DaSilva on behalf of Antonio Martin, 208 Franklin Street re a no parking box to be placed in front of the residence for accessibility needs

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Department of Public Works

F3. Alayne White, Chair of the Bristol 250th Commission re Town Council consideration for the purchase of banners for the 250th celebration

F4. Bristol Police Department - Request for Council Contingency Funds to Support "Trunk or Treat" Event on Sunday, October 26, 2025

F5. (Town Administrator Contente) Recommendation for a no-parking extension on Franklin Street near the vicinity of the Elder Care Parking lot exit

a. Recommendation- Town Administrator and Chief of Police

G. Appointments

H. Old Business

H1. Community Development Director Williamson requests the adoption of a Resolution regarding the Safe Streets and Roads for All Safety Action Plan (in relation to future federal grant funding opportunities to enhance roadway and pedestrian safety) **(continued from August 20th)**

a. (draft) adoption of Resolution 2025-9-10-H1

I. Other New Business Requiring Town Council Action

I1. Bristol Warren Regional School Committee return of Guiteras School, located at 35 Washington Street, to the Town of Bristol and, in addition, relinquish any and all rights to lease the Property.

I2. Brewster Thornton - Discussion and Presentation regarding the utilization and future use of the Guiteras School building

I3. Town Administrator Contente re Discussion and Consideration for Building Department Shared Services with Town of Warren

I4. Public Notice from CRMC re - Erin & Steven Sears, 68 King Phillip Avenue requires response by September 13, 2025

a. recommendation - Town Administrator and Harbor Master

CF. Citizens Public Forum

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

J. Bills & Expenditures

J1. Bid No. 1070 Re-Construction of Burnside Street

J2. Bid No. 1071 Multi-Disciplinary Planning Consultant
Firm for Bristol's Comprehensive Plan Update

K. Special Reports

K1. Bristol County Water Authority- Tri-Town Monthly
Report August and FY2025 Annual Report

L. Town Solicitor

M. Executive Sessions

M1. Town Administrator Contente request for Executive
Session pursuant to RIGL § 42-46-5(a)(5) Discussion or
consideration related to the acquisition or lease of
real property for public purposes, or of the
disposition of publicly held property wherein advanced
public information would be detrimental to the
interest of the public.

Consent Agenda Items:

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

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

(CA) AA1. Bristol Housing Authority Meeting Minutes - May 8,
2025 (amended)

(CA) AA2. Bristol Housing Authority Meeting Minutes -June 12,
2025

(CA) AA3. Bristol 250th Commission Meeting Minutes - July 15,
2025

(CA) AA4. Conservation Commission Meeting Minutes - July 1,
2025

(CA) BB. Budget Adjustments

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

(CA) BB1. Tax Assessor Leadem regarding Recommended Abatements & Additions - September 2025

(CA) CC. Financial Reports

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

(CA) DD. Proclamations, Resolutions & Citations

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

(CA) DD1. Citation - Mildred "Millie" Balzano - 100th Birthday (signed)

(CA) EE. Utility Petitions

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

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

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

(CA) FF1. Town of Warren - Resolution in Support of RIPTA Service

(CA) FF2. Town of Portsmouth - Resolution in Support of Increased Funding for the RIPTA

(CA) FF3. Town of Westerly - Resolution in Opposition to State Firearms Legislation

(CA) GG. Distributions/Communications

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

(CA) GG1. Bristol Harbor Commission - Bylaws (final)

(CA) GG2. Award Letter Bid 1065 Rogers Free Library Interior Modifications

- (CA) GG3. Captain Wozny, Bristol Police Department re:
installation of a crosswalk across Hope Street (Rt.
114 at its intersection with Poppasquash Road
- (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 250th Commission Meeting - August 19, 2025
- (CA) HH2. BCWA Board of Directors Meeting - August 28, 2025
- (CA) HH3. Building Board of Appeals Meeting - August 28, 2025
- (CA) HH4. Historic District Commission Meeting - September 4,
2025
- (CA) HH5. Planning Board - Public Hearing Notice 206 Bayview
Avenue- September 11, 2025
- (CA) HH6. Planning Board - Public Hearing Notice - 670-688
Metacom Avenue - September 11, 2025
- (CA) HH7. Planning Board - Public Hearing Notice - 18 Burnside
Street and Resolute Lane - September 11, 2025
- (CA) HH8. Conservation Commission Meeting - September 2, 2025
- (CA) HH9. BCWA Board Meeting - August 6, 2025
- (CA) HH10. BCWA Board Meeting - July 24, 2025
- (CA) HH11. Bristol Christmas Festival Meeting - September 8,
2025
- (CA) HH12. Planning Board Meeting - September 11, 2025
- (CA) II. Claims (Referrals)**
- Approval of consent agenda = "motion to refer these
items to the Insurance Committee and at its
discretion to the Interlocal Trust"**
- (CA) II1. Ann Marie Tartorice, 43 Byfield Street - claim for
damages
- (CA) II2. Rebecca Coroa - claim for injury
- (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. Ryan Little, 323 State Street re for curb cut

a. recommendation - Town Administrator and Director of Public Works

Adjourned: _____

/mc

Posted: September 5, 2025

TOWN COUNCIL MEETING MINUES- WEDNESDAY, AUGUST 20, 2025

The council met on Wednesday, August 20, 2025, and called to order at 6:45 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

Public Service Interviews and Appointments

Bristol Prevention Coalition - Appointment to fill one unexpired term, set to expire January 2027

- a. Emily Marshall, 10 Roosevelt Drive - interest in appointment

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

Teixeira/Parella- Voted unanimously to appoint Emily Marshall to the Bristol Prevention Coalition with a term set to expire in January 2027

(Add Item)

Teixeira/Parella- Voted unanimously to add an item for discussion only, regarding two recent community events

The Council discussed the 12th Annual Harbor Fest was reported as well attended with strong volunteer participation. The Blessing of the Fleet was successful, attendees enjoyed food

such as potatoes, watermelon, and corn, and favorable weather contributed to a positive community gathering.

The Council also discussed the Community Night event that was also extremely well attended, drawing a record-breaking crowd that filled the Town Common. Many children participated in activities including turning on sirens, exploring drones, enjoying food, and interacting with the Police Department. The Police Chief highlighted that Captain Julie Vida spearheaded the event in partnership with local schools and businesses, resulting in an outstanding display of community spirit.

The Town Administrator and Council members commended both events as excellent examples of volunteerism, engagement, and Bristol's strong sense of community.

Motion RE: Consent Agenda - To Approve the Consent Agenda

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

A. Submission of Minutes of Previous Meeting(s)

- A1.** Town Council Meeting Executive Session Minutes (sealed, council only) - June 18, 2025 (*continued from 7/23/2025*)
- A2.** Town Council Meeting Minutes - July 23, 2025
- A3.** Town Council Meeting Executive Session Minutes (sealed, council only) - July 23, 2025

Sweeney/Teixeira - Voted unanimously to approve the minutes of the Executive Session Minutes of June 18, 2025; Council Meeting minutes for July 23, 2025 and Executive Session Minutes for July 23, 2025 as prepared and presented.

B. Public Hearings

C. Ordinances

- C1.** Ordinance No. 2025-09 - Chapter 22 - Sewers and Sewage Disposal, **Article V** - (Building Sewers and Connections), **Sec. 22-109** (Operations and Maintenance); **Article VII-** (Industrial Pretreatment Program), **Section 22-235** (National categorical pretreatment standards); **Section 22-236** (Local Limits) **Article VIII-** (Industrial User Permit Fee Schedule), **Section 28-316** (Enumeration) **(1st reading)**

Teixeira/Parella- Voted unanimously to consider this action to constitute the first reading of Ordinance #2025-09.
Advertise in the local newspaper

- C2.** Ord 2025-10 Chapter 16 Motor Vehicles and Traffic, Article V Stopping, Standing and Parking, Sec. 16-143 Parking prohibited at all times (amend parking on Thames Street) **(1st reading)**

Teixeira/Parella - Voted unanimously to consider this action to constitute the first reading of Ordinance #2025-10.
Advertise in the local newspaper

- C3.** Director of Community Development Williamson re Application for Zoning Map Change of 214 Franklin LLC, for the southerly portion of 214 Franklin Street - R6 (Residential 6,000) zone to REHAB LDP (Urban Rehab Land Development Project Overlay Zone) **(1st reading and call for public hearing September 10, 2025)**

Teixeria/Parella- Voted unanimously to consider this action to constitute the first reading of a request to the Zoning Map Change and set a public hearing for September 10, 2025.
Advertise in the local newspaper.

D. Licensing Board - New Petitions

- D1.** Courtney Guertin - for Mollypalooza, 230 Wood Street request for One-Day Dancing and Entertainment License to be held at the Cup Defenders on Sunday, October 12, 2025, from 3PM - 8PM

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

Teixeira/Parella-Voted unanimously to grant this license per the recommendations received and conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies. This approval shall apply to both outdoor and indoor use, with indoor use permitted as an alternative in the event of inclement weather.

Prior to the vote being taken, Courtney Guertin addressed the Council and noted that this would be the 14th annual Mollypalooza event for Almost Home Rescue. She reported that last year's fundraiser was their largest to date, raising \$25,000, and explained that since the Council had previously asked about total funds raised, she compiled the information and reported a cumulative amount of \$92,830. Ms. Guertin expressed hope of reaching the \$100,000 milestone this year. She further noted that tickets are on sale online through almosthomerescue.org, with a cap of 150 tickets, which always sell out. She shared that the fundraiser originally began as a backyard cookout in honor of her dog Molly. Ms. Guertin explained that the intent is to hold the event outdoors but requested consideration to move it indoors in the event of inclement weather.

- D2.** Carolyn Almonte, for Our Lady of Mount Carmel School, 127 State Street - Request for Bingo License - September 26, 2025, from 6:00 pm - 9:00 pm

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

Sweeney/Teixeira- Voted unanimously to grant this license per the recommendations received and

conditions, if any, as delineated, and also subject to conformance to all laws and ordinances and payment of all fees, taxes, and levies.

- D3.** Kevin Amaral for Vigilant Brewing Co. , 44 Ballou Blvd, request a One Day Dancing & Entertainment License for Octoberfesta Event - September 20, 2025, 6:00 PM - 10:00 PM **(live band)**

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

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

- D4.** * Donna M. Falcoa, Benjamin Church Tenants Association, 1014 Hope Street re request for a Bingo License on Fridays bi-monthly September 2025 through August 31, 2026, located in Benjamin Church Community Room

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

Prior to the vote being taken, Council Clerk Cordeiro noted recommendations received "at meeting" from the Fire Department.

E. Licensing Board - Renewals

E1. 6-month review of modification of Dancing & Entertainment License (outdoor patio) for William Mitchell, Bristol Elks Lodge #1860, 1 Constitution Street

a. recommendation - Town Administrator and Chief of Police

Teixeira/Sweeney- voted unanimously to receive and file the recommendations and allow the establishment to continue with the licenses, based on the positive feedback received after the three-month review.

Prior to the vote being taken, Barbara Kerns, representing the Bristol Elks Lodge, clarified that the prior request for the Dancing and Entertainment License had included their outdoor patio as part of the existing license. The Police Department further noted that there had been no reported issues with the establishment.

E2. 6-month review Dancing & Entertainment License for Christopher Kerr, Tragmar Ale Works, 87-1 Gooding Avenue

a. recommendation - Town Administrator and Chief of Police

Teixeira/Sweeney- voted unanimously to receive and file the recommendations and allow the establishment to continue with the licenses, based on the positive feedback received after the three-month review.

Prior to the vote being taken, Chris Kerr of Tragmar Ale Works addressed the Council, highlighting the success of the business and the strong support received from both the Town and the community. The Police Department also noted that there had been no reported issues with the establishment.

F. Petitions - Other

F1. Lisa Heffernan, 1 Siegel Street, Apt. 1 - request for non-residential hardship parking sticker

a. recommendation- Town Administrator and Police Department

b. recommendation - Town Administrator and Director of Community Development

Sweeney/ Teixeira- Voted unanimously to refer this matter to the Town Solicitor so that he may draft ordinance language for Council consideration on September 10, 2025.

Prior to the vote being taken, Council Clerk Cordeiro reported that the applicant, Lisa Heffernan, had submitted supplemental information, including a letter and photographs. Clerk Cordeiro further noted that Ms. Heffernan was unable to attend the meeting due to a work conflict and requested Council consideration of her petition. Chairman Calouro clarified that the petition before the Council sought to add Seigel Street to the residential no-parking zone. He explained that the recent extension of the zone had limited residents' ability to park on nearby streets, and Ms. Heffernan was requesting that her street be included in the zone to allow parking. The Council discussed the recent changes and considered the recommendation presented to include Seigel Street in the residential parking zone.

F2. Camron Rancourt, Rhode Races & Events Inc. in Partnership with the Bristol 4th of July Committee to hold a Half Marathon on Saturday, June 27, 2026 6:30AM-10:00AM at Independence Park

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Fire Chief

c. recommendation - Town Administrator and Director of Public Works

d. recommendation - Town Administrator and Director of Parks and Recreation

Sweeney/Parella- Voted unanimously to approve the petition per the recommendations received and subject to conformance to all laws and ordinances

and payment of all fees, taxes, and levies

Prior to the vote being taken, petitioner Cameron Rancourt appeared before the Council to present details of the 11th Annual Half Marathon, held in partnership with the Fourth of July Committee. He expressed appreciation for the opportunity to appear before the Council in advance to assist with permitting needs. Councilman Sweeney noted that he had participated in this year's Half Marathon and commended the event for being well organized and well run.

G. Appointments

G1. Post Retirement Benefits Fund Board of Trustees - (2) three-year term expires August 2028

- a. Peter Hewett - 11 Wendy Drive - interest/reappointment

Teixeira/Parella- Voted unanimously to reappoint Peter Hewett to the Post Retirement Benefits Fund Board of Trustees with a term set to expire in August 2028

G2. Bristol Harbor Advisory Committee - Appointment of 2 Members to Three-Year Terms Expiring August 2028

- a. Bruce Palumbo, 6 Mallory Court - interest/reappointment
- b. Paul Hebert, 80 Duffield Road - interest/reappointment

Teixeira/Sweeney- Voted unanimously to reappoint Bruce Palumbo and Paul Hebert to the Bristol Harbor Advisory Committee with a term set to expire in August 2028

G3. Bristol 250th Commission - Appointment to fill one unexpired term set to expire November 2027

- a. Douglas O'Roak- 513 Wood Street, resignation

Teixeira/Sweeney- Voted unanimously to accept this resignation and to instruct the Clerk to send a letter of thanks for service.

At the conclusion of the board appointments, Chairman Calouro took a moment to express his deep gratitude and appreciation for all members of the community who volunteer their time to serve on one of the town's many boards and commissions. He acknowledged the invaluable contributions of these individuals, recognizing their commitment to the betterment of the community. Chairman Calouro emphasized the importance of their selfless efforts in helping to shape and enhance the town's governance. On behalf of himself and the members of the council he extended a heartfelt thank you to all those who dedicated their time and expertise to the collective well-being of the community.

H. Old Business

I. Other New Business Requiring Town Council Action

11. (Town Treasurer Carulli) re Hague, Sahady, & Co., P.C. – Presentation of FY 2024 Annual Financial Statements

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

Prior to the vote being taken, Town Treasurer Carulli introduced Dave Hanson of Clifton Larson Allen (CLA), who presented the Town of Bristol's Fiscal Year 2024 annual financial statements. The audit was conducted under generally accepted auditing standards (GAS) and resulted in an unmodified (clean) opinion, with no material misstatements identified. The auditors did, however, note a material weakness in internal controls related to the timeliness of financial statement closings, bank reconciliations, and the need for adjusting journal entries. No instances of non-compliance with laws, regulations, contracts, or grants were reported, and no management letter was issued.

Financial highlights included a general fund balance of \$12.4 million, reflecting a \$2.5 million increase from the prior year, with \$9.6 million available as unrestricted fund balance. Non-major governmental funds ended with \$10.5 million, up \$2.6 million, largely supported by a \$6.3 million bond issuance. General fund revenues exceeded expenditures by \$2.5 million. For

the Sewer Enterprise Fund, total operating revenues exceeded operating expenses by \$734,000. Non-operating activity and transfers totaled \$935,000, resulting in a net decrease in fund balance of \$201,000. The year-end net position of the Sewer Fund was \$23.0 million, of which \$22.6 million represented net investment in capital assets (capital assets minus related debt), and \$669,000 was classified as unrestricted fund balance for Enterprise Funds.

Budgetary performance showed revenues exceeding budget projections by \$2.27 million, primarily from property tax collections and investment earnings. Expenditures were under budget by \$603,000, with savings in public safety and capital outlay, offset by higher retiree payouts. Town Treasurer Carulli explained that \$1.2 million of this came from higher-than-expected property tax receipts, particularly the collection of delinquent and back taxes that had accumulated over prior years. He emphasized that Bristol maintains a strong tax base with relatively few late payments, but FY2024 saw an unusual increase in back-tax recoveries. These collections, combined with unspent capital appropriations (notably \$700,000 for vehicles ordered but not delivered until FY2025), were key drivers of the fund balance increase.

The transition to a new accounting system was discussed as a major improvement, resolving many of the challenges of the former system, which required extensive manual data entry. The new system provides auditors direct access to reports, expected to expedite future audits and reduce reconciliation delays. Council members sought clarification on the audit opinion, the meaning of no management letter, and budgeting for retirements. They also discussed the single audit review of ARPA funds and a resiliency bond, which included a corrected posting from FY23.

Council members praised the finance team for their strong management, highlighting Bristol's AA+ bond rating, robust reserves, and fiscal health in comparison to other municipalities. Concerns were raised about rising healthcare costs and long-term capital planning, but the Council was assured that the Town remains well-positioned, with manageable debt and responsible budgeting practices.

The Council expressed satisfaction with the clean audit, recognized the improvements made in financial reporting.

Council members took time to praise Town Treasurer Carulli, and the Finance Department for their work during a challenging year. Town Treasurer Carulli was specifically commended for his professionalism, clarity in explaining complex financial

matters, and steady leadership through major transitions, including the turnover of staff and the implementation of a new accounting system. The Administrator and department heads were also recognized for their responsible budgeting and careful spending practices, while the Council itself was acknowledged for supporting these efforts. Members noted that none of the positive results happened "by accident," emphasizing that the Town's AA+ bond rating, strong reserves, and clean audit were the product of teamwork, conservative fiscal management, and the dedication of both staff and elected officials.

A motion was then made and unanimously approved to accept the FY2024 annual financial statements as presented

- I2.** Adam McGovern, Chairperson of BWRSD - request for use of \$2,465.00 of Colt Funds for replacement of Colt School Sign

Teixeira/Sweeney- Voted unanimously to approve the request of the Colt Funds for replacement of the Colt School sign in the amount of \$2,465.

Prior to the vote being taken, Anna Riley, Superintendent of Schools, addressed the Council and explained that the request to use Colt Fund money for the purchase of a new sign was being brought after the fact due to a transition into the Facilities Director position. She noted that the School Department was not aware the sign had been ordered until shortly before the Fourth of July, when they were informed it would be installed in time for the holiday. Superintendent Riley acknowledged that such an expense would ordinarily have been brought to the Council in advance, but asked for Council consideration to approve use of the Colt Fund to cover the cost retroactively.

- I3.** Community Development Director Williamson regarding the Safe Streets for All Plan, in relation to future federal grant funding opportunities to enhance roadway and pedestrian safety.

Sweeney/Teixeira- Voted unanimously to continue to September 10, 2025 for consideration of adoption of resolution to adopt a safe streets for all plan.

Prior to the vote being taken, the Council discussed the "Safe Streets for All" Safety Action Plan, a federally funded

initiative supported by a grant through RIPTA and developed in partnership with the consulting team from Nelson Nygaard, who presented an overview to the Council. A plan fact sheet and SS4A Plan booklet were also presented to the Council and entered into the record.

The consultants, Allison Fletcher and Kelsey Tustin, explained that the plan is a federal requirement to access significant future safety funding and is designed to improve roadway and pedestrian safety in Bristol. Their analysis reviewed five years of crash data, identifying 2,936 crashes, with 54% occurring on state roads (Routes 114 and 136). While no fatalities were reported during the study period, there were serious injuries, many involving individuals under 30, including local students.

The planning process included community engagement, with about 300 residents participating in pop-up events and surveys, and input was also gathered from local stakeholders such as Roger Williams University.

The plan identifies 13 priority safety projects, determined through a multi-factor scoring system based on crash data, proximity to schools, equity considerations, and alignment with capital improvement planning. Additional recommendations include a sidewalk gap closure program and provisions for future projects through supplemental planning and grant applications.

It was noted that implementation of the plan will make Bristol eligible for future federal implementation grants, potentially worth millions of dollars (likely opening in spring). The plan will also be incorporated into the Town's Comprehensive Plan with annual reporting to track outcomes.

Council members expressed support for the plan's thoroughness, community engagement, and funding opportunities, while raising questions about project prioritization, flexibility, and integration with existing town planning. The consultants clarified their methodology and emphasized the importance of aligning with federal requirements.

The Council agreed to continue the discussion at the September 10th meeting to potentially endorse the plan through a resolution.

- I4.** Narragansett Electric and Verizon request to install inline P28-50 on the corner of Thames and Church Street

- a. recommendation (to deny)- Town Administrator and Director of Public Works

Teixera/Sweeney- Voted unanimously to deny the petition as presented with no prejudice.

Prior to the vote being taken, The Council considered a request from Narragansett Electric to install an inline P28-50 at the corner of Thames and Church Streets. The Department of Public Works recommended denial noting the Town's efforts to minimize overhead utility lines and preference for underground installations. Town Administrator Contente added that the request involved a private service line to the Yarn Mill. On the advice of Solicitor Ursillo, the Council voted to deny the request without prejudice, allowing Narragansett Electric the option to resubmit with a revised plan, such as an underground installation.

- 15.** Public Notice from CRMC re - David & Valerie McCue, 4 Viking Drive, requires response by August 29, 2025

- a. recommendation - Bristol Harbor Commission

- b. recommendation- Bristol Harbor Master

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

Prior to the vote being taken, Councilman Teixeira expressed concern about the cumulative impact of approving additional CRMC dock applications, particularly on commercial fishermen and the harbor over time. He cautioned that while modifications are sometimes made to reduce impacts, the Council may eventually need to take a harder look at the long-term effects.

Vice Chairwoman Parella agreed it would be helpful for the Harbor Commission and Harbor Master to provide a general overview of sensitive areas in the harbor. She noted that some areas may be more impacted than others.

It was further noted that the Harbor Commission has already taken such concerns into account in prior petitions, such as working with applicants to relocate boat lifts to reduce neighborhood impacts and considering shellfish reseeding areas at Portside Drive. The Commission also factors in updated CRMC guidelines, such as requirements for narrower docks to minimize shading.

Vice Chairwoman Parella and Councilman Teixeira agreed that, while these issues are considered by the Harbor Commission and

Harbor Master, it would be useful for them to present a general discussion at a future meeting to outline how such decisions are made and to help the Council better understand potential long-term impacts on the harbor.

- I6.** Public Notice from CRMC re - Gregory & Renata Hayes, 458 Poppasquash Road, required response by August 16, 2025

- a. recommendation - Bristol Harbor Commission
- b. recommendation- Bristol Harbor Master

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

- I7.** Public Notice from CRMC re - Terry & Mary Steelman, 6 Portside Drive requires response by July 24, 2025 (continued from 7/23/2025)

- a. recommendation- Bristol Harbor Commission
- b. recommendation- Bristol Harbor Master

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

CF. Citizens Public Forum

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

J. Bills & Expenditures

K. Special Reports

L. Town Solicitor

M. Executive Sessions

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. Zoning Board of Review Meeting Minutes - June 2, 2025
- (CA) AA2. Rogers Free Library Board of Trustees Meeting Minutes - April 17, 2025
- (CA) AA3. Conservation Commission Meeting Minutes - May 6, 2025
- (CA) AA4. Bristol Housing Authority meeting minutes May 8, 2025 (amended)
- (CA) AA5. Bristol Housing Authority meeting minutes June 12, 2025

(CA) BB. Budget Adjustments

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

- (CA) BB1. Tax Assessor Leadem - re - Recommended Abatements & Additions for August 2025

(CA) CC. Financial Reports

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

- (CA) CC1. Treasurer Carulli Year to Date Budget Report - August 2025

(CA) DD. Proclamations, Resolutions & Citations

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

(CA) EE. Utility Petitions

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

- (CA) EE1. 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. Town Clerk Cordeiro - Condolences on behalf of the Town Council to the Family of Michael Smith
- (CA) GG2. Town Administrator Contente - Thomas Pariseault appointment to Post Retirement Benefits Fund Board of Trustees
- (CA) GG3. Town Clerk Cordeiro - Thank you letter to Jessica Almeida for serving on the Bristol 250th Commission
- (CA) GG4. Bid No. 1064 - Pedestrian Improvements, Gooding Avenue Correspondence
 - a. Town Administrator Contente - Bid No. 1064 award to D'Ambra Construction Co.
 - b. Town Administrator Contente - Bid No. 1064 notifying D'Ambra that the award was rescinded and request for revised bids for project
 - c. Town Administrator Contente - Bid No. 1064 award to True North Civil, LLC
- (CA) GG5. Town Clerk Cordeiro - CRMC regarding continuation of public comment period
- (CA) GG6. Executive Director Mushen, East Bay Food Pantry - Thank you for donation
- (CA) GG7. Notification to Abutters, Unity Park, 500 Wood Street - public comments due by August 21, 2025
- (CA) GG8. Town Administrator Contente re Bid No. 1044 Town Wide HVAC Repairs & Maintenance
- (CA) GG9. Marny Kindness and Lauren Enjeti, Art Night Bristol Warren - Thank you
- (CA) HH. **Distributions/Notice of Meetings**
(Office copy only)

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

- (CA) HH1. Rogers Free Library Board of Trustees Meeting - July 17, 2025

- (CA) HH2. Bristol Fourth of July Committee Music & Entertainment Sub Committee - July 31, 2025
- (CA) HH3. Harbor Commission Meeting Agenda - August 4, 2025
- (CA) HH4. Public Hearing Notice Unity Park Major Land Development - August 7, 2025
- (CA) HH5. Bristol Fourth of July Committee Nomination Sub Committee Meeting - August 12, 2025
- (CA) HH6. Planning Board Meeting - August 7, 2025
- (CA) HH7. Planning Board Technical Review Committee Meeting - July 29, 2025
- (CA) HH8. Division of Statewide Planning State Planning Council - Transportation Advisory Committee Public Notice - August 12, 2025
- (CA) HH9. North and East Burial Grounds Commission Meeting - July 31, 2025
- (CA) HH10. BCWA Special Board of Directors Meeting - August 6, 2025
- (CA) HH11. Bristol Fourth of July Committee Wine Tasting Sub Committee - August 12, 2025
- (CA) HH12. Community Development Director Williamson re notification of upcoming Comprehensive Plan public engagement workshops
- (CA) HH13. Bristol Planning Board- Technical Review Committee Meeting- August 20, 2025 at 10:00 am
- (CA) HH14. Bristol Planning Board- Technical Review Committee Meeting- August 20, 2025 at 10:30 am
- (CA) HH15. Bristol Christmas Festival Committee - August 11, 2025
- (CA) HH16. Bristol Housing Authority Meeting - August 14, 2025
- (CA) HH17. Harbor Commission Meeting - August 4, 2025
- (CA) HH18. Bristol Fourth of July Committee, Membership Subcommittee Meeting - August 21, 2025

- (CA) HH19. Technical Review Committee meeting- August 25, 2025, at 2:00 pm
- (CA) HH20. Technical Review Committee meeting- August 25, 2025, at 1:00 pm
- (CA) HH21. Technical Review Committee meeting- August 26, 2025, at 1:00 pm
- (CA) HH22. Zoning Board of Review Meeting - September 2, 2025

(CA) II. Claims (Referrals)

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

- (CA) II1. William Low, 24 Low Lane - claim for damages
- (CA) II2. Elisabeth Aguiar, 20 Thompson Avenue - claim for damages
- (CA) II3. Joseph & Linda Oliveira, 278 Wood Street re claim for property damage

(CA) JJ. Miscellaneous Items Requiring Council Approval

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

- (CA) JJ1. * Notification of option to renew Tupelo Realty, LLC of Court Street parking lot lease

(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. Adriano Andrade, 1245 Hope Street - request for curb cut on the side of residence **(Aaron Avenue)**
 - a. recommendation with conditions - Town Administrator and Director of Public Works

There being no further business, upon a motion by Councilman Sweeney, seconded by Vice Chairwoman Parella and voted unanimously, the Chairman declared this meeting to be adjourned at 8:29 pm.

Melissa Cordeiro, Town Clerk
Council Clerk

DRAFT



Town of Bristol, Rhode Island

Department of Community Development

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

July 30, 2025

TO: Melissa Cordeiro, Town Clerk

FROM: Diane M. Williamson, Director

RE: **Change of Zone Petition for the southern portion of 214 Franklin Street
From Residential 6,000 to REHAB LDP**

The above change of zone application is attached for the Town Council's consideration.

It is requested that the first reading be August 20, 2025 at the regular Town Council meeting with a public hearing scheduled for September 10, 2025 after the 3 weeks of required advertising.

The Planning Board will be reviewing this and making their recommendation to the Town Council at a special meeting on August 7, 2025.

Thank you.



Town of Bristol, Rhode Island

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

APPLICATION FORM FOR ZONING MAP CHANGE

1. Name of Applicant 214 FRANKLIN LLC
Address 99 TUPELO ST
BRISTOL, RI
 2. Name of Owner (SAME)
Address _____
- If Owner is different from applicant, a notarized statement from the owner authorizing the applicant to make the zone change request on their behalf is required.*
3. Property Address 214 FRANKLIN STREET
 4. Tax Assessor's Plat(s) 29 Lot(s) 54 (southerly portion)
 5. Current Zoning R-6
 6. Requested Zoning REHAB LDP
 7. Area of Subject Property 26,200 S.F. (in square feet or acres)

8. Is the subject area:

- No In a Flood Zone ; if yes, indicate which one _____
yes In the Historic District;
yes Serviced by Public Water;
yes Serviced by Public Sewer.

I hereby certify that all information provided above and on any attached maps and reports is correct and true and that all requirements for a zone change have been met.

Joseph M. Brito, Jr.
Signed _____

Date 7-30-25

Print Name _____

2025 JUL 30 AM 1:01

TOWN OF BRISTOL
COMMUNITY DEV.

APPLICATION FOR ZONING MAP CHANGE

I.b. NARRATIVE-The proposal is to incorporate 26,200 square feet (southerly portion) of current Tax Assessor Lot 54 on Plat 29 into the Condo Association at Unity Park Inc. land. This parcel is currently zoned R-6. This parcel would be used with other condominium land to provide parking spaces for the condominium units at Unity Park.

I.i. COMPREHENSIVE PLAN-As the current zone district of the Unity Park development (Rehab LDP) is consistent with the Comprehensive Plan, the location and use of this parcel, likewise, would be consistent. The rezoned parcel is bounded on the east and the south by Unity Park land currently designed for parking and travel within the Unity Park site.

The northerly portion of this Lot 54 would remain in zoning district R-6 with sufficient area to support the historic 2-family home on the south side of Franklin Street consistent with the historic residential uses to the east and west of the northerly R-6 portion.

TOWN OF BRISTOL
COMMUNITY DEV.
2025 JUL 30 AM 1:03

EXHIBIT "A"

That tract of land with all buildings and improvements thereon, situated on the southerly side of Franklin St., (formerly known as Wilson's Lane or Ministerial Road) in the Town and County of Bristol, State of Rhode Island, bounded and described as follows:

Beginning at a point, which point is One Hundred (100) feet south of the southerly line of said Franklin St., which point is also the southwesterly corner of land, now or lately, of Angelo and Jennifer Tavares, and which point is the northeasterly corner of the parcel herein described; thence running westerly from said point, a distance of One Hundred (100) feet, bounding northerly by land, now or lately, of 214 Franklin LLC to land, now or lately, of Antonio A. Martins, Trustee; thence running southerly a distance of Two Hundred Sixty-Two (262) feet, bounded westerly by said Martins land, to land, now or lately, of Condo Association at Unity Park Inc.; thence running easterly a distance of One Hundred (100) feet, bounded southerly by Condo Association at Unity Park Inc. land, to other land of Condo Association at Unity Park Inc.; thence running northerly, bounded easterly by said Condo Association at Unity Park Inc. land a distance of Two Hundred Sixty-Two (262) feet to the point and place of beginning.

TOWN OF BRISTOL
COMMUNITY DEV.
2025 JUL 30 AM 1:01



MAP
AREA TO BE
REZONED

TOWN OF BRISTOL
COMMUNITY DEV.
2025 JUL 30 AM 1:03



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, Rhode Island 02809-2208
Tel. 401-253-7000
Fax 401-253-2647
Email: mcordeiro@bristolri.gov
www.bristolri.gov

AFFIDAVIT OF NOTICE

I, Melissa Cordeiro, Town Clerk of the Town of Bristol, Rhode Island, hereby certify that on the 21 day of August 2025, I caused to be mailed, by first-class United States mail, postage prepaid, copies of the Public Hearing Notice for the proposed Zone Change Amendment for Unity Park in reference to the application of 214 Franklin Street LLC.

Said notices were mailed to all property owners listed on the abutters list and corresponding mailing labels provided as part of the application, in accordance with the applicable provisions of the Rhode Island General Laws and the Town of Bristol Zoning Ordinance.

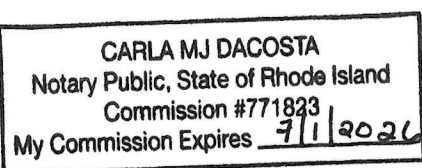
This affidavit is executed to confirm compliance with the notice requirements for said public hearing.

Signed this 21 day of August, 2025 in Bristol, Rhode Island.

Melissa Cordeiro
Bristol Town Clerk

STATE OF RHODE ISLAND
COUNTY OF BRISTOL

In the town of Bristol on this 21 day of August, 2025 personally appeared Melissa Cordeiro to me known, or produced identification, and known by me to be the party executing the foregoing instrument, and she acknowledged and said instrument by her free act and deed.



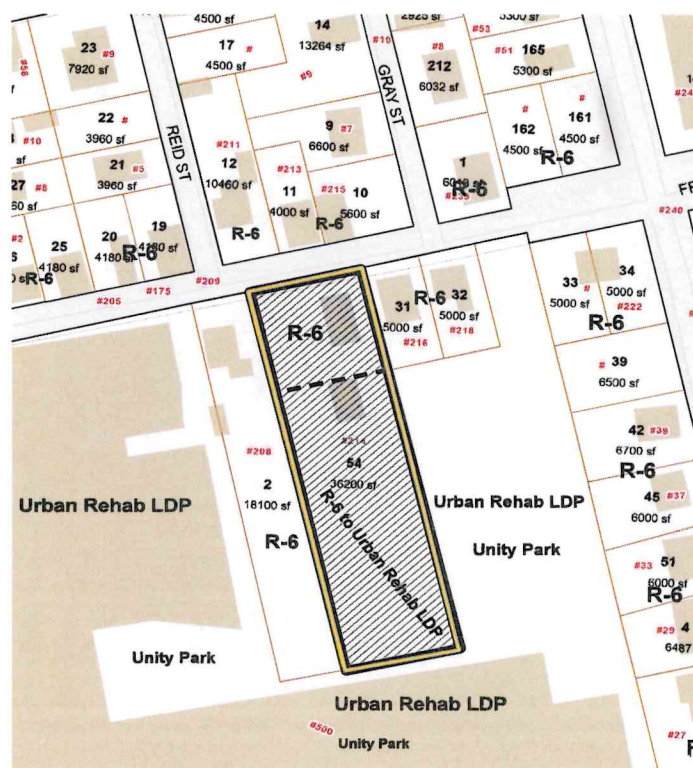
Notary Public:
My Commission Expires:

LEGAL NOTICE

**TOWN OF BRISTOL
PUBLIC HEARING ON THE PETITION TO AMEND ZONE MAP
UNDER THE ZONING ORDINANCE**

The Bristol Town council will hold a public hearing on September 10, 2025 at 7:00 o'clock PM in the Bristol Town Hall, Council Chambers, 10 Court Street, Bristol, Rhode Island for an amendment to the Bristol Zoning Map. The amendment is to change the zone of approximately 26,200 square feet of land located at 214 Franklin Street, Assessor's Plat 29 Lot 54 from R6 (Residential 6,000 square feet lot area) to Urban Rehab LDP – Urban Rehab Land Development Project.

Property and map described as follows: A specific area of property belonging to 214 Franklin LLC located on the southerly side of Franklin Street approximately 100' to the south of the existing two-family dwelling at 214 Franklin Street, as indicated on the following map:



All interested parties may review and examine a copy of the proposed zoning map amendment at the Bristol Town Clerk's Office, at 10 Court Street, and the Office of Community Development, at 235 High Street, between the hours of 8:00 am. and 4:00 p.m. Monday – Friday. A copy of the proposed amendment can be obtained from the Town Clerk's Office at no cost.

The proposal shown here may be altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any such alteration of amendment must be presented for comment in the course of said hearing.

Per Order of the Town Council
Melissa Cordeiro
Council Clerk

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

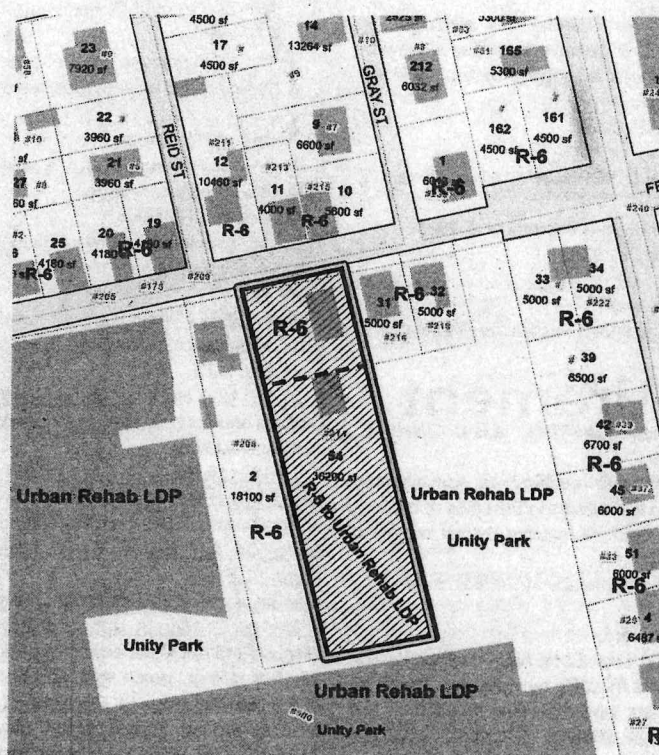
August 21, August 28 & Sept. 4, 2025

LEGAL NOTICE

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PUBLIC HEARING ON THE PETITION TO AMEND ZONE MAP
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Per Order of the Town Council
Melissa Cordeiro
Council Clerk

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August 21, August 28 & Sept. 4, 2025



214 Franklin Street - 200 Foot Radius Map

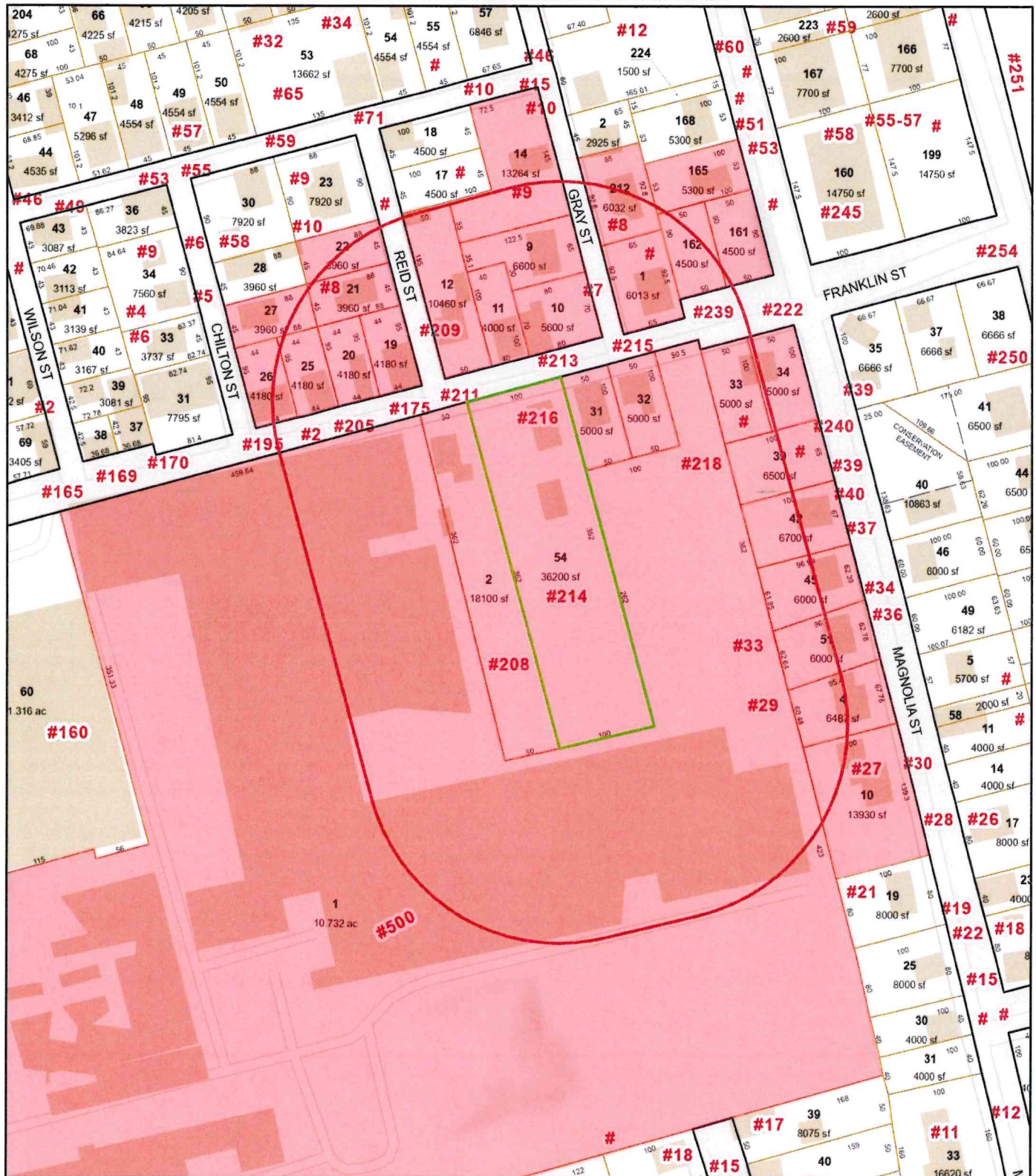
Town of Bristol, RI

1 inch = 141 Feet



www.cai-tech.com

August 13, 2025



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



200 feet Abutters List Report

Bristol, RI
July 25, 2025

Item B1.

Subject Property:

Parcel Number: 29-54
CAMA Number: 29-54
Property Address: 214 FRANKLIN ST

Mailing Address: 214 FRANKLIN LLC
99 TUPELO ST
BRISTOL, RI 02809

Abutters:

Parcel Number: 23-1
CAMA Number: 23-1
Property Address: 239 FRANKLIN ST

Mailing Address: FRANCO, VIRGINIO C ILD
239 FRANKLIN STREET
BRISTOL, RI 02809

Parcel Number: 23-10
CAMA Number: 23-10
Property Address: 215 FRANKLIN ST

Mailing Address: REGO, ANTONIO & MARIA LE TE
RESENDES, S & ANDRADE, C TC
41 ACADEMY AVENUE
BRISTOL, RI 02809

Parcel Number: 23-11
CAMA Number: 23-11
Property Address: 213 FRANKLIN ST

Mailing Address: GARDINER, TIMOTHY A. LORI A.
27 LISA LANE
BRISTOL, RI 02809

Parcel Number: 23-12
CAMA Number: 23-12
Property Address: 211 FRANKLIN ST

Mailing Address: VIEIRA, JOSE M. & MARIA TE
211 FRANKLIN ST
BRISTOL, RI 02809

Parcel Number: 23-14
CAMA Number: 23-14
Property Address: 9 GRAY ST

Mailing Address: AMBROSE, LINDSAY & KIMMEL, OWEN
TE
9 GRAY ST
BRISTOL, RI 02809

Parcel Number: 23-161
CAMA Number: 23-161
Property Address: FRANKLIN ST

Mailing Address: FRANCO, VIRGINIO C ILD
239 FRANKLIN STREET
BRISTOL, RI 02809

Parcel Number: 23-162
CAMA Number: 23-162
Property Address: FRANKLIN ST

Mailing Address: FRANCO, VIRGINIO C ILD
239 FRANKLIN STREET
BRISTOL, RI 02809

Parcel Number: 23-165
CAMA Number: 23-165
Property Address: 51 MAGNOLIA ST

Mailing Address: CORDEIRO, MARIA E LE CORDEIRO,
RAUL & MARIA L TE
51 MAGNOLIA ST.
BRISTOL, RI 02809

Parcel Number: 23-19
CAMA Number: 23-19
Property Address: 209 FRANKLIN ST

Mailing Address: RIBEIRO, MARIA J.
209 FRANKLIN ST
BRISTOL, RI 02809

Parcel Number: 23-20
CAMA Number: 23-20
Property Address: 175 FRANKLIN ST

Mailing Address: PEZZULLO, ZACHARY A
471 METACOM AVE
BRISTOL, RI 02809



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7/25/2025

Page 1 of 3



200 feet Abutters List Report

Bristol, RI
July 25, 2025

Item B1.

Parcel Number: 23-21
CAMA Number: 23-21
Property Address: 5 REID ST

Mailing Address: NAPPI, JACOB N
5 REID ST
BRISTOL, RI 02809

Parcel Number: 23-212
CAMA Number: 23-212
Property Address: 8 GRAY ST

Mailing Address: MEDEIROS, JOAO D. MEDEIROS, LUCIA S.
8 GRAY ST.
BRISTOL, RI 02809

Parcel Number: 23-22
CAMA Number: 23-22
Property Address: REID ST

Mailing Address: DUARTE, JESSICA L & RAYMOND L
10 CHILTON ST
BRISTOL, RI 02809

Parcel Number: 23-25
CAMA Number: 23-25
Property Address: 205 FRANKLIN ST

Mailing Address: OLIVEIRA, MARY E, TRUSTEE, MARY E OLIVEIRA LIVING
9 FRANCESCA LN
BRISTOL, RI 02809

Parcel Number: 23-26
CAMA Number: 23-26
Property Address: 2 CHILTON ST

Mailing Address: MONROE, DAVID R & MARCIA M TRUSTEES
297 CHASES LANE
MIDDLETOWN, RI 02842

Parcel Number: 23-27
CAMA Number: 23-27
Property Address: 8 CHILTON ST

Mailing Address: SIMAS, PAULO & FILOMENA C LE
SIMAS, SAMANTHA & ALYSSA
8 CHILTON ST
BRISTOL, RI 02809

Parcel Number: 23-9
CAMA Number: 23-9
Property Address: 7 GRAY ST

Mailing Address: CABRAL, KEVIN J
7 GRAY ST
BRISTOL, RI 02809

Parcel Number: 29-10
CAMA Number: 29-10
Property Address: 27 MAGNOLIA ST

Mailing Address: MEDEIROS, MARIA A TRUSTEE MARIA A MEDEIROS LIV TRUST
27 MAGNOLIA ST
BRISTOL, RI 02809

Parcel Number: 29-1
CAMA Number: 29-1-010
Property Address: 500 WOOD ST

Mailing Address: UNITY PARK LLC
99 TUPELO ST
BRISTOL, RI 02809

Parcel Number: 29-1
CAMA Number: 29-1-020
Property Address: 500 WOOD ST

Mailing Address: BRISTOL PROPERTIES ASSOC LLC
1 GRACIE TERRACE APT. 11D
NEW YORK, NY 10028

Parcel Number: 29-1
CAMA Number: 29-1-021
Property Address: 500 WOOD ST

Mailing Address: UNITY PARK LLC
99 TUPELO ST
BRISTOL, RI 02809

Parcel Number: 29-1
CAMA Number: 29-1-030
Property Address: 500 WOOD ST

Mailing Address: UNITY PARK LLC
99 TUPELO ST
BRISTOL, RI 02809



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7/25/2025

Page 2 of 3



200 feet Abutters List Report

Bristol, RI
July 25, 2025

Item B1.

Parcel Number: 29-1
CAMA Number: 29-1-045
Property Address: 500 WOOD ST

Mailing Address: 23-33 BROADCOMMON LLC
99 TUPELO ST
BRISTOL, RI 02809

Parcel Number: 29-2
CAMA Number: 29-2
Property Address: 208 FRANKLIN ST

Mailing Address: MARTINS, ANTONIO A. TRUSTEE
ANTONIO A. MARTINS REV LIV TR
208 FRANKLIN ST
BRISTOL, RI 02809

Parcel Number: 29-31
CAMA Number: 29-31
Property Address: 216 FRANKLIN ST

Mailing Address: TAVARES, ANGELO & JENNIFER TE
216 FRANKLIN ST
BRISTOL, RI 02809

Parcel Number: 29-32
CAMA Number: 29-32
Property Address: 218 FRANKLIN ST

Mailing Address: ROSA, MARIA C TC (25%); MARY
LOUISE JT (25%) ROSA, MANUEL &
DOREEN ANNE TE (25%); JOSEPH &
PAUL
218 FRANKLIN ST
BRISTOL, RI 02809

Parcel Number: 29-33
CAMA Number: 29-33
Property Address: FRANKLIN ST

Mailing Address: DUARTE, FRANCIS J. ET UX BETTY J.
DUARTE TE
222 FRANKLIN ST.
BRISTOL, RI 02809

Parcel Number: 29-34
CAMA Number: 29-34
Property Address: 222 FRANKLIN ST

Mailing Address: DUARTE, FRANCIS JOSEPH & BETTY
JANE TRUSTEES
222 FRANKLIN ST.
BRISTOL, RI 02809

Parcel Number: 29-39
CAMA Number: 29-39
Property Address: FRANKLIN ST

Mailing Address: DUARTE, FRANCIS J. ET UX BETTY J.
DUARTE TE
222 FRANKLIN ST.
BRISTOL, RI 02809

Parcel Number: 29-4
CAMA Number: 29-4
Property Address: 29 MAGNOLIA ST

Mailing Address: BOTELHO, JOSE L. ET UX MARIE F.
BOTELHO TE
29 MAGNOLIA STREET
BRISTOL, RI 02809

Parcel Number: 29-42
CAMA Number: 29-42
Property Address: 39 MAGNOLIA ST

Mailing Address: BURKE, JERRY A. JR. ET UX SUSAN A
39 MAGNOLIA ST
BRISTOL, RI 02809

Parcel Number: 29-45
CAMA Number: 29-45
Property Address: 37 MAGNOLIA ST

Mailing Address: FERREIRA, AGOSTINHO P. ET UX
VANDA C.
37 MAGNOLIA ST
BRISTOL, RI 02809

Parcel Number: 29-51
CAMA Number: 29-51
Property Address: 33 MAGNOLIA ST

Mailing Address: MEDEIROS, DANIEL R. MARIA R. ETUX
33 MAGNOLIA ST
BRISTOL, RI 02809



www.cai-tech.com

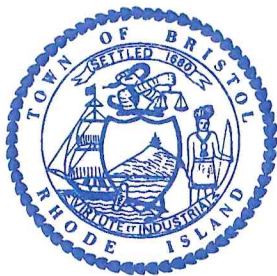
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7/25/2025

Page 3 of 3

Joseph M. Brito Jr.
214 Franklin Street
Bristol, RI 02809

214 Franklin LLC
99 Tupelo Street
Bristol, RI 02809



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, Rhode Island 02809-2208
Tel. 401-253-7000
Fax 401-253-2647
Email: mcordeiro@bristolri.gov
www.bristolri.gov


MEMORANDUM

DATE: August 14, 2025

TO: Charles Millard
PLANNING BOARD CHAIRMAN

FROM: Melissa Cordeiro
COUNCIL CLERK

RE: Zone Change, Plat 29 Lots 54 - Request to change from R6
Residential 6,000 sq. ft. to Urban Rehab LDP- Urban Rehab Land
Development Project



The Town Council hereby requests a recommendation from your respective boards regarding a zone change application to amend the Town of Bristol Zoning Map. This application was received from 214 Franklin LLC., 214 Franklin Street, Bristol, RI.

Please be advised that the public hearing for the above-mentioned zone change will be on the Town Council agenda of September 10, 2025. The recommendation for that agenda is due in the Town Clerk's office before noon September 3, 2025.

Thank you for your attention to this matter. Should you have any questions, please do not hesitate to contact my office.



Town of Bristol, Rhode Island

Department of Community Development

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

August 21, 2025

TO: Town Council

FROM: Diane M. Williamson, Director/Administrative Officer

RE: **Change of zone Plat 29, Lot 54 – request to change from R6 to Urban Rehab LDP**

The Planning Board reviewed the above application at their special meeting of August 7, 2025.

Following review of the application, a motion was unanimously passed to recommend to the Town Council that the zone change be approved. The Board made the following findings in support of the zone change:

The change of zone is consistent with the General Purposes of Zoning as follows:

1. It promotes public health, safety, and the general welfare;
2. It provides a range of uses and intensities of uses appropriate to the character of the town and that reflects current and expected future needs; and,
3. It provides for the orderly growth and development which recognizes promotion of sustainable development, including the redevelopment of existing structures and facilities in preference to new development.

The change of zone is consistent with the Comprehensive Plan as follows:

1. Economic Development Action Item ED-C14 – Continue to monitor properties in the Franklin Street Corridor Redevelopment Plan, including the Bristol Industrial Park (Note: this was the former name of Unity Park), to continue implementation of the plan and move forward with redevelopment.
2. Land Use Action Item LU11 (p) Continue to encourage Bristol Industrial Park development and support its economic growth in a manner consistent with the economic interests of the Town and the character of its neighborhood.

Thank you.

Maree

2nd READING

PROPOSED ORDINANCE
NO. 2025-09

AMENDMENT OF THE ORDINANCES
OF THE TOWN OF BRISTOL REGARDING
SEWERS AND SEWER DISPOSAL

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island, that Section 22-109, 22-235, 22-236, AND 22-316 of the Town Code be amended as follows:

Sec. 22-109. Operation and maintenance.

- (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 ~~\$5075~~.00 for each pumping.

Sec. 22-235. National categorical pretreatment standards.

- (b) National categorical pretreatment standard for a particular industrial subcategory shall immediately ~~supercede~~supersede 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 assigned daily maximum discharge limitations and/or which has concentrations of substances listed below in excess of the assigned monthly average 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	<u>Daily Maximum Concentration (Milligrams per liter)</u>	<u>Monthly Average Concentration (Milligrams per liter)</u>
Biological oxygen demands	4,000 <u>2,025</u>	<u>1,520</u>
Total suspended solids	4,000 <u>2,000</u>	<u>1,500</u>
<u>Arsenic</u>	<u>0.40</u>	<u>---</u>
<u>Cadmium</u>	<u>0.11</u>	<u>---</u>
Chromium (total)	2.77	<u>1.71</u>
Copper (total)	3.38	<u>2.07</u>
Cyanide (total)	1.20	<u>0.65</u>

<u>Mercury</u>	<u>0.24</u>	<u>---</u>
Lead (total)	0.69	<u>0.43</u>
Nickel (total)	<u>3.981.41</u>	<u>---</u>
<u>Selenium</u>	<u>0.51</u>	<u>---</u>
Silver (total)	0.43	<u>0.24</u>
Zinc (total)	<u>1.052.61</u>	<u>1.48</u>
<u>pH*</u>	<u>5.5 - 9.5 S.U.</u>	<u>5.5 - 9.5 S.U.</u>
<u>Oil & Grease</u>	<u>100</u>	<u>---</u>
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	<u>---</u>
Total toxic organics (TTO) any single parameter	1.00	<u>---</u>

* pH Levels shall be within the acceptable range of 5.5 to 9.5 S.U.

- (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) The Pretreatment coordinator may approve persons classified under SIC code 2082 (Malt Beverages), 2084 (Wines, Brandy and Brandy Spirits), and/or 2085 (Distilled and Blended Liquors) to adhere to mass-based loading limitations. This approval shall be conducted on a case-by-case basis. In such approved cases, the report required by 22-233(d)(1) 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, 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). Of the total maximum available industrial load, 106 lb/day of BOD and 105 lb/day of TSS are allocated for use within these SIC codes. 50% of this allocation is reserved for future growth within these SIC codes. Mass load allocations for persons in these SIC codes will be distributed according to their percentage of the flow from all persons in these SIC codes.
- (ed) When the pretreatment coordinator finds that a user has exceeded a daily monthly average surcharge limit of 1,250-1,000 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 based on the mass of pollutants discharged above that associated surcharge limit. Surcharges shall be assessed on the per pound cost of treatment for each pollutant (\$0.50 per pound), and be a minimum of \$50 per quarter, per pollutant in excess of the surcharge limit equivalent to the yearly permit fee for each instance of BOD or TSS discharged, which is over 1,250 mg/L.
- (de) When the pretreatment coordinator finds that a user has exceeded the BOD total daily limit of 4,0002,025 mg/L and/or the Total Suspended Solids total daily limit of 2,000, the pretreatment

coordinator shall fine such user in accordance with section 22-251, section 22-254, and Bristol's Enforcement Response Plan.

(ef) 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; Ord. No. 2022-14, 11-16-22)

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:
 - (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, 500,000 or more gallons per year flow\$350.00
 - (10) Professional health care facilities, less than 500,000 gallons per year flow\$225.00
 - (11) Private medical centers, dentists, funeral homes/embalming\$125.00
 - (12) Service gasoline stations, auto body/repair, car washers, marinas, boat repair/manufacturing, small manufacturing/machining\$125.00

This ordinance shall take effect upon its passage.

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.

The Town Council will be in session in the Town Hall, Council Chambers, on September 10, 2025.

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

September 4, 2025

PROPOSED ORDINANCE
NO. 2025-09

AMENDMENT OF THE ORDINANCES
OF THE TOWN OF BRISTOL REGARDING
SEWERS AND SEWER DISPOSAL

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island, that Section 22-109, 22-235, 22-236, AND 22-316 of the Town Code be amended as follows:

Sec. 22-109. Operation and maintenance.

- (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 ~~\$5075~~.00 for each pumping.

Sec. 22-235. National categorical pretreatment standards.

- (b) National categorical pretreatment standard for a particular industrial subcategory shall immediately ~~supercede~~supersede 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 assigned daily maximum discharge limitations and/or which has concentrations of substances listed below in excess of the assigned monthly average 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	<u>Daily Maximum Concentration (Milligrams per liter)</u>	<u>Monthly Average Concentration (Milligrams per liter)</u>
Biological oxygen demands	4,000 <u>2,025</u>	<u>1,520</u>
Total suspended solids	4,000 <u>2,000</u>	<u>1,500</u>
<u>Arsenic</u>	<u>0.40</u>	<u>---</u>
<u>Cadmium</u>	<u>0.11</u>	<u>---</u>
Chromium (total)	2.77	<u>1.71</u>
Copper (total)	3.38	<u>2.07</u>
Cyanide (total)	1.20	<u>0.65</u>
<u>Mercury</u>	<u>0.24</u>	<u>---</u>
Lead (total)	0.69	<u>0.43</u>

Nickel (total)	<u>3.981.41</u>	---
<u>Selenium</u>	<u>0.51</u>	---
Silver (total)	0.43	<u>0.24</u>
Zinc (total)	<u>1.052.61</u>	<u>1.48</u>
<u>pH*</u>	<u>5.5 - 9.5 S.U.</u>	<u>5.5 - 9.5 S.U.</u>
<u>Oil & Grease</u>	<u>100</u>	---
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	---

* pH Levels shall be within the acceptable range of 5.5 to 9.5 S.U.

- (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) The Pretreatment coordinator may approve persons classified under SIC code 2082 (Malt Beverages), 2084 (Wines, Brandy and Brandy Spirits), and/or 2085 (Distilled and Blended Liquors) to adhere to mass-based loading limitations. This approval shall be conducted on a case-by-case basis. In such approved cases, the report required by 22-233(d)(1) 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, 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). Of the total maximum available industrial load, 106 lb/day of BOD and 105 lb/day of TSS are allocated for use within these SIC codes. 50% of this allocation is reserved for future growth within these SIC codes. Mass load allocations for persons in these SIC codes will be distributed according to their percentage of the flow from all persons in these SIC codes.
- (~~e~~d) When the pretreatment coordinator finds that a user has exceeded a ~~daily~~ monthly average surcharge limit of ~~1,250~~ 1,000 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 based on the mass of pollutants discharged above that associated surcharge limit. Surcharges shall be assessed on the per pound cost of treatment for each pollutant (\$0.50 per pound), and be a minimum of \$50 per quarter, per pollutant in excess of the surcharge limit equivalent to the yearly permit fee for each instance of BOD or TSS discharged, which is over 1,250 mg/L.
- (~~e~~e) When the pretreatment coordinator finds that a user has exceeded the BOD total daily limit of ~~4,000~~ 2,025 mg/L and/or the Total Suspended Solids total daily limit of 2,000, the pretreatment coordinator shall fine such user in accordance with section 22-251, section 22-254, and

Bristol's Enforcement Response Plan.

(ef) 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; Ord. No. 2022-14, 11-16-22)

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:
 - (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, 500,000 or more gallons per year flow\$350.00
 - (10) Professional health care facilities, less than 500,000 gallons per year flow\$225.00
 - (11) Private medical centers, dentists, funeral homes/embalming\$125.00
 - (12) Service gasoline stations, auto body/repair, car washers, marinas, boat repair/manufacturing, small manufacturing/machining\$125.00

This ordinance shall take effect upon its passage.

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The Town Council will be in session in the Town Hall, Council Chambers, on September 10, 2025.

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

September 4, 2025

AMENDMENT OF THE ORDINANCES OF THE TOWN OF BRISTOL REGARDING SEWERS AND SEWER DISPOSAL

* * *

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island, that Section 22-109, 22-235, 22-236, AND 22-316 of the Town Code be amended as follows:

Sec. 22-109. Operation and maintenance.

- (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 ~~\$5075.00~~ for each pumping.

Sec. 22-235. National categorical pretreatment standards.

(b) National categorical pretreatment standard for a particular industrial subcategory shall immediately ~~supersede~~ ~~supersede~~ 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 assigned daily maximum discharge limitations and/or which has concentrations of substances listed below in excess of the assigned monthly average 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	Daily Maximum Concentration (Milligrams per liter)	Monthly Average Concentration (Milligrams per liter)
Biological oxygen demands	4,000 <u>2,025</u>	<u>1,520</u>
Total suspended solids	4,000 <u>2,000</u>	<u>1,500</u>
<u>Arsenic</u>	<u>0.40</u>	<u>---</u>
<u>Cadmium</u>	<u>0.11</u>	<u>---</u>
Chromium (total)	2.77	<u>1.71</u>
Copper (total)	3.38	<u>2.07</u>
Cyanide (total)	1.20	<u>0.65</u>
<u>Mercury</u>	<u>0.24</u>	<u>---</u>
Lead (total)	0.69	<u>0.43</u>
Nickel (total)	3.98 <u>1.41</u>	<u>---</u>
<u>Selenium</u>	<u>0.51</u>	<u>---</u>
Silver (total)	0.43	<u>0.24</u>
Zinc (total)	1.05 <u>2.61</u>	<u>1.48</u>
<u>pH*</u>	<u>5.5 - 9.5 S.U.</u>	<u>5.5 - 9.5 S.U.</u>
<u>Oil & Grease</u>	<u>100</u>	<u>---</u>
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	<u>---</u>
Total toxic organics (TTO) any single parameter	1.00	<u>---</u>

* pH Levels shall be within the acceptable range of 5.5 to 9.5 S.U.

(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) The Pretreatment coordinator may approve persons classified under SIC code 2082 (Malt Beverages), 2084 (Wines, Brandy and Brandy Spirits), and/or 2085 (Distilled and Blended Liquors) to adhere to mass-based loading limitations. This approval shall be conducted on a case-by-case basis. In such approved cases, the report required by 22-233(d)(1) 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, 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). Of the total maximum available industrial load, 106 lb/day of BOD and 105 lb/day of TSS are allocated for use within these SIC codes. 50% of this allocation is reserved for future growth within these SIC codes. Mass load allocations for persons in these SIC codes will be distributed according to their percentage of the flow from all persons in these SIC codes.

(ed) When the pretreatment coordinator finds that a user has exceeded a daily monthly average surcharge limit of ~~1,250~~ 1,000 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 based on the mass of pollutants discharged above that associated surcharge limit. Surcharges shall be assessed on the per pound cost of treatment for each pollutant (\$0.50 per pound), and be a minimum of \$50 per quarter, per pollutant in excess of the surcharge limit equivalent to the yearly permit fee for each instance of BOD or TSS discharged, which is over 1,250 mg/L.

(de) When the pretreatment coordinator finds that a user has exceeded the BOD total daily limit of ~~4,000~~ 2,025 mg/L and/or the Total Suspended Solids total daily limit of 2,000, the pretreatment coordinator shall fine such user in accordance with section 22-251, section 22-254, and Bristol's Enforcement Response Plan.

(ef) 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; Ord. No. 2022-14, 11-16-22)

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:

- (8) ~~Small coffee shops, ice cream shops, smoothie/shake shops, and other small FSEs requiring permits;~~ non-catering religious institutions/banquet halls\$75.00
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By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK
September 4, 2025

**TOWN OF BRISTOL
PROPOSED ORDINANCE
NO. 2025-09**

AMENDMENT OF THE ORDINANCES OF THE TOWN OF BRISTOL REGARDING SEWERS AND SEWER DISPOSAL

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island, that Section 22-109, 22-235, 22-236, AND 22-316 of the Town Code be amended as follows:

Sec. 22-109. Operation and maintenance.

(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:

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Sec. 22-235. National categorical pretreatment standards.

(b) National categorical pretreatment standard for a particular industrial subcategory shall immediately supersede the applicable limitation imposed under sections 22-236 and 22-237 if more stringent than the limitation imposed under these sections.

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Constituent	Daily Maximum Concentration (Milligrams per liter)	Monthly Average Concentration (Milligrams per liter)
Biological oxygen demands	4,000/2,025	1,520
Total suspended solids	4,000/2,000	1,500
Arsenic	0.40	=
Cadmium	0.11	=
Chromium (total)	2.77	1.71
Copper (total)	3.38	2.07
Cyanide (total)	1.20	0.65
Mercury	0.24	=
Lead (total)	0.69	0.43
Nickel (total)	3.96/1.41	=
Selenium	0.51	=
Silver (total)	0.43	0.24
Zinc (total)	3,052/61	1.48
pH*	5.5-9.5 S.U.	5.5-9.5 S.U.
Oil & Grease	100	=
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	=

* pH Levels shall be within the acceptable range of 5.5 to 9.5 S.U.

(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) The Pretreatment coordinator may approve persons classified under SIC code 2082 (Malt Beverages), 2084 (Wines, Brandy and Brandy Spirits), and/or 2085 (Distilled and Blended Liquors) to adhere to mass-based loading limitations. This approval shall be conducted on a case-by-case basis. In such approved cases, the report required by 22-233(d)(1) 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, 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(d) 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). Of the total maximum available industrial load, 106 lb/day of BOD and 106 lb/day of TSS are allocated for use within these SIC codes; 50% of this allocation is reserved for future growth within these SIC codes. Mass load allocations for persons in these SIC codes will be distributed according to their percentage of the flow from all persons in these SIC codes.

(e) When the pretreatment coordinator finds that a user has exceeded a daily monthly average surcharge limit of 4,250 1,000 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 based on the mass of pollutants discharged above that associated surcharge limit. Surcharges shall be assessed on the per pound cost of treatment for each pollutant (\$0.50 per pound), and be a minimum of \$50 per quarter, per pollutant in excess of the surcharge limit equivalent to the yearly permit fee for each instance of BOD or TSS discharged, which is over 1,250 mg/L.

(f) When the pretreatment coordinator finds that a user has exceeded the BOD total daily limit of 4,000 2,025 mg/L and/or the Total Suspended Solids total daily limit of 2,000, the pretreatment coordinator shall fine such user in accordance with section 22-251, section 22-254, and Bristol's Enforcement Response Plan.

(g) 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.

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By Order of the Town Council
Melissa Cordeiro
COUNCIL CLERK
September 4, 2025

2nd READING**PROPOSED ORDINANCE No. 2025-10**

**AN ORDINANCE IN AMENDMENT TO
CHAPTER 16
OF THE ORDINANCES OF THE BRISTOL TOWN CODE**

* * *

CHAPTER 16 – MOTOR VEHICLES AND TRAFFIC

* * *

ARTICLE V. - STOPPING, STANDING AND PARKING

Sec. 16-143. - Parking prohibited at all times.

In addition to the parking regulations contained in section 16-7, no vehicle shall be parked at any time on the following streets or portions thereof:

* * *

Thames Street, both sides, between Hope Street and Oliver Street.

Thames Street, east side, between Bradford Street and Constitution Street.

Thames Street, west side from the intersection with State Street to the north end of extended sidewalk.

Thames Street, west side, from the intersection with Constitution Street south to the southern terminus of Thames Street.

Thames Street, east side, 240 feet north, from the corner of Bradford Street.

Thames Street, west side, no parking from the southern straight edge of the 345 Thames Street driveway, extending 26 feet southbound.

Thames Street, west side, no parking from the northern straight edge of the 343 Thames Street driveway, extending 21 feet northbound.

Thames Street, west side, no parking from the southern straight edge of the 343 Thames Street driveway, extending 26 feet southbound.

* * *

This ordinance shall take place upon its passage.

The Town Council will be in session in the Town Hall, Council Chambers, on September 10, 2025.

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

September 4, 2025

PROPOSED ORDINANCE No. 2025-10

AN ORDINANCE IN AMENDMENT TO

CHAPTER 16

OF THE ORDINANCES OF THE BRISTOL TOWN CODE

* * *

CHAPTER 16 – MOTOR VEHICLES AND TRAFFIC

* * *

ARTICLE V. - STOPPING, STANDING AND PARKING

Sec. 16-143. - Parking prohibited at all times.

In addition to the parking regulations contained in section 16-7, no vehicle shall be parked at any time on the following streets or portions thereof:

* * *

Thames Street, both sides, between Hope Street and Oliver Street.

Thames Street, east side, between Bradford Street and Constitution Street.

Thames Street, west side from the intersection with State Street to the north end of extended sidewalk.

Thames Street, west side, from the intersection with Constitution Street south to the southern terminus of Thames Street.

Thames Street, east side, 240 feet north, from the corner of Bradford Street.

Thames Street, west side, no parking from the southern straight edge of the 345 Thames Street driveway, extending 26 feet southbound.

Thames Street, west side, no parking from the northern straight edge of the 343 Thames Street driveway, extending 21 feet northbound.

Thames Street, west side, no parking from the southern straight edge of the 343 Thames Street driveway, extending 26 feet southbound.

* * *

This ordinance shall take place upon its passage.

The Town Council will be in session in the Town Hall, Council Chambers, on September 10, 2025.

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

September 4, 2025

LEGAL NOTICE

TOWN OF BRISTOL PROPOSED ORDINANCE NO

Item C2.

AN ORDINANCE IN AMENDMENT TO CHAPTER 16 OF THE ORDINANCES OF THE BRISTOL TOWN CODE

* * *

CHAPTER 16 – MOTOR VEHICLES AND TRAFFIC

* * *

ARTICLE V. - STOPPING, STANDING AND PARKING

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* * *

This ordinance shall take place upon its passage.

The Town Council will be in session in the Town Hall, Council Chambers, on September 10, 2025.

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

LEGAL NOTICE

TOWN OF BRISTOL
PROPOSED ORDINANCE NO. 2025-10

AN ORDINANCE IN AMENDMENT TO
CHAPTER 16
OF THE ORDINANCES OF THE BRISTOL
TOWN CODE

CHAPTER 16 – MOTOR VEHICLES AND
TRAFFIC

ARTICLE V. - STOPPING, STANDING AND
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This ordinance shall take place upon its passage.

The Town Council will be in session in the Town Hall, Council Chambers, on September 10, 2025.

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

September 4, 2025

1st READING

ORDINANCE No. 2025-11

AN ORDINANCE IN AMENDMENT TO CHAPTER 16 OF THE ORDINANCES OF THE BRISTOL TOWN CODE

* * *

CHAPTER 16 – MOTOR VEHICLES AND TRAFFIC

* * *

ARTICLE IX. – RESIDENTIAL PARKING

* * *

Sec. 16-343. - Residential parking zone.

(a) The residential parking streets shall be all streets and intersections within and bounded by the following area: from a point at the intersection of Hope Street and Washington Street, continuing easterly to the intersection of Washington Street and High Street, continuing southerly to the intersection of High Street and Franklin Street, continuing easterly to the intersection of Wood Street and Franklin Street, continuing southerly to the intersection of Wood Street and Shaws Lane, continuing easterly to the intersection of Shaws Lane and Ryan Avenue, continuing southerly to the intersection of Ryan Avenue and State Street, and further continuing southerly to the intersection of State Street and Second School Street, continuing southerly to the intersection of Second School Street and Mount Hope Avenue, continuing westerly to the intersection of Mount Hope Avenue and Wood Street, continuing southerly to the intersection of Mouth Hope Avenue and Walley Street, continuing westerly to the intersection of Walley Street and Hope Street, continuing northerly to the intersection of Hope Street and Constitution Street, continuing westerly to the intersection of Constitution Street and Thames Street, continuing northerly to the intersection of Thames Street and Hope Street, then continuing northerly to the point of origin at the intersection of Hope Street and Washington Street. The residential parking zone shall also include the following: Easterbrooks Avenue; First School Street; Second School Street; Third School Street; Siegel Street; Mount Hope Avenue between Third School Street and Second School Street; and State Street between Easterbrooks Avenue and Ryan Avenue.

* * *

Sec. 16-345. - Designated residential parking streets.

* * *

(c) The following streets are designated as residential parking streets, no overnight parking except with resident sticker:

* * *

Shaws Lane;

Siegel Street;

State Street, from High Street easterly to Third School Street, both sides;

* * *

This ordinance shall take effect upon its passage.



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: Bristol Parks + Recreation

ADDRESS: 101 Asylum Road

APPLICANT: Warren Renselhouse, Director

TYPE OF ENTERTAINMENT: Outdoor Movie, Men's Softball Field @ Beach

DATE OF EVENT: 9/26/25 TIME OF EVENT: sunset - 9pm
6:30

- ☒ One Day Dancing & Entertainment License (Non-Profit) Petition
☒ Sketch of proposed location for entertainment

Please attend the Council
Meeting on

*SIGNATURE: Warren Renselhouse

NAME: Warren Renselhouse

ADDRESS: 101 Asylum Road

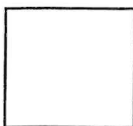
TOWN: Bristol

Petition must be returned by

Mailed:

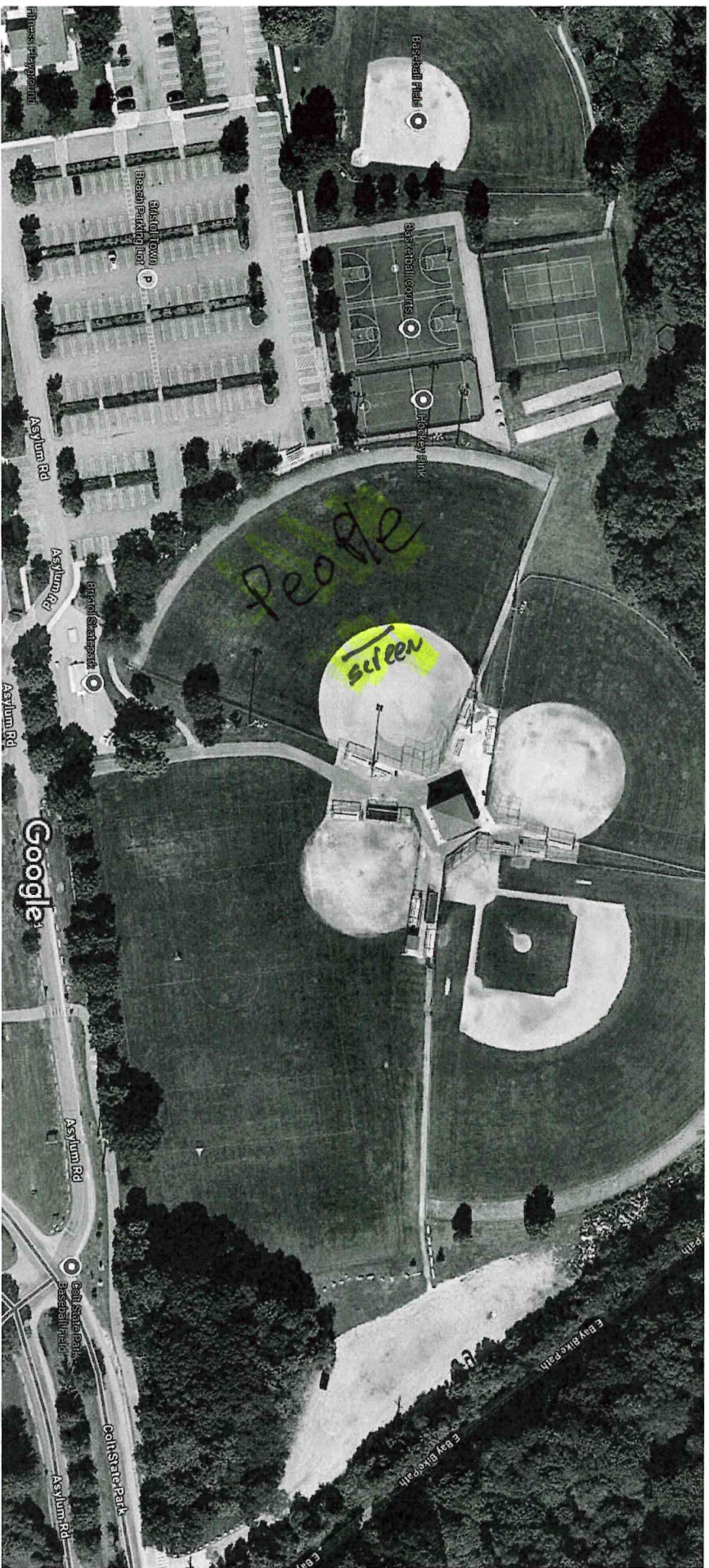
Date Received: _____

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.



Imagery ©2025 Airbus, Maxar Technologies, Map data ©2025 20 m



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

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

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: August 26, 2025

Re: Director Rensehausen, Bristol Parks & Recreation
requests a One Day Dancing & Entertainment License
for "Movie in the Park" at Men's Softball Field
(near beach), September 26th from 6:30 PM - 9:00 PM

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 Town Council Meeting to
be held on **September 10, 2025.**

**All items for this docket must be received in the Clerk's
office by Wednesday, September 3, 2025. All and any items
received after the deadline will be held until the next
council agenda.**

Thank you for your cooperation and prompt reply.

Attachments



KEVIN M. LYNCH
Chief of Police

Bristol Police Department

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



BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 08/26/25

PETITION DESCRIPTION:

Director Rensehausen, Bristol Parks & Recreation requests a One Day Dancing and Entertainment License for "Movie in the Park" at Men's Softball Field (near beach), September 26th from 6:30 pm - 9:00 pm.

PERSON/S FILING PETITION: Warren Rensehausen

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

NOTES:

After reviewing this petition request, I find no reason to deny the petitioner's request for a one-day dancing and entertainment license provided that all guidelines set forth by this application, including all Laws and Ordinances governing this practice are followed. I recommend a request for one detail officer to provide security.

REVIEWING OFFICER: Lt. Brett Estrella

DATE COMPLETED: 08/27/25

Concun
STEVEN CONTENTE
Town Administrator

2025 SEP -3 AM 11:50

JOHN J. BROWN
BRI
2025 SEP -3 AM 11:50



Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: August 27, 2025
Re: License Recommendation, September 10 Council Meeting

2025 AUG 29 AM 10:37

JOHN OLIVER CASE
 BRISTOL FIRE DEPT

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

1. One-day Dancing & Entertainment
 Director Warren Rensehausen for Parks & Recreation
 Movie in the Park
 Men's Softball Field, Town Beach Complex
 September 26, 2025
 1830-2100

There is no objection to the granting of said license provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

Concun
the intent
 STEVEN CONTENTE
 Town Administrator

Warren Rensehausen, CPRP
Director of Parks & Recreation
wrensehausen@bristolri.gov

Tim Shaw
Asst. Director of Parks & Recreation
tshaw@bristolri.gov



RECREATION BOARD

Karl Antonevich
Mike Cabral
N. Diane Davis
Kevin Manuel
Patti Nenna
Donald Squires
Michael Tomaselli

MEMORANDUM

To: Steven Contente
 Town Administrator

From: Warren Rensehausen, CPRP
 Director

Date: August 27, 2025

Re: Parks & Recreation Department Movie in the Park Dancing & Entertainment September 26.

The Department of Bristol Parks and Recreation supports the Request to have their Movie in the Park Dancing & Entertainment and asks the following;

- Work with the Department to remove any rubbish and signage that the event accumulates.
- Be sure that **no vehicles enter or exit** from the Park during the event without an event organizer guiding them, **and during the set up and breakdown of any equipment.**

Concun
Am Intnt
 STEVEN CONTENTE
 Town Administrator

2025 AUG 29 AM 9:37

TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND

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:



2025 SEP -4 PM 3:05
DATE RECEIVED

Bristol Fourth of July requests to
have a Bingo Fundraiser on September 17,
2025, at the VFW. 5:30pm - 8:30pm.

PLEASE NOTE:

Please ensure that your petition is submitted
by 4:00 PM, two (2) Wednesdays before the
Town Council meeting scheduled for

in order to be included on the docket. Ac-
cording to Council policy, petitions cannot
be addressed unless recommendations, if
needed, from the relevant departments are
received before the Council meeting

SIGNATURE: Camille Teixeira

NAME: Camille Teixeira

ADDRESS: 44 Collins St

TOWN: Bristol

BUSINESS

RECOMMENDATION

EMERGENCY



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: August 26, 2025

Camille Teixeira, Bristol Fourth of July
Committee re a Bingo License for a fundraiser on
September 17th, located at the VFW from
5:30 PM - 8:30PM

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 Town Council Meeting to
be held on **September 10, 2025**.

**All items for this docket must be received in the Clerk's
office by as soon as possible. All and any items received
after the deadline will be held until the next council
agenda.**

Thank you for your cooperation and prompt reply.

Attachments



Bristol Police Department

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: 08-26-2025

PETITION DESCRIPTION:

Camille Teixeira, Bristol Fourth of July Committee regarding a Bingo License for a fundraiser on Sept. 17th, located at the VFW from 5:30pm to 8:30pm.

PERSON/S FILING PETITION: Camille Teixeira

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

2025 SEP -5 PM 2:10

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

NOTES:

After reviewing the petition, I find no reason to deny the petitioner's request for a Bingo license for the days requested, provided that all guidelines set forth by the application and all laws and ordinances governing this practice are followed.

REVIEWING OFFICER: Capt. Roman Wozny

DATE COMPLETED: 09-05-2025

Steven Contente
STEVEN CONTENTE
Town Administrator



Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: September 4, 2025
Re: License Recommendation, September 10 Council Meeting

2025 SEP -5 PM 2:10

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

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

1. Bingo
 - Bristol 4th of July Committee
 - VFW Post 237
 - 850 Hope St.
 - September 17, 2025 from 5:30pm-8:30pm

There is no objection to the granting of said license provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCLYN
Steven Contente
 STEVEN CONTENTE
 Town Administrator

Portside

Item E1.



LICENSE REQUEST: **BV INTOXICATING BEVERAGE LICENSE**
REQUEST FOR MODIFICATION

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 INTOXICATING BEVERAGE LICENSE**

NAME OF ESTABLISHMENT: Portside Tavern / WKDC LLC

ADDRESS: 444 Thames St. Bristol RI 02809

APPLICANT NAME: Richard Corrente

CURRENT HOURS OF OPERATION: M-F 11am-12am / Sat 10am-1am / Sun 9am-12a

PROPOSED HOURS OF OPERATION: Same ↑

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

Fee for License: \$1300 per year plus advertising

Also required is Victualling License: \$75/year

(Payable after Council approves the license.)

Please attend the Council
Meeting on:

*SIGNATURE:

NAME:

Richard Corrente

(PLEASE PRINT NAME OF APPLICANT)

ADDRESS:

15 Verdale Cir.

(ADDRESS OF APPLICANT)

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

TOWN:

Bristol RI 02809

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.

-Portside-

STATE OF RHODE ISLAND

CITY/TOWN OF BRISTOL

BOARD OF LICENSE COMMISSIONERS
APPLICATION FOR LIQUOR LICENSERETAILER CLASS: A ___ BH ___ BM ___ BT ___ BV / BVL ___ C ___ E ___ ED ___ J ___ T ___ 2:00 A.M. ___Business Structure: ☐ Corporation ☐ Partnership ☒ LLC ☐ IndividualRichard Corrente / WKOOC, LLC D.B.A. Portside Tavern
Name of Applicant/CorporationPortside Tavern
D/B/A444 Thames St. Bristol RI 02809
Address of Premise401 396-5149 / Richie@PortsideTavern.com
Phone Number of Business Email Address

State - Incorporated: Rhode Island

Date of Incorporation: 11/2018

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

Richard Corrente	15 Verdale Cir Bristol RI 02809	401 374 5892	100%
President/Member Name	Address	Phone	% Ownership
Vice President/Member Name	Address	Phone	% Ownership
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
Name	Address	Phone	% 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

Bank Newport 6 Granding Ave Bristol RI 02809 550,000
Name Address Amount - Term

Portabel

Have any Officers, Members or Stockholders ever been arrested or convicted of a crime? Yes___ No___ If yes, explain:

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:

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

yes -> Roberto's Restaurant & Cafe

State amount of capital invested in the business?

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

5/21/25
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 application 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

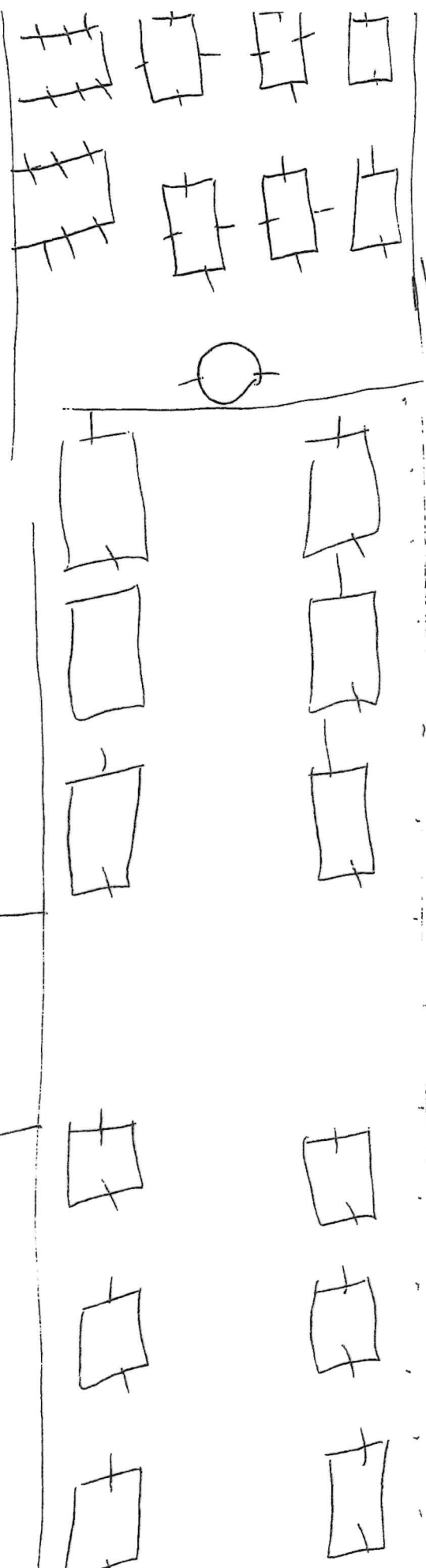
1041 SIDE AVENUE - VIEWING PLEASE

- STREET -

- SIDEWALK -

STEPS TO
STAIRS

UNDER
ARCHES



PORTSIDE
ENTRANCE



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: August 26, 2025

3- Month Review - WKOC, LLC d/b/a Portside Tavern, Richard Corrente, 444 Thames Street - Modification of BV Intoxicating Beverage License for expansion of premises (to include a portion of outdoor seating)

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 Town Council Meeting to be held on September 10, 2025.

All items for this docket must be received in the Clerk's office by Wednesday, September 3, 2025. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments



KEVIN M. LYNCH
Chief of Police

Bristol Police Department

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



BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 6/4/25

PETITION DESCRIPTION:

WKOC, LLC df/b/a Portside Tavern, Richard Corrente, 444 Thames St. Modification of BV Intoxiucating Beverage Licnese for expansion of premises. To include a portion of outdoor seating.

PERSON/S FILING PETITION: Richard Corrente

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

NOTES:

Alcohol may only be served while the kitchen is actively serving food. All alcoholic beverages must be consumed within the designated area. "To-go" cups containing alcohol are strictly prohibited unless accompanied by a takeout food order. In such cases, the beverage must be securely covered and sealed; the seal must remain intact and undamaged. There is no known reason for denial of this license, provided that all applicable laws and ordinances are strictly observed. I request a three month review.

REVIEWING OFFICER: Lieutenant Paul Medeiros

DATE COMPLETED: 6/11/25

Concun
Stm
Intenti
STEVEN CONTENTE
Town Administrator



Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: June 6, 2025
Re: License Recommendation, June 18 Council Meeting

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

1. Modification of BV Intoxicating Beverage

Richard Corrente for WKOC, LLC d/b/a Portside Tavern

444 Thames St.

There is no objection to the license request as submitted provided the applicants are compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCURRED
Steven Contente
SIEVEN CONTENTE
Town Administrator

2025 JUN 11 PM 2:20

TOWN OF BRISTOL
FIRE CHIEF
BRISTOL, MA 01520



Town of Bristol, Rhode Island

Department of Community Development

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

June 11, 2025

TO: Steven Contente, Town Administrator
FROM: Diane M. Williamson, Director
RE: Expanded BV Liquor License to include Outside Seating Areas at Portside

Maer

2025 JUN 11 PM 2:21

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

I have reviewed the above petition and have no objection to the request. The outside seating is on private property and complies with the Waterfront Zoning District.

con con
the intent
STEVEN CONTENTE
Town Administrator



Bristol Police Department

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: 9/2/25

PETITION DESCRIPTION:

3-month review of modification of BV Intoxicating Beverage License for expansion of premises, to include a portion of outdoor seating. Portside Tavern, 444 Thames St.

PERSON/S FILING PETITION: Ricahrd Corrente

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

NOTES:

There have been no calls for service to the establishment in the past six months.

REVIEWING OFFICER: Lt. Medeiros

DATE COMPLETED: 9/2/25

Steven Contente
STEVEN CONTENTE
Town Administrator

2025 SEP -3 AM 11:50
BRISTOL POLICE
CLERK



Modification of Outdoor - PORTSIDE -

LICENSE REQUEST: DANCING & ENTERTAINMENT LICENSE

Expand indoor - Expires: July 1, 2025

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

DANCING & ENTERTAINMENT LICENSE RENEWAL

* Modified to include Outside
And inside

NAME OF ESTABLISHMENT:

↳ Portside Tavern

ADDRESS: 444 Thames St. Bristol RI 02809

APPLICANT NAME: Richard Corrente

HOURS OF OPERATION:

M-F Sat Sun
↳ 11am-1am ↳ 10am-1am ↳ 9am-12am

- ☒ Dancing & Entertainment License Renewal Petition
- ☒ License Fee of \$100 (check made payable to: Town of Bristol)
- ☒ Sketch of location for entertainment
- ☒ Payment of tangible taxes to Town of Bristol
(call 253-7000, option 1 for amount due, if any)

This application will be
considered during the Council
meeting on June 18, 2025

*SIGNATURE:

NAME: RICHARD CORRENTE

ADDRESS: 15 VERDALE CIR

TOWN: BRISTOL RI 02809

Petition must be returned by

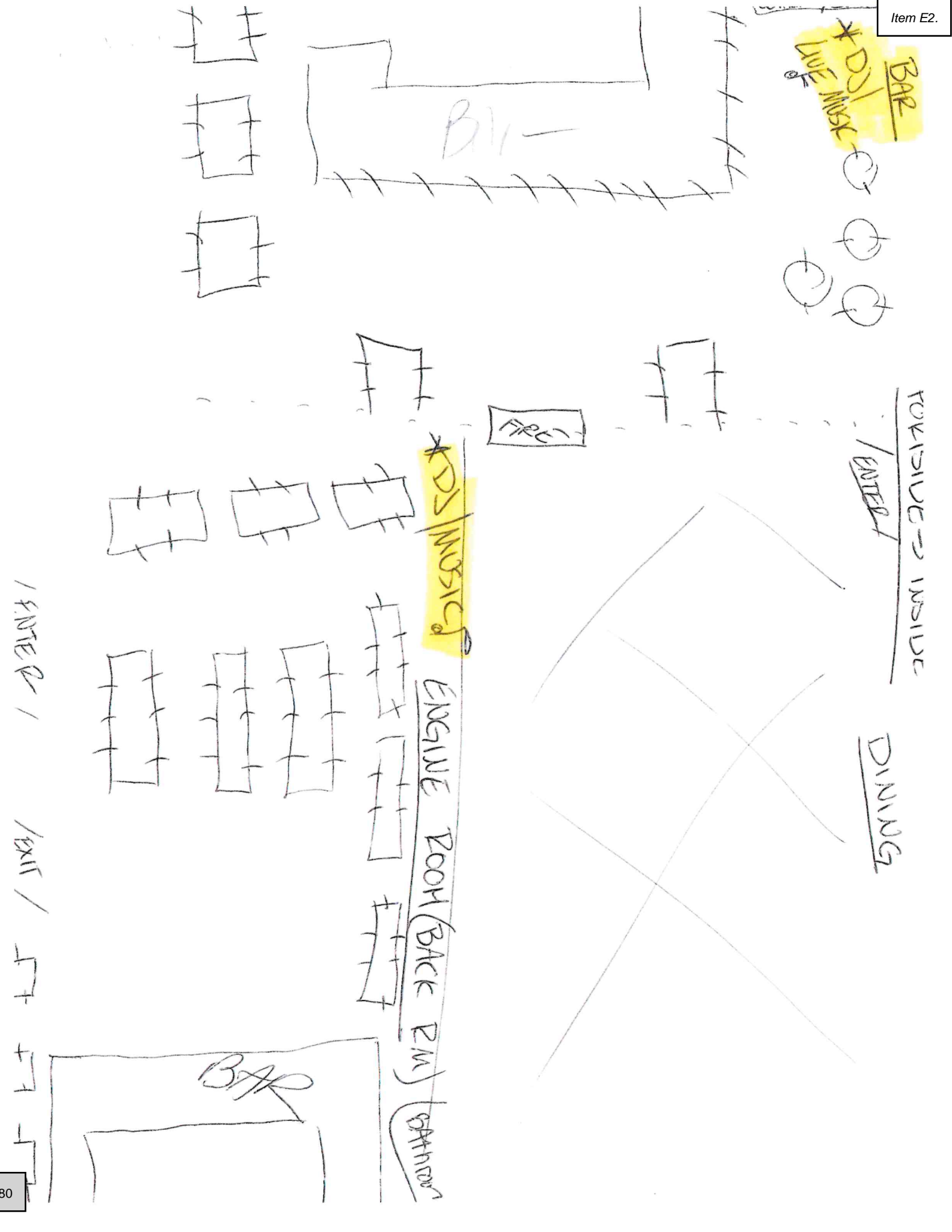
Petition mailed to applicant on

Date Received: _____

TAX STAMP

TO BE USED BY FINANCE
DEPARTMENT

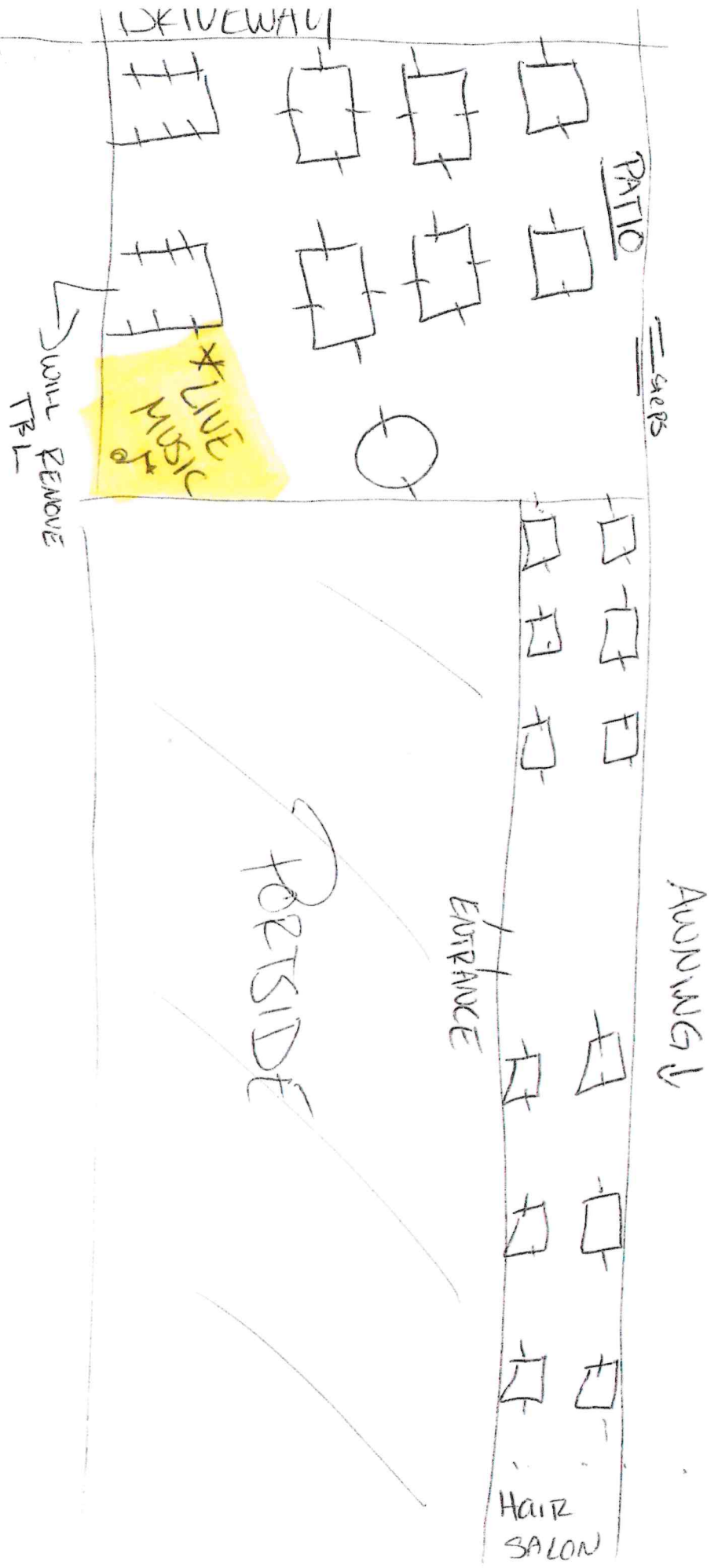
*BY SIGNING THIS PETITION, I CONSENT TO EXAMINATION AND
RELEASE OF RECORDS AND INFORMATION REGARDING MY
BACKGROUND, INCLUDING POLICE RECORDS, EDUCATIONAL
INFORMATION, RESIDENCE RECORDS, AND ANY COURT RECORDS.



FOOTSIDE -> OUTSIDE

- THAMES ST. -

- SIDEWALK -



Town of Bristol

Dancing & Entertainment License – Supplemental Entertainment Hours Form

Business Name: Portside Tavern
 Contact Person: Richard Brentle
 Phone Number: 401 374-5892
 Email: Richie@PortsideTavern.com

Day	Indoor Start Time	Indoor End Time	Outdoor Start Time	Outdoor End Time
Monday	7pm	10pm	5pm	9 or 10pm
Tuesday	7pm-10pm	10pm	5pm	
Wednesday	7pm	10pm	5pm	
Thursday	7pm	10pm 10pm	5pm	
Friday	8pm	12am 12am	5pm	
Saturday	8pm	12am 12am	5pm	
Sunday	10am	2pm	5pm	

ending time in accordance to licensing for outdoor music

Please indicate below if there are any changes to your proposed entertainment hours compared to last year:

Outdoor music is changed. Music (live) will be on front (right) patio, time will end w/ accordance to town of Bristol. 1-3pc. band/



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: August 26, 2025

3- Month Review - Richard Corrente, Portside Tavern, 444 Thames Street re renewal of Dancing & Entertainment License, additionally requesting modification of License (to include outdoor entertainment and add a secondary interior location)

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 Town Council Meeting to be held on **September 10, 2025**.

All items for this docket must be received in the Clerk's office by Wednesday, September 3, 2025. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments



Bristol Police Department

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: 05-29-25

PETITION DESCRIPTION:

Modification to Dancing & Entertainment License for Portside Tavern (444 Thames St.) to include outside patio.

PERSON/S FILING PETITION: Richard Corrente

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

NOTES:

See Additional Page:

REVIEWING OFFICER: Lt. Brett Estrella

DATE COMPLETED: 06/10/25

2025 JUN 12 AM 8:23
JOHN OLIVER'S OFFICE
BRISTOL, RHODE ISLAND



Bristol Police Department

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



KEVIN M. LYNCH
Chief of Police

A three-year review of service calls related to Portside Tavern—specifically regarding noise violations—revealed only three noise-related complaints consisting of 1 unfound and 2 loud music advised or lowered. These instances pertained to the music inside of the establishment only. In each case, Portside Tavern's management was promptly notified and responded appropriately.

Regarding outdoor patio music only, historical usage has consisted of acoustic or minimally amplified performances, typically situated at the outer perimeter of the property. Recent social media promotions advertising outdoor "concerts" have raised concerns regarding the potential scale of these events and their impact on pedestrian and vehicular traffic in the area, particularly given the establishments proximity to Independence Park.

Additionally, due to the close proximity of residential homes, the department recommends that the live music on the outdoor patio remains acoustic or minimally amplified and conclude no later than 9:00 PM.

With regard to the proposed modification to include the back room (Engine Room) and outdoor area identified in the maps provided, the police department sees no reason to deny the request for a Dance & Entertainment License regarding the petitioner adheres to all applicable laws and ordinances are followed. I suggest a three-month review period be implemented regarding this request.

Respectfully Submitted,

Lt. Brett Estrella

Lt. Brett A. Estrella

*Concur
9 PM outdoor
Steven Contente*
STEVEN CONTENTE
Town Administrator



Bristol Fire Department

Inter Office Memorandum

To: Steven Contente, Town Administrator
From: Michael DeMello, Fire Chief
cc: File
Date: June 3, 2025
Re: License Recommendation, June 18 Council Meeting

2025 JUN -5 AM 8:18

TOWN OF BRISTOL
BRISTOL, RHODE ISLAND 02809

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

2. Expansion of Outdoor Area- Portside Tavern, 444 Thames St.

There is no objection to the license requests as submitted provided the applicants are compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

CONCUN
Steven Contente
STEVEN CONTENTE
Town Administrator



Town of Bristol, Rhode Island
Department of Community Development

10 Court Street
 Bristol, RI 02809
 401-253-7000

June 11, 2025

TO: Steven Contente, Town Administrator
 FROM: Diane M. Williamson, Director
 RE: Portside Petition for Dancing and Entertainment

Diane W.

I have reviewed the above petition and also reviewed same with the Building Official.

The interior renovations to create the function room were completed based on Architectural plans, properly permitted, and inspected.

There is no objection to the petition for the outside or inside dancing and entertainment license subject to the Fire Marshall's determination on the occupant load and compliance with same.

2025 JUN 11 PM 3:12

TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND

CONCUN
 ENTERTAINMENT OUTSIDE
 UNTIL 9 PM AS RECOMMENDED
 BY POLICE DEPT.

AS Intents

STEVEN CONTENTE
 Town Administrator



Bristol Police Department

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: 9/2/25

PETITION DESCRIPTION:

3-month review of modification of Dancing and Entertainment License (outdoor patio) Portside Tavern, 444 Thames St.

PERSON/S FILING PETITION: Ricahrd Corrente

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

NOTES:

There have been no calls for service to the establishment in the past six months.

REVIEWING OFFICER: Lt. Medeiros

DATE COMPLETED: 9/2/25

concur
the intent
STEVEN CONTENTE
Town Administrator

2025 SEP -3 AM 11:50
BRISTOL POLICE DEPT
RECEIVED



Bike to the Beach 9/13/25 - Event Notification Bristol, RI

From Carl Sylvester <csylvester@biketotheseach.org>

Date Tue 8/19/2025 3:06 PM

To Melissa Cordeiro <mcordeiro@bristolri.gov>; Gary Marshall <gmarshall@bristolri.gov>; Michael Demello <mdemello@bristolri.gov>; Chris Parella <cparella@bristolri.gov>

Cc Roman Wozny <rwozny@bristolri.gov>

7 attachments (2 MB)

Bristol RI Police_Event Notif. 2025.pdf; Bristol RI Town_Event Notif. 2025.pdf; Bristol RI Fire_Event Notif. 2025.pdf; Bristol RI Public Works_Event Notif. 2025.pdf; Bristol RI Police_Detail Officer Request Form 7.17.25.pdf; RITBA_Executed 2025 Bike to the Beach.pdf; New England Cue Sheet 2025_7.17.25.pdf;

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact your IT Department

Good afternoon,

Please see the attached event notifications for the Bike to the Beach for Autism charity bike ride taking place on Saturday 9/13/25. The event requires no road closures or assistance from the town, and is fully supported by volunteers and private EMS staff. Most riders will pass through the town in small groups within 2 hours, and are instructed to take extra precaution to have a minimal impact on the surrounding area and roads.

Included along with the event notifications is a small route description and a link to a map of the full route. Please note, that I have also attached our police detail request for assistance helping cyclists across the Mt. Hope bridge, as well as our agreement to cross the bridge with RITBA.

I kindly ask that you please sign the last page of the notification letter, as well as the attached RI DOT signature page, and then please return both to me at your earliest convenience.

Bike to the Beach hosts events in 5 cities, and annually donates over \$500,000 to our national and local partners. Our ability to have a significant impact on the lives of people affected by autism would not be possible without the generosity and willingness of local government departments to support our community and events.

If you have any questions or concerns, please feel free to reach out, and we will be happy to address any questions or concerns you may have.

Thank you, and all the best,

Estimated Time of Arrival: 11:00 am

Distance of Route through Bristol: 9.86 miles

Directions of Route through Bristol:

Turn right onto Thames Street

Turn left onto Constitution Street

Turn right onto Hope Street, RI 114

Continue onto Ferry Rd

A full map of the route can be found here: [Bike to the Beach New England Route](#)

Carl Sylvester

Operations Manager

Bike to the Beach For Autism

[202.256.7887](tel:202.256.7887) (m)

[202.280.1418](tel:202.280.1418) (f)

www.BiketothBeach.org

Nil Volentibus Arduum - "Nothing is impossible for the willing"



Melissa Cordeiro
Town Clerk – Bristol, RI
10 Court St.,
Bristol, RI 02809

July 14, 2025

Re: Bike to the Beach for autism: Event Notification – September 13th, 2025 Charity Ride

Ms. Cordeiro,

Bike to the Beach for autism is a fully supported charity cycling event that will be passing through the Bristol, RI area on September 13th, 2025. The purpose of our charity event is to raise awareness and support for autism, and the efforts of our primary ride partner Autism Speaks, as well as to support local autism service providers in the greater Boston area.

Cyclists taking part in the event will be assisted in many ways before and during the day of the ride. Leading up to the event, Bike to the Beach provides a training plan, equipment recommendations, and a community of supporters to properly prepare cyclists for the event. Bike to the Beach plans a route that uses preferred cycling roads and commuter routes. While the ride will not include the need of road closures, Bike to the Beach purposefully selects the cycling route to avoid traffic congestion and follow bike safe roads where possible. All cyclists are instructed to and expected to obey all rules of the road. All riders are given a cue sheet, and the route is marked with signs to ensure that riders stay on the preferred course.

Bike to the Beach hosts rest stops every 10-15 miles where riders are given water and food to replenish their hydration and caloric losses from the ride. Along the route, we have 5-10 chase vehicles with food and water, bike pumps and tubes, and medical supplies to assist the cyclists whenever necessary. Area bike mechanics follow along in vans to assist with any major bicycle mechanical failures. The tail end of the cycling group is followed by a van that will pick up any cyclist that feels they cannot finish the event or that is falling behind our scheduled progress for the day. These precautions are taken to ensure a safe and enjoyable ride.

We do not foresee needing Fire, or Emergency Medical Services. However, because safety is our number one priority and we need to prepare for the unforeseen, we want to inform you that our event will be passing through the area on September 13th, beginning at approximately 9:30 AM. We expect all our riders to pass through area in no more than one hour.

Please contact us with any questions or needs for additional documentation that you may have. You can reach Bike to the Beach by email at CSylvester@BiketothBeach.org or by phone at (202) 256-7887.

Sincerely,
Melissa Parsons
Executive Director
Add Impact Network / Bike to the Beach for Autism

Bike to the Beach for Autism

4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Phone: 202-860-3211
E-Mail: Info@biketotheseach.org
Web: www.biketotheseach.org

Date: July 14, 2025

Send To: Bristol, RI – Town Administration
Attention: Town Clerk – Melissa Cordiero
Office Location: 10 Court St., Bristol, RI 02809

From: ADD Impact Network (DBA) Bike to the Beach, Inc - Carl Sylvester, Operations Manager
Office Location: 4315 50th St NW, Suite 100 #7224, Washington, DC 20016
Phone Number: 202-256-7887 (direct) 202-860-3211 (office)

EVENT NOTIFICATION

Urgent ☒ Reply ASAP ☒ Please Comment ☒ Please Review ☒ For Your Information ☒

Comments:

Notification of Cycling Event for Autism. Bike to the Beach for autism will take place in the early morning on Saturday September 13, 2025 along bike friendly roads and will not require any road closures or impact major traffic in any way. It would be greatly appreciated if you would kindly fill out and return the included notification.

This is our 12th year hosting this event, and we are excited to continue to make an impact for the millions affected by autism.

We look forward to a great event for Autism awareness and research.

Thank you for your support.

Bike to the Beach for Autism

4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Phone: 202-860-3211
E-Mail: Info@biketotheseach.org
Web: www.biketotheseach.org

Date: July 14, 2025

Send To: Bristol, RI – Department of Public Works
Attention: Director of Public Works – Chris Parella
Office Location: 111 Mount Hope Ave., Bristol, RI 02809

From: ADD Impact Network (DBA) Bike to the Beach, Inc - Carl Sylvester, Operations Manager
Office Location: 4315 50th St NW, Suite 100 #7224, Washington, DC 20016
Phone Number: 202-256-7887 (direct) 202-860-3211 (office)

EVENT NOTIFICATION

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Thank you for your support.



Michael DeMello
Fire Chief – Bristol, RI
4 Annawamscutt Drive
Bristol, RI 02809

July 14, 2025

Re: Bike to the Beach for autism: Event Notification – September 13th, 2025 Charity Ride

Chief DeMello,

Bike to the Beach for autism is a fully supported charity cycling event that will be passing through the Bristol, RI area on September 13th, 2025. The purpose of our charity event is to raise awareness and support for autism, and the efforts of our primary ride partner Autism Speaks, as well as to support local autism service providers in the greater Boston area.

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Sincerely,
Melissa Parsons
Executive Director
Add Impact Network / Bike to the Beach for Autism

Bike to the Beach for Autism

4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Phone: 202-860-3211
E-Mail: Info@biketotheseach.org
Web: www.biketotheseach.org

Date: July 14, 2025

Send To: Bristol, RI – Fire Department
Attention: Fire Chief, EMA Director – Mike DeMello
Office Location: 4 Annawamscutt Drive, Bristol, RI 02809

From: ADD Impact Network (DBA) Bike to the Beach, Inc - Carl Sylvester, Operations Manager
Office Location: 4315 50th St NW, Suite 100 #7224, Washington, DC 20016
Phone Number: 202-256-7887 (direct) 202-860-3211 (office)

EVENT NOTIFICATION

Urgent ☒ Reply ASAP ☒ Please Comment ☒ Please Review ☒ For Your Information ☒

Comments:

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Thank you for your support.

Bike to the Beach for Autism

4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Phone: 202-860-3211
E-Mail: info@biketotheseach.org
Web: www.biketotheseach.org

Date: July 14, 2025

Send To: Bristol, RI – Police Department
Attention: Chief of Police – Kevin Lynch
Office Location: 395 Metacom Ave., Bristol, RI 02809

From: ADD Impact Network (DBA) Bike to the Beach, Inc - Carl Sylvester, Operations Manager
Office Location: 4315 50th St NW, Suite 100 #7224, Washington, DC 20016
Phone Number: 202-256-7887 (direct) 202-860-3211 (office)

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We look forward to a great event for Autism awareness and research.

Thank you for your support.



Event Notification and Approval



Our jurisdiction has been notified in writing that Bike to the Beach will be taking place on September 13, 2025. We are aware that approximately 150 bicyclists will be participating. Participants will ride at their own pace and will follow the vehicular rules of the road. This is not a race or a timed event.

Event Date: September 13th, 2025 9:30 AM

****Please fill in the appropriate information below for your jurisdiction:**

Name: Melissa Cordeiro

Name of Jurisdiction: Bristol, RI – Town Clerk’s Office

Address: 10 Court St.,
Bristol, RI 02809

Phone: 401-253-7000

Email: mcordeiro@bristolri.gov

Signature: _____

<p>Contact Names and Numbers</p> <p>Please provide a contact name and number for an individual who will be on-duty the time of the event, who will serve as contact in case of emergency or other situation.</p> <p>Name: _____</p> <p>Phone: _____</p> <p>Cell: _____</p>	<p>Does your Jurisdiction provide any of the following services? (check all that apply):</p> <ul style="list-style-type: none">• Police support: _____• Alerting EMTs: _____• Placing VMS's to inform drivers of cyclists on the shoulders: _____• Sweeping the streets of debris: _____
---	---

Please Return to:
Add Impact Network (DBA Bike to the Beach)
Attn: Carl Sylvester, Operations Manager
4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Csylvester@biketotheseach.org



Event Notification and Approval



Our jurisdiction has been notified in writing that Bike to the Beach will be taking place on September 13, 2025. We are aware that approximately 150 bicyclists will be participating. Participants will ride at their own pace and will follow the vehicular rules of the road. This is not a race or a timed event.

Event Date: September 13th, 2025 9:30 AM

****Please fill in the appropriate information below for your jurisdiction:**

Name: Kevin Lynch

Name of Jurisdiction: Bristol, RI – Police Department

Address: 395 Metacom Ave.
Bristol, RI 02809

Phone: 401-253-6900

Email:

Signature: _____

<p>Contact Names and Numbers</p> <p>Please provide a contact name and number for an individual who will be on-duty the time of the event, who will serve as contact in case of emergency or other situation.</p> <p>Name: _____</p> <p>Phone: _____</p> <p>Cell: _____</p>	<p>Does your Jurisdiction provide any of the following services? (check all that apply):</p> <ul style="list-style-type: none">• Police support: _____• Alerting EMTs: _____• Placing VMS's to inform drivers of cyclists on the shoulders: _____• Sweeping the streets of debris: _____
---	---

Please Return to:
Add Impact Network (DBA Bike to the Beach)
Attn: Carl Sylvester, Operations Manager
4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Csyvester@biketothesea.org



Event Notification and Approval



Our jurisdiction has been notified in writing that Bike to the Beach will be taking place on September 13, 2025. We are aware that approximately 150 bicyclists will be participating. Participants will ride at their own pace and will follow the vehicular rules of the road. This is not a race or a timed event.

Event Date: September 13th, 2025 9:30 AM

****Please fill in the appropriate information below for your jurisdiction:**

Name: Michael DeMello

Name of Jurisdiction: Bristol, RI – Fire Department

Address: 4 Annawamscutt Drive
Bristol, RI 02809

Phone: 401-253-6912

Email: mdemello@bristolri.gov

Signature: _____

Contact Names and Numbers Please provide a contact name and number for an individual who will be on-duty the time of the event, who will serve as contact in case of emergency or other situation.	Does your Jurisdiction provide any of the following services? (check all that apply):
Name: _____	• Police support: _____
Phone: _____	• Alerting EMTs: _____
Cell: _____	• Placing VMS's to inform drivers of cyclists on the shoulders: _____
	• Sweeping the streets of debris: _____

Please Return to:
Add Impact Network (DBA Bike to the Beach)
Attn: Carl Sylvester, Operations Manager
4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Csylvester@biketotheseach.org



Event Notification and Approval



Our jurisdiction has been notified in writing that Bike to the Beach will be taking place on September 13, 2025. We are aware that approximately 150 bicyclists will be participating. Participants will ride at their own pace and will follow the vehicular rules of the road. This is not a race or a timed event.

Event Date: September 13th, 2025 9:30 AM

****Please fill in the appropriate information below for your jurisdiction:**

Name: Chris Parella – Director

Name of Jurisdiction: Bristol, RI – Department of Public Works

Address: 111 Mount Hope Ave.
Bristol, RI 02809

Phone: 401-253-4100

Email: cparella@bristolri.gov

Signature: _____

<p>Contact Names and Numbers</p> <p>Please provide a contact name and number for an individual who will be on-duty the time of the event, who will serve as contact in case of emergency or other situation.</p> <p>Name: _____</p> <p>Phone: _____</p> <p>Cell: _____</p>	<p>Does your Jurisdiction provide any of the following services? (check all that apply):</p> <ul style="list-style-type: none">• Police support: _____• Alerting EMTs: _____• Placing VMS's to inform drivers of cyclists on the shoulders: _____• Sweeping the streets of debris: _____
---	---

Please Return to:
Add Impact Network (DBA Bike to the Beach)
Attn: Carl Sylvester, Operations Manager
4315 50th St NW, Suite 100 #7224
Washington, DC 20016
Csylvester@biketothesea.org

Online Form Submittal: Detail Officer Request Form

1 message

noreply@civicplus.com <noreply@civicplus.com>

Thu, Jul 17, 2025 at 9:20 AM

Detail Officer Request Form

Request Details

Organization/Company Name	Add Impact Network (DBA Bike to the Beach)
Billing Address	4315 50th St. NW Suite 100 #7224, Washington, DC 20016
Point of Contact's First Name	Carl
Point of Contact's Last Name	Sylvester
Phone Number	(202) 256-7887
Email Address	csylvester@biketotheseach.org
Number of Police Officers Requested	2
Do you require a police cruiser?	Yes
If yes, how many?	1
Location of Detail	Mt. Hope Bridge - to escort small groups of cyclists (10-20)over the bridge repeatedly during a 4 hour period, ~100riders total. Bike to the Beach representative will be on-site to instruct cyclists.
Date From	9/13/2025
Date (To)	9/13/2025
Start Time	9:30 AM
End Time	1:30 PM

Submission Review

Review	I have read the Detail Officer Request Policy that's below and agree to the terms.
--------	--

I have read the detailed officer request policy that's below and agree to the terms.

Each detail shall be paid a minimum of four (4) hours of pay for each police officer. Any time worked beyond fifteen (15) minutes and up to one (1) hour shall be compensated for one full hour. All hours worked in excess of eight (8) hours shall be paid at time and one-half of the detail rate. Detail officers shall be paid for their lunch breaks. Details shall be paid at the detail rate for which the detail begins and carry through at that rate for the remainder of the detail or until eight (8) hours have been exceeded.

The detailed rate is as follows (effective December 1, 2023):

Monday through Friday

7 am to 3 pm

\$56 per hour

Monday through Sunday

3 pm to 7 am

\$75 per hour

Saturday, Sunday, and holidays

\$75 per hour

The detail rate for use of a police cruiser is \$30 per hour.

Details are to be requested within seven (7) days and no less than seventy-two hours from when the detail is to begin.

Cancellations must be made two (2) hours prior to the start of detail or a minimum of four (4) hours will be charged. Cancellations must be made via phone followed by a fax or email of a canceled detail form.

Organizations/companies engaging in the services of police personnel shall be responsible for the direct payment of those officers individually unless otherwise waived by the chief of police in accordance with the town of Bristol policy.

Signature	Carl Sylvester
Today's Date	7/17/2025

LICENSE AGREEMENT

THIS LICENSE AGREEMENT made and entered into as of the 7th day of August, 2025, by and between the Rhode Island Turnpike and Bridge Authority, a public Authority of the State of Rhode Island having a mailing address of One East Shore Road, Jamestown, RI 02835 (hereinafter referred to as “**AUTHORITY**”), on the one hand, and Add Impact Network, Inc. (dba Bike to the Beach), a non-profit corporation, with a mailing address of 4315 50th Street NW, Suite 100, PMB 7224, Washington, D.C. 20016 (hereinafter referred to as “**LICENSEE**”).

SECTION 1

Licensed Premises

AUTHORITY hereby licenses to **LICENSEE** and **LICENSEE** hereby licenses from **AUTHORITY**, upon and subject to the terms and provisions of this license, the non-exclusive use of the surface travel portions the Mount Hope Bridge (hereinafter the “**licensed premises**”) on September 13th, 2025, for the sole purpose of conducting the “Bike to the Beaches” fundraising event (the “**EVENT**”).

SECTION 2

Term of License

This License begins on September 13th, 2025 at 9:00 am and terminates at 2:00 pm provided however, that **AUTHORITY** may terminate this agreement if **LICENSEE** shall neglect to materially perform or observe any of the covenants or agreements contained in this License or for reason of public order or safety or other good cause without prior demand or notice to **LICENSEE**.

The licensed premises are licensed “AS IS” and without warranties of any kind.

SECTION 3

FEES

There shall be no license fees for the use of the licensed premises by the **LICENSEE**.

SECTION 4

Use of Licensed Premises

LICENSEE, at its sole cost and expense may conduct the Event on the licensed premises, the particulars of the conduct of the Event (insofar as time, location, etc.) shall be subject to the reasonable advance written approval of the **AUTHORITY**. **LICENSEE** will comply with and cause participants to comply with all orders of public safety officials at the Event.

LICENSEE will not do or permit to be done in or about the licensed premises, nor bring to, keep or permit to be brought or, kept on the licensed premises, anything which is prohibited by or will in any way conflict with any law, statute, ordinance or governmental rule or regulation which is now in force or which may be enacted or promulgated after the date hereof; use or allow the licensed premises to be used for any improper, immoral, unlawful or objectionable purpose; cause, maintain or permit any nuisance in, on, or about the licensed premises or commit or allow to be committed any waste in, on, or about the licensed premises.

LICENSEE, at its expense, will comply with all applicable governmental laws, orders and regulations, and with any direction of any public officer or officers, according to law, which impose any violation, order or duty upon **LICENSEE** with respect to the licensed premises, or its use.

SECTION 5

Miscellaneous

(a) **LICENSEE** shall, following the Event, leave the licensed premises in materially the same condition as the licensed premises were at the time of the term of license set forth in Section 2 hereof.

(b) **LICENSEE** shall comply with the laws of the United States, the State of Rhode Island, and all applicable municipal ordinances of the Towns of Bristol and Portsmouth, if any.

(c) **LICENSEE** shall not injure, deface or otherwise harm the licensed premises nor shall **LICENSEE** permit or commit any nuisance or waste thereon nor permit the emission or any objectionable noise or odor nor make any use of the licensed premises which is improper, offensive, or contrary to any law or ordinance.

(d) **LICENSEE** shall not attach, or permit the attachment of, trade fixtures, signage, equipment and other personal property to the licensed premises.

(e) Nothing herein shall be deemed to make **LICENSEE** and **AUTHORITY** partners or joint venturers. **LICENSEE** shall be solely responsible for all costs of the Event, including police details.

SECTION 6

Waiver of Claims. Indemnity and Public Liability Insurance.

(a) **LICENSEE** waives all claims for damages to persons or property sustained by **LICENSEE** or any person claiming by or through **LICENSEE** resulting from any accident or occurrence in, upon, or about the licensed premises involving participants in the Event; except those due to the negligent or willful acts of **AUTHORITY**, its agents, servants, or employees.

(b) **LICENSEE** agrees to indemnify and save harmless **AUTHORITY** from and against all claims of whatever nature arising from any act, omission or negligence of the **LICENSEE**, or **LICENSEE'S** contractors, licensees, vendors, agents, servants, employees or invitees (including the general public and participants in the Event), or arising from any accident, injury, or damage whatsoever caused to any person, or to the property of any person occurring during the term hereof in or about the licensed premises, or arising from any accident, injury or damage occurring outside of the licensed premises where any such accident, damage or injury results or is claimed to have resulted from an act or omission on the part of **LICENSEE** or **LICENSEE'S** contractors, licensees, vendors, agents, servants, employees, or invitees (including the general public and participants in the Event).

(c) **LICENSEE** agrees that it shall procure and maintain in full force during the term hereof a "Special Event" general liability insurance policy in the minimum amount of Five Million and 00/100 Dollars (\$4,000,000.00) naming, at all times, **LICENSEE** and the **AUTHORITY** as additional insureds (the "Liability Policy") with respect to the Event at the licensed premises. Said Liability Policy shall include language requiring that the Liability Policy may not be terminated without first giving no less than ten (10) days' advance written notice to each of **LICENSEES** and the Authority.

(d) **LICENSEE** waives any and all rights to recover against **AUTHORITY**, or against the officers, directors, employees, or agents of the **AUTHORITY** or of the State of Rhode Island, for any loss or damage to such party arising from any cause covered by any insurance required to be carried by **LICENSEE** pursuant to this License or any other insurance actually carried. **LICENSEES**, as applicable, from time to time, will cause their insurers to issue appropriate waiver of subrogation rights endorsements to all such policies of insurance.

SECTION 7

Assignment

LICENSEE will not assign this license or sub-license the licensed premises. Any such assignment or sub-license shall be null and void and shall not relieve **LICENSEE** of **LICENSEE'S** obligations hereunder.

SECTION 8

LICENSEE'S Covenants

(a) **LICENSEE** shall obtain all necessary permits for the Event and shall provide copies of same permits to **AUTHORITY**, upon request.

(b) **LICENSEE** shall comply with all applicable laws, ordinances and regulations in the conduct of the Event.

(c) **LICENSEE** shall conduct the Event in a safe and secure manner.

(d) **LICENSEES** shall be responsible for litter removal, if any, arising from Event participants.

(e) **LICENSEE** shall arrange for appropriate police services for the Event.

(f) **LICENSEE** shall pay, on demand, **AUTHORITY's** expenses, including attorneys' fees, reasonably incurred in collecting or enforcing the obligations of **LICENSEE** under this License.

(g) This License shall be subject to the provisions of the General Laws of Rhode Island, Title 32, Chapter 6, as applicable.

SECTION 9

AUTHORITY's Remedies

(a) If **LICENSEE** shall neglect to perform or observe any of the covenants or agreements contained in this License, then **AUTHORITY** lawfully may, without prior demand or notice, terminate this license by electronic or verbal notice to **LICENSEE** and **LICENSEE** agrees to indemnify **AUTHORITY** against all reasonable expenses and damages including reasonable attorney's fees incurred by **AUTHORITY** in exercise of its rights.

SECTION 10

Additional Miscellaneous Provisions

(a) Failure on the part of **AUTHORITY** to complain of any action or nonaction on the part of the **LICENSEE** shall never be deemed to be a waiver by **AUTHORITY** of any of its rights hereunder or under applicable law. No waiver at any time of any of the provisions hereof by **AUTHORITY** shall be construed as a waiver of any of the other provisions hereof and a waiver at any time of any of the provisions hereof shall not be construed as a waiver at any subsequent time of the same provisions.

The consent or approval of **AUTHORITY** to or of any action by the **LICENSEEs** requiring **AUTHORITY's** consent or approval shall not be deemed to waive or render unnecessary **AUTHORITY's** consent or approval to or of any subsequent similar act by the **LICENSEE**.

(b) If any term or provision of this License, or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this License, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this License shall be valid and be enforced to the fullest extent permitted by law.

(c) Whenever by the terms of this License, notice shall or may be given either to **AUTHORITY** or to **LICENSEE**, such notice shall be in writing and shall be sent by registered or certified mail, postage prepaid and return receipt requested, and shall be effective upon mailing to the respective party at its address specified on page 1 hereof.

SECTION 11

Surrender

Upon the expiration of the term or other termination of this License, **LICENSEE** shall promptly quietly and peaceably quit and surrender the licensed premises to **AUTHORITY**, in as good order and condition, as the same now are or may be put in during the term of this License, (subject to the provisions hereof) and shall remove all of their property. **LICENSEE'S** obligations to observe or perform this covenant shall survive the expiration or other termination of this License. In the event of **LICENSEE'S** failure to remove any of **LICENSEE'S** property from the licensed premises, **AUTHORITY** is authorized, without liability to **LICENSEES** for loss or damage thereto, and at the sole risk of **LICENSEE**, to remove and store any or all of the property not so removed at **LICENSEE'S** expense, or to retain same under **AUTHORITY's** control or to sell the same as provided herein, without notice and to apply the net proceeds of such sale to the payment of any sum due hereunder, or to destroy such property.

SECTION 12

Holdover

Any statute, law, custom or practice to the contrary notwithstanding, this License and the term hereby granted shall in any event terminate, expire and come to an end at the time and finally on the date hereinbefore first specified for the termination thereof, without notice of any kind from either party to the other.

SECTION 13

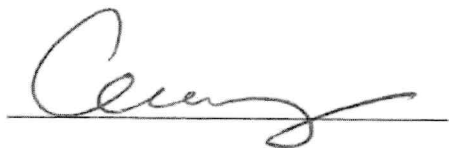
Other Provisions

(a) This License will be governed by and construed pursuant to the laws of the State of Rhode Island.

(b) **Force Majeure.** **AUTHORITY** will have no liability to **LICENSEE**, nor will **LICENSEE** have any right to terminate this License or a claim of partial or total breach, because of **AUTHORITY**'s failure to perform any of its obligations in the License if the failure is due to reasons beyond **AUTHORITY**'s reasonable control, including, without limitation, strikes or other labor difficulties; weather, pestilence, inability to obtain necessary governmental permits and approvals, unavailability or scarcity of materials; war; riot; civil insurrection; accidents; acts of God; acts of terrorism; and governmental pre-emption in connection with a local, state, or national emergency.

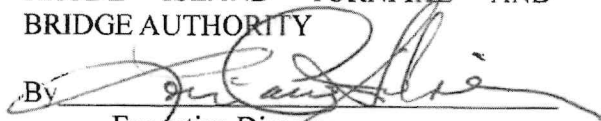
WITNESS the execution hereof, in any number of counterpart copies, each of which counterpart copies shall be deemed an original for all purposes, on August 7th, 2025.

Executed in the presence of:



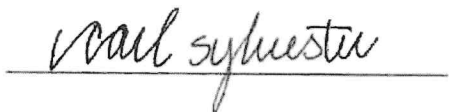
AUTHORITY:

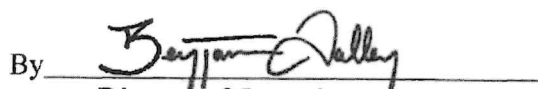
RHODE ISLAND TURNPIKE AND
BRIDGE AUTHORITY

By 
Executive Director

LICENSEE:

Add Impact Network, Inc. (dba Bike to the
Beach)



By 
Director of Operations

Start



Type	Notes	Distance (miles) From Start	Ride this Distance
Start	Start of route	0	0.06
Slight Left	Slight left out of Nickerson Field	0.06	0.15
Straight	Continue onto Buick St	0.21	0.12
Left	Turn left onto Commonwealth Avenue	0.33	0.47
Right	Turn right onto St Marys St	0.8	0.10
Left	Turn left onto Mountfort St	0.9	0.04
Right	Mountfort St turns slightly right and becomes Park Dr	0.94	0.32
Right	Turn right onto Riverway	1.26	0.89
Straight	Continue on Riverway	2.15	1.69
Right	Right to enter the circle	3.84	0.07
Straight	Continue straight to continue on Arborway	3.91	0.00
Straight	Continue straight to continue on Arborway	3.91	0.18
Generic	Prepare to turn right ahead	4.09	0.13
Straight	At the traffic circle, take the 1st exit onto Centre St	4.22	0.73
Generic	Prepare to turn right.	4.95	0.30
Right	Slight right onto VFW Pkwy	5.25	0.68
Straight	At the traffic circle, continue straight to stay on VFW Pkwy	5.93	2.53
Generic	Prepare to turn right ahead.	8.46	0.19
Right	Turn right onto MA-109/Bridge St	8.65	0.76
Generic	Prepare to turn left at the fork ahead.	9.41	0.24
Left	Slight left onto Ames St	9.65	0.68
Straight	Continue onto Court St	10.33	0.10
Generic	Prepare to turn left ahead	10.43	0.10
Right	Turn right onto Highland St	10.53	0.98
Right	Turn right onto Washington St	11.51	0.36
Generic	Prepare to turn right ahead	11.87	0.09
Right	Turn right onto Gay St	11.96	0.85
Generic	Prepare to turn left on Milk Street ahead	12.81	0.21
Left	Turn left onto Milk St	13.02	0.23
Right	Turn right onto Clapboardtree St	13.25	0.53
Slight Left	Slight left to continue on Clapboard Street	13.78	0.08
Straight	Continue straight on Clapboard Street	13.86	0.85
Left	Turn left onto Pond St	14.71	0.19
Left	Prepare to turn left onto Oak St	14.9	0.09
Left	Turn left onto Oak St	14.99	1.49
Right	Turn right onto Brook Street	16.48	0.32
Right	Right into rest stop	16.8	
North Walpole Fish & Game Club		16.8	
40 Brook Street, Walpole, MA 02081			

Rest Stop #1



Type	Notes	Distance (miles) From Start	Ride this Distance
Right	Right out of the rest stop onto Brook Street	16.82	0.06
Straight	Continue on Brook Street	16.88	0.25
Left	Turn left onto North St	17.13	0.15
Right	Prepare to turn right to stay on North St	17.28	0.13
Right	Turn right to stay on North St	17.41	0.39
Right	Prepare to turn right onto Northwood Dr	17.8	0.11
Right	Turn right onto Northwood Dr	17.91	0.30
Left	Turn left onto Homeward Ln	18.21	0.54

Straight	Continue Straight on High Street	18.75	0.04
Straight	Continue onto High St	18.79	0.61
Straight	Continue onto Elm St	19.4	0.91
Left	Turn left onto South St	20.31	0.30
Left	Turn left onto MA-27 S/South St	20.61	0.05
Right	Prepare to turn right onto South St	20.66	0.04
Right	Turn right onto South St	20.7	1.61
Straight	Continue onto Seekonk St	22.31	0.47
Right	Prepare to turn right onto Cleveland St	22.78	0.22
Right	Turn right onto Cleveland St	23	1.02
Slight Right	Keep right onto Holbrook Street	24.02	0.82
Slight Right	Slight Right to Continue onto Holbrook Street	24.84	0.12
Left	Prepare to turn left onto Holbrook Street	24.96	0.06
Left	Turn left onto Holbrook Street	25.02	0.68
Sharp Left	Turn sharp left onto Dean Street	25.7	0.42
Straight	Continue onto Myrtle St	26.12	0.35
Right	Prepare to Turn right onto Miller St	26.47	0.17
Right	Turn right onto Miller St	26.64	1.23
Right	Prepare to turn right to stay on Miller St	27.87	0.23
Right	Turn right to stay on Miller St	28.1	0.68
Right	Turn right onto Pleasant St	28.78	1.36
Left	Prepare to Turn left onto Main St	30.14	0.17
Left	Turn left onto Main St	30.31	0.00
Straight	Continue onto Church Square	30.31	0.57
Left	Turn left onto Beaver Street	30.88	0.80
Left	Turn left onto Grove Street	31.68	1.78
Left	Turn left onto Washington Street	33.46	0.10
Right	Turn right to approach Rest Sop	33.56	0.04
Rest Stop #2: Amego Housing		33.6	
3-13 Sangree Wy, Franklin, MA 02038			

Rest Stop #2



Type	Notes	Distance (miles) From Start	Ride this Distance
Right	Turn right onto Washington Street	33.7	0.15
Sharp Right	Turn sharp right onto Jefferson Road	33.85	1.83
Right	Turn right onto McKinley Road	35.68	0.09
Left	Turn left onto South Street	35.77	3.19
Right	Turn right onto Elder Ballou Meeting House Road	38.96	1.35
Left	Turn left onto Mendon Road	40.31	0.34
Right	Turn right onto Cass Avenue	40.65	0.42
Straight	Continue onto Cass Avenue	41.07	0.55
Slight Left	Keep left onto Cass Avenue	41.62	0.03
Left	Turn Left on Cumberland Street	41.65	0.15
Right	Turn right onto Hamlet Ave	41.8	0.10
Left	Turn left onto Davison Ave	41.9	0.13
Left	Turn left into parking lot	42.03	0.01
Right	Turn right towards the rest stop	42.04	0.04
Straight	Continue straight towards the rest stop	42.08	0.02
Rivers Edge Parking Area (Blackstone River Bike Path)		42.1	
195 Davison Ave., Woonsocket, RI 02895			

Rest Stop #3



Type	Notes	Distance (miles) From Start	Ride this Distance
Straight	Continue onto Blackstone River Bikeway	42.13	0.35
Left	Left to continue on the Blackstone River Bikeway	42.48	0.04
Right	Right to continue on the Blackstone River Bikeway	42.52	4.02
Straight	Continue on the Blackstone River Bikeway	46.54	0.39
Right	Right to continue on the Blackstone River Bikeway	46.93	0.03
Left	Left to continue on the Blackstone River Bikeway	46.96	0.99
Right	Prepare to turn right to stay on Blackstone River Bikeway	47.95	0.09
Right	Turn right to stay on Blackstone River Bikeway	48.04	0.05
Left	Prepare to Turn left to stay on Blackstone River Bikeway	48.09	0.03
Left	Turn left to stay on Blackstone River Bikeway	48.12	0.20
Left	Turn left to stay on Blackstone River Bikeway	48.32	2.14
Left	Prepare to Turn sharp left to continue on Blackstone River Bikeway	50.46	0.07
Sharp Left	Turn sharp left onto Blackstone River Bikeway	50.53	0.08
Generic	Cross the bridge to continue on the bikeway	50.61	0.40
Straight	Cross the road to continue on the bikeway	51.01	0.02
Slight Right	Slight Right to continue on the bikeway	51.03	0.07
Slight Left	Keep left onto Blackstone River Bikeway	51.1	0.31
Left	Left to cross the bridge	51.41	0.16
Straight	Continue Straight to Cross the Road and continue on the Bikeway	51.57	0.01
Straight	Continue Straight to Cross the Road and continue on the Bikeway	51.58	0.37
Right	Turn right onto Silva St	51.95	0.11
Left	Turn left onto Titus St	52.06	0.10
Right	Turn right onto Chase St	52.16	0.13
Left	Turn left onto Meeting St	52.29	0.06
Right	Turn right onto Broad St	52.35	0.08
Left	Prepare to Turn left onto High St	52.43	0.05
Left	Turn left onto High St	52.48	0.38
Straight	Continue on Hight Street	52.86	0.59
Left	Turn left onto Charles St	53.45	0.11
Right	Turn right onto Roosevelt Ave	53.56	1.08
Slight Right	Keep right onto Taft Street	54.64	0.45
Right	Turn right onto Bowles Court	55.09	0.06
Left	Turn left onto Pleasant St	55.15	0.59
Straight	Continue onto Alfred Stone Rd	55.74	0.37
Straight	Straight through the park to get to the other side	56.11	0.01
Straight	Straight through the park to get to the other side	56.12	0.03
Left	Turn left onto Blackstone Blvd	56.15	1.45
Left	Prepare to Turn left onto Irving Avenue	57.6	0.14
Left	Turn left onto Irving Avenue	57.74	0.02
Straight	Continue Straight on Irving Avenue	57.76	0.02
Slight Left	Slight left to continue on Irving Avenue	57.78	0.14
Generic	Prepare to turn right	57.92	0.09
Right	Right at the bottom of the Hill onto River Road	58.01	0.66
Straight	Continue straight through traffic circle	58.67	0.04
Straight	At roundabout, take exit 2 onto Pitman Street	58.71	0.09
Left	Prepare to turn left onto the bike path	58.8	0.05
Sharp Left	Turn sharp left onto Gano Park Bike Path	58.85	0.56
Left	Turn left onto Gano Street	59.41	0.18
Right	Turn right to stay on Gano St	59.59	0.01
Left	Turn left to stay on Gano St	59.6	0.04
Right	Gano St turns right and becomes Tockwotton St	59.64	0.05
Left	Turn left to stay on Tockwotton St	59.69	0.01
Right	Turn right onto E Bay Bike Path	59.7	0.04
Slight Right	Turn slight right up the hill to cross the Bridge	59.74	0.12
Straight	Straight to cross the bridge	59.86	0.41

Slight Right	Keep right to stay on the path	60.27	0.10
Straight	Straight to exit the path and cross the street	60.37	0.03
Straight	Cross the street to continue onto 1st Street	60.4	0.11
Slight Right	Prepare to Turn right onto East Bay Bike Path	60.51	0.05
Right	Turn right onto East Bay Bike Path	60.56	0.13
Generic	Rest Stop Ahead	60.69	0.10
Generic	Stop at the rest stop	60.79	0.01
RI East Bay Bike Path		60.8	
66 Veterans Memorial Pkwy (East Bay Bike Path Parking Lot), East Providence, RI 02914			

Rest Stop #4



Type	Notes	Distance (miles) From Start	Ride this Distance
Generic	Continue onto the East Bay Bike Path	60.87	3.01
Generic	Continue on the bike path	63.88	1.21
Generic	Continue on the bike path	65.09	1.84
Generic	Continue on the bike path	66.93	1.73
Generic	Continue on the bike path	68.66	0.07
Right	Turn right	68.73	0.01
Right	Turn right	68.74	0.07
Left	Turn left	68.81	0.20
Left	Turn Left to continue on bike path	69.01	0.06
Right	Turn right onto East Bay Bike Path	69.07	0.01
Generic	Continue on the bike path	69.08	0.19
Right	Turn right onto East Bay Bike Path	69.27	0.13
Left	Left to continue on bike path	69.4	0.04
Sharp Right	Turn sharp right onto East Bay Bike Path	69.44	2.18
Generic	Continue on the bike path	71.62	1.63
Generic	Continue on the bike path	73.25	0.98
Straight	Continue straight to Exit the bike path	74.23	0.02
Sharp Right	Turn sharp right onto Thames Street	74.25	0.59
Left	Turn left onto Constitution Street	74.84	0.08
Right	Turn right onto Hope Street	74.92	0.66
Slight Right	Slight right to continue on Hope Street	75.58	0.17
Straight	Continue straight	75.75	0.48
Straight	Continue Straight	76.23	0.02
Slight Right	Keep right onto Ferry Road	76.25	0.24
Generic	Rest stop ahead to your left	76.49	0.04
Left	Turn left onto Old Ferry Road	76.53	0.05
Right	Turn right into rest stop	76.58	0.00
Roger Williams University		76.58	
1 Old Ferry Rd. (Lot 25), Bristol, RI 02809			

Rest Stop #5



Type	Notes	Distance (miles) From Start	Ride this Distance
Left	Turn left onto Old Ferry Road to get back on the route	76.59	0.05
Left	Turn left towards the Mount Hope Bridge	76.64	0.05
Right	Prepare to turn right into police escort waiting area	76.69	0.02
Right	Turn right to wait for police escort	76.71	0.02
Generic	Wait for police escort	76.73	0.01
Right	Turn right to cross Mount Hope Bridge	76.74	1.04
Left	Slight left onto Boyds Ln	77.78	0.4
Straight	Continue Straight	78.18	0.74
Right	Turn right onto Park Avenue	78.92	0.05

Right	Turn right onto Park Avenue	78.97	0.08
Left	Prepare to Turn left onto Aquidneck Avenue	79.05	0.07
Left	Turn left onto Aquidneck Avenue	79.12	0.2
Left	Turn left onto Tallman Avenue	79.32	0.01
Right	Turn right	79.33	0.15
Left	Turn left	79.48	0.06
Left	Turn left	79.54	0.05
Straight	Continue Straight	79.59	0.86
Right	Slight right onto Church Ln	80.45	0.15
Left	Slight left onto RI-138 S	80.6	0.13
Straight	Continue Straight	80.73	0.09
Climb	Steep climb. Use the sidewalk if needed	80.82	0.47
Slight Right	Prepare to Turn right onto Middle Rd	81.29	0.17
Right	Turn right onto Middle Rd	81.46	2.34
Left	Turn left onto Union Street	83.8	0.14
Right	Turn right onto East Main Road	83.94	0.51
Left	Turn left onto Sandy Point Avenue	84.45	0.55
Right	Turn right onto Wapping Road	85	1.94
Left	Turn left onto Old Mill Lane	86.94	0.73
Right	Turn right onto Indian Avenue	87.67	1.58
Sharp Right	Turn sharp right onto Indian Avenue	89.25	1.41
Straight	Continue onto Hanging Rock Road	90.66	0.11
Slight Left	Turn slight left onto Paradise Avenue	90.77	0.12
Left	Turn left onto Tuckerman Avenue	90.89	1.28
Left	Turn left onto Purgatory Road	92.17	0.03
Slight Right	Keep right onto Crescent Road	92.2	0.1
Generic	Arrive at Rest Stop	92.3	0.01
Rest Stop #6: Aquidneck Pizza		92.31	
27 Aquidneck Ave, Middletown, RI 02842			

Rest Stop #6



Type	Notes	Distance (miles) From Start	Ride this Distance
Left	Turn left onto Aquidneck Avenue	92.31	0
Slight Right	Keep right	92.38	1.07
Left	Turn left onto Red Cross Avenue	93.45	0
Right	Turn right onto Memorial Boulevard	93.45	0.07
Left	Turn left onto Middleton Avenue	93.52	0.38
Right	Turn right onto Parker Avenue	93.9	0.07
Right	Turn right onto Annandale Road	93.97	0.18
Left	Turn left onto Narragansett Avenue	94.15	0.08
Right	Turn right onto Ochre Point Avenue	94.23	0.49
Right	Turn right onto Ruggles Avenue	94.72	0.4
Left	Turn left onto Bellevue Avenue	95.12	0.59
Right	Turn right onto Rovensky Avenue	95.71	0.13
Left	Turn left onto Coggeshall Avenue	95.84	0.18
Right	Turn right onto Ocean Avenue	96.02	2.52
Right	Turn right onto Harrison Avenue	98.54	1.9
Left	Turn left onto Harrison Avenue	100.44	0.43
Left	Turn left onto Halidon Avenue	100.87	0.17
Right	Turn right	101.04	0.01
Right	Turn right onto Halidon Avenue	101.05	0.4
End	End of route	101.45	0.01
King Park		101.46	
125 Wellington Ave, Newport, RI 02840			



Bristol Police Department

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: 9/3/25

PETITION DESCRIPTION:

ADD Impact Network (DBA) Bike to the Beach Inc, Carl Sylvester Operations Manager, 4315
50th St NW, Suit 100#7224, Washing, DC 20016

PERSON/S FILING PETITION: Carl Sylvester

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

NOTES:

I conducted a review of calls for service related to the Bike to the Beach event over the past three years and found no reported issues or calls for service. There is no known reason to deny this petition, provided that all applicable laws and ordinances are followed. I recommend two detail officers to assist cyclists with crossing the Mt. Hope Bridge.

REVIEWING OFFICER: Lieutenant Paul Medeiros

DATE COMPLETED: 9/3/25

Concun
Stm
Intants
STEVEN CONTENTE
Town Administrator

2025 SEP -3 AM 11:50
RECEIVED
POLICE DEPARTMENT
BRISTOL, RI

8/6/25

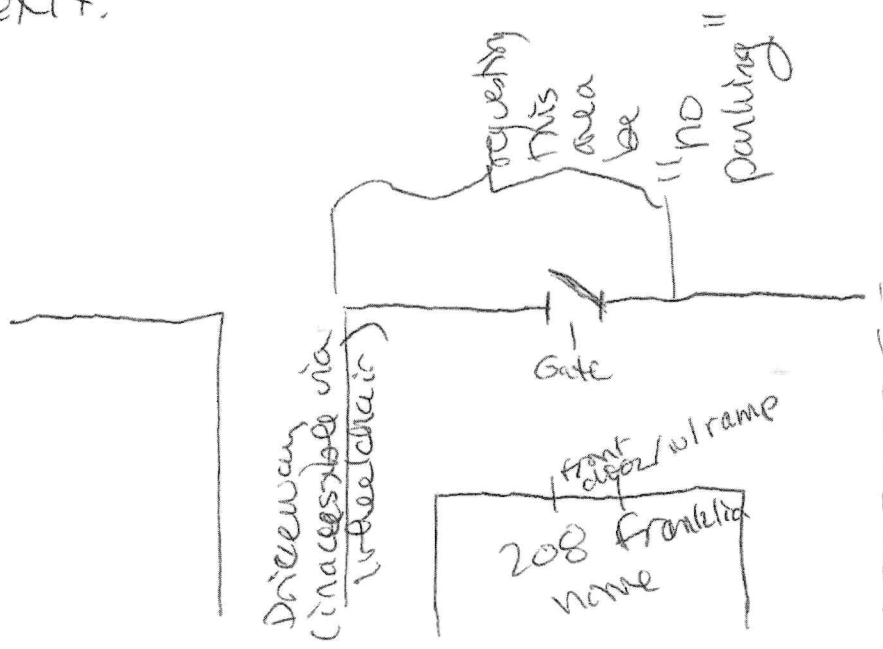
2025 AUG -6 11:54 AM
DATE RECEIVED

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:



requesting
A no parking zone in front of 208 Franklin Street.
My uncle, Antonio, just got home & rehab after a hospital
stay. He needs to use a wheelchair to get in/out of the
house. to do so, he needs to exit via the front door, down
a path to the frontgate. Currently, you can park legal
in front of the gate, which would block his entry/
exit.



PLEASE NOTE:

Please ensure that your petition is submitted
by 4:00 PM, two (2) Wednesdays before the
Town Council meeting scheduled for

in order to be included on the docket. Ac-
cording to Council policy, petitions cannot
be addressed unless recommendations, if
needed, from the relevant departments are
received before the Council meeting

Maria Helena Da Silva

SIGNATURE: POA FOR ANTONIO MARTIN

NAME: MARIA HELENA DA SILVA

ADDRESS: 208 Franklin Street

TOWN: Bristol

B

R

E



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: August 22, 2025

Maria Helena DaSilva on behalf of Antonio Martin,
208 Franklin Street re a no parking box to be placed
in front of residence for accessibility needs

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 Town Council Meeting to
be held on September 10, 2025.

**All items for this docket must be received in the Clerk's
office by Wednesday, August 3, 2025. All and any items
received after the deadline will be held until the next
council agenda.**

Thank you for your cooperation and prompt reply.

Attachments



Bristol Police Department

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: 08-22-2025

PETITION DESCRIPTION:

Maria Helena DaSilva on behalf of Anotonio Martin, 208 Franklin Street requests a no parking box to be placed in front of the residence for accessibility needs.

PERSON/S FILING PETITION: Maria Helena DaSilva

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

2025 SEP -4 AM 9:26

TOWN OF BRISTOL
OFFICE OF THE TOWN CLERK
08/22/2025

NOTES:

208 Franklin St. has a handicap-accessible ramp at the front of the residence. This is the sole handicap entrance/exit. The ramp terminates just before the fence gate at the property line adjacent to Franklin St. This gate serves as the only accessible egress to the roadway for a wheelchair user. Due to the absence of sidewalks, any vehicle parked in front of the gate would obstruct wheelchair access and make it impossible for Mr. Martin to exit the property or be picked up by a handicapped-accessible van. After reviewing the petitioner's request, I find no reason to deny the request for a no parking box. Granting this request will not have a negative impact on the availability of parking in the area. I recommend a 26-foot no parking box, extending from the east corner of the driveway eastward to utility pole #29. Please see attached

REVIEWING OFFICER: Lt. Brett Estrella

DATE COMPLETED: 08-28-2025

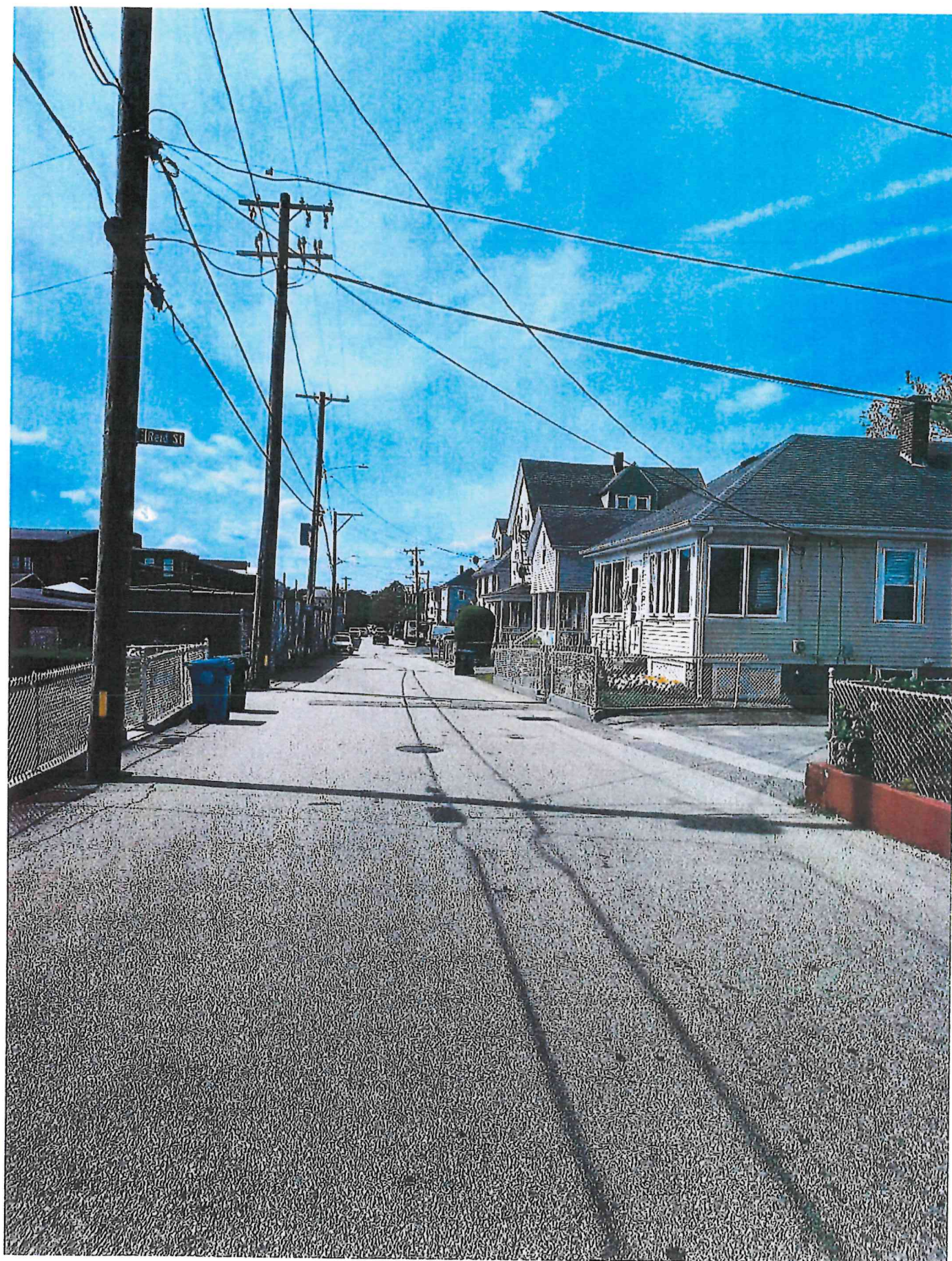
concur
Stm
STEVEN CONTENTE
Town Administrator

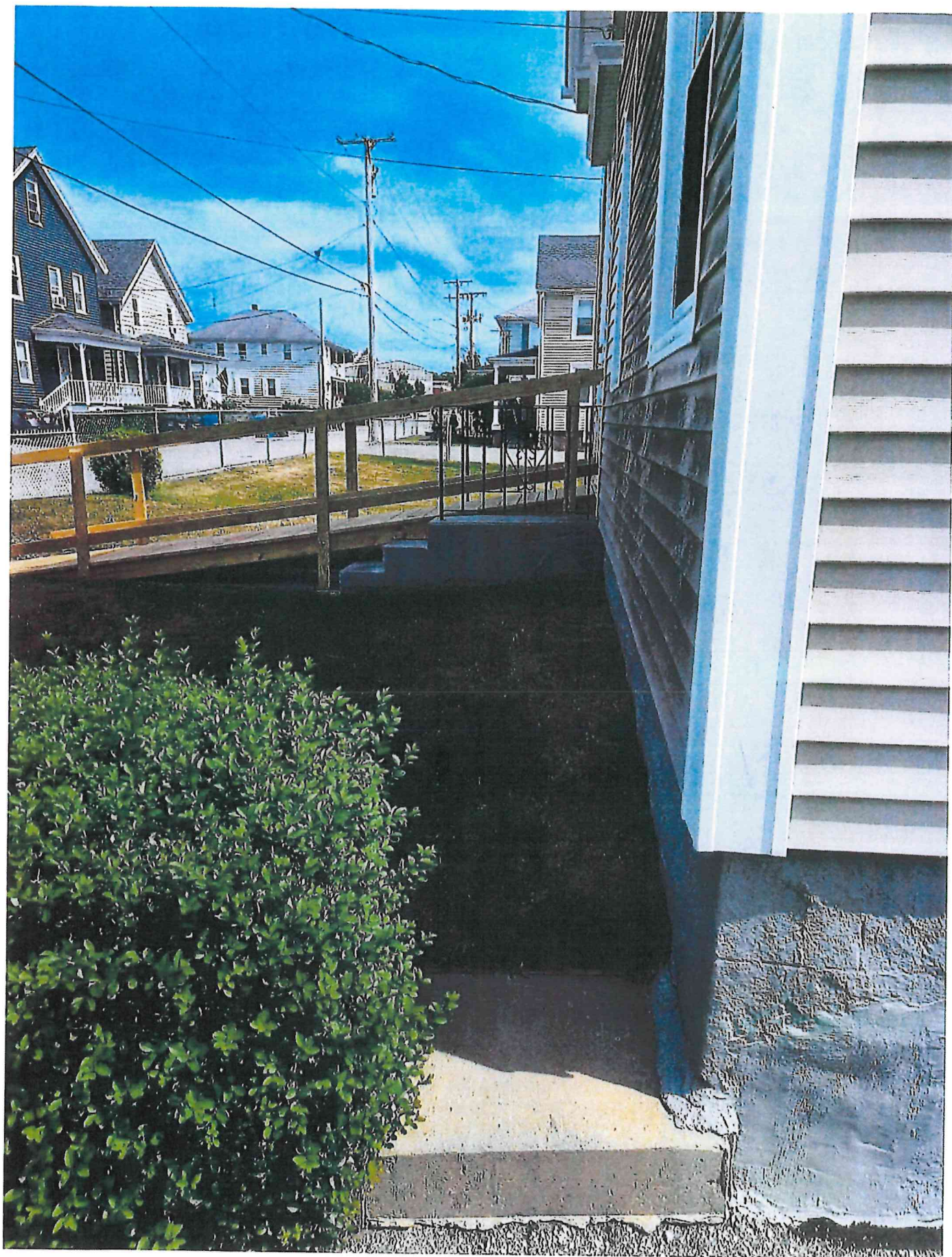


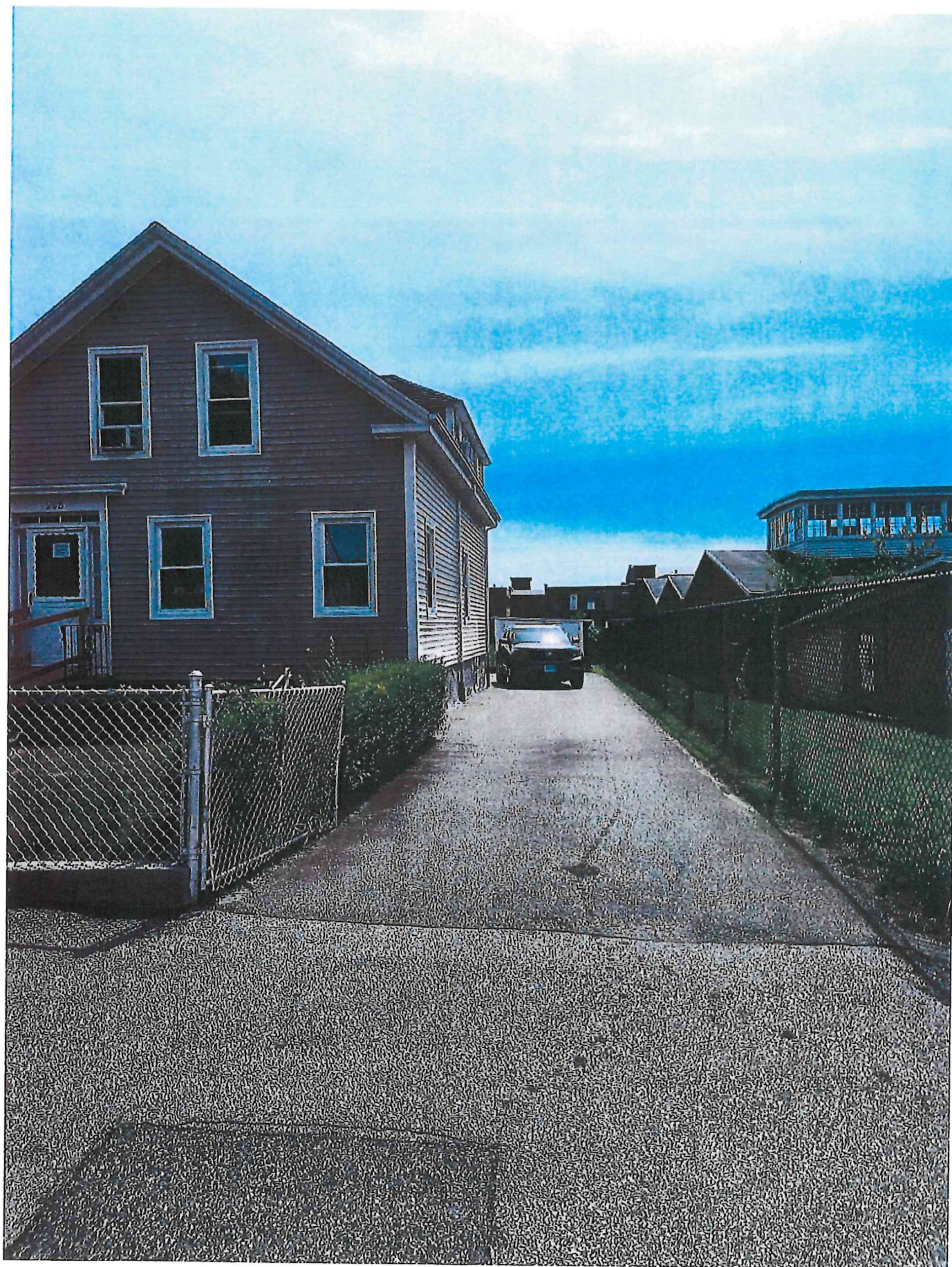














TOWN OF BRISTOL
DEPARTMENT OF PUBLIC WORKS

111 Mt. Hope Avenue
Bristol, Rhode Island 02809
Tel. 401-253-4100 Fax 401-254-1278

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Christopher J. Parella
DIRECTOR OF PUBLIC WORKS

DATE: August 28, 2025

RE: Maria Helena DaSilva on behalf of Antonio Martin, 208 Franklin Street re a no parking box to be placed in front of residence for accessibility needs

Mr. Administrator,

I have no objection to this request. I would recommend that the Honorable Town Council approve this petition for a "No Parking" space in front of 208 State Street, provided that all applicable laws and ordinances are adhered to.

Please advise if you have any questions or concerns.

Conclusion
[Signature]
STEVEN CONTENTE
Town Administrator

2025 SEP -4 AM 8:27

10/1/25 10:00 AM

August 28, 2025

TO: TOWN COUNCIL
 FROM: ALAYNE WHITE, CHAIR OF BRISTOL 250 COMMISSION
 RE: BANNER FUNDING REQUEST

2025 SEP -2 AM 9:11

The 250 Commission would like to purchase 60 two sided banners to be placed throughout the town in key areas on Hope St, and at the beginning and ending of the entrances into Bristol.

Each banner will have the attached design, one color on one side, the other on the reverse side.

Since we can customize each banner, our goal is to get businesses, community members and manufacturing to sponsor one or both sides of the banners, then give the sponsors a choice of taking them as mementos at the end of 2026 celebrations if anyone wants them since they will no longer be of use. Their names will be listed on the banners.

The banners would be hung as the Christmas banners are removed so we can use the existing hardware and the time spent from DPW efficiently.

24x36 60 double sided – 64.00 PER BANNER includes all printing etc.

24x48 – 60 double sided – 74.00 PER BANNER includes all printing etc.

We will pick them up ourselves as the location is in Fall River to save on shipping costs.

Because we are going to do a big sponsorship campaign, we are essentially asking for the money to fund the purchase as the entire amount is required to place the order. As we get sponsors (and we are confident this will be no problem) we will reimburse the amount back and any extra funds raised will help to fund other initiatives we have planned.

I have included some samples of what the banners will look like for your review thanks to the talented Mike Reilly, one of our commission members.

ALAYNE WHITE, CHAIR OF BRISTOL 250 COMMISSION
 11 CONSTITUTION ST
 BRISTOL



DESIGN 1
NO SPONSOR



DESIGN 1
SPONSOR

DESIGN 2
NO SPONSOR



DESIGN 2
SPONSOR



DESIGN 2
SPONSOR (ALT 1)



DESIGN 2
SPONSOR (ALT 2)





Bristol Police Department

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



KEVIN M. LYNCH

Sept 3, 2025

Bristol Town Council
Town Hall
10 Court Street
Bristol Rhode Island 02809

RE: Request for Contingency Funding for 6th 2025 Halloween Walkabout/Trunk or Treat Event (Sunday October 26th)

Dear Chair Calouro and Honorable Members of the Bristol Town Council,

On behalf of the Bristol Police Department, I am writing to request contingency funding to support the unbudgeted costs associated with organizing a safe and enjoyable Halloween weekend event for the youth of Bristol in collaboration with the Downtown Merchants Association.

Last year, the Bristol Police Department participated in a successful "Trunk or Treat" event in front of Bristol House of Pizza during the Merchants Halloween Walkabout. The event saw significant community participation and was highly regarded by residents, thanks in part to the funds approved by the Town Council. Building on this positive experience, we have been coordinating with Zachary Rivers and Tanya Costa of the Merchants Association to once again provide a fun-filled afternoon for the children of Bristol in 2025.

Our aim for this year's event is to bring joy to our community's children. The requested funding will be used for several key aspects of the event, including:

1. **Candy:** Ensuring there is an ample supply of candy for participating children.
2. **Children's Entertainment:** Organizing activities and entertainment to create a memorable experience for the kids.
3. **Traffic Safety Measures:** Implementing safety measures to ensure the well-being of all attendees during the Halloween festivities.
4. **Event Supplies:** Covering the necessary supplies for the 6th Annual Trunk or Treat, held in conjunction with the Bristol Merchants Association Halloween Walkabout.

We understand the financial constraints the town may face, and we are seeking assistance in any capacity the Town Council finds feasible. Specifically, we are requesting \$1,000.00 in funding to help cover these costs.

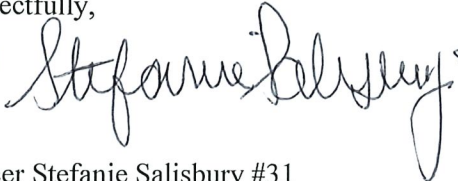
We are confident that this year's Trunk or Treat event, in collaboration with the Bristol Merchants Association Halloween Walkabout, has the potential to build on the success of previous years and create a safe, enjoyable experience for Bristol's families.

Your support in providing this contingency funding will greatly contribute to our shared goal of fostering a strong sense of community and ensuring a safe environment for our youth. With your assistance, we can make this event even more meaningful for the residents of Bristol.

Thank you for considering our request. We look forward to your response and hope to work together to create a memorable Halloween celebration for our community.

Item F4.

Respectfully,

PHW  #31

Officer Stefanie Salisbury #31
Bristol Police Department



STEVEN CONTENTE
Town Administrator

TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

September 3, 2025

Hon. Bristol Town Council
10 Court Street
Bristol, RI 02809

2025 SEP -4 AM 9:56

RE: Amendment to 16-153 Parking Prohibited at All times - Elder Care parking lot exit

Dear Clerk Cordeiro,

I am requesting a new agenda item for the September 10th 2025 Town Council meeting to recommend that the Town Council consider extending the no parking box 5 feet to the west of the 150-180 Franklin Street exit.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steven Contente", is written over a blue horizontal line.

Steven Contente
Town Administrator



KEVIN M. LYNCH
Chief of Police

Bristol Police Department

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



BRISTOL POLICE DEPARTMENT PETITION REVIEW FORM

DATE FILED: 08-06-2025

PETITION DESCRIPTION:

Diane Medeiros from the East Bay Community Development is requesting an expansion of the west side no-parking block located at the Franklin Court Assisted & Independent Living parking lot.

PERSON/S FILING PETITION: Director Diane Medeiros

☐ LICENSE RENEWAL ☒ NEW PETITION

REVIEW:

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

NOTES:

See attached memo

2025 SEP -3 AM 11:50
JONATHAN CHASE
BRISTOL, RI 02809

REVIEWING OFFICER: Capt. Roman Wozny
DATE COMPLETED: 08-26-2025

Concun
Stm
int

STEVEN CONTENTE
Town Administrator

PETITION REVIEW-150-180 Franklin Street-Franklin Court Assisted and Independent living-No Parking Block Extension Request:

East Bay Community Development Corporation Executive Director, Diane Medeiros, has submitted a request to extend the existing No-Parking block located on the west side of the exit to Franklin Court Assisted and Independent Living, 150-180 Franklin Street. The purpose of this extension is to improve the line of sight for vehicles exiting the parking lot, particularly when monitoring eastbound traffic on Franklin Street.

This location was previously reviewed in May 2020 following a similar request. At that time, Chief Lynch recommended extending the 21 foot no-parking block by 5 feet, along with the installation of proper signage, pavement markings, and the necessary ordinance change. These recommendations were approved by the Town Council and enacted.

It is my understanding that the elderly residents who may have slower reaction times continue to report difficulties safely exiting this parking lot. To reduce the likelihood of a collision, Director Medeiros has requested that the area be reviewed again to determine whether an additional extension of the no-parking block would provide greater visibility of oncoming traffic.

A review of our CAD data from the past three years shows no reported motor vehicle collisions or parking complaints in this area of Franklin Street. The following site measurements were taken:

- Franklin Street width in the area of Franklin Court parking lot exit 29 feet
- Franklin Court driveway exit width 26 feet
- Current No-parking block located west of Franklin Court parking lot exit 26 feet
- No-parking block located east of Franklin Court parking lot exit 39 feet
- Distance on the south side of Franklin Street between driveway entrance and exit 403 feet
- Current available parking on the south side of Franklin Street driveway entrance & exit 375 feet
- Proposed parking on the south side of Franklin Street driveway entrance & exit 370 feet

Taking into consideration that Director Medeiros continues to receive visibility complaints from the residents, I recommend extending the current parking block by an additional 5 feet. This extension would further enhance sight lines and help ensure that residents can safely and comfortably navigate onto Franklin Street from the parking lot.

Bristol Ordinance-Section 16-143 Parking Prohibited at all times

Current ordinance-

Franklin Street, 26 feet east of east side and west side of Elder Care parking lot exit.

Proposed ordinance-

Franklin Street, south side, 31 feet west of and 26 feet east of Franklin Court Assisted & Independent living parking lot exit, located on the east end of the property



Current no-parking block on left side of exit (east side), extending west for 26 feet. If approved, the additional 5 feet would bring this no-parking space to a total of 31 feet.



West visibility with current no-parking block

Respectfully Submitted,
Capt. Roman Wozny
 Captain Roman Wozny



Town of Bristol, Rhode Island

Department of Community Development

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

August 12, 2025

TO: Town Council
FROM: Diane M. Williamson, Director
RE: **Safety Action Plan**

A handwritten signature in cursive script, likely belonging to Diane M. Williamson, is written over the "FROM" line of the memo.

With a grant from the Federal DOT, through RIPTA as a project partner, Bristol along with 30 other cities and towns has been working with a consultant team to develop a Safety Action Plan. This planning project makes recommendations for roadway improvements to improve safety for all modes of transportation. Ultimately, the Safety Action Plan will put the State and the cities and towns in a position for further federal implementation funding.

Attached is an overview to help you get familiar with the plan.

Bristol's Working Group has been meeting with the consultant team to provide input to the plan which has also been informed by a "heat map" based on an analysis of incident data, stakeholder interviews, as well as, a community survey that was conducted.

At the September Town Council meeting, we will ask that the Town Council pass a resolution in support of the plan which is the next step toward Federal approval and future grant eligibility

Bristol Safe Streets and Roads for All (SS4A)

Overview of the Safety Action Plan

SS4A Program Goals

Overarching Goal

Significantly **reduce** and eventually **eliminate** fatalities and serious injuries across Rhode Island.

Specific Goals

Create an **implementable** Safety Action Plan (SAP) rooted in the Safe Systems Approach* for Bristol.

Prepare Bristol in their **ability to adapt** to known/emerging safety and mobility challenges for all modes of transportation.

Support multi-jurisdictional **collaboration** and regional **impact**.

Promote broad public involvement/**engagement** and **equitable access** to information for underserved and minority communities and low-income areas.

Keep Bristol in a position for continued SS4A implementation **funding eligibility**.



Safety Action Plan Components

A Safety Action Plan should include the following components:

1. Leadership Commitment and Goal Setting
2. Planning Structure
3. Safety Analysis
4. Engagement and Collaboration
5. Equity Considerations
6. Policy & Process Changes
7. Strategy & Project Selections
8. Progress & Transparency


SS

4A

Safe Streets and Roads for All Action Plan Components

This document is not meant to replace the NOFO. Applicants should follow the instructions in the NOFO to correctly apply for a grant. See the SS4A website for more information: <https://www.transportation.gov/SS4A>


Leadership Commitment and Goal Setting



An official public commitment (e.g., resolution, policy, ordinance, etc.) by a high-ranking official and/or governing body (e.g., Mayor, City Council, Tribal Council, MPO Policy Board, etc.) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:


- (1) the target date for achieving zero roadway fatalities and serious injuries, OR
- (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.

Planning Structure




A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.

Safety Analysis




Analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region. Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, people walking, transit users, etc.). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographic, and structural issues, etc.). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a High-Injury Network or equivalent).

Engagement and Collaboration



Robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical.



U.S. Department of Transportation

Still have questions? Visit the [SS4A website](https://www.transportation.gov/SS4A)
SS4A Action Plan Components | Page 1 of 2

Plan Document Highlights

Chapter 1: Leadership Commitment and Goal Setting

Sets interim goal: 50% reduction in fatal and serious injuries (FSIs) by 2030 (local) and 2035 (state roads) with goals grounded in Safe System Approach, aligned with community priorities

Language:

- Achieve **zero roadway fatalities and serious injuries** on roadways under the **jurisdiction of the Town of Bristol by 2035**,
- Partner with RIDOT to achieve **zero roadway fatalities and serious injuries** on roadways in Bristol **under RIDOT jurisdiction by 2040**,
- **Reduce fatal and serious injuries** on roadways under the **Town of Bristol's jurisdiction by 50% by 2030**,
- Partner with RIDOT to **reduce fatal and serious injuries** on roadways within Bristol **under RIDOT jurisdiction by 50% by 2035**.

Chapter 2: Planning Structure

- Outlines how the plan was developed and will be implemented
- Community Development Department will lead coordination and updates
- **Name and document any roles people hold in street safety**
- Ensures plan remains adaptive with future performance evaluation

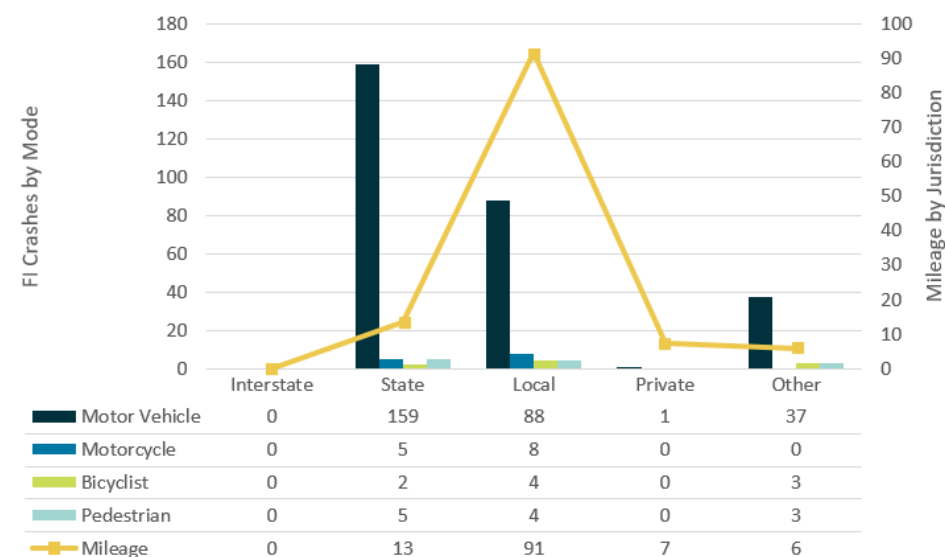
Chapter 3: Safety Analysis

- Analyzes 2019-2023 crash data
 - Key findings:
 - State roads = 11% of mileage but 54% of injury crashes
 - Single-vehicle crashes = nearly 50% of FSIs
 - Young adults overrepresented in FSI crashes
 - VRU crashes more likely to result in injuries
 - Introduces:
 - **Baseline Crash Analysis (BCA)** – describes recent crash trends and patterns
 - **High-Risk Network (HRN)** – identifies locations at higher risk for fatal and serious injury crashes
 - **High-Injury Network (HIN)** – identifies roads with the most FSI crashes combined with highest risk roads
 - Visuals include:
 - Crash trend figures
 - Heatmaps for FI and FSI crashes by mode
 - HIN maps (All Modes, VRU, and Combined)
 - Supporting tables and charts on crash causes, road context, and risk factors
- These analyses guide project prioritization and risk-based design. Codes:**
- **K (Fatal Injury):** Individuals who die as a result of the crash.
 - **A (Suspected Serious Injury):** Injuries that may require hospitalization or result in incapacitation, such as broken bones or amputations.
 - **B (Suspected Minor Injury):** Injuries that are evident at the scene but are not incapacitating, like cuts, scrapes, or bruises.
 - **C (Possible Injury):** Injuries that may not be immediately obvious or are reported by the individual but are not severe.
 - **O (No Apparent Injury):** Individuals who show no signs of injury at the scene.

Table 3. Study Area Crashes by Severity and Mode (2019-2023)

Severity	Motorized				VRU			
	Motor Vehicle		Motorcycle		Bicyclist		Pedestrian	
	#	%	#	%	#	%	#	%
K	0	0.0%	0	0.0%	0	0.0%	0	0.0%
A	14	0.5%	2	10.0%	0	0.0%	1	6.7%
B	37	1.3%	3	15.0%	1	8.3%	4	26.7%
C	234	8.1%	8	40.0%	8	66.7%	7	46.7%
O	2,604	90.1%	7	35.0%	3	25.0%	3	20.0%
FSI Total	14	0.5%	2	10.0%	0	0.0%	1	6.7%
FI Total	285	9.9%	13	65.0%	9	75.0%	12	80.0%
Grand Total	2,889	100%	20	100%	12	100%	15	100%

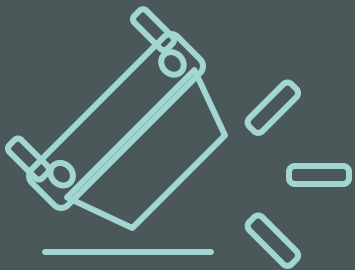
Figure 2. FI Crashes by Mode by Roadway Jurisdiction (2019-2023)



Street Safety Trends in Bristol

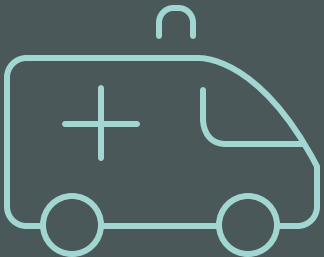
2019-2023

DRAFT



2,937

Total reported
crashes



0

Fatal Crashes

17

Serious Injury
Crashes

45

Minor Injury
Crashes

257

Possible Injury
Crashes

319

Total Injury
Crashes



1%

of all crashes
involve bicyclists &
pedestrians YET

7%

of all injury crashes
involve a pedestrian
or cyclist

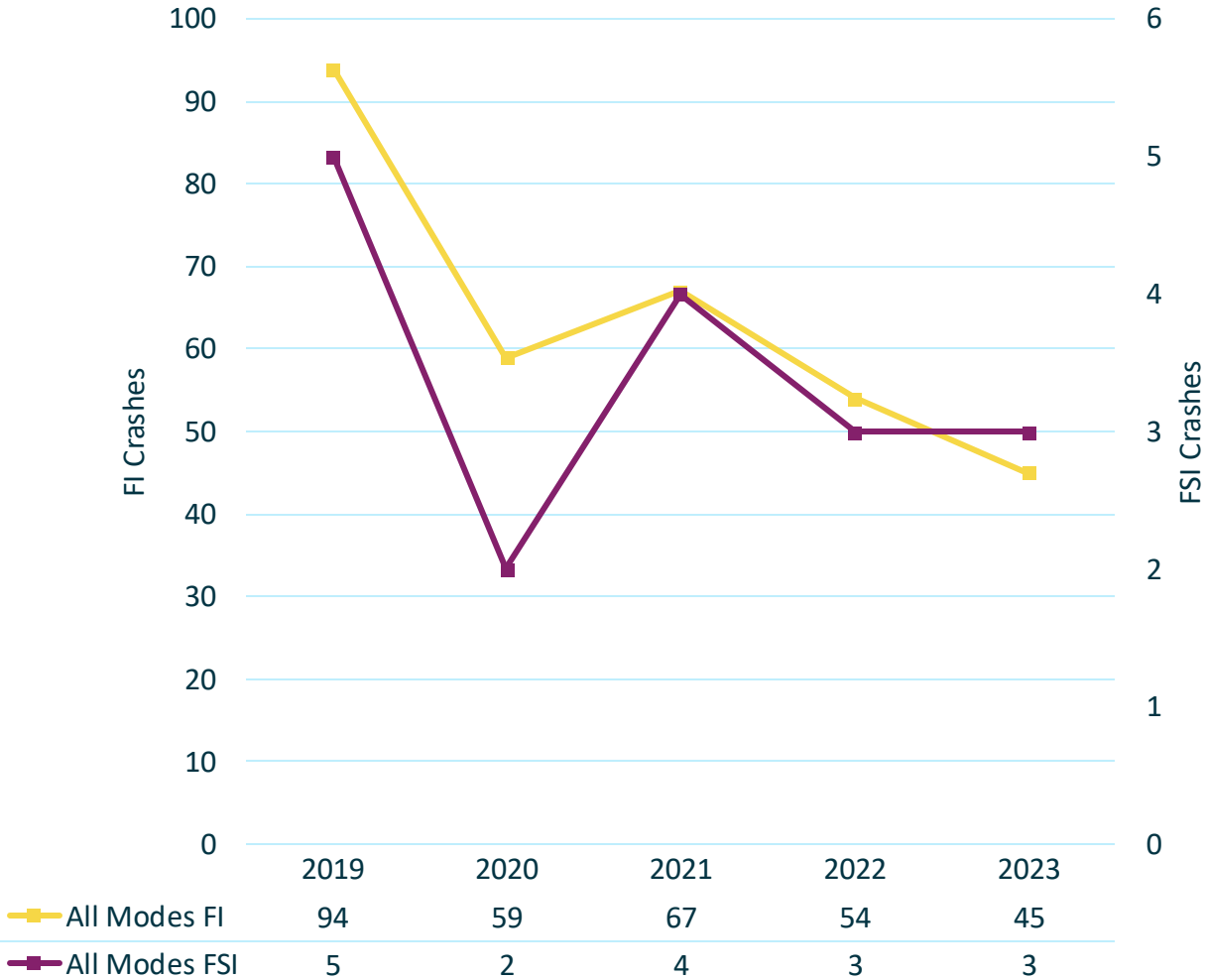
6%

of all fatal or serious
injury crashes involve a
pedestrian or cyclist



FSI Crashes by Year (2019-2023)

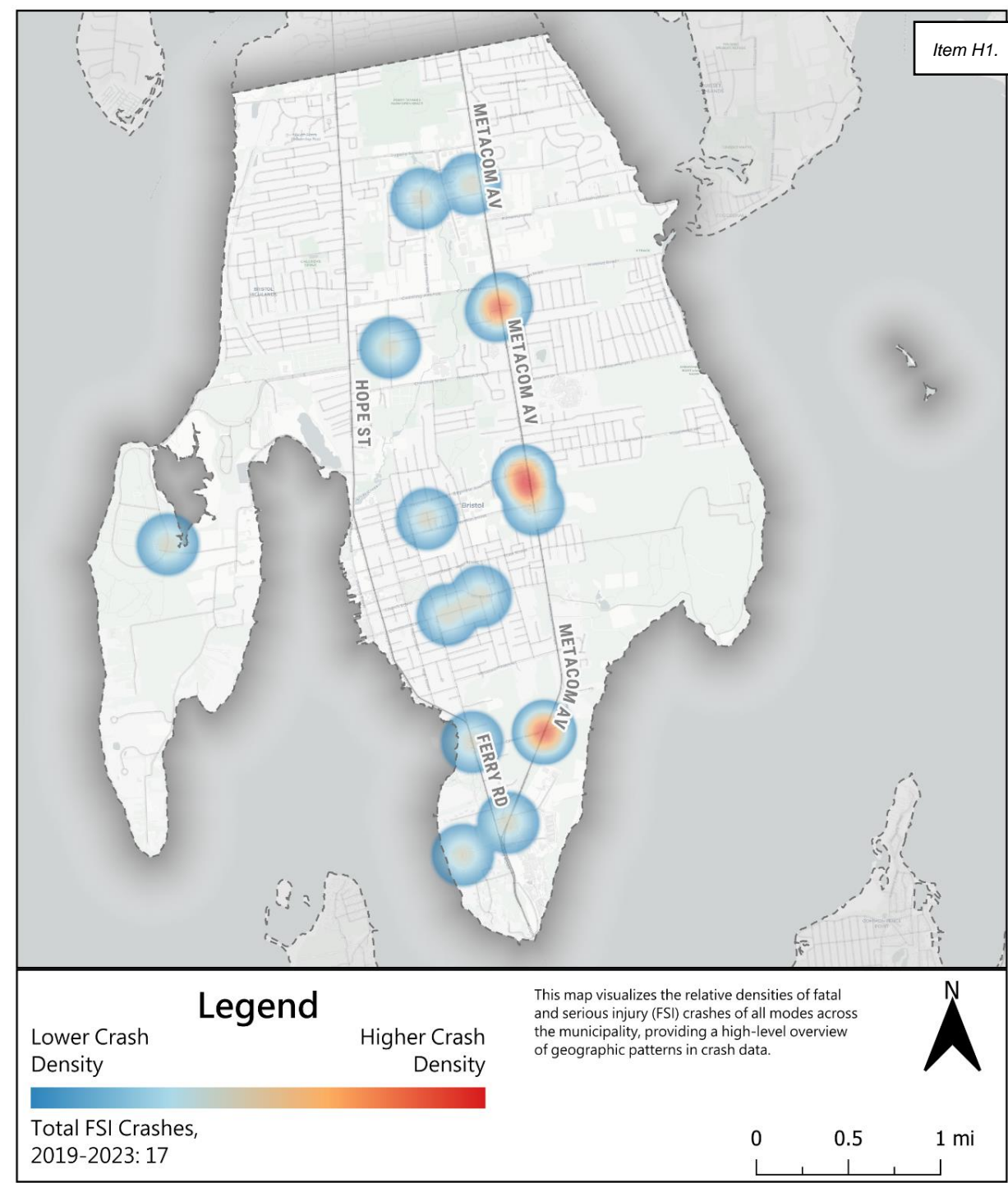
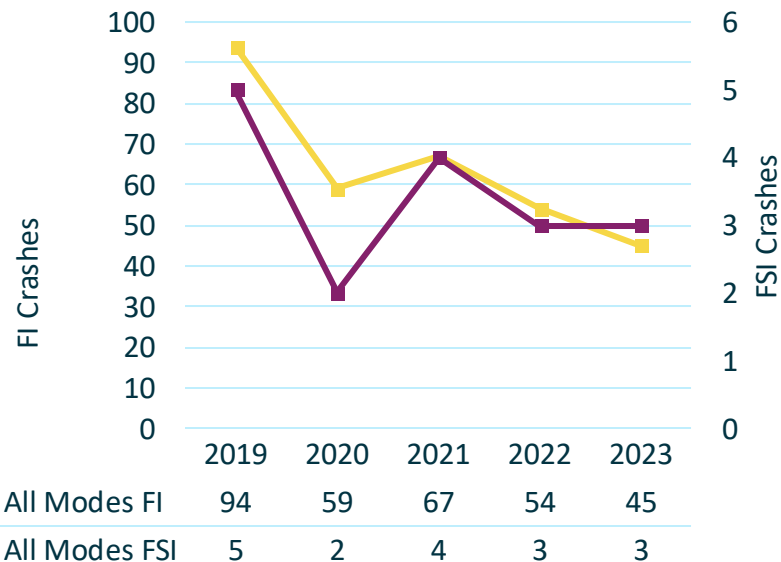
- Fatal and serious injury (FSI) crashes fluctuate between 2 and 5 per year.
- All fatal and all injury (FI) crashes decreased from 94 in 2019 to 45 in 2023.
- While 2020 saw the lowest crash numbers, 2021 had a rebound in both FI and FSI crashes.
- Consistent drop in FI crashes since 2021.



Fatal & Serious Injury Heatmap (All Modes, 2019-2023)

The locations with the highest incidence of crashes for the period of study in Bristol were identified and are shown in the heatmaps. **Key Locations:**

- Metacom Ave & Griswold Ave
- Metacom Ave & Bayview Ave
- Metacom Ave & Peter Rd (near Gooding Ave)



Fatal & Serious Injury Heatmap (Bikes & Pedestrians, 2019-2023)

The locations with the highest incidence of crashes in Bristol for the period of study were identified and are shown in the heatmaps. No bikeped deaths reported during this period.

Key Locations:

- Metacom Ave & Franklin Street intersection – 1 serious injury (ped)

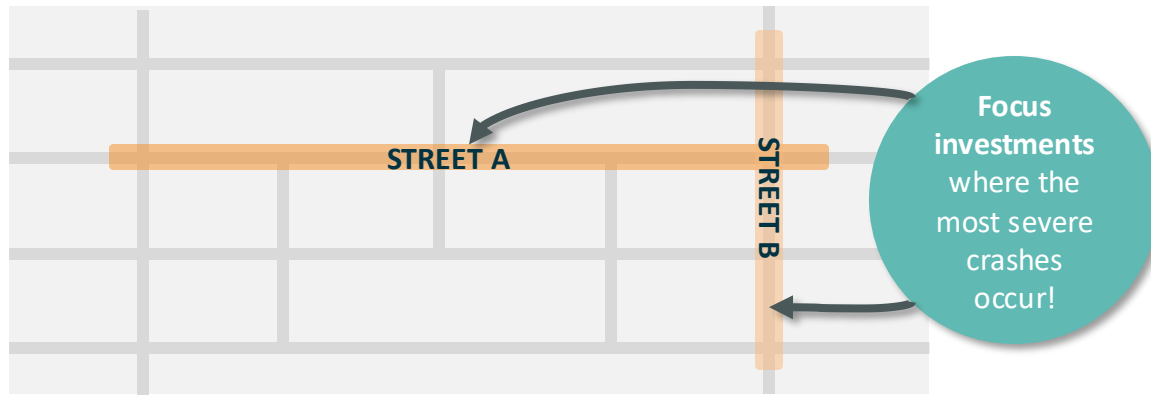
Table 3. Study Area Crashes by Severity and Mode (2019-2023)

Severity	Motorized				VRU			
	Motor Vehicle		Motorcycle		Bicyclist		Pedestrian	
	#	%	#	%	#	%	#	%
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B	37	1.3%	3	15.0%	1	8.3%	4	26.7%
C	234	8.1%	8	40.0%	8	66.7%	7	46.7%
O	2,604	90.1%	7	35.0%	3	25.0%	3	20.0%
FSI Total	14	0.5%	2	10.0%	0	0.0%	1	6.7%
FI Total	285	9.9%	13	65.0%	9	75.0%	12	80.0%
Grand Total	2,889	100%	20	100%	12	100%	15	100%



What is a High Injury Network?

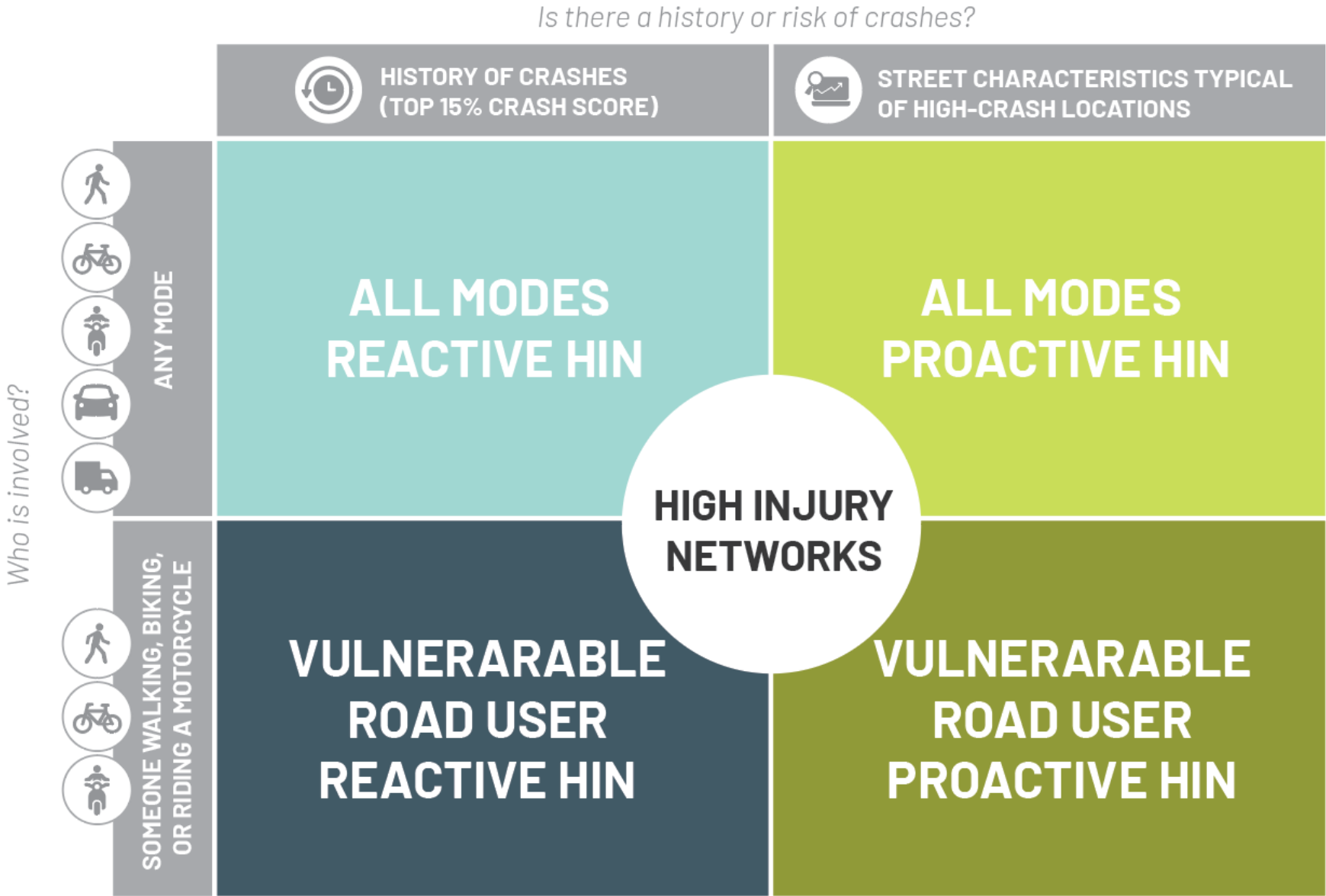
The High Injury Network (HIN) identifies stretches of roadways and intersections where the **highest concentrations of crashes resulting in fatal or serious injuries occur.**



Benefits of a HIN

- ✓ Identifies areas of need
- ✓ Guides data-driven decision-making
- ✓ Help focus limited resources to prioritize potential projects with the greatest safety impacts
- ✓ Understand where communities are disproportionately impacted by higher rates of collisions

High Injury Network Types



High Injury Network Methodology

Process

Combines analysis results for both all modes and Vulnerable Road Users* (VRU) modes:

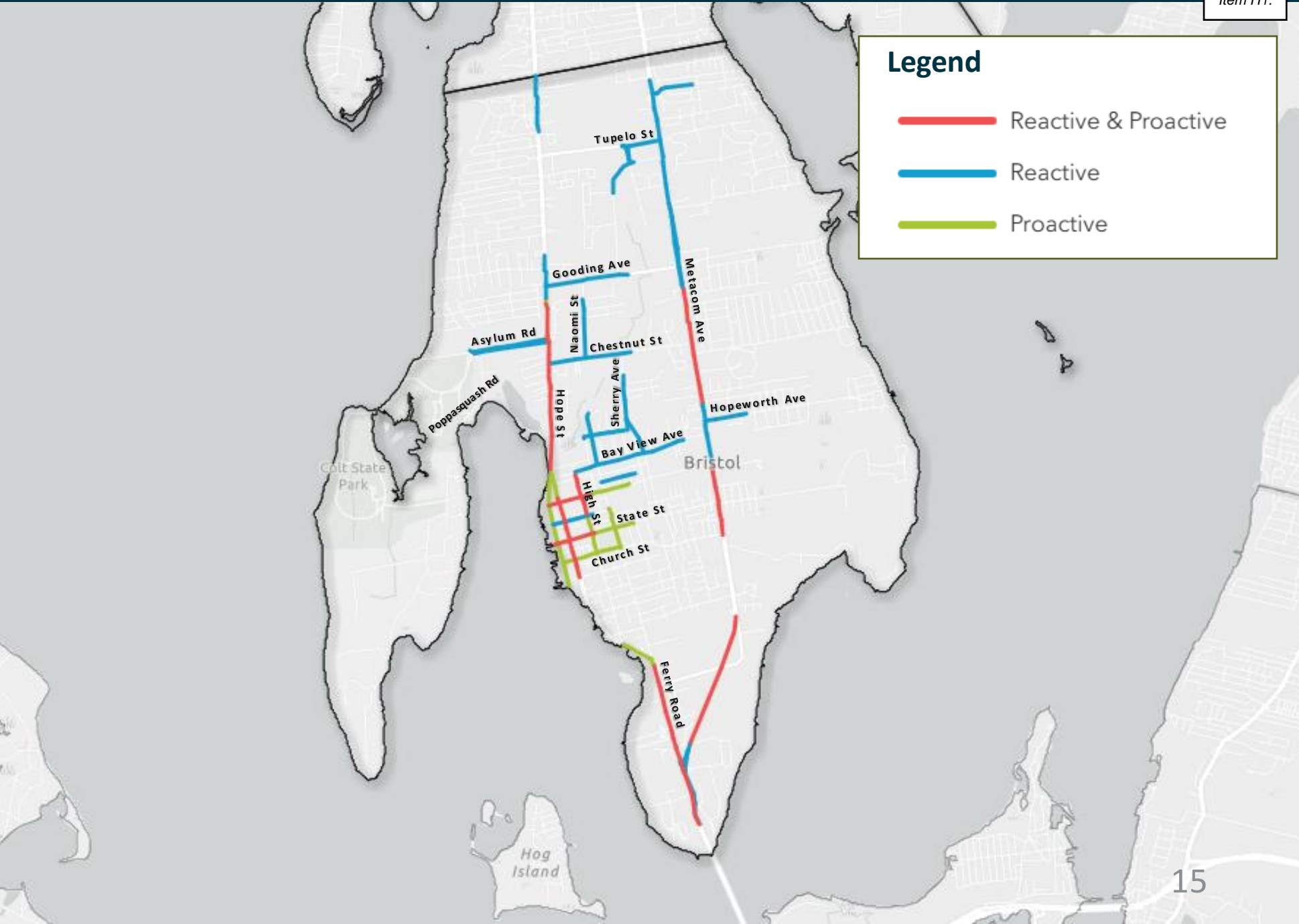
- *Sliding window analysis identifies roads with acute safety needs*
- *Risk-based analysis helps fill in gaps and identify locations with latent risks*

Results

- **Reactive** Segments which appear on the baseline crash analysis maps based on a top 15% crash score for the given mode and municipality.
- **Proactive** Segments which appear in the top risk tiers for the given mode and municipality.
- **Reactive & Proactive** Segments which satisfy both the reactive and proactive categories.
- **None** Segments which satisfy neither the reactive nor proactive categories.

*Vulnerable road users refers to bicyclists and pedestrians

Bristol's High Injury Network



Chapter 4: Engagement & Collaboration

- 115 survey responses + 200+ pop-up participants
- Community priorities:
 - Safer crossings
 - More sidewalks
 - Traffic calming
 - RWU—downtown bike/ped access
- Location-based feedback directly informed project locations



Public Engagement

~200 people engaged to-date

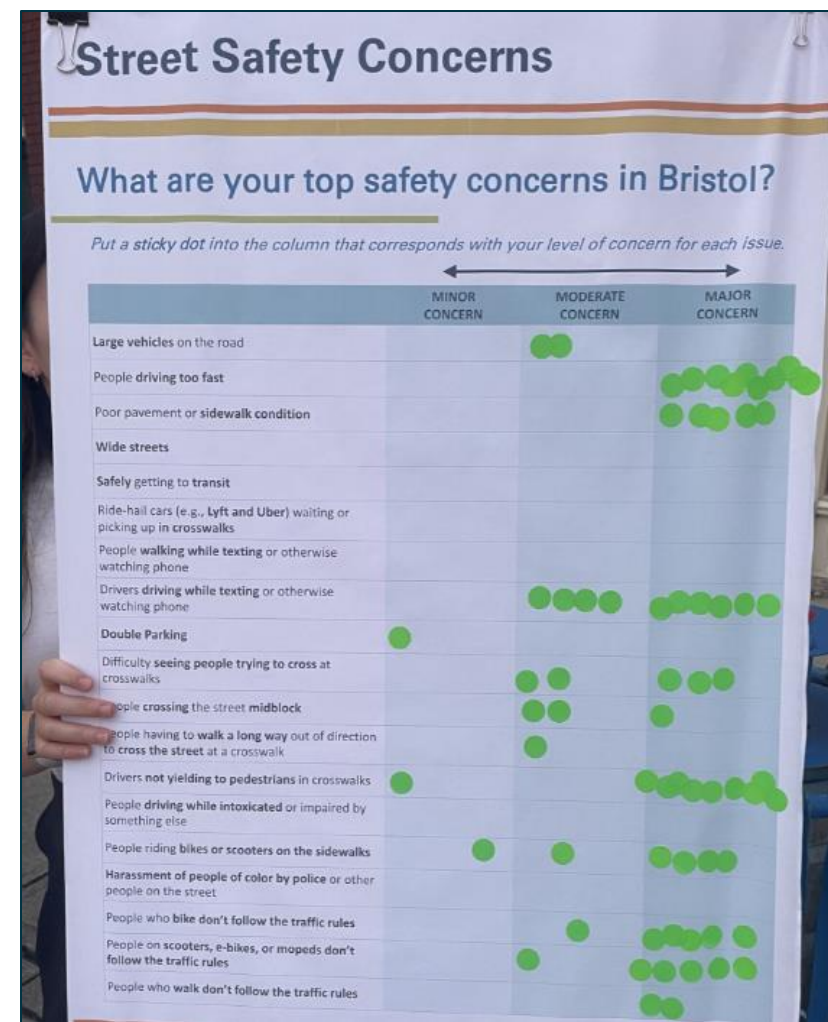
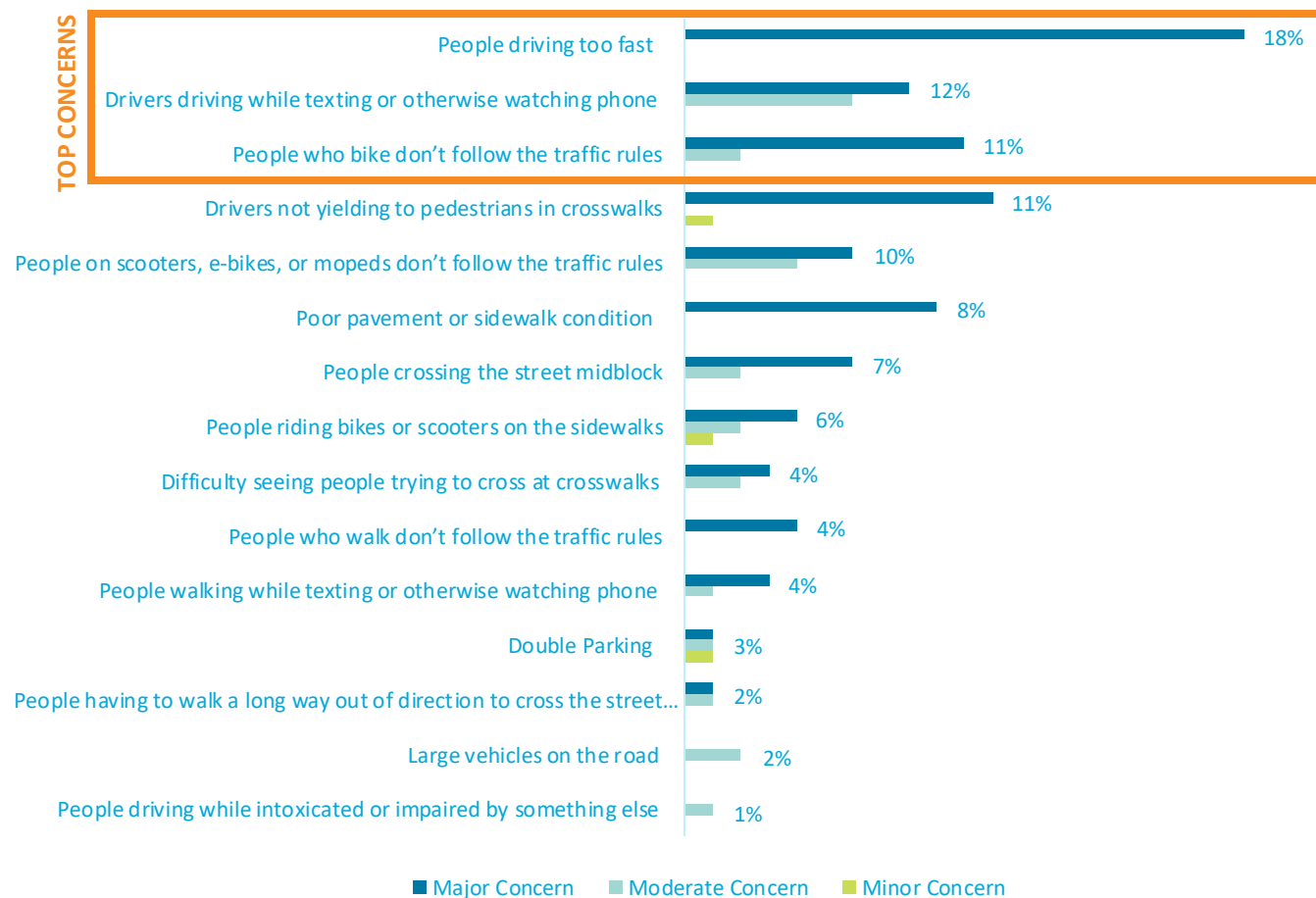
Engagement activities

- Five pop-up tabling events, including:
 - Thursday, 7/25:
 - Bike path, ~20 people
 - Art Night, ~30 people
 - Saturday, 9/14:
 - Mt. Hope Farmer's Market, ~20 people
 - State Street Festival, ~40 people
 - Roger Williams University, ~15 people
- Online Survey
 - 111 responses for Bristol zip code (02809), as of 10/15
- Working Group meeting 10/2



Pop-up Engagement Feedback: Top Concerns

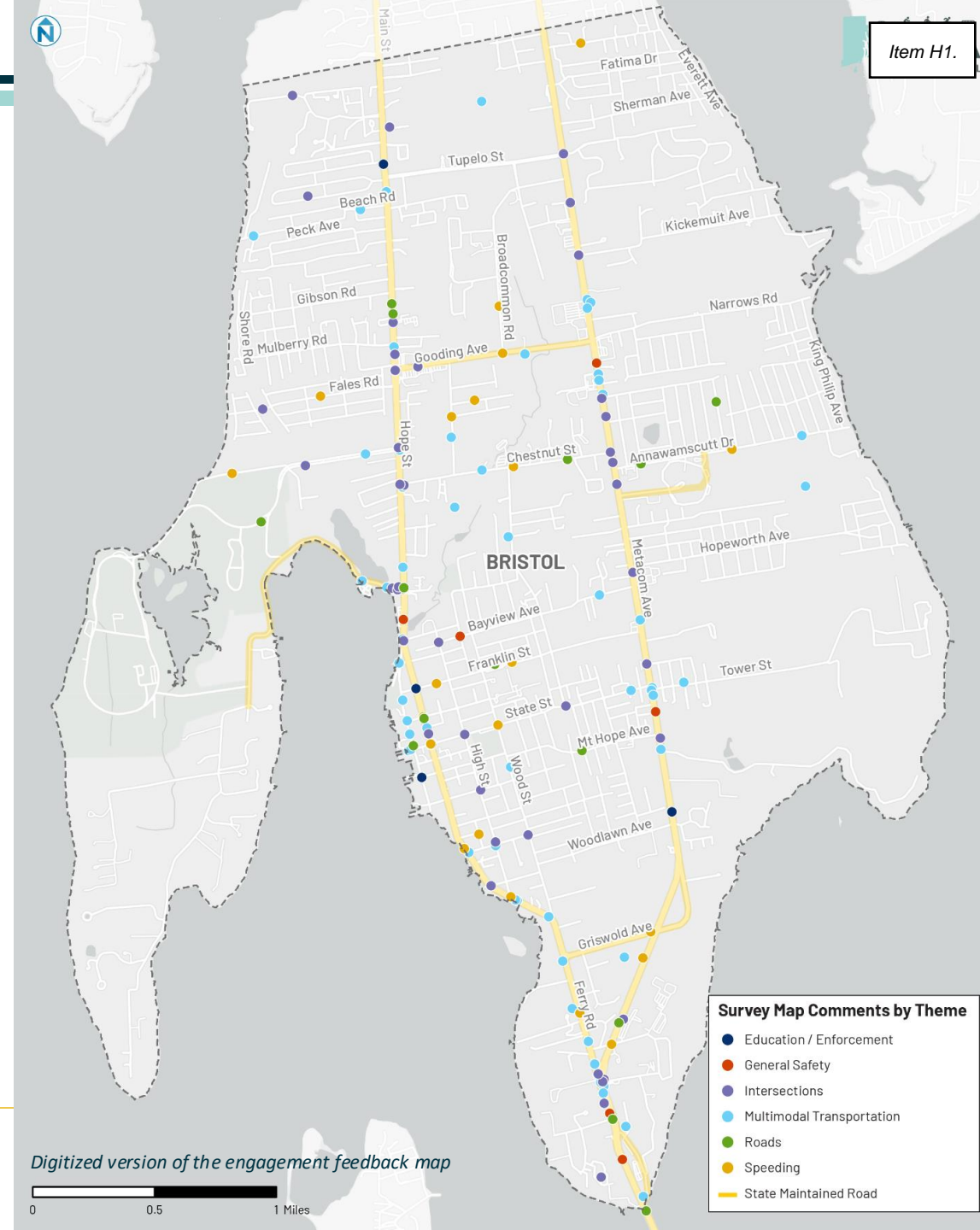
Top Street Safety Concerns in Bristol



Pop-up Engagement Feedback: Map

Key themes:

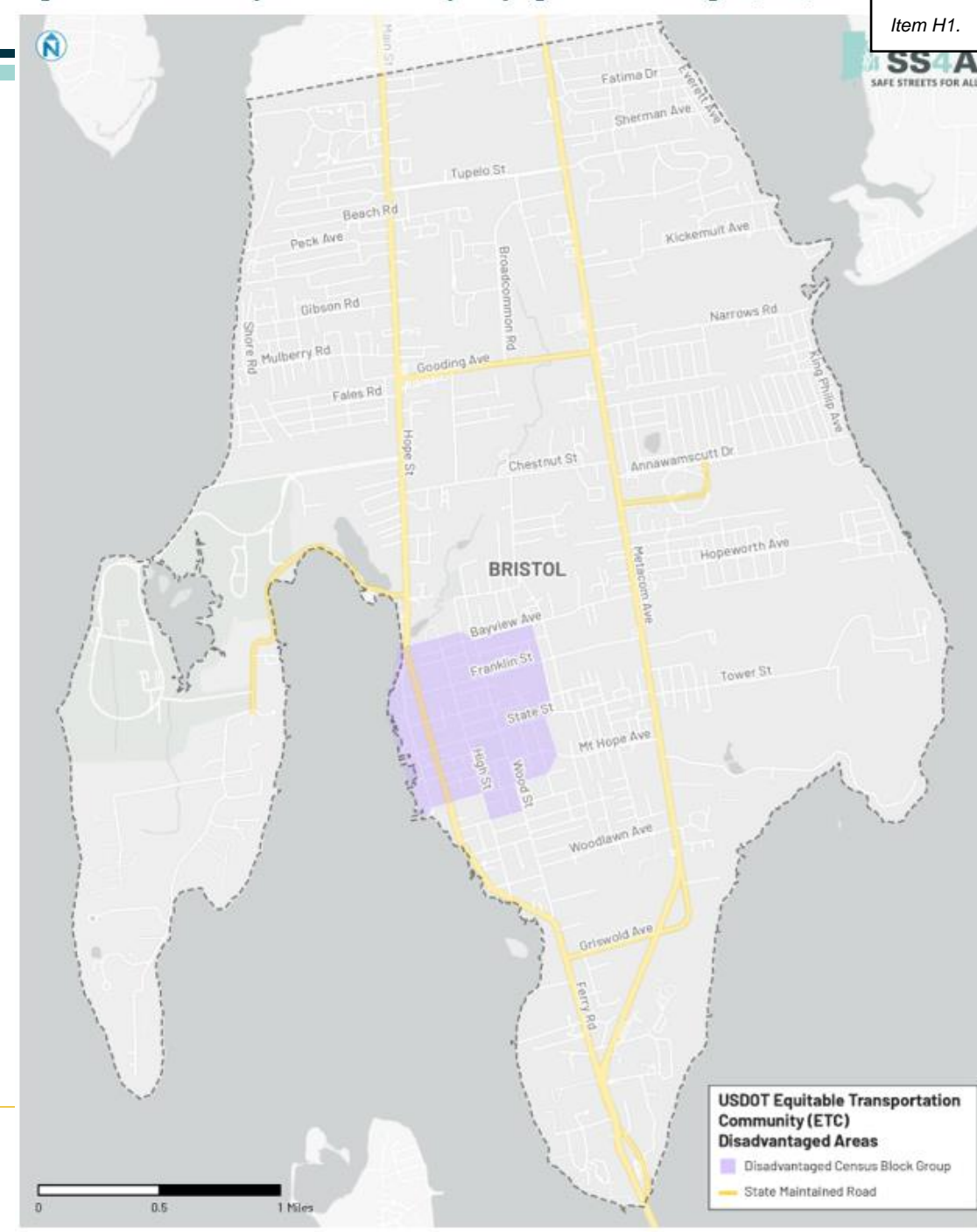
- Speeding and unsafe driving (High St, Hope St, Metacom Ave)
- Several areas lacking crosswalks and sidewalks
- Blind spot issues at intersections
- Requests for four-way stops and more stop signs
- Areas are unsafe for biking and walking (Hope St, bike path crossing)
- Issues with visibility at intersections
- Pedestrian safety issues, especially for seniors crossing the street and RWU students walking downtown
- Need for more traffic lots and stops (Thames St, Metacom Ave)
- Speeding and traffic issues (Franklin, neighborhood streets)
- Lack of crosswalks and proper sidewalks in key areas (Library, Senior Center)



Chapter 5: Equity Considerations

- 13% of Bristol population lives in disadvantaged (ETC) block groups
- 25% of the All Modes High Injury Network and 29% of the VRU High Injury Network overlaps these areas
- Ensures safety investments support historically underserved neighborhoods

Figure 20. Block Groups within Bristol qualifying as Disadvantaged (ETC)



Chapter 6: Policy and Process Changes

- This chapter discusses the **recommended policies and practices** related to transportation planning, street design, enforcement, education, and emergency response.
- It identifies gaps and opportunities to align with the Safe System Approach, which emphasizes reducing crash severity through design, speed management, and system-level changes.
- Tables 14-18 provide detailed, tailored recommendations across five key categories, tailored to Bristol's context:
 - Safe People
 - Safe Roads
 - Safe Vehicles
 - Safe Speeds
 - Post-Crash Care
- Departments should review these tables carefully to begin identifying:
 - Where they are already aligned
 - Where changes or coordination will be needed
 - What is feasible in the short vs. long term

This chapter sets the foundation for long-term safety culture change and implementation success.

- This chapter outlines the **13 proposed infrastructure project locations** identified through crash data, risk modeling, and community input.
- It introduces a **prioritization framework** that considers:
 - Crash history (FI and FSI)
 - High-risk network analysis
 - Equity (disadvantaged communities)
 - Proximity to schools and RIPTA transit routes
- The prioritization process uses a **scoring matrix** to rank corridors and identify near-term opportunities.
- **Key figures/tables:**
 - Figure 21: Map of recommended project locations
 - Table 21: Full prioritization matrix with scoring for each project location

Many of these factors are also discussed in the larger local context in the Safety Action Plan under the safety analysis, equity, and engagement chapters.

The historic crash heat maps shown on these project sheets visualize the relative densities of fatal and injury (FI) crashes of all modes across the municipality, providing an overview of geographic patterns in crash data from 2019 to 2023. They include crashes that occurred on interstates. Crashes that did not result in a fatality or injury are not represented in the heat maps.

Example Street

Compass: Project 1
from Star Street to End Street

Draw conclusions using the project location, surrounding context, and the [analysis](#) of street layout and traffic studies in the municipality that motivated this project area.

Key Information

Street	Project Location
Start of study	starting location (street layout, intersection)
Map Mapbox Naturalist Mobile	Median
Source: Mapbox , Mapbox (in Mapbox Open Data)	Median width
Estimated Traffic Volume	Quality of Surrounding Conditions
estimated volume	condition of road
Condition (length)	Walking Route (width) or Designation
width	type of road layout
Project Goal	Walking Route (width)
width	in Project , Design
Typical Street Layout	Walking Route (width)
in Project , Design , Design	condition of road

Historic Crashes Heat Map (2019-2023)




Example Street (Project 1) Example Street	Example Street (Project 2) Example Street
<hr/>	
Goals for Example Street	
To enhance safety on Example Street, this project will do:	
<ul style="list-style-type: none"> • Redesign 1 • Redesign 2 • Redesign 3 	
Safety Countermeasures for Example Street	
Summary of recommended changes and in what direction further studied to ensure countermeasures.	
Key safety countermeasures include:	
<ul style="list-style-type: none"> • Countermeasure 1 • Countermeasure 2 • Countermeasure 3 • Countermeasure 4 • Countermeasure 5 • Countermeasure 6 	

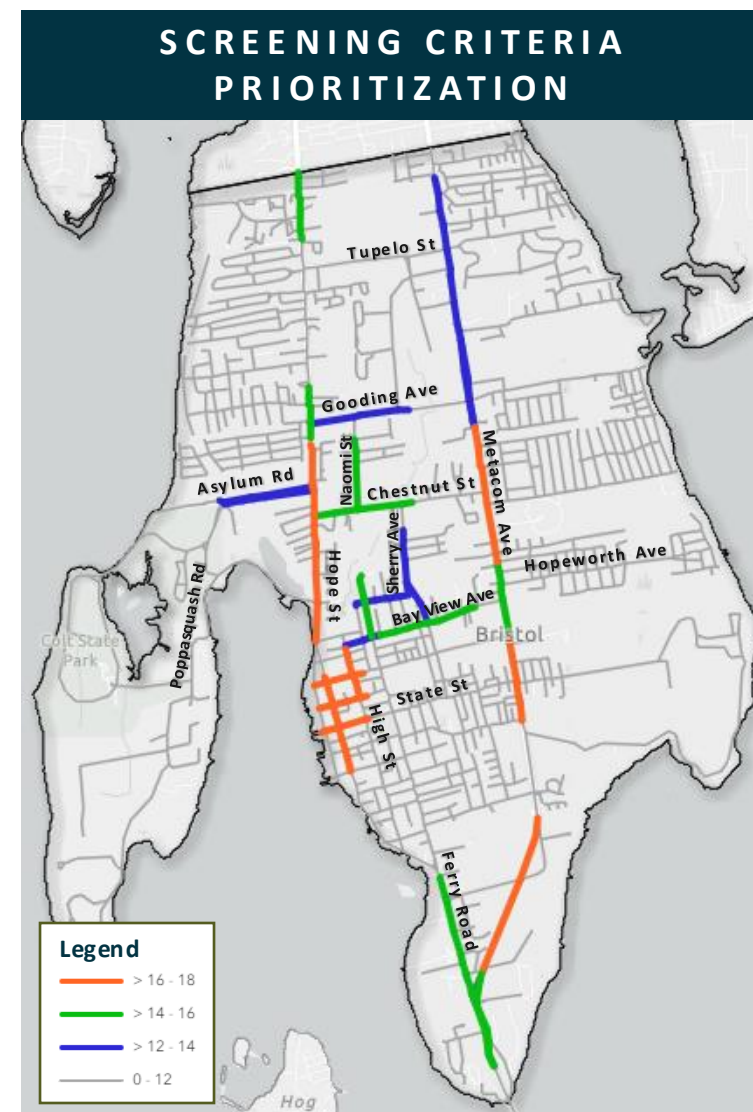
[illegible]

Project Screening and Scoring

- Nelson\Nygaard developed a screening approach that aimed to **rank the most important corridors and intersections** within the HIN.
- Criteria was developed in **alignment with the SS4A funding guidance** (so would provide alignment with federal project goals)
- Criteria included:
 - Proximity to school (1/4 mile)
 - Along a RIPTA bus route
 - Within the reactive crash network for 'All Modes' and Bikes/Peds ('VRU Modes')
 - Indicated as a medium, high or critical risk based on road type
 - Within a census area that is above the 65th percentile for USDOT Equitable Transportation Community indicators

Ranking Segments on the HIN

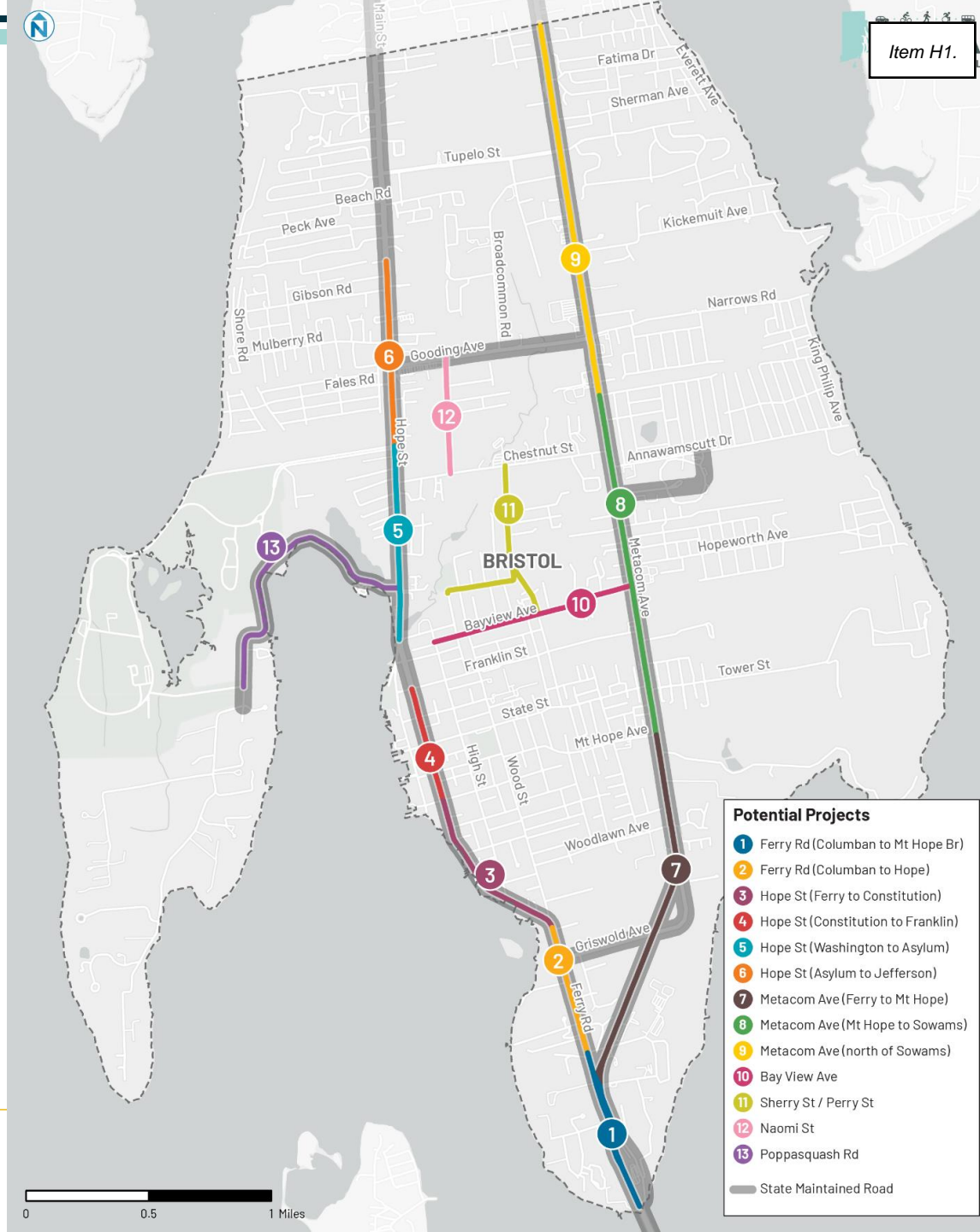
Screening Criteria		Criteria Met	Points
BASIC CRITERIA	Proximity to public school (within 1/4 mile)	Yes	1 point
		No	0 points
	Within high-equity census block group (USDOT ETC)	Yes	1 point
		No	0 points
	Along RIPTA bus route	Yes	1 point
		No	0 points
NETWORK ANALYSIS	Part of All Modes Reactive Crash Network (top 15% weighted by land use)	Yes	10 points
		No	0 points
	Part of the pedestrian and bicyclists (VRU) reactive crash network?	Yes	1 point
		No	0 points
RISK ASSESSMENT	Risk Score level of the corridor	Critical	5 points
		High	4 points
		Medium	3 points
		Low	2 points
		Minimal	1 point
	Medium, high, or critical risk for bikes/peds (VRU)	Yes	1 point
		No	0 points



Project Locations

(#s are ID Keys, Not a Numerical Priority Order)

1. Ferry Rd (Rt 114) (Columban to Mt. Hope Bridge)
2. Ferry Rd (Rt 114) (Columban to Hope)
3. Hope St (Ferry to Constitution)
4. Hope St (Constitution to Franklin)
5. Hope St (Washington to Asylum)
6. Hope St (Asylum to Jefferson)
7. Metacom (Ferry to Mount Hope)
8. Metacom Ave (Mt Hope Ave to Sowams Rd)
9. Metacom Ave (Sowams Rd to town line)
10. Bay View Ave
11. Sherry Ave and Perry St
12. Naomi St
13. Poppasquash Rd



Safety Countermeasures

- In developing recommendations, we will use FHWA guidance on tested and proven safety countermeasures that are best suited for the issues and challenges we see (and have heard about) on these roadways.

SPEED MANAGEMENT

- Speed Safety Cameras
- Variable Speed Limits
- Appropriate Speed Limits for All Road Users

ROADWAY DEPARTURE

- Wider Edge Lines
- Enhanced Delineation for Horizontal Curves
- Longitudinal Rumble Strips and Stripes on Two-Lane Roads
- SafetyEdgeSM
- Roadside Design Improvements at Curves
- Median Barriers

INTERSECTIONS

- Backplates with Retroreflective Borders
- Corridor Access Management
- Dedicated Left- and Right-Turn Lanes at Intersections
- Reduced Left-Turn Conflict Intersections
- Roundabouts
- Systemic Application of Multiple Low-Cost Countermeasures at Stop-Controlled Intersections
- Yellow Change Intervals

PEDESTRIANS/BICYCLES

- Crosswalk Visibility Enhancements
- Bicycle Lanes
- Rectangular Rapid Flashing Beacons (RRFB)
- Leading Pedestrian Interval
- Medians and Pedestrian Refuge Islands in Urban and Suburban Areas
- Pedestrian Hybrid Beacons
- Road Diets (Roadway Reconfiguration)
- Walkways

CROSSCUTTING

- Pavement Friction Management
- Lighting
- Local Road Safety Plans
- Road Safety Audit

FHWA-SA-21-01

Project Location Issues & Potential Recommendations

Project #	Project Name	Key Issues	Potential Recommendations
1	Ferry Rd/Route 114 (Columban to Mt. Hope Bridge)	Speeding, access challenges to RWU, especially for bicyclists/pedestrians	Traffic calming; pedestrian/bicyclist amenities; fill sidewalk network gap from Metacom to existing crosswalk; reconsider roundabout or alternative intersection solution
2	Ferry Rd (Rt 114) (Columban to Hope)	Lack of pedestrian/bicycle connectivity between RWU and downtown, unsafe intersection at Metacom Ave	Note that DOT is already planning sidewalks on the west side (Wood-Metacom); consider adding bike access, enhance crosswalks, lighting, and signage
3	Hope St (Ferry to Constitution)	am	
4	Hope St (Constitution to Franklin)	Speeding, lack of crosswalks, conflicts between drivers, and bicyclists/pedestrians	Implement raised crosswalks, curb extensions, and other traffic calming measures; improve crosswalk visibility and accessibility; enhance bicycle/pedestrian infrastructure
5	Hope St (Washington to Asylum)	Speeding, lack of safe bike/pedestrian connections to bike path; massive curb cuts	Install traffic calming features; add separated bike lanes or a multi-use path connecting to the East Bay Bike Path; improve crosswalk safety; emphasize preserving historical character
6	Hope St (Asylum to Jefferson)	Speeding around school zone, lack of sidewalks on eastern side around school	Traffic calming in school zone, speed enforcement
7	Metacom Ave (Ferry to Mount Hope)	Blind turns, limited pedestrian/bicycle accommodations, speeding (especially southbound drivers approaching the Ferry intersection); high crash area; feels like a highway	Improve intersection sight lines; improve and install sidewalks, bike lanes, and other pedestrian/bicycle amenities; implement speed management
8	Metacom Ave (Mt Hope Ave to Sowams Rd)	Unsafe intersections, lack of pedestrian crossings, speeding	Redesign intersections with curb extensions, high-visibility crosswalks, and pedestrian signals; add new crosswalks; implement speed limit reduction and enforcement
9	Metacom Ave (Sowams Rd to town line)	Speeding, lack of pedestrian amenities, coordination with Warren at town line	Implement traffic calming or reduction in roadway capacity; add pedestrian/bike amenities and fill gaps in the sidewalks network; connect pedestrian amenities between neighborhoods to the east and west sides of town
10	Bay View Ave	Wide lanes conducive to speeding, no bicycle/pedestrian facilities, common connection between Metacom and downtown	Reduction in roadway capacity and traffic calming; add designated bike facilities; add pedestrian infrastructure to upper east end; consider Complete Streets approach
11	Sherry Ave and Perry St	Neighborhood cut-through street, challenging turn at Chestnut, very narrow, major walking path for students to high school	Move forward Wood St Extension as alternative route for bikes/pedestrians; add signage/safety treatments at Chestnut; improve pedestrian sidewalks/crosswalks; widen street
12	Naomi St	Neighborhood cut-through street, challenging turn at Chestnut; gaps in sidewalk and in need of repair	Prioritize safe access to the high school for all modes; improve sidewalks; add signage/treatments at Chestnut
13	Poppasquash Rd	Speeding and blind curves/turns; bike path crossing, sea level rise; extremely dangerous turn for people driving/walking at Hope (big trees with low visibility)	Traffic calming measures; visibility treatments; sidewalk improvements

Chapter 8: Progress and Transparency

This chapter outlines how the Town of Bristol will sustain momentum beyond adoption of the Safety Action Plan, emphasizing the importance of transparency and accountability.

- Bristol will **monitor progress annually** using key metrics such as:
 - Number of FSI crashes
 - Miles of safe facilities implemented
 - Projects completed from the SAP list
 - Progress toward policy and program changes (from Chapter 6)
- Encourages a **phased approach** to project delivery:
 - Near-term quick builds
 - Medium-term infrastructure upgrades
 - Long-term capital improvements
- Positions Bristol to **apply for SS4A implementation grants** and other federal/state sources and identifies potential coordination with RIDOT, RIPTA, and private developments to advance project goals.
- Suggests revisiting and updating the plan every 5 years or as new data and funding opportunities emerge.

This chapter provides the roadmap for turning the plan into action, ensuring progress is measurable, inclusive, and sustained.

Resolutions and Schedule

Leadership Commitment

Letters, endorsements, resolutions

Highly encouraged by SS4A program (and potentially required if pursuing implementation)

- Endorse the plan somehow (at a minimum, adopting a vision zero crash reduction commitment; adopting the whole plan is more beneficial)

Timing of resolutions: by the time you apply for an implementation grant (cycle likely starts March 2026)

Nice to have for SS4A certification and plan success

- Letters of support

Timing of letters: nice to have for plan, but needed before applying for SS4A implementation (If including now, speak to the merits of the plan and its usefulness; if going for implementation, speak to the benefits of the project you're seeking)

Letters are one of easiest ways to support the plan for those passionate about it

Who can write letters of support?

- From relevant municipal leaders or entities, schools, HEZ, other non-profit advocacy groups
- Politicians at local, state, or federal level

Ideal to include some letters with the plan appendix (but more could come later after adoption and before an SS4A grant application)

Leadership Commitment

Getting to a letter of support, plan adoption, or endorsements

- Potential working group/leadership presentations
- City advances leadership/endorsements/support letters
- City consider resolutions to adopt

Self Certification sheet and language on resolution adoption

- “A high-ranking official and/or governing body in the jurisdiction publicly committed to an eventual goal of zero roadway fatalities and serious injuries;
- The commitment includes either **setting a target date to reach zero OR setting one or more targets to achieve a reduction in roadway fatalities and serious injuries by a specific date.**”

https://www.transportation.gov/sites/dot.gov/files/2025-03/SS4A_FY25-Self-Certification-Worksheet.pdf

Project Schedule

May - June

- Integrate all plan comments and edits
- Review project sheets
- Finalize appendices and supporting materials
- Advance support letters
- Submit final Safety Action Plan with all comments included to RIPTA and USDOT before end of June
- June 20th – supplemental planning grants due

July - September

- Socializing final plan with stakeholders
- Advance additional support letters and endorsements
- Town Council resolution consideration
- Project closeout and certification by September

Next grant cycle likely begins March 2026 - resolutions and letters needed by then

Project Contacts

Alyson Fletcher | afletcher@nelsonnygaard.com

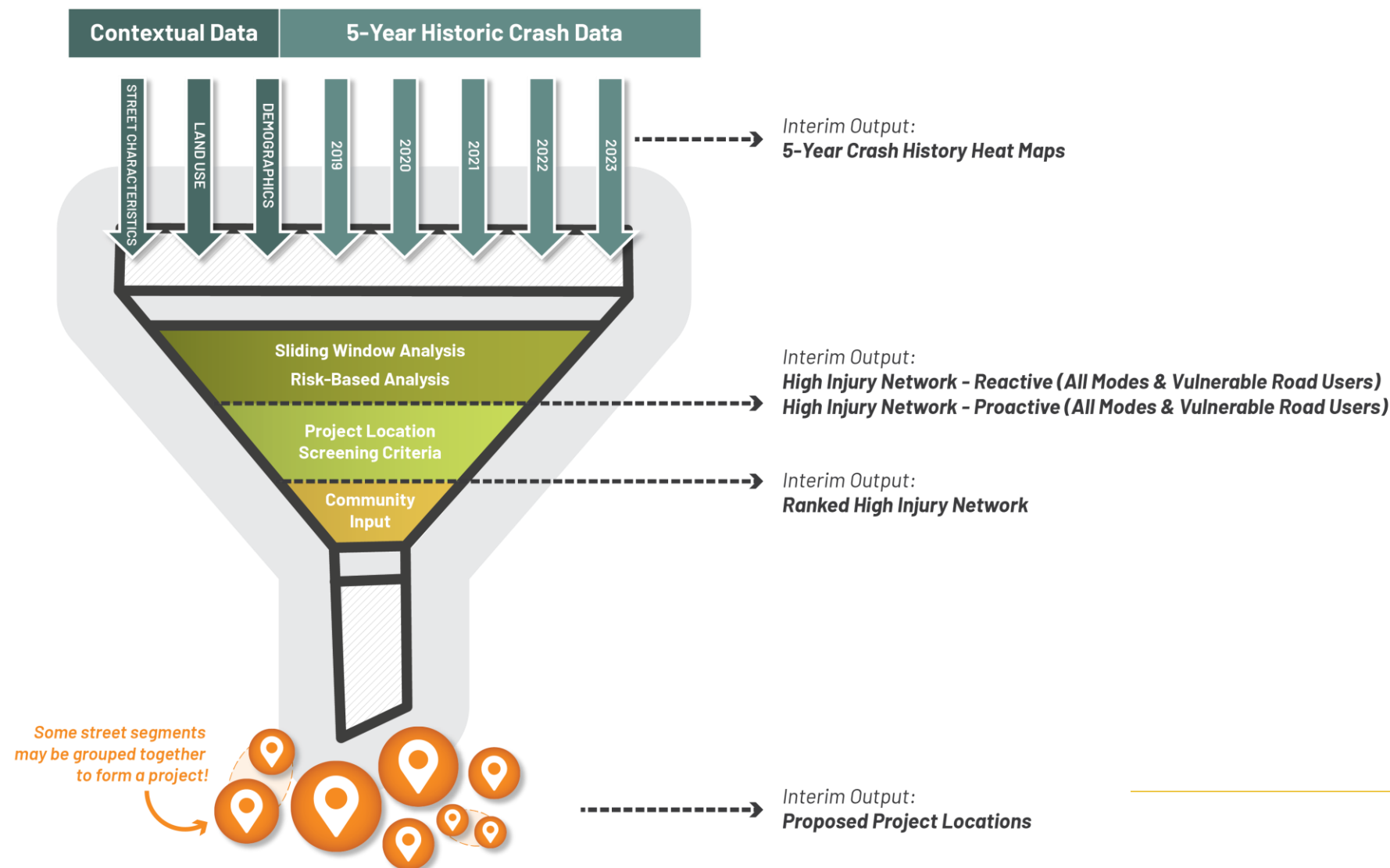
Kelsey Tustin | ktustin@nelsonnygaard.com

Dru van Hengel | dvanhengel@nelsonnygaard.com

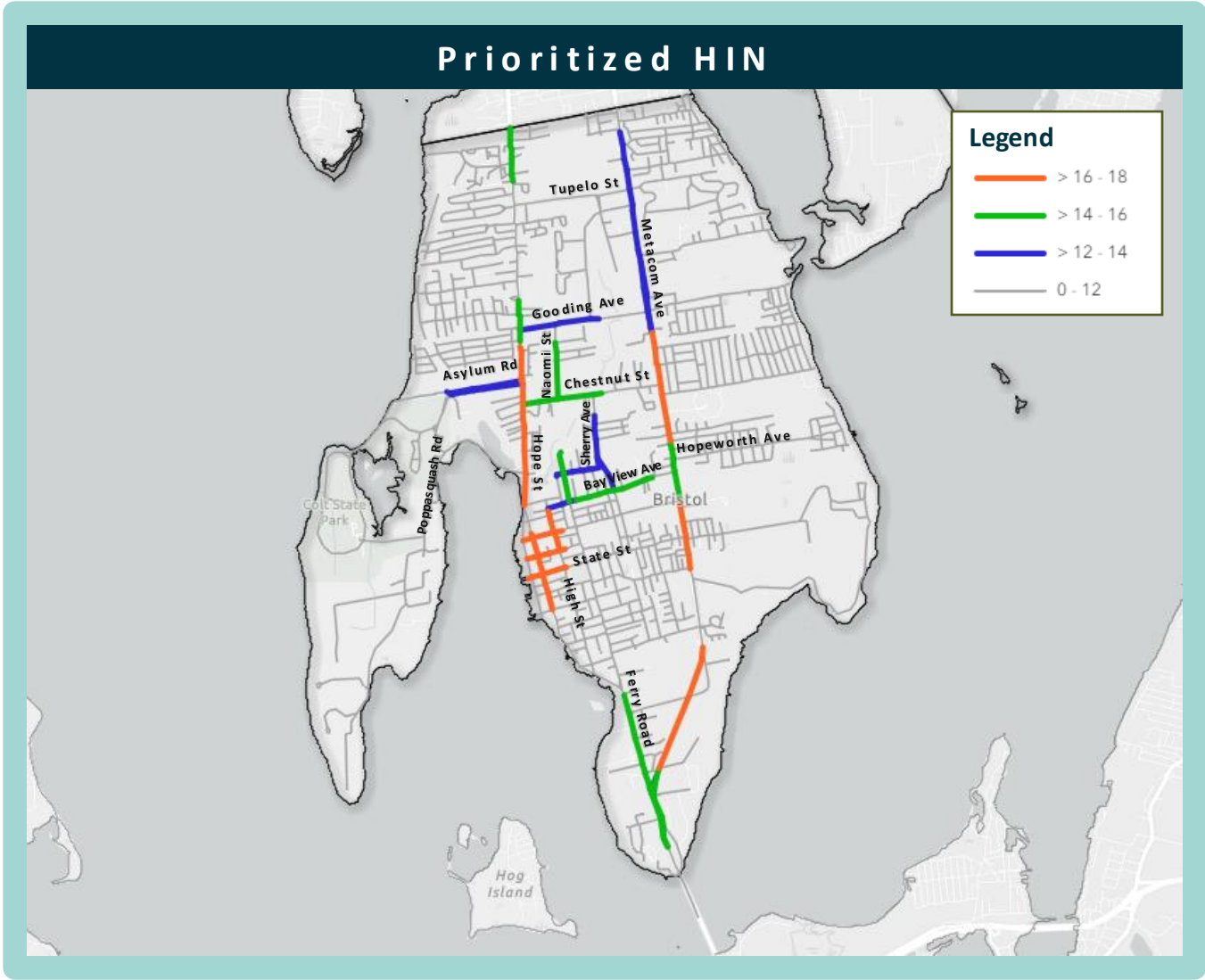
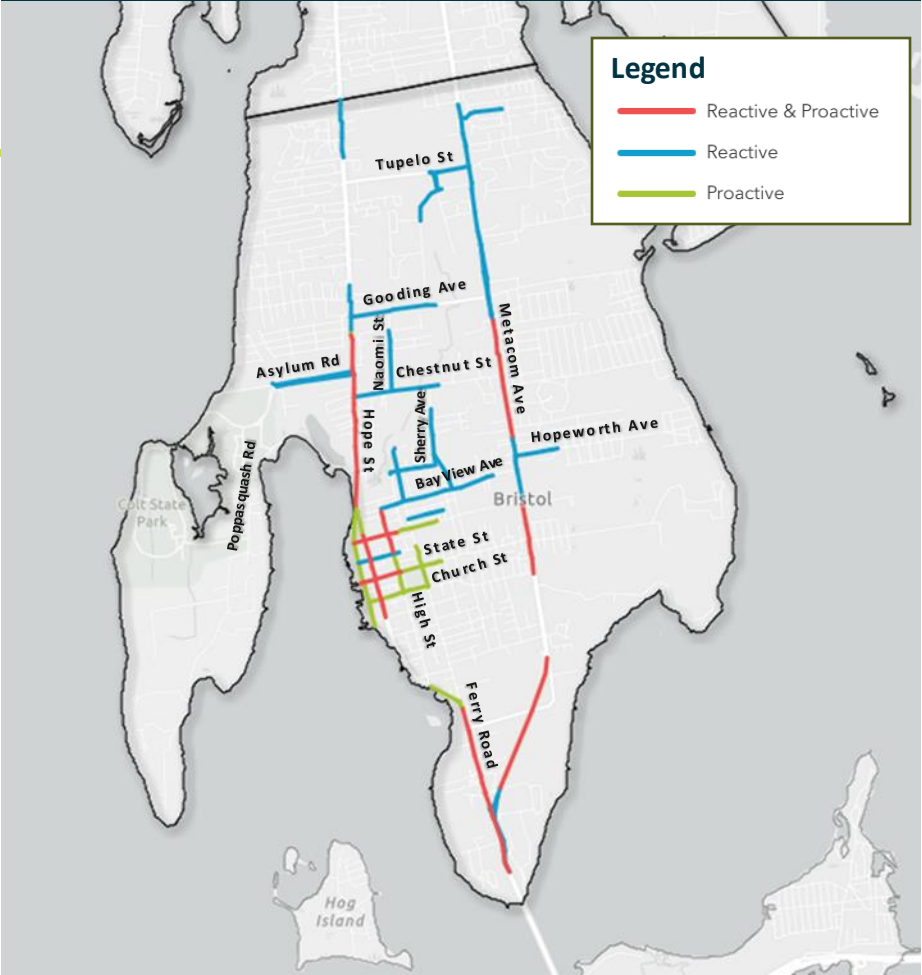
Additional Detail: Safety Project Screening Process

Overview of HIN and Screening Process

Generating Potential Projects



HIN - ALL MODES



RESOLUTION 2025-09-10-H1

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BRISTOL ADOPTING SAFE STREETS AND ROADS FOR ALL SAFETY ACTION PLAN

Preamble

WHEREAS, the TOWN of BRISTOL strives to support people who live, work, play, and visit here with a safe and connected network of roads, sidewalks, trails, and places to bicycle; and

WHEREAS, 319 injury crashes and 17 fatal or serious injury crashes occurred in the Town of Bristol between 2019 and 2023; and

WHEREAS the number of deaths and serious injuries on public roads is a serious health problem necessitating public action; and

WHEREAS, crashes that result in death or serious injury are largely preventable; and

WHEREAS, to create a safety net for preventing crashes from having fatal and serious outcomes the TOWN of BRISTOL needs a comprehensive and specific approach that includes actions that include infrastructure enhancements, traffic enforcement and regulations, public education and awareness, data analysis and monitoring, equity and accessibility; and collaboration and partnership; and

WHEREAS, implementing a zero traffic deaths commitment requires the continued support of residents, business owners, and visitors to the TOWN to improve the safety, comfort and usability of public roads for all users; and

WHEREAS, the Safety Action Plan was developed using a data-driven approach and best practices to outline objectives and actions towards achieving zero deaths; and

WHEREAS, the Safety Action Plan strives to address the hazards on the highest risk segments of the transportation network and reduce the harm to the most vulnerable and dependent users; and

WHEREAS, the Safety Action Plan utilized a robust public engagement process that used a diverse range of outreach activities; and

WHEREAS, the Safety Action Plan is consistent with other planning efforts in the TOWN of BRISTOL, namely the Town of Bristol Comprehensive Community Plan of 2017; and

WHEREAS, the TOWN of BRISTOL intends to join other municipalities around the nation and the Rhode Island Department of Transportation to eliminate traffic deaths and serious injuries on public streets; therefore

BE IT RESOLVED, BY THE TOWN of BRISTOL:

1. TOWN of BRISTOL adopts the TOWN of BRISTOL Safety Action Plan goal of Achieving zero roadway fatalities and serious injuries on roadways under the jurisdiction of the Town of Bristol by 2035
2. The TOWN of BRISTOL adopts the TOWN of BRISTOL Safety Action Plan goal of Partnering with RIDOT to achieve zero roadway fatalities and serious injuries on roadways in Bristol under RIDOT jurisdiction by 2040.
3. The TOWN of BRISTOL adopts the TOWN of BRISTOL Safety Action Plan goal of Reducing fatal and serious injuries on roadways under the Town of Bristol's jurisdiction by 50% in 2030.
4. The TOWN of BRISTOL adopts the TOWN of BRISTOL Safety Action Plan goal of Partnering with the RIDOT to reduce fatal and serious injuries on roadways within Bristol under RIDOT jurisdiction by 50% by 2035.
5. The TOWN of BRISTOL commits to measuring the progress, challenges, and success of the zero traffic deaths commitment and will do so on an annual basis with the metrics outlined in the Safety Action Plan.
6. The TOWN of BRISTOL acknowledges that the Safety Action Plan may result in changes to the TOWN of BRISTOL approach to the planning, design and operation of streets and other policy related to eliminating traffic fatalities and serious injuries.
7. The TOWN of BRISTOL will work with partners who own, manage, and use streets within the TOWN of BRISTOL to influence street planning, design, maintenance, operations, and law enforcement.
8. The TOWN of BRISTOL adopts the safety action plan and directs staff towards its timely implementation.

PASSED AND ADOPTED by the TOWN of BRISTOL on September 10, 2025, by the following

ATTEST: _____

Nathan Calouro, Chairman
Bristol Town Council

ATTEST: _____

Melissa Cordeiro
Council Clerk



BRISTOL WARREN REGIONAL SCHOOL DISTRICT

235 HIGH STREET, 2nd FLOOR, BRISTOL RI 02809

WWW.BWRSD.ORG (401) 253-4000

Ana C. Riley
Superintendent of Schools

August 26, 2025



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

Re: Motion to Turn Guiteras School Back to the Town of Bristol

Dear Mr. Contente,

The motion to turn the Guiteras School back to the Town of Bristol was approved by the Bristol Warren Regional School Committee last night, August 25, 2025.

The motion was stated as the following by School Committee Chairperson Adam McGovern:

MOTION: Motion that the Bristol Warren Regional School Committee return Guiteras School located at 35 Washington Street in Bristol, Rhode Island to the Town of Bristol and in addition relinquish any and all rights to lease the property. This motion shall be in effect as of October 1, 2025.

The motion was made by School Committee Secretary Mr. Kyle Jackson, and seconded by School Committee Treasurer Ms. Carly Reich, and was approved with a unanimous (7-0) vote.

With our children in mind,

Ana C. Riley
Superintendent of Schools

CC: Adam McGovern, Chairperson, Bristol Warren Regional School Committee
Mary Ann Carroll, Esq., Solicitor, Bristol Warren Regional School Committee
Michael A. Ursillo, Esq., Solicitor, Town of Bristol

The Bristol Warren Regional School District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities, and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

*Danielle Carey, Director of Finance and Administration (Title IX Coordinator)
Bristol Warren Regional School District, 235 High St., Bristol, RI 02809; (p) 401-253-4000; (email) Danielle.Carey@bwrso.org*

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE
BUSINESS MEETING**

**Mt. Hope High School - Cafeteria
199 Chestnut St., Bristol, RI 02809
Monday, August 25, 2025
6:30 Executive Session, 7:00 PM Public Session**

Public may view the meeting livestream through the District's YouTube Channel:
https://www.youtube.com/channel/UCMfoo1G_4jBMUOuP2Vlv4xw

AGENDA

- I. OPEN SESSION**
- II. EXECUTIVE SESSION**
RIGL 42-46-5 sections:
(a)(9) Any hearings on, or discussions of, a grievance filed pursuant to a collective bargaining agreement.
- III. OPENING BUSINESS**
A. Pledge of Allegiance
- IV. MOTION TO SEAL EXECUTIVE SESSION MINUTES (Meeting Date 8/25/25)**
- V. PUBLIC COMMENT** (*Public Comment is limited to not more than 15 minutes; Individuals are asked to limit remarks to three (3) minutes*)
- VI. PRESENTATION**
A. Capital project update
- VII. CONSENT AGENDA**
All items under the Consent Agenda are considered to be routine by the School Committee and will be enacted by one motion.
A. Approval of Minutes
 - a. 6/23/25 School Committee Meeting
 - b. 8/13/25 School Committee Meeting
 B. Homeschool Requests (35)
C. School Property Disposal
D. Approve Decision of Personnel Subcommittee regarding Grievance
- VIII. DISCUSSION AND/OR POSSIBLE ACTION**
A. COZ Grant Approval
B. Warren Health Survey
C. Motion that the Bristol Warren Regional School Committee return Guiteras School located at 35 Washington Street in Bristol, Rhode Island to the Town of Bristol and in addition relinquish any and all rights to lease the property. This motion shall be in effect as of October 1, 2025.

Individuals requesting interpreter services for the hearing impaired must call 253-4000 x5103 forty-eight (48) hours in advance of the meeting. Rhode Island Relay number: 1-800-745-5555 (TTY).

Posted: August 21, 2025

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE
BUSINESS MEETING**

**Mt. Hope High School - Cafeteria
199 Chestnut St., Bristol, RI 02809**

Monday, August 25, 2025

6:30 Executive Session, 7:00 PM Public Session

D. Standardized Monthly Financial Reports

- a. Monthly Financial Report with Variance Analysis
- b. PMA/Perkins Eastman Payments
- c. Monthly BAN Statement

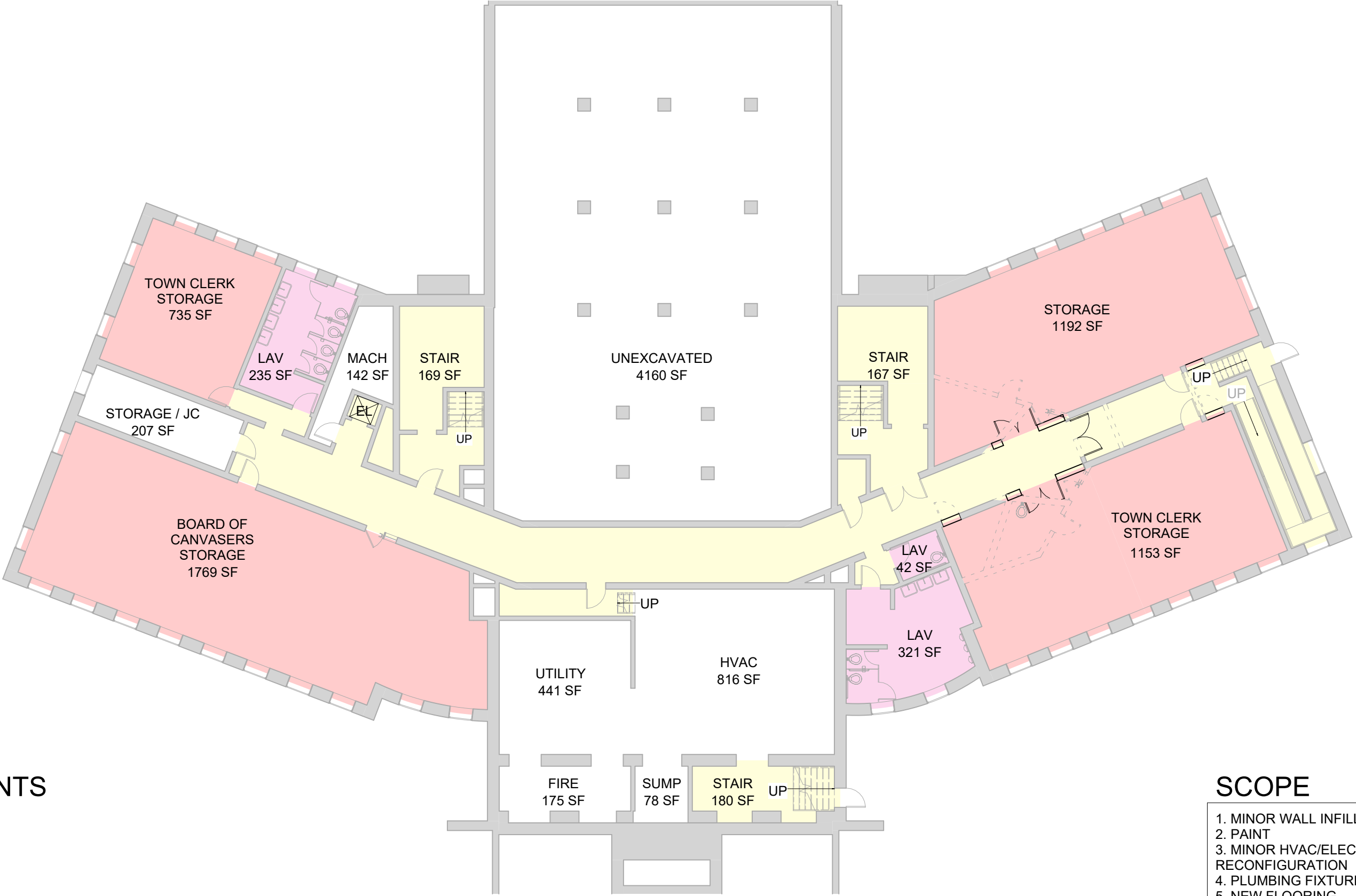
IX. EXECUTIVE SESSION

RIGL 42-46-5 sections:

(a)(1) Any discussions of the job performance, character, or physical or mental health of a person or persons provided that such person or persons affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting.

X. ADJOURNMENT

Adam McGovern, Chairperson,
Bristol Warren Regional School Committee



DEPARTMENTS

- Town Clerks
- Shared Spaces
- Circulation

SCOPE

- 1. MINOR WALL INFILL/DEMO
- 2. PAINT
- 3. MINOR HVAC/ELECTRICAL RECONFIGURATION
- 4. PLUMBING FIXTURE REPLACEMENT
- 5. NEW FLOORING
- 6. MILLWORK

DEPARTMENTS

- Community Development
- Tax Collection
- Town Clerks
- Shared Spaces
- Circulation

SCOPE

- 1. MINOR WALL INFILL/DEMO
- 2. PAINT
- 3. MINOR HVAC/ELECTRICAL RECONFIGURATION
- 4. PLUMBING FIXTURE REPLACEMENT
- 5. NEW FLOORING
- 6. MILLWORK

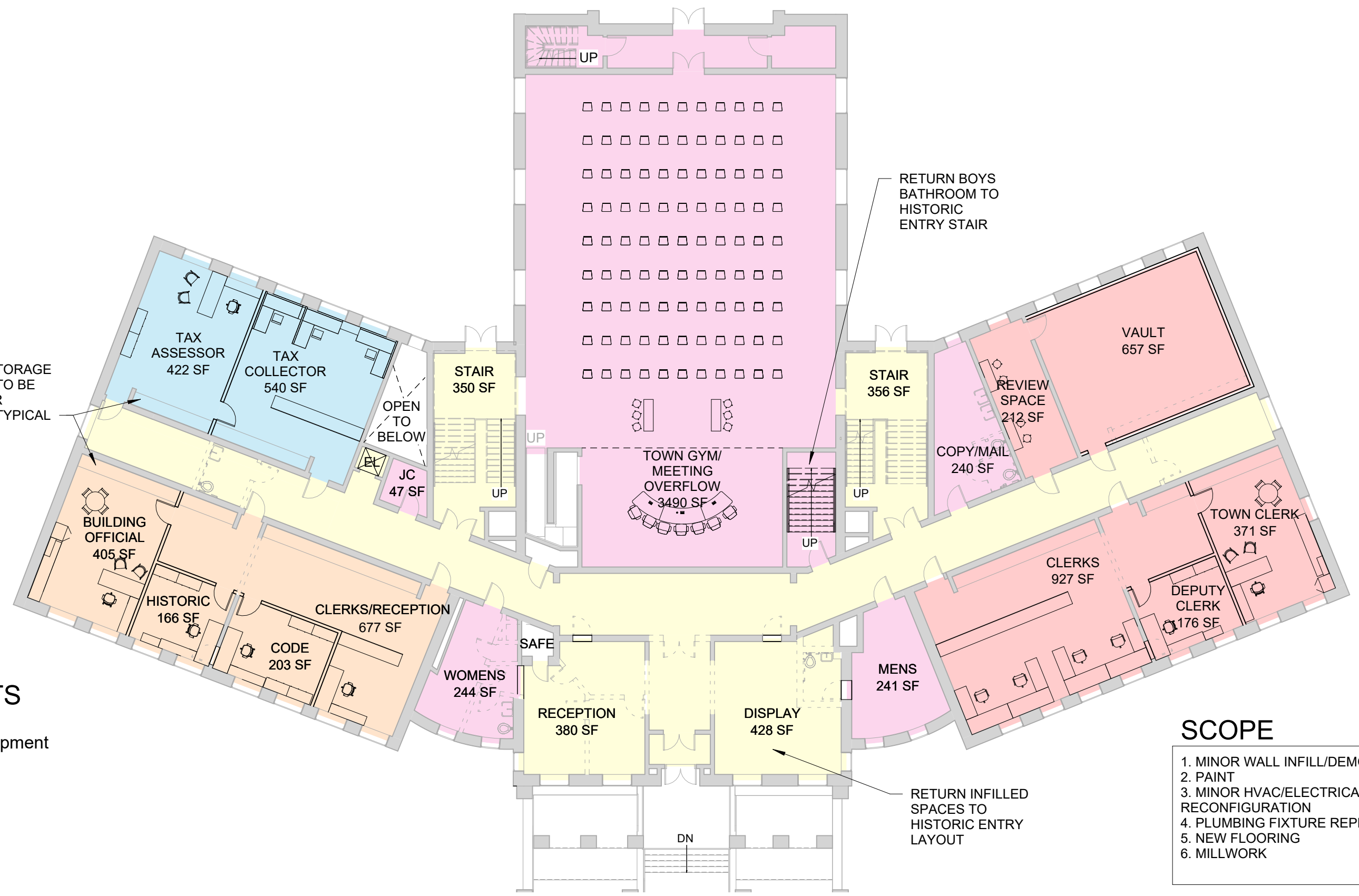
GUITERAS SCHOOL BUILDING

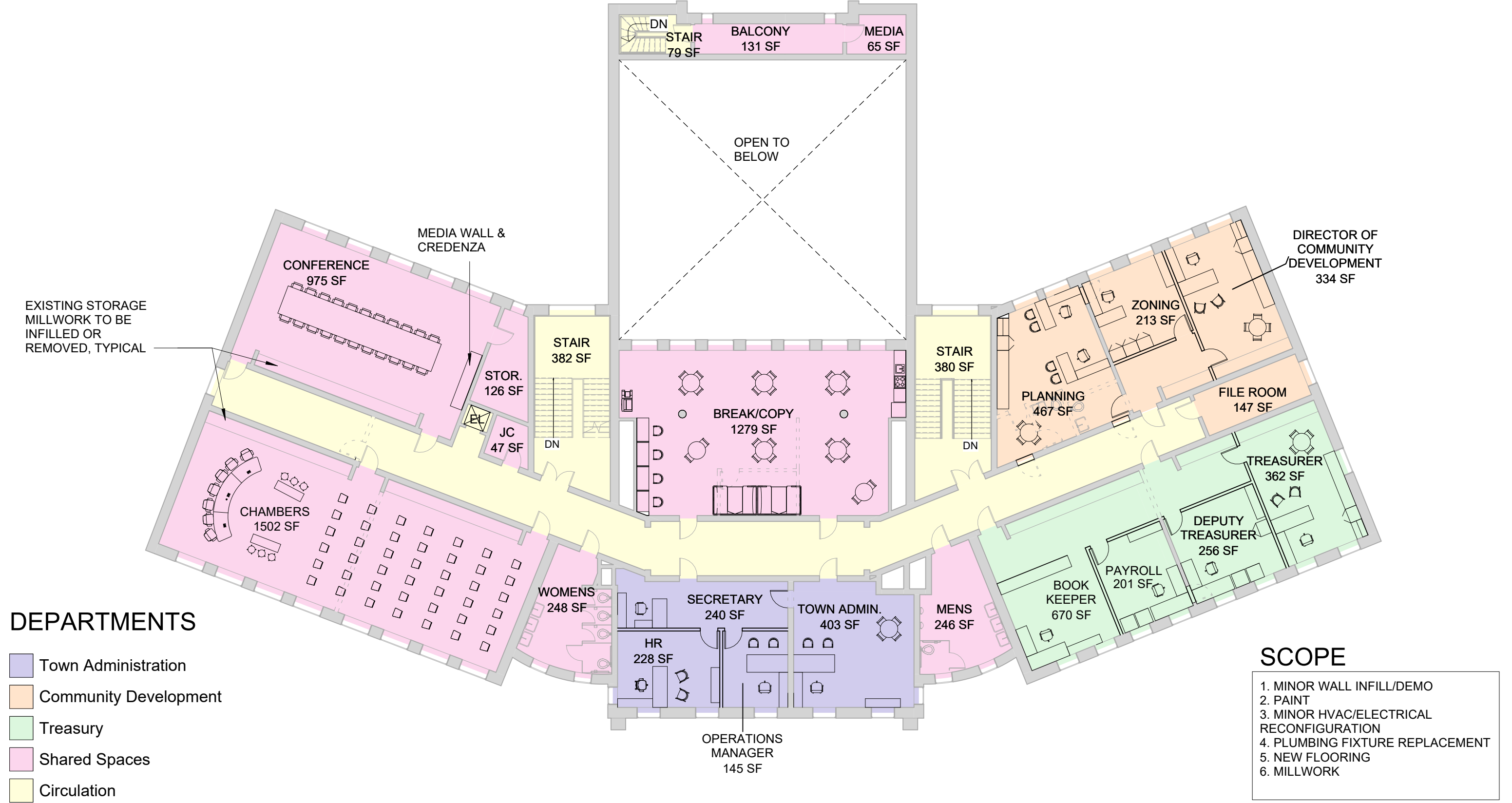
TOWN HALL SPACE PLANNING

BTGA PROJECT #2509

FIRST FLOOR

1/16" = 1'-0"
08/11/25





**13. Town Administrator Contente re Discussion and
Consideration for Building Department Shared Services
with Town of Warren**



State of Rhode Island
Coastal Resources Management Council
 Oliver H. Stedman Government Center
 4808 Tower Hill Road, Suite 3
 Wakefield, RI 02879-1900

(401) 783-3370
 Fax (401) 783-2069

PUBLIC NOTICE

File Number: 2025-06-086 Date: August 13, 2025

This office has under consideration the application of:

Erin & Steven Sears
21 Hawthorne Drive
Seekonk, MA 02771

for a State of Rhode Island Assent to construct and maintain: a residential boating facility consisting of a 4' x 98' fixed timber pier, 3' x 20' access ramp and 8' x 18.75' (150sf) terminal float. The project will extend 50' seaward of the cited MLW mark, requiring no variances.

Project Location:	68 King Phillip Avenue
City/Town:	Bristol
Plat/Lot:	Plat 147, lot 11
Waterway:	Mt Hope Bay, Type 2, Low Intensity Use

Plans of the proposed work can be requested at Cstaffl@crmc.ri.gov.

In accordance with the Administrative Procedures Act (Chapter 42-35 of the Rhode Island General Laws) you may request a hearing on this matter.

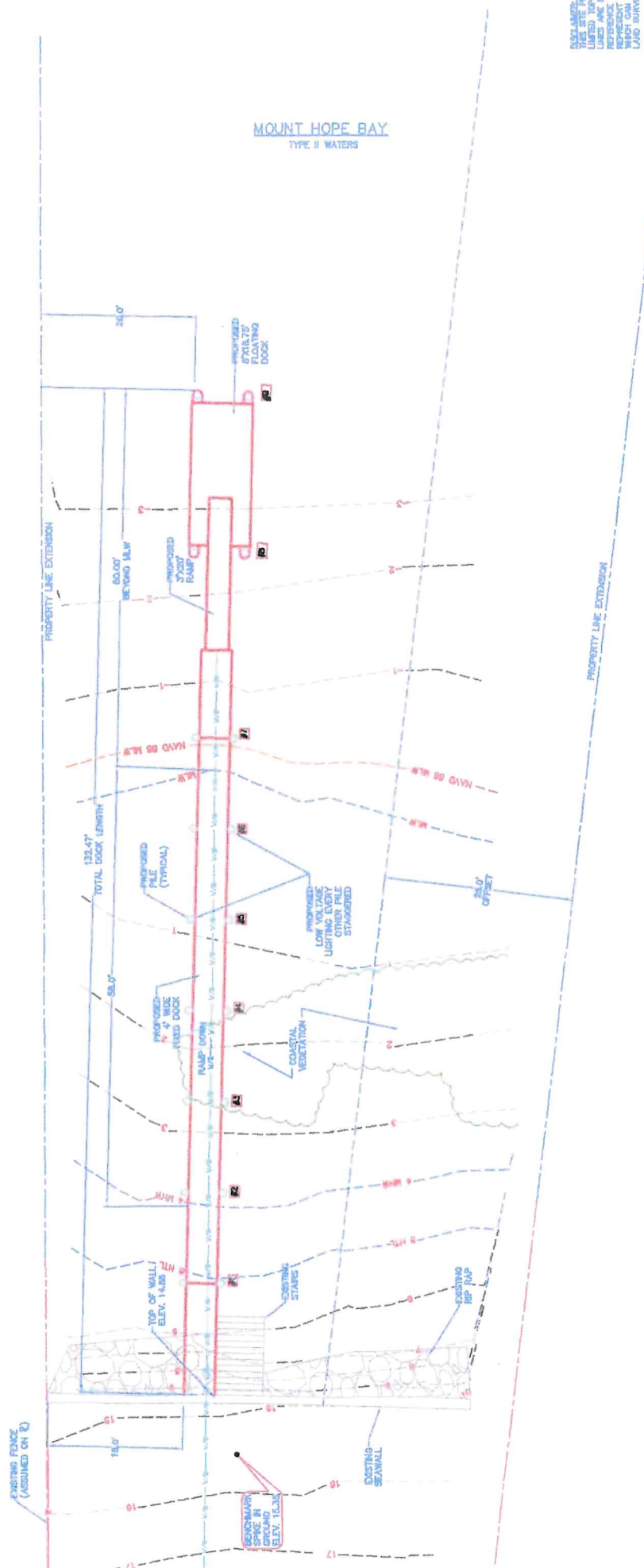
You are advised that if you have good reason to enter protests against the proposed work it is your privilege to do so. It is expected that objectors will review the application and plans thoroughly, visit site of proposed work if necessary, to familiarize themselves with the conditions and cite what law or laws, if any, would in their opinion be violated by the work proposed.

If you desire to protest, you must attend the scheduled hearing and give sworn testimony. A notice of the time and place of such hearing will be furnished you as soon as possible after receipt of your request for hearing. If you desire to request a hearing, to receive consideration, it should be in writing (**with your correct mailing address, e-mail address and valid contact number**) and be received at this office on or before **September 13, 2025**.

Please email your comments/hearing requests to: cstaffl@crmc.ri.gov; or mail via USPS to: Coastal Resources Management Council; O. S. Government Center, 4808 Tower Hill Road, Rm 116; Wakefield, RI 02879.

/lat

RECEIVED
JUN 23 2025
COASTAL RESOURCES
MANAGEMENT COUNCIL



REFERENCE PLAN:
Bristol GIS

LEGEND:
PROPERTY LINE
PROPERTY LINE EXTENSION
PROPERTY LINE EXTENSION OFFSET
PROPERTY LINE EXTENSION OFFSET
M.W. (MEAN LOW WATER)
M.W. (MEAN HIGH WATER)
PROPOSED WATER ELECTRICAL SERVICE
EXISTING FENCE



DATUM IS
WATER

OWNER INFO:
ERIN CLARE & STEVEN TE SEARS
21 HAWTHORNE DRIVE
SEEKONK, MA 02771

COASTAL RESOURCES
MANAGEMENT COUNCIL[illegible]

A graphic scale bar is located at the bottom of the page. It is a horizontal bar divided into four equal segments, each labeled with a distance: 0', 10', 20', and 30'. Below the bar, the text "SCALE 1" = 10'" is printed.

ALL PILES SHALL BE DRIVEN 10' BELOW HATCHLINE.



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: August 22, 2025

Public Notice from CRMC re - Erin & Steven Sears, 68
King Phillip Avenue requires response by September
13, 2025

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 Town Council Meeting to
be held on September 10, 2025.

**All items for this docket must be received in the Clerk's
office by Wednesday, August 3, 2025. All and any items
received after the deadline will be held until the next
council agenda.**

Thank you for your cooperation and prompt reply.

Attachments



Bristol Harbor Master

TO: Bristol Town Council

FROM: 
Gregg Marsili
Bristol Harbor Master

CC: Steve Contente
Town Administrator

DATE: September 2, 2025

SUBJECT: CRMC PUBLIC NOTICE 2025-06-086, 68 King Phillip Avenue, BRISTOL RI

The owner of 68 King Phillip Avenue Erin & Steven Sears, has a request to CRMC to construct and maintain a residential boating facility consisting of a 98ft pier extending 50ft passed the mean low water mark.

My recommendation for the residential boating facility to be constructed as designed, If any moorings are in the way, the owners of the property will have to pay for the relocation of them.


STEVEN CONTENTE
Town Administrator

2025 SEP -3 AM 9:08

2025 SEP -3 AM 9:08

BID/RFP ADVERTISING AUTHORIZATION FORM

This authorization form must be fully completed. Bids will not be considered unless accompanied by a signed authorization from both the Town Treasurer and Town Administrator. It is the responsibility of the submitting party to ensure completeness before submission to the Clerk's office.

BID/RFP # 1070
REQUESTED BY: EDWARD TANNER / [Signature]
(Printed) (Signature)

BRIEF PROJECT NARRATIVE: RE-CONSTRUCTION OF BURNSIDE STREET

SOURCE OF FUNDING:
Approved by Town Council (Date) _____
Regular Budget Line Item (Number) _____
Special Appropriation _____
Grant (source) RI INFRASTRUCTURE BANK MUNICIPAL INFRASTRUCTURE GRANT
Other TOWN CAPITAL BUDGET

Authorization is hereby granted to proceed with the advertising requirements for the Bid/RFP described above.

[Signature] Steven Contente, Town Administrator (Date)
Carl Carulli 8/14/25 Carl Carulli, Town Treasurer (Date)

Pre-Bid Meeting ☐ no ☒ yes if yes, ☒ mandatory or ☐ recommended
Date: _____ Time: _____
Location: _____
Special Instructions (if applicable): _____

Question Submission Information:
Deadline Date: _____ Time: _____
Contact Name: _____
Contact email: _____ Phone # _____

All fields must be completed. Incomplete authorization forms may be rejected, leading to potential postponement of bid opening dates. Forms must be completed and submitted with the bid documents no later than one week before the first scheduled advertising date.

**TOWN OF BRISTOL
INVITATION TO BID
BID No. 1070**

Sealed Bids will be received until noon on September 10, 2025 for the following:

**BURNSIDE STREET STREETScape PROJECT
BID #1070**

BIDS WILL BE OPENED AT NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET,
September 10, 2025, FOR THE TOWN COUNCIL MEETING OF September 10, 2025

The Town of Bristol is requesting sealed bids for Burnside Street Streetscape Project, in accordance with all terms and specifications contained herein.

Specifications may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at <https://www.bidnetdirect.com/rhode-island/bristolri> by registering and/or logging in as a vendor.

A mandatory pre-bid conference advising bidders of bid conditions will be held on Tuesday, September 2, 2025, at 11 A.M., on-site at the intersection of Hope Street and Burnside Street in Bristol, RI.

Bids (one original marked "MASTER" and one copy) must be submitted in a sealed envelope and must be clearly marked on the outside, "**BURNSIDE STREET STREETScape PROJECT BID #1070**" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until noon on September 10, 2025.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office (401) 253-7000 three business days prior to the bid opening.

The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO
TOWN CLERK

August 21 & 28, 2025

LEGAL NOTICE

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MELISSA CORDEIRO
TOWN CLERK

August 21 & 28, 2025

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MELISSA CORDEIRO
TOWN CLERK

August 21 & 28, 2025

BID/RFP ADVERTISING AUTHORIZATION FORM

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BID/RFP #1071

REQUESTED BY: Diane Williamson / _____
 (Printed) (Signature)

BRIEF PROJECT NARRATIVE: Consultant for Comprehensive Plan Update

SOURCE OF FUNDING:

Approved by Town Council (Date) _____

Regular Budget Line Item (Number) ____ Capital Budget _____

Special Appropriation _____

Grant (source) _____

Other _____

Authorization is hereby granted to proceed with the advertising requirements for the Bid/RFP described above.

Steven Contente 8/1/25
 Steven Contente, Town Administrator (Date)

Carl Carulli 8/5/25
 Carl Carulli, Town Treasurer (Date)

Pre-Bid Meeting ☒ no ☐ yes **if yes,** ☐ mandatory or ☐ recommended

Date: _____ Time: _____

Location: _____

Special Instructions (if applicable): _____

Question Submission Information:

Deadline Date: August 7, 2025 Time: 12:00 o'clock noon

Contact Name: Diane M. Williamson

Contact email: dwilliamson@bristolri.gov Phone # 253-7000 ext 126

All fields must be completed. Incomplete authorization forms may be rejected, leading to potential postponement of bid opening dates. Forms must be completed and submitted with the bid documents no later than one week before the first scheduled advertising date.

LEGAL NOTICE**TOWN OF BRISTOL
INVITATION TO BID
BID NO. 1071**

Sealed Bids will be received until noon on September 10, 2025 for the following:

**MULTI-DISCIPLINARY PLANNING
CONSULTANT FIRM FOR BRISTOL'S
COMPREHENSIVE PLAN UPDATE
BID # 1071**

BIDS WILL BE OPENED AT NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET, September 10, 2025, FOR THE TOWN COUNCIL MEETING OF September 10, 2025

The Town of Bristol is requesting sealed bids for a multi-disciplinary planning consultant firm for the Town of Bristol's Comprehensive Plan Update, in accordance with all terms and specifications contained herein.

Specifications may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at <https://www.bidnetdirect.com/rhode-island/bristolri> by registering and/or logging in as a vendor.

A non-mandatory Pre-Bid Conference will be held on September 4, 2025 at 2:00 p.m. in the Department of Community Development Conference Room at 235 High Street, Bristol, Rhode Island.

Bids (one original marked "MASTER" and one copy) must be submitted in sealed envelope and must be clearly marked on the outside, "MULTI-DISCIPLINARY PLANNING CONSULTANT FIRM FOR BRISTOL'S COMPREHENSIVE PLAN UPDATE - BID # 1071" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until noon on September 10, 2025.

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MELISSA CORDEIRO
TOWN CLERK

August 21 & 28, 2025

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TOWN CLERK

August 21 & 28, 2025

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MELISSA CORDEIRO
TOWN CLERK

August 21 & 28, 2025



Tri-Town Monthly Report Summary of Notable Activities and Reports from the August 6th & August 28th BCWA Meetings

For detailed information on any of these subjects presented herein, please go to the BCWA website at www.bcwari.com or contact the BCWA. Minutes and videos of all Board meetings are archived on the website.

1. **August 6, 2025, Special Meeting of the Board:** This meeting was limited to one agenda item – the Status of the Pawtucket Pipeline Project Phase II Design with a presentation by the Project Manager from BCWA's Engineering Consultant, the Beta Group. A detailed presentation was made which included a defined Project Schedule showing dates for completion of various tasks. Board members expressed considerable concern about meeting the outlined schedule to keep this project moving and into construction as soon as possible.
2. **BCWA Annual Report Distribution:** The report was presented to the Board. The report summarizes the activities of the agency and its staff as well as including the auditor's report for the last Fiscal Year (ending February 28, 2025). Typically, the BCWA uses an outside public relations firm to define the form for the content provided by staff. This year we were informed that these services could cost up to \$20,000. Our versatile and creative administrative assistant, Lauren DeRuisseau, immediately volunteered to do the work. Using software and innate abilities, she was able to produce the report for only \$1,300. Amazing job at a huge savings! Thank you, Lauren!
3. **Connection to the Pawtucket Water Supply System Project:** As noted above, a special meeting was held on August 6th at which the Beta Group made a detailed presentation on the project and its status and future schedule.

A request from BCWA project consultant, the Beta Group, was received to amend their design of the crossing of the Ten Mile River, the Blending and Control Station and other geotechnical work. The proposed cost would be an additional \$446,723, increasing the total contract to about \$2.4 million. This was approved with conditions set by the BCWA Board and is also listed in the Action Items herein.

The approval included the condition that the plans associated with all aspects of the project (with the exception of the blending and control station) be completed to the 90% design stage and submitted for permitting to the relevant regulatory agencies by December 31, 2025, in accordance with the schedule the Beta Group presented at the August 6, 2025, BCWA Special Board Meeting. This approval followed significant Board discussion and was not unanimous, passing by a vote of 6 to 3, and even members voting for the amendment were very concerned. The Board expressed growing frustration with both the prolonged timeline for completing the design and the escalating costs associated with Beta Group's work. In addition, BCWA has added new monthly reporting requirements on the Beta Group. The Board agreed that the Chairman and the Executive Director send a join letter (after review by Board members) to the Beta Group advising them of the Board's concerns.

4. **Lead Service Line Replacement Program:** As required by law, the BCWA completed an annual service line report which will be submitted during the first week of September to various government officials and agencies. The BCWA has replaced 59 public lead services and 14 public galvanized services. In addition, on the private services side, the BCWA, working with its contractor and the group

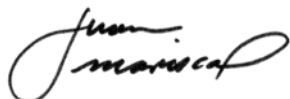
Summary - August 6 & 28, 2025, BCWA Board of Directors Meetings

120Water, has inspected 197 service lines, with 11 being replaced. There are about 285 service lines for which no information is available on the materials used. BCWA continues to work on that situation.

5. **Hydraulic Modeling:** The modeling has been completed regarding the Fountain Avenue Water Tank. The report should be available for our review in mid-September. The Fountain Avenue Water Tank has been out of service for about a year without any adverse impact on water services in Barrington.
6. **Request for Proposals – Redevelopment of Former Water Treatment Buildings:** No proposals were received for this project. No action has been taken by the Board. The project has been referred to the BCWA Properties Committee for additional discussion and development of a possible course of action for presentation at a later BCWA Board meeting. A meeting of the Committee is being scheduled for early September.
7. **Billing Write-Offs** – A staff report was presented that indicated \$11,795.95 in un-collectible billings is being “written-off.” This represents only 0.26% of billings of over \$4.5 million.
8. **Board Action Items:**
 - a. **Approval of Purchase of a Ford Explorer** – as a replacement of an aging vehicle used by O&M staff. Using the State Master Price Agreement, bids were solicited and received from three auto dealers. An award was made to the lowest responsible bidder, Tasca Ford, for \$31,750.
 - b. **No Action - Improvements to the BCWA Board Room** - This project to update technology, furniture and layout for the room was put on hold. No action taken.
 - c. **Approval of Phase II Design Services for Pawtucket Pipeline Project Budget Increase** (see above details) – Item approved with Conditions.
 - d. **Approval of Project Budget Modifications for 2024 Water Main Rehabilitation Project:** Final costs for this project, completed in July 2025, were over budget by about 11% (or \$329,572.88). The project construction costs were within budget, but other costs were above budget. Of note, this was due to cost overruns for Police, Inspections and Contingencies. These categories of costs are typically carried at about 26-32% of total construction costs. For these projects, the services lines were on busy State roads that necessitated considerably more time and effort for police details.
9. **Next Meetings:**
 - e. **5:00PM, Thursday, September 28, 2025** – Monthly Meeting BCWA Offices 450 Child Street, Warren.

As noted herein, this is a summary. For detailed information on the BCWA activities, please go to the BCWA website at www.bcwari.com or contact the BCWA. Minutes and videos of all Board meetings are archived on the BCWA website.

Respectfully submitted,



Juan Mariscal, Chairman, BCWA



Bristol County Water Authority



Fiscal Year 2025 Annual Report

March 1, 2024 - February 28, 2025

bcwari.com



About BCWA

For more than 100 years, the water supply for Barrington, Bristol, and Warren was managed by the Bristol County Water Company. The Bristol County Water Authority (BCWA) was established in 1984 by the Rhode Island legislature, and BCWA assumed full responsibility for the county's water supply in 1986.

BCWA continually adopts operational efficiencies while it invests in, modernizes, and maintains the utility. With strategic planning, vigilant maintenance, and constant innovation, BCWA successfully supplies an average of 3.15 million gallons of quality water daily to 17,428 metered service connections. BCWA serves a customer population of 50,793 residents and more than 1,000 commercial users.

Mission

To provide the highest quality water to all our customers.

Vision

BCWA will be a model regional water utility, recognized for its customer focus, water quality, system reliability, and efficiency.

Values

1. Quality product and exceptional customer service
2. Effective and efficient asset management
3. Environmental sensitivity
4. Employee development
5. Integrity and transparency

**Cover Photo by Jim Vieira*

1st Place Winner, NEWWA 2024 Photo Contest

"Operators Repairing Network Lines, Roger Williams Tank, Bristol, RI"

Chairman's Letter



Since the 17th century, history has repeated itself many times with philosophers, historians and even 20th century songwriters stating the message: “You never miss the water until the well runs dry.” This quote means we often take everyday necessities for granted such as clean drinking water. Public water supply agencies ensure that water is available and that the well, reservoir, or water supply does not “run dry.”

Bristol County Water Authority (BCWA) provides drinking water to over 50,000 people and over 1,000 commercial customers in Bristol County. The East Bay Pipeline provides access to the State’s largest water supply, the Scituate Reservoir. Redundancy is vital in a public water supply. Three years ago, a new emergency connection in East Providence was completed, also providing access to the Scituate supply. A design for a new connection to the Pawtucket Water Supply system is about 90% complete. This will establish a safe and reliable water supply for Bristol County in the future.

Last year, BCWA began a program to replace lead service lines in the distribution system as well as on customer premises. This project offers low-cost financing for homeowners from BCWA. Most affected BCWA lines were replaced last year, with the remainder scheduled to be completed this year.

On Child Street in Warren two former water treatment facility buildings, initially planned to be razed, are now being considered for adaptive reuse. Public meetings and discussions were held with community leaders, interested parties, and historic preservation interest groups to evaluate alternatives for reuse that would benefit the community and BCWA. Formal proposals are being sought.

In August 2024, George Champlin of Barrington passed away. George was a very active and admired member of the BCWA Board of Directors for eight years, serving as Secretary/Treasurer and Chair of the Finance Committee. His knowledge, wisdom, and friendship are missed.

There are nine members of the Board of Directors (three from each town, selected by each Town Council). Over the last 10 years, 17 men and women have served on the Board. I thank them and the present Board Directors who have carefully deliberated issues, made appropriate decisions, guided BCWA’s success, and served the people of Bristol County well.

BCWA’s operations staff ensures that over 230 miles of water supply lines, pump stations, fire hydrants, metering facilities, and other related appurtenances are fully functional and provide drinking water to customers. Administrative and support staff provide vital customer service, billing, accounting, financial management, planning, engineering, and other services to support the ongoing maintenance and upgrades of the public water system while ensuring accountability to the public.

Finally, on behalf of all Board members, thank you to our Executive Director, Stephen Coutu, who continues to be an excellent leader of BCWA and a steward of BCWA assets and water resources, and to all our employees for their dedication in supporting, maintaining, and upgrading the water system and providing outstanding service to our customers.

Juan Mariscal
Chairman

Executive Director's Letter



Water is essential to our daily lives, and at BCWA, we are committed to delivering safe, high-quality water to every customer, every day. Our mission is to ensure a reliable supply while continuously improving our systems and services. Our Strategic Plan focuses on four key priorities:

- Maintaining water quality and securing an alternative supply
- Providing exceptional customer service
- Enhancing operational efficiency
- Ensuring financial stability

Our dedicated team of professionals work diligently to achieve these goals, and we are excited to share some of our accomplishments and future plans. While challenges exist, particularly our reliance on a single water source, we are proactively addressing these issues through strategic investments and infrastructure improvements.

BCWA purchases all its water from Providence Water, sourced from the Scituate Reservoir. Our primary pipeline connects with the Providence system crossing 160 feet below the Providence River. A 2019 pipeline leak underscored the vulnerability of this connection, reinforcing the need for an additional water source. Our top priority is establishing a connection with the Pawtucket Water Supply, which would ensure a high-quality, reliable secondary source of supply.

BCWA is responsible for maintaining over 230 miles of pipelines and approximately 1,000 hydrants. Some of our oldest pipes, made of cast iron, are over 100 years old and susceptible to breaks, leaks, and water quality issues. To address these concerns, our Capital Improvement Program focuses on ongoing system rehabilitation. Over the past decade, we have upgraded 100,000 feet of water main.

In addition to replacing aging infrastructure, we are working to improve water pressure in historically low-pressure areas. Each year, we identify priority upgrades within the funding available through our capital improvement plan, ensuring our customers receive consistent and high-quality water service.

We recently completed the construction of a new pump station at the Hope Street storage tank to improve system pressures and fire flow in this area of Bristol. With the pump station in operation, system pressure has improved for 811 customers in the area and with the completion of some pipeline improvement work on Gooding Avenue scheduled for this year, we will improve pressure for an additional 94 customers.

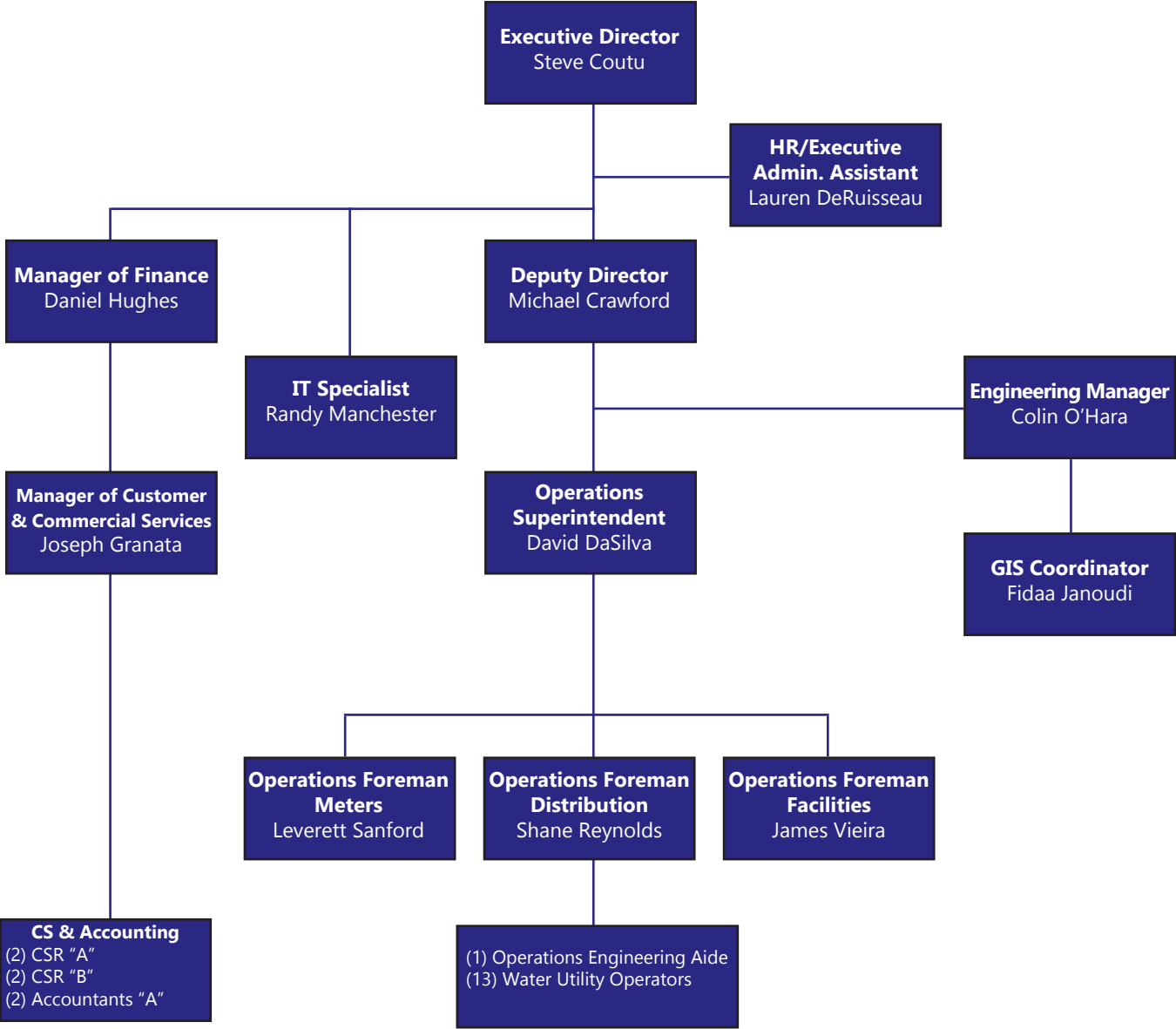
Since we no longer rely upon the Kickemuit Reservoir for our water supply, we completed the removal of both the Upper and Lower Kickemuit Reservoir Dams this past year. This project, which restored the Kickemuit River as a tidal estuary as it existed over 125 years ago, was, and continues to be, widely supported by various environmental groups. We secured \$4 million in grant funding to cover the costs associated with this project. Divesting ourselves from obsolete water system infrastructure removes the liability and costs for on-going maintenance.

These are just some of the more high-profile projects that have been taking place to improve your water system. However, it takes a team effort on a daily basis from every one of our water utility operators, customer service personnel, management team, and Board of Directors to continuously provide our customers and the community we serve with reliable, dependable, high-quality water.

Stephen Coutu, P.E.

Executive Director

Organization



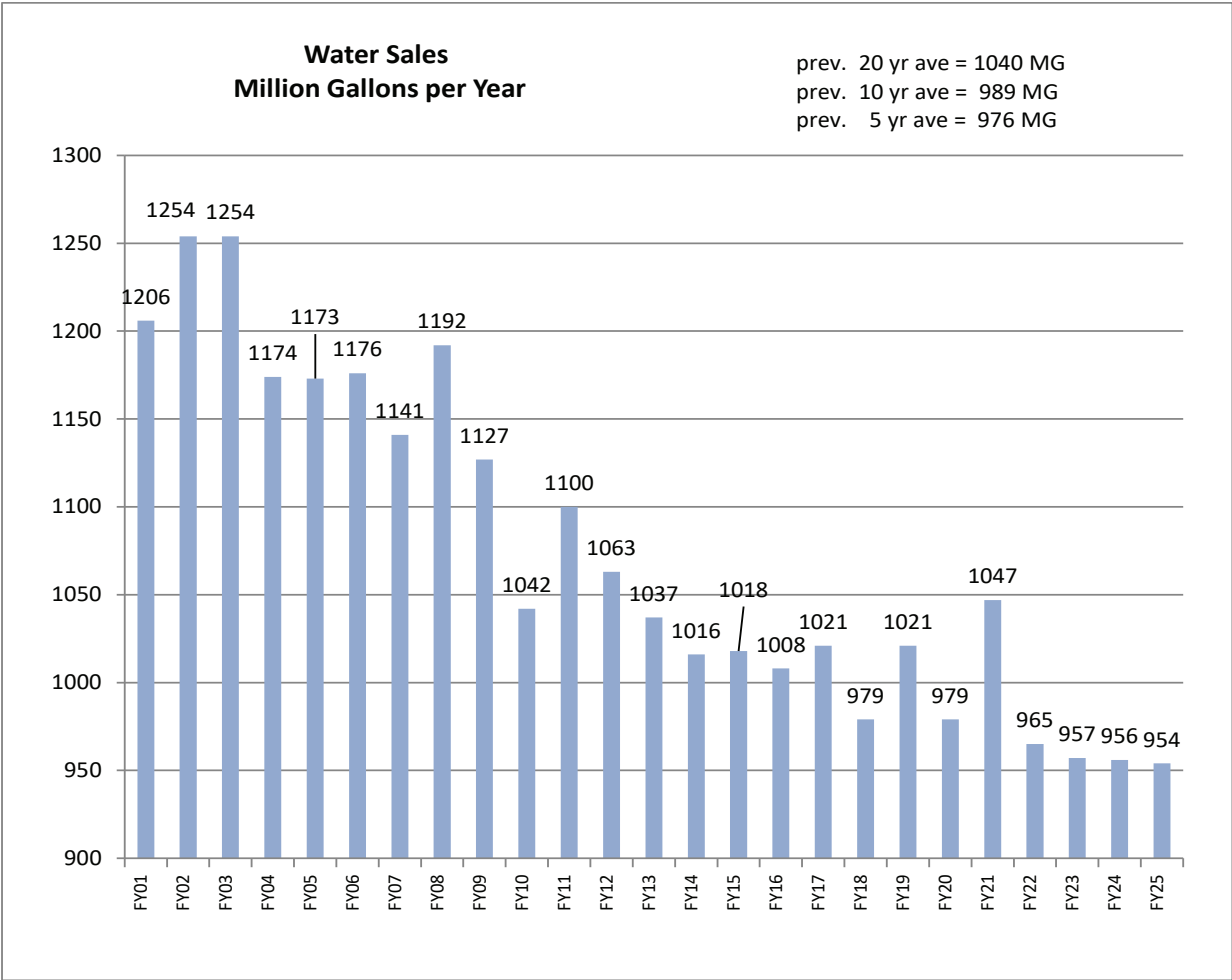
FY2026 Rate Increase

The BCWA Board of Directors has implemented a rate increase of 3.00% for FY2026 to help us fulfill our ongoing commitment to provide a safe, high-quality, and reliable water supply. This increase is crucial to meet our revenue needs and support our 10-year Financial Plan for the Capital Improvement Program.

With this rate adjustment, the average residential water bill is projected to increase by approximately \$3.42 per month, or \$41.00 annually. All funds received by BCWA are directly reinvested into our operations, reserves, and capital ventures. This rate increase will help us

- ensure water supply security through the Pawtucket Pipeline Project
- finance infrastructure projects that enhance water quality and reliability
- continue to provide exceptional customer service
- preserve reserves for bonding and minimize future rate hikes
- adjust for decreases in water consumption

We understand that rate increases of any kind affect our customers’ households and businesses. However, this increase enables us to effectively address the current and future needs of our customers



Bristol County Water Authority

Five Year Comparative Analysis

ITEM	FY2025	FY2024	FY2023	FY2022	FY2021	FY2020
# Customers:						
Residential	16,257	16,236	16,224	16,187	16,141	16,068
Commercial	1,070	1,060	1,060	1,056	1,057	1,052
Industrial	8	8	8	8	8	8
Municipal	93	89	89	103	85	85
Total:	17,428	17,393	17,381	17,354	17,291	17,213
# Employees (FTEs)*:	32	32	33	33	34	34
Consumption: (Thousands of Gallons)						
Residential	746,106	742,153	741,515	753,177	838,030	745,556
Commercial	187,308	195,733	195,180	190,196	187,366	209,581
Industrial	2,208	1,893	1,682	1,481	1,322	1,331
Municipal	18,428	19,249	18,362	20,397	20,845	22,443
Total:	954,050	956,028	956,739	965,251	1,047,563	978,911
Unaccounted-for Water (%):	11.3%	11.5%	13%	9.97%	9.8%	10%
Rate Increases (%):	5%	6%	4%	3.5%	10%	4.5%

FINANCIAL	FY2025	FY2024	FY2023	FY2022	FY2021	FY2020
Operating Revenue	\$18,326,430	\$17,247,931	\$16,167,735	\$16,066,002	\$16,223,925	\$14,014,867
Operating Expenses	\$12,868,736	\$12,973,560	\$10,947,462	\$10,322,013	\$11,386,966	\$10,675,724
Operating Income	\$5,457,694	\$4,274,371	\$5,220,273	\$5,743,989	\$4,836,959	\$3,339,143
Net Assets	\$103,741,363	\$94,849,837	\$88,100,798	\$83,135,047	\$78,034,477	\$73,856,835
Accounts Receivable (A/R)	\$3,472,279	\$3,187,563	\$3,364,224	\$3,291,024	\$3,094,067	\$2,717,961
Debt Coverage Ratio	7.87	6.66	6.87	7.62	6.74	9.75

*Full Time Equivalents

Board of Directors



Mr. Juan Mariscal
Chairman
Bristol Representative
Term Ending: 3/1/26



Mr. Thomas Kraig
Vice-Chairman
Barrington Representative
Term Ending: 2/28/27



Mr. Christopher Stanley
Secretary/Treasurer
Warren Representative
Term Ending: 1/31/27



Mr. John Jannitto
Warren Representative
Term Ending: 1/31/26



Mr. David E. Fales
Barrington Representative
Term Ending: 2/29/28



Mr. Richard E. Fournier
Bristol Representative
Term Ending: 2/29/28



Mr. William F. Gosselin
Warren Representative
Term Ending: 1/31/28



Mr. Robert Martin
Bristol Representative
Term Ending: 2/28/27



Mr. Stephen J. Gross
Barrington Representative
Term Ending: 2/28/26

FY2025 System Information



Total water purchased:	1,150 million gallons
Water purchased (average day):	3.15 million gallons per day
Miles of pipe:	233



Number of service accounts:	
Residential:	16,257
Commercial:	1,070
Industrial:	8
Government:	93
Total:	17,428



Residential population served:	50,793 (per 2020 U.S. Census)
Average residential annual demand:	45,894 gallons per year
Gallons/person/day:	40
Average annual water bill:	\$738
Average cost per gallon:	\$1.6 cents per gallon



Cost of Providence Water:	\$2,522,383 or 15% of budget revenue
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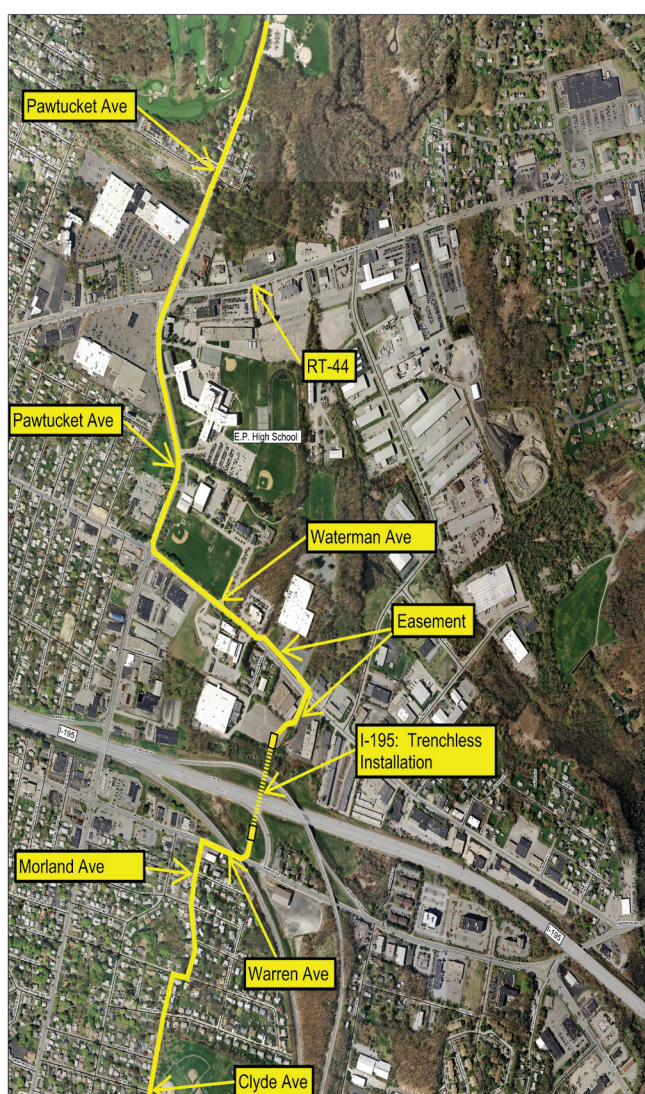


Number of employees:	32
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Pawtucket Pipeline Project

Design Work Continues on Phase II of the Pawtucket Pipeline Project

The Pawtucket Pipeline Project is a challenging five mile, 30-inch pipeline project that commences at the Kent Heights Water Tank site in East Providence and will connect to the Pawtucket Water Supply near the East Providence/Pawtucket line on Pawtucket Avenue. As shown on the images below, most of the pipeline will be installed along the most direct route within Pawtucket Avenue, with complex crossings of I-195, the Ten Mile River, and the railroad at two locations.



The project design is nearing the 90% completion phase and is expected to be submitted for permitting this year. Depending on permit review timing, construction of the pipeline could start in 2026, with completion expected by 2029.

Pawtucket Pipeline Project

Project Purpose

BCWA currently purchases all its water (3.2 million gallons a day) from a single source: Providence Water. If there was a flow reduction, service termination, or issue with the East Bay pipeline (as we faced in 2019), we would be at great risk of not being able to meet the needs of our customers. Addressing this risk is the primary challenge driving this project. The City of East Providence is equally vulnerable, as such this project is being designed as a jointly owned pipeline. Phase I of this project was completed in June 2022 and established a critical inter-connection between the BCWA and East Providence water systems.

Project Costs

The construction contract for Phase I was initially valued at \$6.9 million and was successfully completed for \$5.9 million. The City of East Providence has shared in the costs for Phase II design (\$2 million) with BCWA, due to their mutual reliance on Providence Water. The estimated construction cost for Phase II is approximately \$50 to \$70 million.

To prepare for potential cost impacts, BCWA has built reserves over the past several years, aiming to minimize the need for significant rate increases. Notably, our budget does not include provisions for any state or federal funding. However, BCWA has applied to the Rhode Island Infrastructure Bank, and our project holds a prominent position on the State Project Priority List.

This project will provide water security and reliability for the communities of Barrington, Warren, Bristol, and East Providence for future generations.



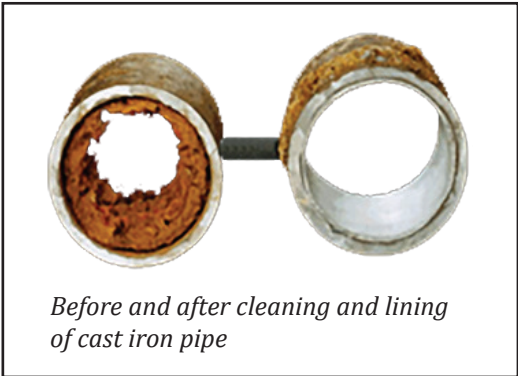
Capital Plan

Investments in Water System Infrastructure

Ongoing maintenance and infrastructure improvements are crucial components of BCWA’s daily operations for peak efficiency and performance. Ensuring high-quality water delivery involves following a plan to improve our distribution system, which includes

- replacing, cleaning, and relining cast iron pipes
- replacing or lining asbestos concrete pipe
- eliminating and reducing low pressure zones
- minimizing shutdowns by installing valves and tying in dead-end mains

Our 10-year capital plan allocates \$1-1.5 million annually for pipeline renewal. Over the past 10 years, nearly 100,000 feet of pipeline have been rehabilitated.



In 2024, we rehabilitated 1.3 miles of pipeline including:

Barrington

- Rumstick Road: 1,820 feet of cleaning and lining of 6-inch CI (cast iron) pipe
- Chachapacasset Road: 1,715 feet of cleaning and lining of 6-inch CI pipe

Bristol

- State Street: 1,860 feet of cleaning and lining of 8-inch CI pipe

Warren

- Bradford Street: Installation of 230 feet of new 2-inch water main
- Maple Street: 810 feet of cleaning and lining of 6-inch CI pipe and installed 150 feet of new 2-inch water main.
- Locust Terrace: Installation of 320 feet of new 2-inch water main

For 2025, our water main improvements will include:

Bristol

- Gooding Avenue and Naomi Street: Removal of approximately 740 linear feet of 8” ductile iron and 8” cast iron water main and installation of approximately 740 linear feet of new 8” ductile iron water main, and associated appurtenances.

Capital Plan

The work on Gooding and Naomi in Bristol will replace water main that was found to be compromised due to corrosion. Upon replacement, we will be able to expand the high service area to additional customers.

Warren

- Child Street: Installation of approximately 330 linear feet of new 12" ductile iron water main, and associated appurtenances, including cutting and capping of old water mains from BCWA's former water treatment facility.

The work on Child Street will cut and cap the water mains from the former water treatment facility, replace older main within Child Street, and increase the resilience to the water main which serves the east Warren area.

All of this work is designed to improve system performance and reliability so that our customers can expect a dependable water supply.



Capital Plan

Hope Street Pump Station Construction

A significant project that greatly improved system pressure for this area was the completion of the Hope Street Pump Station in Bristol. With the Pump Station in operation, system pressure has improved for 811 customers in the area and with the completion of the pipeline work on Gooding Avenue, we will add an additional 94 customers to the High Service Area.



Lead Service Line Replacements

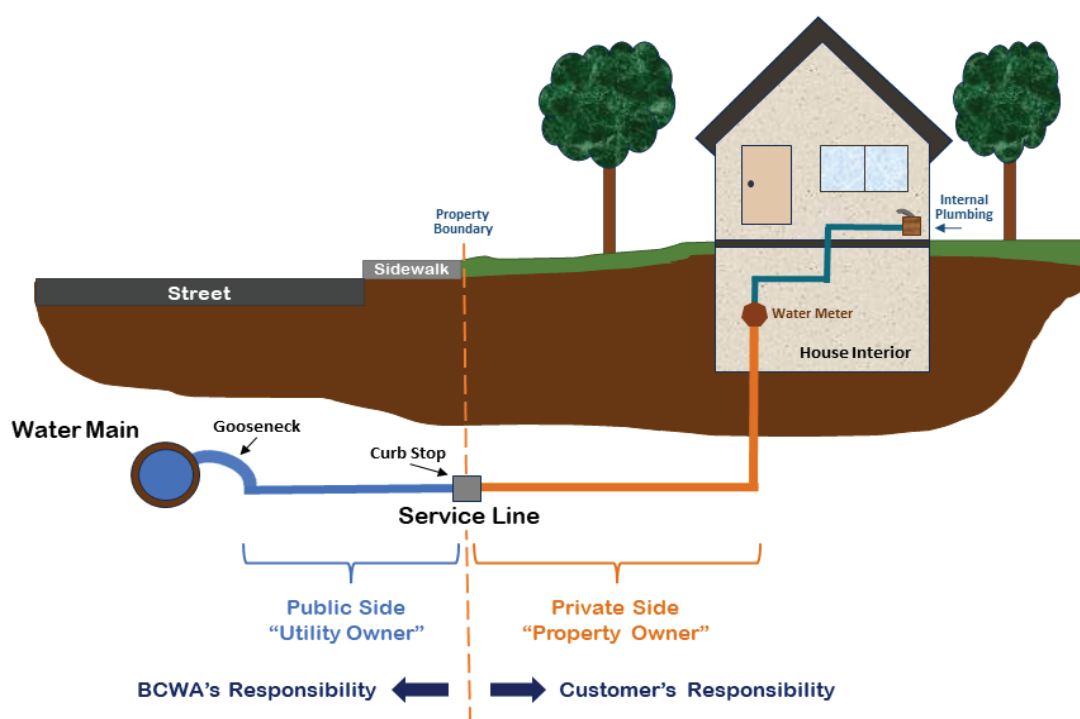
The State of Rhode Island recently passed new regulations regarding lead service lines and requiring public water systems to take an active role in addressing them within their respective service areas. Over the past 10 years, BCWA has been proactively replacing service lines on the public side where lead gooseneck connectors are present at the main. The new state regulations will continue that work as well as add additional requirements. Key aspects of these regulations include:

- Revised definition to what is considered a lead service line: lead service line replacements now involve replacing the entire length of the service line, including lines traditionally considered on the “public” side of the connection (maintained by the water authority) as well as the “private” side of the connection (which starts at the curb stop is the responsibility of the homeowner).

Lead connectors are included in this classification of lead service lines, as are galvanized steel or iron lines downstream of lead connectors. If there's no proof that a service line isn't made of lead, it's assumed to be.

Capital Plan

- Mandatory replacement: if lead is or was present on the public side, the entire service line must be replaced.
- Service line inventory: a comprehensive inventory of both public and private service lines must be developed by the public water systems by October 16, 2024.
- Timeline: the replacement of all public and private lead service lines must be completed within 10 years.



BCWA's response to the new regulations:

BCWA has proactively been removing known lead service lines within the district and by the end of 2025 (well in advance of the 10-year requirement), all lead service lines on the public side will have been removed. In addition to BCWA's ongoing public side lead service line replacements, the new requirement states the private side must also be replaced, which is at the homeowner's expense.

BCWA recognizes that this can be a financial burden to homeowners and our customers, as such BCWA has developed a no interest, five-year finance program to assist customers if they are interested in replacing their lead and/or galvanized water service lines. The estimated private side cost is about \$7,500 per location. BCWA has allocated \$700,000 in its Capital Improvement Program over the next two years to update the public side service lines and to finance private side loans to assist homeowners in complying with these new regulations.

Capital Plan

As required, the BCWA completed its comprehensive inventory of all the water service lines in the district and has identified the material makeup of the service line on both the public and private side. We have established a website (www.bcwari.com/map-room) where customers can identify the materials that make up their water service line.

If your property is still listed as unknown, please take our survey located on our website (www.bcwari.com/lead-service-line-survey) to assist us in identifying the material make-up of your service line. Information is updated as service lines are replaced and as we gather and verify information about service line materials.

Restoring the Ecological Resilience of the Kickemuit River

Following a decade of planning, engineering analyses, and regulatory permitting both the Lower and Upper Kickemuit River Dams were successfully removed last year, thereby restoring the Kickemuit River to a tidal estuary as it existed over 125 years ago.

This initiative, which has been widely supported by environmental groups throughout our state, aims to create cleaner waters, enhance wildlife habitat, and mitigate flooding. The project has received over \$4 million in grant funds, which has covered the costs for the dam removals.



Construction work to remove the Upper Dam

Investing in the Future

Divesting ourselves from the obsolete dams and treatment plant facilities removes the on-going costs and liability associated with maintaining infrastructure that is no longer part of our water supply system. With the completion of these projects, we look forward to investing in improvements to the water supply system, such as the Pawtucket Water Supply connection, to ensure system reliability and sustainability.

**BRISTOL COUNTY WATER AUTHORITY
WARREN, RHODE ISLAND**

FINANCIAL STATEMENTS

**FOR THE YEARS ENDED FEBRUARY 28, 2025
AND FEBRUARY 29, 2024**

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BRISTOL COUNTY WATER AUTHORITY

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BRISTOL COUNTY WATER AUTHORITY

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CBIZ CPAs P.C.

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Independent Auditors' Report

To The Board of Directors
Bristol County Water Authority
Warren, Rhode Island

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the Bristol County Water Authority (Authority), as of and for the year ended February 28, 2025, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the Authority, as of February 28, 2025, and the respective changes in financial position, and its cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Prior Period Financial Statements

The financial statements of the Authority as of and for the year ended February 29, 2024 were audited by other auditors whose reported dated June 21, 2024 expressed an unmodified opinion on those statements.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis, pension plan information and other post-employment information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 3, 2025, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

CBIZ CPAs P.C.

Providence, RI
July 3, 2025

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BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Overview of the Entity:

The Bristol County Water Authority (the Authority) was authorized as a public corporation on May 12, 1981, by an act of the Rhode Island Legislature and was created for purposes of acquiring, constructing, improving, operating and maintaining water distribution systems in order to provide adequate water supplies to the residents of Bristol County. Bristol County includes the municipalities of Barrington, Bristol and Warren, Rhode Island. In November 1983, the voters of Bristol County approved the establishment of the Authority and, with the appointment of its members, the Authority came into existence on February 28, 1984. The Authority commenced its principal operations on November 25, 1986, with the acquisition of the Bristol County Water Company (Water Company).

Overview of the Financial Statements:

As noted in the Independent Auditor's Report, Management's Discussion and Analysis (MD&A) provides required supplementary information to the audit and should be read in conjunction with it. The purpose of the MD&A is to introduce and highlight the more detailed information provided in the audited financial statements. For example, it will assess the improvement or deterioration of the Authority's financial position and will identify factors that, in management's opinion, affected financial performance during the fiscal year under review.

The financial statements include (1) the statement of net position, (2) the statement of revenues, expenses and changes in net position, (3) the statement of cash flows, (4) the statement of fiduciary net position, (5) the statement of changes in fiduciary net position, and (6) notes to the financial statements.

Financial Highlights – Fiscal Year 2025

- The Authority's net position increased by \$8.9 million or 9.4%.
- During the year, the Authority's operating revenues increased 6.3% to \$18.3 million. Total expenses decreased from \$13.0 million to \$12.9 million or by 0.8%.
- The Debt Service Ratio increased to 7.87 for FY2025.

Financial Highlights – Fiscal Year 2024

- The Authority's net position increased by \$6.7MM or 7.7%.
- During the year, the Authority's operating revenues increased 6.68% to \$17.25MM. Total expenses increased from \$10.9MM to \$12.97MM or by 18.5%.
- The Debt Service Ratio decreased to 6.66 for FY2024.

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Proprietary Funds

The Proprietary Fund Financial Statements of the Authority report information about the Authority using accounting methods similar to those used by private sector companies. These statements offer short and long-term financial information about its activities. The Statement of Net Position, (Balance Sheet), includes all of the Authority's assets and deferred outflows of resources, and its liabilities and provides information about the nature and amounts of investments in resources (assets) and the obligations to Authority creditors (liabilities). It also provides the basis for computing rate of return, evaluating the net position of the Authority and assessing the liquidity and financial flexibility of the Authority.

All the current year's revenues and expenses are accounted for in the Proprietary Fund Statement of Revenues, Expenses and Changes in Net Position. This statement measures the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all its costs through its user fees and other charges, profitability, and credit worthiness. The final required financial statement is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the Authority's cash receipts and cash payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and financing activities and provides answers to such questions as where cash come from, what was cash used for, and what was the change in cash balance during the reporting period.

Fiduciary Funds

The Fiduciary Fund financial statements are used to account for resources held for the benefit of parties other than the Authority. These funds are not available to fund Authority operations and therefore are not reflected in the Proprietary Fund financial statements. The Authority established an Other Post-Employment Benefits (OPEB) trust fund in FY2014.

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Financial Highlights:

Summary of Net Position

Presented below is the Authority's condensed summary of net position at February 28, 2025 compared to February 29, 2024 and February 28, 2023. The statement of net position presents the assets and deferred outflows of resources, liabilities, deferred inflows of resources, and net position of the Authority at the end of the fiscal year. The purpose of the statement of net position is to give the financial statement readers a snapshot of the fiscal condition of the Authority as of a certain point in time. It presents end-of-year data for assets, deferred outflows of resources, liabilities, and net position (assets and deferred outflows of resources, minus liabilities and deferred inflows of resources).

SUMMARY OF NET POSITION

February 28, 2025, 2024 and 2023

	2025	2024	2023
Current and Other Assets	\$ 47,151,209	\$ 44,684,003	\$ 43,230,005
Capital Assets	<u>96,413,212</u>	<u>94,952,797</u>	<u>92,970,309</u>
Total Assets	<u>143,564,421</u>	<u>139,636,800</u>	<u>136,200,314</u>
Deferred Outflows of Resources	<u>657,106</u>	<u>1,187,609</u>	<u>1,723,673</u>
Current Liabilities	6,796,815	7,027,050	6,728,515
Noncurrent Liabilities	<u>31,842,462</u>	<u>36,596,918</u>	<u>40,525,363</u>
Total Liabilities	<u>38,639,277</u>	<u>43,623,968</u>	<u>47,253,878</u>
Deferred Inflows of Resources	<u>1,840,887</u>	<u>2,350,604</u>	<u>2,569,311</u>
Net Investment in Capital Assets	63,184,236	57,788,012	51,667,911
Restricted	7,868,041	10,875,079	13,814,477
Unrestricted	<u>32,689,086</u>	<u>26,186,746</u>	<u>22,618,410</u>
Total Net Position	<u>\$ 103,741,363</u>	<u>\$ 94,849,837</u>	<u>\$ 88,100,798</u>

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

2025 Comparative Information

Total assets of the Authority at February 28, 2025 and 2024 were \$143,564,421 and \$139,636,800, respectively, a change of 2.8%. The significant components of current assets are cash, accounts receivable, and funds held by the Authority. The significant components of noncurrent assets are capital assets and funds held by trustees. Capital assets include land, facilities, distribution systems, construction in progress, and equipment. All capital assets except for land and construction in progress are shown net of accumulated depreciation.

Total liabilities of the Authority at February 28, 2025 and 2024 were \$38,639,277 and \$43,623,968, respectively, a change of 11.4%. Current liabilities include accounts payable, accrued liabilities, unearned revenue and current portion of long-term debt. Noncurrent liabilities are primarily made up of the long-term portion of debt and pension and OPEB liabilities.

Deferred outflows of resources relate to the Authority's pension and OPEB liabilities. In 2025, the Authority's deferred outflows decreased by \$530,503. Deferred inflows of resources relate to the Authority's deferred bond subsidy and pension and OPEB liabilities. In 2025, the Authority's deferred inflows decreased by \$509,717.

Net position represents the Authority's equity, which is accounted for in three major categories. The first category, net investment in capital assets, represents the Authority's equity in land, buildings and building improvements, construction in progress, and equipment, net of accumulated depreciation and related capital debt outstanding. The next net position category is restricted net position; this shows the amounts subject to external restriction. The last category is unrestricted net position; these funds are available to use for any lawful and prudent purpose of the Authority. Unrestricted net position increased by \$6,502,040, or 24.8%, for the fiscal year.

2024 Comparative Information

Total assets of the Authority at February 28, 2024 and 2023 were \$139,636,800 and \$136,200,314, respectively, a change of 2.4%. The significant components of current assets are cash, accounts receivable, and funds held by the Authority. The significant components of noncurrent assets are capital assets and funds held by trustees. Capital assets include land, facilities, distribution systems, construction in progress, and equipment. All capital assets except for land and construction in progress are shown net of accumulated depreciation.

Total liabilities of the Authority at February 28, 2024 and 2023 were \$43,623,968 and \$47,253,878, respectively, a change of 7.7%. Current liabilities include accounts payable, accrued liabilities, unearned revenue and current portion of long-term debt. Noncurrent liabilities are primarily made up of the long-term portion of debt and pension and OPEB liabilities.

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Deferred outflows of resources relate to the Authority's pension and OPEB liabilities. In 2024, the Authority's deferred outflows decreased by \$536,064. Deferred inflows of resources relate to the Authority's deferred bond subsidy and pension and OPEB liabilities. In 2024, the Authority's deferred inflows decreased by \$218,707.

Net position represents the Authority's equity, which is accounted for in three major categories. The first category, net investment in capital assets, represents the Authority's equity in land, buildings and building improvements, construction in progress, and equipment, net of accumulated depreciation and related capital debt outstanding. The next net position category is restricted net position; this shows the amounts subject to external restriction. The last category is unrestricted net position; these funds are available to use for any lawful and prudent purpose of the Authority. Unrestricted net position increased by \$3,568,336, or 15.8%, for the fiscal year.

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Summary of Revenues, Expenses and Changes in Net Position

Presented below is the condensed summary of revenues, expenses and changes in net position information for fiscal year ended February 28, 2025 compared to the year ended February 29, 2024 and February 28, 2023. The information reflects the results of operations for the Authority. All revenues and expenses are accounted for on an accrual basis.

SUMMARY OF REVENUES, EXPENSES AND CHANGES IN NET POSITION For the years ended February 28, 2025, 2024 and 2023

	2025	2024	2023
Revenue			
Operating Revenues	\$ 18,326,430	\$ 17,247,931	\$ 16,167,735
Non-operating Revenues	<u>4,205,676</u>	<u>3,279,269</u>	<u>634,339</u>
Total Revenues	<u>22,532,106</u>	<u>20,527,200</u>	<u>16,802,074</u>
Expenses			
Water Operations	6,945,582	6,868,504	4,955,031
Insurance, Taxes & EE Benefits	1,308,687	1,450,497	1,516,712
Depreciation Expense	2,431,338	2,423,975	2,213,605
Customer Service & Accounting	512,939	631,202	596,072
Administration	<u>1,670,190</u>	<u>1,599,382</u>	<u>1,666,042</u>
Total Expenses	<u>12,868,736</u>	<u>12,973,560</u>	<u>10,947,462</u>
Non-Operating Expense	<u>(862,234)</u>	<u>(944,950)</u>	<u>(1,003,776)</u>
Increase in net position before Contributed Capital	<u>8,801,136</u>	<u>6,608,690</u>	<u>4,850,836</u>
Capital Contributions	<u>90,390</u>	<u>140,349</u>	<u>114,915</u>
Changes in Net Position	<u>8,891,526</u>	<u>6,749,039</u>	<u>4,965,751</u>
Net Position - Beginning of Year	<u>94,849,837</u>	<u>88,100,798</u>	<u>83,135,047</u>
Net Position - End of Year	<u>\$ 103,741,363</u>	<u>\$ 94,849,837</u>	<u>\$ 88,100,798</u>

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

2025 Comparative Information

The Authority's operating revenues increased by \$1.1 million in 2025 versus an increase of \$1.1 million in 2024. These revenue changes in 2025 and 2024 are reflective of a 5.0% and 6.0% rate increase respectively imposed each year.

Total expenses decreased from \$13.0 million in 2024 to \$12.9 million in 2025. This decrease was caused by the adjustments related to the pension plan along with costs associated with the demolition of the water treatment facility tanks and demolition work done on the upper and lower Kickemuit dams. The dam demolition work is covered by grant funds included in Non-Operating Income.

Overall, the Authority has shown a steady healthy increase in Net Position over the past five years averaging over \$5.0 million per year.

2024 Comparative Information

The Authority's operating revenues increased by \$1.1 million in 2024. These revenue changes in 2024 are reflective of a 6.0% rate increase respectively imposed each year.

Total expenses increased from \$10.9 million in 2023 to \$13.0 million in 2024. This increase was caused by the adjustments related to the pension plan along with costs associated with the demolition of the water treatment facility tanks and demolition work done on the upper and lower Kickemuit dams. The dam demolition work is covered by grant funds included in Non-Operating Income.

Overall, the Authority has shown a steady healthy increase in Net Position over the past five years averaging over \$5.0 million per year.

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Budgetary Highlights:

As required by its By-Laws, the Authority adopts an Operations and Maintenance and a Capital Budget prior to the start of its fiscal year. The budgets remain in effect the entire year and are usually not revised as is the case in many governments. A Fiscal 2025 and 2024 budget comparison and analysis are presented in the interim financial statements; however, they are not reported on nor shown in the audited financial statement section of this report.

	Budget FY2025	Actual 2025	Budget FY2024	Actual 2024	Budget FY2023	Actual 2023
Revenue						
Operating Revenues	\$ 16,549,425	\$ 18,326,430	\$ 15,867,055	\$ 17,247,931	\$ 15,098,497	\$ 16,167,735
Non-operating Revenues	1,464,120	4,205,676	104,004	3,279,269	22,000	634,339
Total Revenues	18,013,545	22,532,106	15,971,059	20,527,200	15,120,497	16,802,074
Expenses						
Water Operations	5,223,813	6,945,582	7,695,271	6,868,504	6,130,200	4,955,031
Insurance, Taxes & EE Benefits	1,719,140	1,308,687	1,725,987	1,450,497	1,448,809	1,516,712
Depreciation Expense	2,500,008	2,431,338	2,300,004	2,423,975	2,250,000	2,213,605
Customer Service & Accounting	533,014	512,939	507,784	631,202	486,387	596,072
Administration	2,108,261	1,670,190	2,073,602	1,599,382	2,032,741	1,666,042
Total Expenses	12,084,236	12,868,736	14,302,648	12,973,560	12,348,137	10,947,462
Non-Operating Expense	1,902,340	862,234	1,298,700	944,950	910,000	1,003,776
Increase in net position before Contributed Capital	4,026,969	8,801,136	369,711	6,608,690	1,862,360	4,850,836
Capital Contributions	108,000	90,390	108,000	140,349	100,000	114,915
Changes in Net Position	4,134,969	8,891,526	477,711	6,749,039	1,962,360	4,965,751
Net Position - Beginning of Year	94,849,837	94,849,837	88,100,798	88,100,798	83,135,047	83,135,047
Net Position - End of Year	\$ 98,984,806	\$ 103,741,363	\$ 88,578,509	\$ 94,849,837	\$ 85,097,407	\$ 88,100,798

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

In 2025 total revenues were 125.1% of budget estimates while total expenses were 106.5% of budget. The ending Net Position was 104.8% of the budget projection. In 2024 total revenues were 128.5% of budget estimates while total expenses were 89.2% of budget. The ending Net Position was 107.2% of the budget projection.

Actual expenses in 2025 were 6.5% higher than budgeted estimates largely due to a variety of things including water consumption returning to a normal level of usage along with some decreases in administration and employee benefit expenses. Revenues in 2025 were higher than budget expectations based upon the 6.0% rate increase in 2024 plus the 5.0% increase in 2025 offsetting the decreased consumption as we return to normal usage.

Capital Assets

At the end of 2025, the Authority had invested \$96.4 million in a broad range of infrastructure including reservoirs, dams, water plants and facilities, maintenance and administration facilities, water lines, vehicles and equipment as shown in

	2025	2024	2023
Capital Assets:			
Land	\$ 2,020,265	\$ 2,020,265	\$ 2,020,265
Treatment, storage and admin facilities	10,118,500	9,984,794	9,760,018
Distribution system	111,169,999	104,333,714	100,254,110
Equipment	12,478,100	12,284,597	12,172,502
Construction in progress	921,227	4,192,967	4,202,980
Total Capital Assets	136,708,091	132,816,337	128,409,875
Less: accumulated depreciation	(40,294,879)	(37,863,541)	(35,439,566)
Net Capital Assets	<u>\$ 96,413,212</u>	<u>\$ 94,952,796</u>	<u>\$ 92,970,309</u>

During 2025 the following are major capital asset additions or changes:

- \$134 thousand in Equipment which includes \$110 thousand for a utility truck.
- \$3.6 million in the Distribution System which includes \$3.0 million for Renewals and capital projects.
- \$193 thousand in Treatment, Storage & Admin Facilities which includes \$110 thousand storage containers and canopy roof system.

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

During 2024 the following are major capital asset additions or changes:

- \$112 thousand in Equipment which includes \$81.4 thousand for a pickup with a dump body.
- \$4.1 million in the Distribution System which includes \$3.8 million for Renewals and capital projects.
- \$225 thousand in Treatment, Storage & Admin Facilities which includes replacing the roof of the administration building.
- \$10 thousand decrease in Construction in Process Phase 1 completion offsetting the projects underway.

During 2023 the following are major capital asset additions or changes:

- \$47 thousand in equipment which includes \$27.6 thousand for a new pickup.
- \$8.4 million in the Distribution System which includes \$7.5 million for phase 1 completion.
- \$25 thousand in treatment, storage and admin facilities.
- \$2.8 million in constriction in process phase 1 completion offsetting the projects underway.

In the below, the Authority's Fiscal 2026 Capital Budget estimates spending approximately \$4.31 million for Capital Projects, principally for supply and distribution. Approximately, \$700 thousand will be paid by the project funds from the Webster bond which was obtained in March 2023. The remaining balance will be paid by cash IFR funds and projected cash flow in 2026.

Computer systems /SCADA	\$ 50,000
Facilities	325,000
Supply and distribution	3,580,000
Equipment/meters/vehicles	350,000
	<u>\$ 4,305,000</u>

Long-Term Debt

The table below shows the increase in the Authority's Debt Service Ratio from 6.66 in 2024 to 7.87 in 2025 due to a decrease in debt service offset by the increase in the Revenue Fund balance this year. Our Bond and Loan covenants require that the Authority maintains at least a 1.25 ratio of net revenues available to cover the current debt service for each year. A ratio consistently over 6.50 creates more confidence from lenders meaning lower rates for our current and future borrowing. This is evident in the excellent rates we received on our \$12 million Webster bond (2.88%) subsequent to 2023 and the TD Bank refunding of the 2014A bond this year to a 5-year bond at a rate of .975% during 2022. The key to this improvement has been building our Revenue & IFR Reserve Funds over the last few years which was offset by the \$12 million bond issue in 2023. (** Note-2023, 2024, and 2025 Net Expenses are net of cash paid to capital projects from operating cash).

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Debt Service Ratio Coverage

	2025	2024	2023
Revenue fund balance	\$ 26,242,730	\$ 24,141,601	\$ 21,221,350
Revenue collected from operations	19,228,317	16,990,000	16,735,000
Interest income	1,972,862	1,841,125	486,227
Total revenue available	47,443,909	42,972,726	38,442,577
Total Operating Expenses, Net	8,834,991 **	10,327,913 **	8,519,282 **
Net Revenues Available	\$ 38,608,918	\$ 32,644,813	\$ 29,923,295
Debt service requirement	\$ 4,905,558	\$ 4,901,202	\$ 4,356,383
Debt Service Coverage Ratio	7.87	6.66	6.87
Debt Service Required Ratio	1.25	1.25	1.25

The table below shows that the total net Bond/Loan balance decreased by approximately \$4.0 million in 2025 as a result of the principal payments made during 2025

	2025	Average Coupon Rate	2024	Average Coupon Rate
Bond/Loan:				
2008 Loan	\$ 1,776,000	3.15%	\$ 2,090,000	3.15%
2011 Loan	429,000	2.93%	481,000	2.93%
2014 Loan (RICWFA)	783,533	2.18%	848,881	2.18%
2018 Bond (TD Bank)	1,706,247	3.32%	2,181,737	3.32%
2018 Bond (RIIB)	2,922,200	2.03%	3,086,300	2.03%
2019 Bond (Chase)	12,526,000	18.80%	13,659,000	18.80%
2021 Bond (TD Bank)	1,355,000	0.98%	2,700,000	0.98%
2022 Bond (Webster)	11,085,000	2.88%	11,550,000	2.88%
Total Bond / Loan Balance	<u>\$ 32,582,980</u>		<u>\$ 36,596,918</u>	

BRISTOL COUNTY WATER AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

Economic Factors and Next Year's Budget and Rates

The Authority's Board of Directors and management considered many factors when setting the Fiscal 2026 budget, user fees, and charges. Inflation in the Bristol County area is considered to be comparable to the National Consumer Price Index (CPI) increase. The Authority uses regional average wage increases and wage increases in accordance with its collective bargaining agreement when considering employment cost increases. These indicators were taken into consideration when adopting the Authority budget for Fiscal 2026. However, historical financial data also plays a large part in its formulation.

	Budget FY2026	Actual FY2025
Revenues:		
Operating Revenues	\$ 16,978,656	\$ 18,326,430
Non-Operating Revenues	<u>1,469,328</u>	<u>4,205,676</u>
Total Revenues	18,447,984	22,532,106
Expenses:		
Depreciation Expense	2,600,400	2,431,338
Other Operating Expenses	10,639,543	10,437,398
Non-Operating Expenses	<u>824,544</u>	<u>862,234</u>
Total Expenses	14,064,487	13,730,970
Increase in Net Position before		
Contribution Capital	4,383,497	8,801,136
Capital Contributions	<u>60,000</u>	<u>90,390</u>
Change in Net Position	4,443,497	8,891,526
Net position - Beginning	<u>103,741,363</u>	<u>94,849,837</u>
Net position - Ending	<u>\$ 108,184,860</u>	<u>\$ 103,741,363</u>

As shown in the table above, budgeted operating revenues available for recovering operating costs are projected to be about \$17.0 million, a decrease over last year's actual. Although a rate increase of 5.0% has been budgeted and implemented for Fiscal 2026, the Authority is conservatively projecting revenues to be lower than the actual of FY2025 with consumption returning to a more normal level. Historically the demand for water continues to decline. The possible impact of an extremely wet or dry summer, continued conservation efforts of the ratepayers, and other possible economic factors can play a factor in revenue for the year. We anticipate a slight decrease in non-operating expenses due to a decrease in interest expense. These projections will be reviewed for

BRISTOL COUNTY WATER AUTHORITY**MANAGEMENT'S DISCUSSION AND ANALYSIS****FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024**

propriety each year and/or when operating changes having a financial impact dictate. Budget expenses for FY2026 are estimated to increase slightly versus the actual expenses of FY2025 due to inflationary pressures on operating cost. The Authority is always making efforts to reduce costs and will continue to do so in Fiscal 2026.

Contacting the Authority's Manager of Finance

This financial report is designed to provide our citizens, customers, investors, and creditors with a general overview of the Authority's finances and to demonstrate the Authority's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Bristol County Water Authority's Manager of Finance, P. O. Box 447, Warren, Rhode Island 02885.

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BRISTOL COUNTY WATER AUTHORITY

STATEMENT OF NET POSITION

FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

	2025	2024
Assets		
Current Assets		
Cash and cash equivalents	\$ 34,567,572	\$ 28,763,972
Accounts receivable, less allowance of \$617,051 and \$592,446 in 2025 and 2024		
Billed	1,452,135	1,213,960
Unbilled	<u>2,020,144</u>	<u>1,973,603</u>
Total accounts receivable	3,472,279	3,187,563
Grants receivable	713,118	1,334,227
Accrued investment income	128,215	154,015
Prepaid items	103,722	92,275
Inventory and other assets	<u>298,262</u>	<u>276,872</u>
Total Current Assets	<u>39,283,168</u>	<u>33,808,924</u>
Noncurrent Assets		
Restricted Assets		
Funds held by trustee	7,868,041	10,875,079
Non-depreciable capital assets	2,941,492	6,213,232
Depreciable capital assets	<u>93,471,720</u>	<u>88,739,565</u>
Total Noncurrent Assets	<u>104,281,253</u>	<u>105,827,876</u>
Total Assets	<u>143,564,421</u>	<u>139,636,800</u>
Deferred Outflows of Resources		
Pension related outflows	102,785	591,110
OPEB related outflows	<u>554,321</u>	<u>596,499</u>
Total Deferred Outflows of Resources	<u>657,106</u>	<u>1,187,609</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 144,221,527</u>	<u>\$ 140,824,409</u>

The accompanying notes are an integral part of these financial statements.

BRISTOL COUNTY WATER AUTHORITY

STATEMENT OF NET POSITION (CONTINUED)

FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

	2025	2024
Liabilities		
Current Liabilities		
Accounts payable	\$ 272,243	\$ 909,300
Other payables	2,404	152,284
Accrued expenses	437,109	396,282
Customer deposits, net	441,148	427,296
State water protection escrow	703,191	702,309
Retainage payable	494,297	416,168
Accrued interest expense	354,948	384,335
Long-term debt due within one year	<u>4,091,475</u>	<u>4,013,937</u>
Total Current Liabilities	<u>6,796,815</u>	<u>7,401,911</u>
Noncurrent Liabilities		
Net pension obligation	208,843	484,468
Net other post employment benefit liability	3,142,114	3,154,608
Long-term debt due after one year	<u>28,491,505</u>	<u>32,582,981</u>
Total Noncurrent Liabilities	<u>31,842,462</u>	<u>36,222,057</u>
Total Liabilities	<u>38,639,277</u>	<u>43,623,968</u>
Deferred Inflows of Resources		
Deferred bond subsidy	151,699	164,351
Pension related inflows	11,691	394,306
OPEB related inflows	<u>1,677,497</u>	<u>1,791,947</u>
Total Deferred Inflows of Resources	<u>1,840,887</u>	<u>2,350,604</u>
Net Position		
Net investment in capital assets	63,184,236	57,788,012
Restricted	7,868,041	10,875,079
Unrestricted	<u>32,689,086</u>	<u>26,186,746</u>
Total Net Position	<u>\$ 103,741,363</u>	<u>\$ 94,849,837</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$ 144,221,527</u>	<u>\$ 140,824,409</u>

The accompanying notes are an integral part of these financial statements.

BRISTOL COUNTY WATER AUTHORITY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

	2025	2024
Operating Revenues		
Water	\$ 17,829,601	\$ 16,777,268
Fire Services	389,731	366,906
Other	<u>107,098</u>	<u>103,757</u>
Total Operating Revenues	<u>18,326,430</u>	<u>17,247,931</u>
Operating Expenses		
Operations	8,866,227	8,415,191
Operations - nonrecurring	23,762	602,437
Engineering and administrative	1,547,409	1,531,957
Depreciation	<u>2,431,338</u>	<u>2,423,975</u>
Total Operating Expenses	<u>12,868,736</u>	<u>12,973,560</u>
Operating Income	<u>5,457,694</u>	<u>4,274,371</u>
Non-Operating Revenues (Expenses)		
Investment income	1,972,862	1,945,042
Interest expense	(862,234)	(944,950)
Grant income	<u>2,232,814</u>	<u>1,334,227</u>
Net Non-Operating Revenues	3,343,442	2,334,319
Increase in Net Position before Capital Contributions	<u>8,801,136</u>	<u>6,608,690</u>
Capital Contributions	<u>90,390</u>	<u>140,349</u>
Increase in Net Position	8,891,526	6,749,039
Net Position at March 1	<u>94,849,837</u>	<u>88,100,798</u>
Net Position at February 28	<u><u>\$ 103,741,363</u></u>	<u><u>\$ 94,849,837</u></u>

The accompanying notes are an integral part of these financial statements.

BRISTOL COUNTY WATER AUTHORITY

STATEMENT OF CASH FLOWS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

	2025	2024
Cash Flows from Operating Activities		
Cash received from customers	\$ 18,056,448	\$ 17,438,213
Cash received from government agency	0	10,441
Cash paid to employees	(4,108,955)	(4,113,804)
Cash paid to suppliers for goods and services	<u>(7,362,071)</u>	<u>(5,902,258)</u>
Net Cash Provided from Operating Activities	<u>6,585,422</u>	<u>7,432,592</u>
Cash Flows from Investing Activities		
Interest income	1,972,862	3,279,269
Grant revenue	<u>2,853,923</u>	<u>(1,334,227)</u>
Net Cash Provided from Investing Activities	<u>4,826,785</u>	<u>1,945,042</u>
Cash Flows from Capital and Related Financing Activities		
Purchase of property, plant and equipment	(3,813,624)	(4,406,463)
Capital contributions	90,390	140,349
Transfers from trustee revenue and debt service accounts	3,032,838	2,939,399
Payments on bonds and note payable	(4,026,590)	(3,928,445)
Interest payments	<u>(891,621)</u>	<u>(1,011,886)</u>
Net Cash used for Capital and Related Financing Activities	<u>(5,608,607)</u>	<u>(6,267,046)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	<u>5,803,600</u>	<u>3,110,588</u>
Cash and Cash Equivalents - March 1	<u>28,763,972</u>	<u>25,653,384</u>
Cash and Cash Equivalents - February 28	<u><u>\$ 34,567,572</u></u>	<u><u>\$ 28,763,972</u></u>

The accompanying notes are an integral part of these financial statements.

BRISTOL COUNTY WATER AUTHORITY

STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

	2025	2024
Reconciliation of Operating Income to Net Cash Provided by Operating Activities		
Operating income	\$ 5,457,694	\$ 4,274,371
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	2,431,338	2,423,975
Change in customer extension deposits		
Changes in operating assets and liabilities:		
Increase (decrease) in accounts receivable	(284,716)	190,282
Increase (decrease) in inventory and other assets	(32,837)	(86,116)
Increase (decrease) in deferred outflows of resources	530,503	536,064
(Decrease) increase in other liability	(149,880)	10,441
(Decrease) increase in accounts payable and accrued expenses	(581,496)	693,622
(Decrease) increase in net pension liability	(275,625)	(338,803)
(Decrease) increase in other post employment liability	(12,494)	(52,537)
(Decrease) increase in deferred inflows of resources	(497,065)	(218,707)
Net Cash Provided by Operating Activities	\$ 6,585,422	\$ 7,432,592

The accompanying notes are an integral part of these financial statements.

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BRISTOL COUNTY WATER AUTHORITY

STATEMENT OF FIDUCIARY NET POSITION

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

(Except Pension Trust Fund, which is as of June 30, 2024 and June 30, 2023)

	OPEB and Pension Trust Fund	
	2025	2024
Assets		
Cash and cash equivalents	\$ 77,230	\$ 0
Investments, at fair value		
Fixed Income	1,739,219	1,291,776
Equity	3,702,546	3,529,059
Short-Term	<u>0</u>	<u>486,563</u>
Total Assets	<u>5,518,995</u>	<u>5,307,398</u>
Net Position		
Restricted for pension	3,596,237	3,692,862
Restricted for other post-employment benefits	<u>1,922,758</u>	<u>1,614,536</u>
Total Net Position	<u>\$ 5,518,995</u>	<u>\$ 5,307,398</u>

The accompanying notes are an integral part of these financial statements.

BRISTOL COUNTY WATER AUTHORITY

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

(Except Pension Trust Fund, which is as of June 30, 2024 and June 30, 2023)

	OPEB and Pension Trust Fund	
	2025	2024
Additions		
Contributions		
Employer contributions	\$ 407,954	\$ 467,459
Total Contributions	<u>407,954</u>	<u>467,459</u>
Investment Income		
Net investment income	<u>602,924</u>	<u>583,680</u>
Total Investment Income	<u>602,924</u>	<u>583,680</u>
Total Additions	<u>1,010,878</u>	<u>1,051,139</u>
Deductions		
Administration fees	13,398	10,030
Actual and service benefits payments	<u>785,883</u>	<u>306,577</u>
Total Deductions	<u>799,281</u>	<u>316,607</u>
Change in Net Position	211,597	734,532
Net Position - March 1	<u>5,307,398</u>	<u>4,572,866</u>
Net Position - February 28	<u>\$ 5,518,995</u>	<u>\$ 5,307,398</u>

The accompanying notes are an integral part of these financial statements.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 1 – BASIS OF PRESENTATION AND ORGANIZATION

REPORTING ENTITY

The Bristol County Water Authority (the Authority) was authorized as a public corporation on May 12, 1981, by an act of the Rhode Island Legislature and was created for purposes of acquiring, constructing, improving, operating and maintaining water distribution systems in order to provide adequate water supplies to the residents of Bristol County. Bristol County includes the municipalities of Barrington, Bristol and Warren, Rhode Island. In November 1983, the voters of Bristol County approved the establishment of the Authority and, with the appointment of its members, the Authority came into existence on February 28, 1984. The Authority commenced its principal operations on November 25, 1986, with the acquisition of the Bristol County Water Company (Water Company).

The accounting methods and procedures adopted by the Authority conform to accounting principles generally accepted in the United States of America (“GAAP”) for governments as promulgated by the Governmental Accounting Standards Board (“GASB”) and specifically applicable to enterprise funds and follow the uniform system of accounts prescribed by regulatory bodies having jurisdiction over its activities. The more significant of the Authority’s accounting policies are described below.

REPORTING ENTITY

In evaluating how to define the Authority, for financial reporting purposes, management has applied the entity definition criteria of GASB in considering all potential component units. The decision to include a potential component unit in the reporting entity is made by applying the criteria set forth in GASB Statement No. 61, *The Financial Reporting Entity: Omnibus*. Under GASB Statement No. 61, a legally separate entity is required to be included as a component unit if it is fiscally dependent upon the primary government and there is a financial benefit or burden relationship present. The primary government is financially accountable if it appoints the voting majority of the organizations governing board and (1) it is able to impose its will on that organization or (2) there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. A potential component unit has a financial benefit or burden relationship with the primary government if, for example, any one of the following conditions exists:

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 1 – BASIS OF PRESENTATION AND ORGANIZATION (CONTINUED)

- a) The primary government is legally entitled to or can otherwise access the organization's resources.
- b) The primary government is legally obligated or has otherwise assumed the obligation to finance the deficits of, or provide financial support to, the organization.
- c) The primary government is obligated in some manner for the debt of the organization.

Based upon the application of the criteria, it was determined there were no component units to be reported.

FUND FINANCIAL STATEMENTS

Fund financial statements of the reporting entity are organized into funds each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts which constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: proprietary and fiduciary.

The funds of the financial reporting entity are described below:

Proprietary Funds

Proprietary funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The operations of the Authority are accounted for on a Proprietary Fund Type (Enterprise Fund) basis. Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other uses. The accounting and financial reporting treatment applied to the Authority is determined by its measurement focus. The transactions of the Authority's Proprietary Fund are accounted for on a flow of economic resources management focus, also known as the accrual basis of accounting. With this measurement focus, all assets and all liabilities associated with the operations are included on the statement of net position.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 1 – BASIS OF PRESENTATION AND ORGANIZATION (CONTINUED)

FUND FINANCIAL STATEMENTS (CONTINUED)

Proprietary Funds (Continued)

The statement of net position presents information on the Authorities assets, deferred outflows, liabilities, and deferred inflows. Differences between these amounts are reported as net position. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating. Net position is segregated into three components: net investment in capital assets, restricted, and unrestricted net position.

Proprietary fund revenues and expenses are recognized on the accrual basis. Revenues are recognized in the accounting period in which they are earned and become measurable; expenses are recognized in the period incurred, if measurable. Operating revenues consist of customer charges for usage and services. All other revenues are considered non-operating sources of revenue.

Fiduciary Fund

Other Post-Employment Benefit Trust (OPEB) and Pension Trust funds are used to account for resources legally held in trust for the payment of benefits other than pensions. The OPEB Trust Fund accumulates resources for future retiree health and insurance benefits for eligible retirees.

OPEB and Pension trust fund financial statements are prepared on the accrual basis of accounting. Contributions are recognized when due. Investment income is recognized when earned and expenses (benefits and administration) are recognized when they are due and payable in accordance with the terms of the plan.

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, it is the Authority's policy to use restricted resources first.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Cash and Cash Equivalents - Cash and cash equivalents and restricted cash (held by trustee) include highly liquid investments with a maturity of three months or less when purchased. Restricted cash has been classified as noncurrent as it primarily represents unspent bond proceeds restricted for future capital spending.

Marketable Securities - Marketable securities included in funds held by trustee are stated at fair value.

Receivables - Revenues include amounts billed to customers on a monthly or quarterly cycle basis and unbilled amounts based on estimated usage from the date of the latest meter reading to the end of the Authority's fiscal year. The allowance for doubtful accounts for February 28, 2025 and February 29, 2024 was \$617,051 and \$592,446, respectively.

Revenue Recognition - Usage revenues are based on rates established by the Authority. Revenues from sales of water are recorded on the basis of consumption by customers based on meter readings taken on a cycle basis. Revenues are stated net of discounts and any related bad debts.

Materials and Supplies Inventory - Materials and supplies inventory is stated at the lower of cost (average cost method) or market.

Capital Assets - Depreciation is computed on the straight-line method over the estimated remaining useful lives of the applicable assets. The capitalization threshold is any individual item with a total cost equal to or greater than \$5,000. Maintenance and repairs are charged to expenses as incurred. Major renewals or betterments are capitalized and depreciated over their estimated useful lives. Estimated useful lives are as follows:

Equipment	5 years
Land improvements	5-45 years
Buildings and storage facilities	10-75 years
Distribution system	40-100 years

Construction in Progress - Construction in progress consists of the capital projects' design, planning and construction costs. Upon completing the project and finalizing the financial transaction, the construction in progress is transferred into the completed project capital asset account. Once transferred, the Authority will start to depreciate the completed capital project.

Capital Contributions - Capital contributions consist of property, plant, and equipment paid for by customers for water installations. Once the installation is complete, the property, plant, and equipment transfer to the Authority.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Long-Lived Assets Impairment - The Authority reviews the carrying value of its long-lived assets to ensure that any impairment issues are identified and appropriately reflected in the financial statements. Factors involved in this review include the market value of the assets, business conditions, future plans for asset use, and the expected future cash flows generated from the assets. Should the expected cash flows be less than the carrying value, an impairment loss would be recognized to reduce the carrying value. No impairment losses were recognized in the 2025 financial statements.

Pensions/Other Post-Employment Benefits - For purposes of measuring the retirement and OPEB liability, benefit payments are recognized when due and payable in accordance with the benefit terms.

Deferred Outflows/Inflows of Resources - In addition to assets, the statement of financial position can report a separate section for deferred outflows of resources. This separate section represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense) until that later date. At February 28, 2025 and February 29, 2024, there were \$657,106 and \$1,187,609 in deferred outflows respectively, relating to pension and OPEB related outflows.

In addition to liabilities, the statement of financial position can report a separate section for deferred inflows of resources. This separate section represents the acquisition of net position that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until a later date. At February 28, 2025 and February 29, 2024, there were \$1,840,887 and \$2,350,604, respectively in deferred inflows relating to subsidies, pension and OPEB inflows.

Compensated Absences - Employees are granted vacation and sick leave in varying amounts based on years of service with the Authority. At the termination of service, an employee is paid for accumulated unused vacation leave and sick leave. Sick leave payments are based on age and years of service for both union and non-union employees. The accrued vacation and sick leave is reported on the Statement of Net Position as accrued expenses under liabilities.

Long-term Debt - Long-term debt is reported as a liability in the Statement of Net Position. Bond premiums are deferred and amortized over the life of the bonds. Bonds payable are reported net of the applicable bond premium.

Income Taxes - The Authority is exempt from Federal and State income taxes.

Regulatory - The Authority sets their own rates and have a public rate hike hearing for the ratepayers to ask questions and express opinions, however the decision is ultimately that of the Board.

BRISTOL COUNTY WATER AUTHORITY**NOTES TO FINANCIAL STATEMENTS****FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates - The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities, at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Restricted Versus Unrestricted Resources - When both restricted and unrestricted amounts are available for use, it is the Authority's practice to use restricted resources first.

Reclassifications - Certain amounts in the prior year financial statements have been reclassified for comparative purposes to conform with the presentation in the current year financial statements. The reclasses had no affect on prior year net assets or results of operations.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 3 – CASH AND CASH EQUIVALENTS

The carrying value of deposits, money market accounts and petty cash funds reported on the Statement of Net Position as “cash and cash equivalents” are as follows:

Description	2025	2024
Petty cash	\$ 798	\$ 634
Money market accounts	33,884,350	28,242,739
Deposits with financial institutions	<u>682,424</u>	<u>520,599</u>
Total Cash and Cash Equivalents	<u>\$ 34,567,572</u>	<u>\$ 28,763,972</u>

Essential risk information regarding the Authority's deposits and investments is presented below.

The carrying amount of the Authority’s deposits at February 28, 2025 was \$34,567,572 and the bank balance was \$34,653,010. The carrying amount of the Authority’s deposits at February 29, 2024 was \$28,763,972 and the bank balance was \$28,876,573.

Custodial Credit Risk - Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Authority will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. As of February 28, 2025, all of the authority’s funds were either FDIC insured or under a collateralization agreement.

	2025	2024
	Bank Balance	Bank Balance
Insured (Federal depository insurance funds)	\$ 509,621	\$ 507,861
Collateralized	509,039	375,973
Uninsured	<u>33,634,350</u>	<u>27,992,739</u>
Total Bank Balance	<u>\$ 34,653,010</u>	<u>\$ 28,876,573</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 4 – INVESTMENTS

In accordance with the Authority's investment policy, permitted investments include government obligations, bonds, notes or other investments wholly-owned by the United States of America, obligations issued by any state or any public agencies or municipalities which are rated in either of the two highest rating categories by Moody or Standard & Poor, commercial paper under the laws of any state of the United States of America rated A-1 by Moody or P-1 by Standard & Poor, investments in money market account or other fund invested exclusively of obligations described above.

At February 28, 2025, the Authority had the following investments classified as funds held by trustee:

Description	Maturity	Interest Rate	Fair Value	Rating
U.S. Bank NA				
Money market accounts	3/1/2025	0.2%	<u>\$ 7,868,041</u>	Aa1, AA-

Description	Maturity	Interest Rate	Fair Value	Rating
U.S. Bank NA				
Money market accounts	3/1/2024	0.2%	<u>\$ 10,875,079</u>	Aa1, AA-

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 4 – INVESTMENTS (CONTINUED)

Custodial Credit Risk - Custodial credit risk is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. The Authority does not have a deposit or investment policy for custodial credit risk.

Interest Rate Risk - It is the policy of the Authority to limit the length of its investment maturities in order to manage the exposure to fair value losses arising from increasing changing rates.

Credit Risk - Government Money Market is not a rated security, as the fund invests in short-term obligations issued by the U.S. Treasury and invests in repurchase agreements and other instruments collateralized or secured by U.S. Treasury obligations. The U.S. Treasury does not directly or indirectly insure or guarantee the performance of the fund. Treasury obligations have historically involved minimal risk of loss if held to maturity. However, fluctuations in market interest rates may cause the value of Treasury obligations in the Fund's portfolio to fluctuate.

Concentration of Credit Risk - The Authority does not have a formal policy that limits the amount that may be invested in any one issuer. The U.S. Bank NA Commercial Paper represents 100% of the Authority's investments.

For the purposes of the statements of cash flows, the Authority considers only cash balances in its operating cash accounts as cash. Cash and investment funds held by trustee are not considered cash equivalents due to restrictions on the use of the funds.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 4 – INVESTMENTS (CONTINUED)

Pension trust fund and OPEB trust fund investments had carrying amounts at fiscal year-end were as follows:

	2025	2024
Pension (as of June 30, 2024 and 2023)	\$ 3,596,237	\$ 3,692,862
OPEB	<u>1,922,758</u>	<u>1,614,536</u>
	<u>\$ 5,518,995</u>	<u>\$ 5,307,398</u>

Investments are stated at fair value which is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Authority follows the guidance for fair value measurements and disclosures in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*.

The Plan categorizes their fair market value measurements within the fair value hierarchy established by generally accepted accounting principles. According to the GASB 72 fair value hierarchy provides the following definition for the three levels of input data for determining the fair value of an asset or liability:

Level 1 – Unadjusted quoted prices in active markets that are accessible at the measurement date for identical assets or liabilities.

Level 2 – Inputs other than quoted prices in active markets for identical assets and liabilities that are observable either directly or indirectly for substantially the full term of the asset or liability.

Level 3 – Unobservable inputs for the asset or liability (supported by little or no market activity). Level 3 inputs include management's own assumption about the assumptions that market participants would use in pricing the asset or liability (including assumptions about risk).

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 4 – INVESTMENTS (CONTINUED)

The Plan has the following recurring fair value measurements as of February 28, 2025:

	OPEB			
	Fair Value Measurements			
	Quoted Prices in			
	February 28, 2025	Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by Fair Value Level				
Mutual Funds				
Fixed Income	\$ 766,811	\$ 766,811	\$ 0	\$ 0
Equity	1,132,307	1,132,307	0	0
Total Investments Measured at Fair Value Level	<u>\$ 1,899,118</u>	<u>\$ 1,899,118</u>	<u>\$ 0</u>	<u>\$ 0</u>

	Pension			
	Fair Value Measurements			
	Quoted Prices in			
	June 30, 2024	Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments by Fair Value Level				
Mutual Funds				
Fixed Income	\$ 972,408	\$ 972,408	\$ 0	\$ 0
Equity	2,570,239	2,570,239	0	0
Total Investments Measured at Fair Value Level	<u>\$ 3,542,647</u>	<u>\$ 3,542,647</u>	<u>\$ 0</u>	<u>\$ 0</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 5 – FUNDS HELD BY TRUSTEE (RESTRICTED NET POSITION)

Pursuant to the Bristol County Water Authority Bond Resolutions (Bond Resolutions) adopted November 13, 1986, and as amended, certain restricted funds the Authority is required to maintain can be used only for the purposes specified in the Bond Resolution. Furthermore, the Authority is required to establish water rates so net revenues, as defined in the Bond Resolution, shall equal at least the required debt service ratio of 1.25 during the fiscal year.

The assets of these funds are pledged as security for the bonds. Restricted assets at fiscal year-end are as follows:

Restricted For	2025	2024
Debt service fund	\$ 1,281,314	\$ 1,356,872
Operations and maintenance reserve fund	1,750,000	1,750,000
Debt service reserve fund 2022A	880,445	839,297
Debt service reserve fund 2021A	741,178	706,539
Debt service reserve fund 2019A	1,551,381	1,478,881
Debt service reserve fund 2018A	527,217	502,578
Debt service reserve fund 2018B	302,293	288,165
Debt service reserve fund 2014A	107,620	102,590
Debt service reserve fund 2011	81,793	77,970
Debt service reserve fund 2008	455,675	434,379
Project Fund 2019A	0	12
Project Fund 2022A	189,425	3,337,796
Total	\$ 7,868,341	\$ 10,875,079

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 5 – FUNDS HELD BY TRUSTEE (RESTRICTED NET POSITION) (CONTINUED)

The funds held by the trustee are invested in cash and long and short-term securities which meet the requirements of the Bond Resolution for permitted investments. These investments include money market accounts and mutual funds. These funds are generally collateralized with securities held by the trustee's trust department and are generally uninsured and unregistered securities held by the trustee's trust department as agent for the Authority. The fair value of investments at fiscal year ends were as follows:

	2025	2024
Money market funds	\$ 7,868,341	\$ 10,875,079
Total	\$ 7,868,341	\$ 10,875,079

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 6 – PROPERTY, PLANT AND EQUIPMENT

Capital asset activity during the year ended February 28, 2025 was as follows:

	Balance at March 1, 2024	Additions	Disposals	Transfers	Balance at February 28, 2025
Non-Depreciable					
Land	\$ 2,020,265	\$ 0	\$ 0	\$ 0	\$ 2,020,265
Depreciable					
Treatment, storage and admin facilities	9,984,795	133,705	0	0	10,118,500
Distribution system	104,333,714	6,836,285	0	0	111,169,999
Equipment	<u>12,284,597</u>	<u>193,503</u>	<u>0</u>	<u>0</u>	<u>12,478,100</u>
Capital Assets in Service	128,623,371	7,163,493	0	0	135,786,864
Construction in progress	<u>4,192,967</u>	<u>3,564,545</u>	<u>6,836,285</u>	<u>0</u>	<u>921,227</u>
Total Capital Assets	132,816,338	10,728,038	6,836,285	0	136,708,091
Accumulated depreciation	<u>(37,863,541)</u>	<u>(2,431,338)</u>	<u>0</u>	<u>0</u>	<u>(40,294,879)</u>
Net Capital Assets	<u>\$ 94,952,797</u>	<u>\$ 8,296,700</u>	<u>\$ 6,836,285</u>	<u>\$ 0</u>	<u>\$ 96,413,212</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 6 – PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

Capital asset activity during the year ended February 29, 2024, was as follows:

	Balance at March 1, 2023	Additions	Disposals	Transfers	Balance at February 29, 2024
Non-Depreciable					
Land	\$ 2,020,265	\$ 0	\$ 0	\$ 0	\$ 2,020,265
Depreciable					
Treatment, storage and admin facilities	9,760,018	224,777	0	0	9,984,795
Distribution system	100,254,110	4,079,604	0	0	104,333,714
Equipment	<u>12,172,502</u>	<u>112,095</u>	<u>0</u>	<u>0</u>	<u>12,284,597</u>
Capital Assets in Service	124,206,895	4,416,476	0	0	128,623,371
Construction in progress	<u>4,202,980</u>	<u>1,479,966</u>	<u>1,489,979</u>	<u>0</u>	<u>4,192,967</u>
Total Capital Assets	128,409,875	5,896,442	1,489,979	0	132,816,338
Accumulated depreciation	<u>(35,439,566)</u>	<u>(2,423,975)</u>	<u>0</u>	<u>0</u>	<u>(37,863,541)</u>
Net Capital Assets	<u>\$ 92,970,309</u>	<u>\$ 3,472,467</u>	<u>\$ 1,489,979</u>	<u>\$ 0</u>	<u>\$ 94,952,797</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 7 – LONG-TERM OBLIGATIONS

The Authority issues revenue bonds and applies for loans to support various projects. The following is a summary of the Bond and Loan activity for the fiscal year ends were as follows:

	Balance March 1, 2024	Increases	Decreases	Principle Forgiveness	Outstanding Balance February 28, 2025	Balance Due in 2026	Interest Paid in 2025
Bonds Payable- Direct Borrowing							
General Revenue Bond, Series 2018A	\$ 2,181,737	\$ 0	\$ 475,490	\$ 0	\$ 1,706,247	\$ 491,950	\$ 64,854
General Revenue Bond, Series 2019A	13,659,000	0	1,133,000	0	12,526,000	1,153,000	238,676
General Revenue Refunding Bond, Series 2021A	2,700,000	0	1,345,000	0	1,355,000	1,355,000	24,454
General Revenue Bond, Series 2022A	<u>11,550,000</u>	<u>0</u>	<u>465,000</u>	<u>0</u>	<u>11,085,000</u>	<u>475,000</u>	<u>320,364</u>
Total Bonds Payable	<u>\$ 30,090,737</u>	<u>0</u>	<u>\$ 3,418,490</u>	<u>0</u>	<u>\$ 26,672,247</u>	<u>\$ 3,474,950</u>	<u>\$ 648,348</u>
Loans Payable - Direct Borrowing							
Drinking Water Revolving Bond, Series 2008A	2,090,000	0	314,000	0	1,776,000	327,000	67,427
Drinking Water SRF - Direct Loan, Series 2011	481,000	0	52,000	0	429,000	54,000	18,328
Safe Drinking Water Program, Series 2014	848,881	0	65,348	12,326	783,533	67,025	27,881
Drinking Water SRF, Series 2018	<u>3,086,300</u>	<u>0</u>	<u>164,100</u>	<u>0</u>	<u>2,922,200</u>	<u>168,500</u>	<u>100,250</u>
Total Loans Payable	<u>6,506,181</u>	<u>0</u>	<u>595,448</u>	<u>12,326</u>	<u>5,910,733</u>	<u>616,525</u>	<u>213,886</u>
Total Debt	<u>\$ 36,596,918</u>	<u>\$ 0</u>	<u>\$ 4,013,938</u>	<u>\$ 12,326</u>	<u>\$ 32,582,980</u>	<u>\$ 4,091,475</u>	<u>\$ 862,234</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 7 – LONG-TERM OBLIGATIONS (CONTINUED)

	Balance March 1, 2023	Increases	Decreases	Principle Forgiveness	Outstanding Balance February 29, 2024	Balance Due in 2025	Interest Paid in 2024
Bonds Payable- Direct Borrowing							
General Revenue Bond, Series 2018A	\$ 2,641,709	\$ 0	\$ 459,971	\$ 0	\$ 2,181,737	\$ 475,489	\$ 80,815
General Revenue Bond, Series 2019A	14,771,000	0	1,112,000	0	13,659,000	1,133,000	259,139
General Revenue Refunding Bond, Series 2021A	4,030,000	0	1,330,000	0	2,700,000	1,345,000	37,246
General Revenue Bond, Series 2022A	12,000,000	0	450,000	0	11,550,000	465,000	333,720
Total Bonds Payable	<u>\$ 33,442,709</u>	<u>0</u>	<u>\$ 3,351,971</u>	<u>0</u>	<u>\$ 30,090,737</u>	<u>\$ 3,418,489</u>	<u>\$ 710,920</u>
Loans Payable- Direct Borrowing							
Drinking Water Revolving Bond, Series 2008A	2,393,000	0	303,000	0	2,090,000	314,000	79,541
Drinking Water SRF - Direct Loan, Series 2011	531,000	0	50,000	0	481,000	52,000	20,220
Safe Drinking Water Program, Series 2014	912,554	0	76,000	12,326	848,881	65,348	29,695
Drinking Water SRF, Series 2018	3,246,100	0	159,800	0	3,086,300	164,100	104,574
Total Loans Payable	<u>7,082,654</u>	<u>0</u>	<u>588,800</u>	<u>12,326</u>	<u>6,506,181</u>	<u>595,448</u>	<u>234,030</u>
Total Debt	<u>\$ 40,525,363</u>	<u>\$ 0</u>	<u>\$ 3,940,771</u>	<u>\$ 12,326</u>	<u>\$ 36,596,918</u>	<u>\$ 4,013,937</u>	<u>\$ 944,950</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 7 – LONG-TERM OBLIGATIONS (CONTINUED)

BONDS PAYABLE

In June 2018, the Authority issued a 2018 Series A General Revenue Bond (the “2018A Bonds”) with a face value of \$4,600,000. The net proceeds of approximately \$4,535,000 (after bond issue costs) will be used to complete capital improvements. Of the approximate total after bond issuance costs, \$460,000 of the total will be placed into a Debt Service Reserve Fund. Principal and interest on the 2018A bonds are paid on a monthly basis on the first. Principal and interest payments on the 2018A Bonds outstanding at February 28, 2025 are \$475,490 and \$64,854, respectively and an outstanding principal balance of \$1,706,247.

In September 2019, the Authority issued a 2019 Series A General Revenue Bond (the “2019A Bonds”) with a face value of \$18,000,000. The net proceeds of approximately \$17,935,000 of which \$1,382,113 is placed into a Debt Service Reserve Fund, is to be used for the repairs and improvements of the water main that suffered a major break in FY 2019. Interest on the 2019A Bond is paid semiannually on March 1 and September 1. Principal payments are made annually on September 1. Principal and interest payments as of February 28, 2025 are \$1,133,000 and \$238,676 respectively with a principal balance of \$12,526,000.

In January 2021, the Authority issued a 2021 Series A General Revenue Refunding Bonds (the “2021A Bonds”) with a face value of \$6,660,000. The net proceeds of \$6,510,000 refinanced 2014B bond. Interest on the 2021A Bond is paid semiannually on January 15 and July 15. Principal payments are made annually on January 15. Principal and interest payments as of February 28, 2025 are 1,345,000 and 24,454, respectively, with a principal balance of \$1,355,000.

In March 2022, the Authority issued a 2022 Series A General Revenue Bond (the “2022A Bond”) with a face value of \$12,000,000. Interest is paid semiannually on April 1 and October 1. Principal payments are made annually on April 1. Principal and interest payments as of February 28, 2025, are \$465,000 and \$320,364, respectively, with a principal balance of \$11,085,000.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 7 – LONG-TERM OBLIGATIONS (CONTINUED)

BONDS PAYABLE (CONTINUED)

The annual debt service requirements of the general long-term bonds payable as of February 28, 2025, are as follows:

Fiscal Years Ended February 28,	Bonds from Direct Borrowings		
	Principal	Interest	Total
2026	\$ 3,474,950	\$ 603,648	\$ 4,078,598
2027	2,172,770	538,847	2,711,617
2028	2,227,162	485,734	2,712,896
2029	1,916,365	434,791	2,351,156
2030	1,775,000	396,172	2,171,172
2031-2035	9,461,000	1,389,852	10,850,852
2036-2040	3,375,000	580,640	3,955,640
2041-2043	2,270,000	99,360	2,369,360
	<u>\$ 26,672,247</u>	<u>\$ 4,529,044</u>	<u>\$ 31,201,291</u>

The Authority's outstanding notes from direct borrowings relate to business-type activities of \$26,672,247 are secured by the Authority's pledge of the proceeds of the bonds, revenues, securities, receivables, sale of Authority's real property, exclusive of monies collected as water quality protection charges, and other amounts in all funds and accounts established by or pursuant to the General Bond Resolutions, except the General Fund and the Rebate Fund.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 7 – LONG-TERM OBLIGATIONS (CONTINUED)

LOANS PAYABLE

In June 2008, the Authority obtained a twenty-one year (21), \$5,500,000 loan from Rhode Island Infrastructure Bank. There were no drawdowns in the Fiscal Year. Interest on the loan payable is paid semi-annually on September 1 and March 1. Principal payments are made annually on September 1. Principal and interest payments outstanding under the loan agreement as of February 28, 2025 are \$314,000 and \$67,427, respectively with a principal balance of \$1,776,000.

In October 2011, the Authority obtained a twenty-year (20), \$1,000,000 loan from Rhode Island Infrastructure Bank. There were no drawdowns in the Fiscal Year. Interest on the loan payable is paid semi-annually on September 1 and March 1. Principal payments are made annually on September 1. Principal and interest payments outstanding under the loan agreement as of February 28, 2025 are \$429,000 and \$18,328 respectively with a principal balance of \$429,000.

In August 2014, the Authority obtained a twenty-year (21), \$1,643,232 loan from Rhode Island Infrastructure Bank of which there were no drawdowns in the Fiscal Year. This loan includes principal forgiveness of \$266,540 resulting in a net direct loan of \$1,376,692. Interest on the loan payable is paid semi-annually on September 1 and March 1. Principal payments are made annually on September 1. Net Principal and interest payments outstanding under the loan agreement as of February 28, 2025 are \$65,348 and \$27,881 respectively with a principal balance of \$783,533. This Debt also had \$12,326 in loan forgiveness in 2025.

In November 2018, the Authority obtained a twenty-year (20), \$3,850,000 loan from Rhode Island Infrastructure Bank of which a total of \$3,200,816 was drawn down as of February 28, 2021. This loan includes principal forgiveness of \$295,500 resulting in a net direct loan of \$3,554,500. Interest on the loan payable is paid semi-annually on March 1 and September 1. Principal payments are made annually on September 1. Principal and interest payments outstanding under the loan agreement as of February 28, 2025 are \$164,100 and \$100,250 respectively with a principal balance of \$2,922,200.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 7 – LONG-TERM OBLIGATIONS (CONTINUED)

LOANS PAYABLE (CONTINUED)

The annual debt service requirements of the loans payable as of February 28, 2025, are as follows:

Years Ended February 28,	Principal	Interest & Fees	Total
2026	\$ 616,525	\$ 214,382	\$ 830,907
2027	638,737	192,556	831,293
2028	660,413	169,486	829,899
2029	686,226	135,226	821,452
2030	716,739	119,260	835,999
2031-2035	1,611,995	338,854	1,950,849
2036-2039	<u>980,098</u>	<u>86,142</u>	<u>1,066,240</u>
	<u>\$ 5,910,733</u>	<u>\$ 1,255,906</u>	<u>\$ 7,166,639</u>

NOTE 8 – LINE OF CREDIT

The Authority maintains a loan agreement (Agreement) with Washington Trust Bank. Such Agreement includes a revolving line of credit with maximum available borrowings of \$150,000. Interest is payable monthly at the adjusted term at the 1st of the month plus 2.61% (6.933% at February 28, 2025). At February 28, 2025 and 2024, the outstanding balance on the line was \$0 and \$0, respectively.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN

PLAN DESCRIPTION

Plan Administration

The Authority administers the Pension Plan (Plan) for employees of the Authority, a single employer defined benefit pension plan that provides pensions for employees of the Authority who were hired prior to September 1, 2012. The pension plan is closed to new entrants.

Benefits Provided

The Plan for employees of the Authority provides retirement, disability, and death benefits. Retirement benefits for plan members are calculated at 1.85% of the member's final 5-year average salary times the member's years of service to a maximum of 25 years plus 0.7 percent of the member's final 5-year average salary times the member's years of service in excess of 25 years. Members are eligible to retire at age 65, or at 62 with 20 years of service, at age 61 with 19 years of service or at 64 with 17 years of service. All plan members are eligible for disability benefits after 10 years of service. Disability retirement benefits are calculated as 1.15% of the members final 5-year average salary times the member's years of service. Death benefits are payable to the surviving spouse of a member who dies at after 10 years of service. A plan member who leaves the Authority after 5 years of service is vested in their benefit earned to date of termination.

Plan Membership

At June 30, 2024, pension plan membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefits	8
Inactive plan members entitled to but not yet receiving benefits	3
Active plan members	<u>5</u>
Subtotal	<u><u>16</u></u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN (CONTINUED)

PLAN DESCRIPTION (CONTINUED)

Contributions

The Authority establishes contribution rates based on an actuarially determined rate recommended by an independent actuary. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits expected to be earned by plan members during the year with an additional amount to finance any actuarial gains or losses over the compensation weighted average future working life of active members. For the year ended June 30, 2024, the measurement date, the actuarially determined contribution was \$160,000 and the actual contribution was \$112,111.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The Plan's statement of fiduciary net position and statement of change in fiduciary net position are prepared using the accrual basis of accounting in accordance with generally accepted accounting principles that apply to governmental accounting for defined benefit plans. These are included in this financial statement in fiduciary net position as outlined in the Table of Contents. Employer contributions are recognized when made, because there are no required due dates for contributions. Other additions are recognized when due. Benefits and refunds are recognized when due and payable in accordance with the terms of the Plan document. Plan expenses, other than benefits and refunds are recognized on the accrual basis in accordance with generally accepted accounting principles.

Plan Expenses

Certain expenses are paid from the assets of the Plan and are recorded as administrative expenses on the financial statements. These expenses include benefit payment processing fees and other administrative expenses.

Fair Value of Investments

Investments are reported at fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN (CONTINUED)

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires the Plan's management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and changes therein, disclosure of contingent assets and liabilities, and the actuarial values at the date of the financial statements. Actual results could differ from these estimates.

INVESTMENTS

Investment Policy

The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the Authority. It is the policy of the Authority board to pursue an investment strategy that reduces risk through the prudent diversification of the portfolio across a broad selection of distinct asset classes. The pension plan's investment policy discourages the use of cash equivalents, except for liquidity purposes, and aims to refrain from dramatically shifting asset class allocations over short time spans.

Rate of Return

For the year ended June 30, 2024 the annual money-weighted rate of return on pension plan investments, net of pension plan investment expenses, was 11.42%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN (CONTINUED)

NET PENSION LIABILITY OF THE AUTHORITY

The components of the net pension liability of the Authority at June 30, 2024, were as follows:

Total pension liability	\$ 3,805,080
Plan fiduciary net position	<u>(3,596,237)</u>
BCWA's net pension liability (asset)	<u>\$ 208,843</u>
Plan fiduciary net position as a percentage of the total pension liability	94.5%

Actuarial assumptions

The total pension liability was determined by an actuarial valuation as of June 30, 2024, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.00 percent
Salary increases	3.00 percent, compounded annually
Investment rate of return/Discount Rate	7.50 percent, net of pension plan investment expense, including inflation

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN (CONTINUED)

NET PENSION LIABILITY OF THE AUTHORITY (CONTINUED)

Mortality rates were based on the RP-2014 Employee Mortality Table for Males or Females, as appropriate, with adjustments for future mortality improvement using Mortality Improvement Scale MP-2021. The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2024 (see the discussion of the pension plan's investment policy) are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return	Weighted Real Rate of Return
Domestic equity	58%	7.0%	4.06%
International equity	8%	7.5%	0.60%
Fixed income	28%	3.5%	0.98%
Short-term investments	6%	2.0%	0.12%
Cash	0%	0.0%	0.00%
Total	100%		5.76%
		Investment Expense	-1.00%
		Inflation	2.00%
		Total Calculated Rate	6.76%
		Long-Term Rate of Return Assumption	7.50%
		Merit and Productivity Pay Increases	1.00%
		Inflation	2.00%
		Salary Increase Assumption	3.00%

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN (CONTINUED)

NET PENSION LIABILITY OF THE AUTHORITY (CONTINUED)

Net Pension Liability

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance as of 7/01/2023	\$ 4,177,330	\$ 3,692,862	\$ 484,468
Changes for the year:			
Service cost	38,111	0	38,111
Interest on total pension liability	290,722	0	290,722
Differences between expected and actual experience	594	0	594
Changes in assumptions	(23,382)	0	(23,382)
Contributions - employer	0	160,000	(160,000)
Net investment income	0	421,670	(421,670)
Benefit payments	(678,295)	(678,295)	0
Net Changes	<u>(372,250)</u>	<u>(96,625)</u>	<u>(275,625)</u>
Balance as of 6/30/2024	<u>\$ 3,805,080</u>	<u>\$ 3,596,237</u>	<u>\$ 208,843</u>

Discount rate

The discount rate used to measure the total pension liability was 7.50 percent. The projection of cash flows used to determine the discount rate assumed that plan participant contributions will be made at the current contribution rate and that Authority contributions will be made at rates equal to the difference between actuarially determined contribution rates and the participant rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN (CONTINUED)

NET PENSION LIABILITY OF THE AUTHORITY (CONTINUED)

Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the Authority, calculated using the discount rate of 7.50 percent, as well as what the Authority's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50 percent) or 1-percentage-point higher (8.50 percent) than the current rate:

	1% Decrease 6.50%	Current Discount Rate (7.50%)	1% Increase 8.50%
Plan's Net Pension Liability (Asset)	\$ 446,394	\$ 208,843	\$ (5,074)

Pension Expense and Deferred Outflows and Deferred Inflows of Resources Related to Pensions

For the year ended February 28, 2025, the Authority recognized pension expense of \$90,085. At February 28, 2025, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Contribution subsequent to measurement date	\$ 100,000	\$ 0
Difference between expected and actual experience	297	0
Changes in assumptions	0	11,691
Difference between projected and actual earnings on plan investments	<u>2,488</u>	<u>0</u>
Total deferred outflows/(inflows)	<u>\$ 102,785</u>	<u>\$ 11,691</u>
Net deferred outflows/deferred infows		<u>\$ 91,094</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 9 – PENSION PLAN (CONTINUED)

NET PENSION LIABILITY OF THE AUTHORITY (CONTINUED)

Pension Expense and Deferred Outflows and Deferred Inflows of Resources Related to Pensions (Continued)

An amount of \$100,000 reported as deferred outflows of resources related to pensions resulting from the Authority's contributions in fiscal year 2025 subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent period. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Years Ended February 28	
2026	\$ (36,124)
2027	119,390
2028	(59,343)
2029	<u>(32,829)</u>
	<u>\$ (8,906)</u>

NOTE 10 – COMMITMENTS AND CONTINGENCIES

PAYMENT IN LIEU OF TAXES

For the fiscal year 2023 through fiscal year 2039, through agreement with the towns of Bristol County, the Authority will make no PILOT payments to the Towns and the Authority will not charge the Towns of Bristol County for public fire protection.

LITIGATION

The Authority is subject to litigation arising from its normal business operations. In the opinion of management, and legal counsel, the ultimate disposition of these matters is not expected to have a material adverse effect on the Authority's financial position or results of operations.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 10 – COMMITMENTS AND CONTINGENCIES (CONTINUED)

COMMITMENT

As of February 28, 2025, and 2024 the Authority had entered into various construction contracts and had commitments of approximately \$2,260,950 and \$4,075,532, respectively, related to these contracts.

NOTE 11 – NET POSITION

Net position represents the difference between assets and liabilities. The net position amounts at February 28, 2025 and February 29, 2024 were as follows:

	2025	2024
Net Investment in Capital Assets		
Net capital assets in service	\$ 96,413,212	\$ 94,952,797
Less: bonds and notes payable	(32,582,980)	(36,596,918)
Less: other capital related liabilities	<u>(645,996)</u>	<u>(567,867)</u>
Total Net Investment in Capital Assets	63,184,236	57,788,012
Restricted		
Restricted funds held by trustee	<u>7,868,041</u>	<u>10,875,079</u>
Total Restricted	7,868,041	10,875,079
Unrestricted	<u>32,689,086</u>	<u>26,186,746</u>
Total Net Position	<u>\$ 103,741,363</u>	<u>\$ 94,849,837</u>

NET INVESTMENT IN CAPITAL ASSETS

Net investment in capital assets reflects the portion of net position associated with non-liquid capital assets, less outstanding capital assets related debt. The net investment in capital assets also includes cash or cash equivalents restricted for the acquisition of capital assets or debt service.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 11 – NET POSITION (CONTINUED)

RESTRICTED

This category represents external restrictions imposed by creditors, grantors, contributions, or laws and regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

UNRESTRICTED

This category represents the residual amount of net position not included in the net investment in capital assets or the restricted categories highlighted above.

NOTE 12 – MAJOR SUPPLIER

The Authority's water purchases from one supplier for the years ended February 29, 2025 and 2024 were approximately 15% and 24%, respectively, of the Authority's operations expense.

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS

PLAN DESCRIPTION

The cost of post-employment health care benefits, like the cost of pension benefits, generally should be associated with the periods in which the cost occurs, rather than in future years when it will be paid. In adopting the requirements of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*, during the year ended February 28, 2025, the Authority recognizes the cost of post-employment healthcare and life insurance in the year when the employee services are rendered, reports the accumulated liability from prior years, and provides information useful in assessing potential demands on the Authority's future cash flows.

The Authority's OPEB Plan is a single employer defined benefit postretirement health and life insurance program. The Authority provides post-employment benefits to eligible retirees in accordance with the various labor contracts and personnel policies. As of March 1, 2023, 25 active employees were participating in the Plan. An actuarial consultant, The Angell Pension Group, Inc., was hired to determine the Authority's actuarial valuation of the post-retirement benefits that are offered to current and future retirees as of February 28, 2010, which was the first actuarial valuation that the Authority had in determining its OPEB obligation. The actuary, as of February 28, 2025, has updated the actuarial valuation. The plan does not issue a stand-alone report.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

BASIS OF ACCOUNTING

In fiscal year 2014, the Authority established an OPEB trust fund to fund future OPEB liabilities. The OPEB trust fund financial statements are prepared on the accrual basis of accounting. Contributions are recognized when due, pursuant to formal budgetary commitments and contractual requirements. Investment income is recognized when earned and expenses (benefits and administration) are recognized when they are due and payable in accordance with the terms of the plan.

FUNDING POLICY

The contribution requirements of plan members and the Authority are established and may be amended by the Authority, subject to applicable labor contracts. Contributions are recognized when due on a pay-as-you-go basis, pursuant to formal budgetary commitments and contractual requirements.

BENEFIT PROVISIONS AND CONTRIBUTIONS

Eligible retirees receive medical and dental insurance coverage under individual or individual/spouse plans. Retirees are required to contribute to the cost of health insurance at a co-pay rate of 20%. No health coverage is available to a retiree whose spouse has similar insurance coverage available. If the participant retires earlier than age 65, or his/her spouse is under the age of 65, the Plan will reimburse the participant for full medical and dental coverage outside of the Plan under a health insurance plan that provides equivalent coverage that the Bristol County Water Authority's active health plan would have covered. At age 65, the participants enter in the Authority's Plan 65 medical coverage.

Surviving spousal coverage ends upon the death of a retired member.

Eligible retirees are covered under a \$50,000 life insurance policy until age 65. The benefit is then reduced to \$25,000 until age 70, when the benefit ends. As of December 1, 2012, retirees who have reached age 70 will be entitled to a \$500 stipend per year for the next five years.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

CLASSES OF EMPLOYEES COVERED

As of March 1, 2023 (date of the last actuarial valuation) membership data was as follows:

Active Employees	Inactive or Beneficiaries Receiving Benefits	Total
25	30	55

ACTUARIAL METHODS AND ASSUMPTIONS

The accompanying schedules of employer contributions present trend information about the amounts contributed to the Plan by employers in comparison to the Actuarially Determined Contribution (ADC). The ADC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost for each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. Projections of benefits are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits in force at the valuation date and the pattern of sharing benefit costs between the employer and plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the employer and plan members in the future. Actuarial calculations reflect a long-term perspective.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

ACTUARIAL METHODS AND ASSUMPTIONS (CONTINUED)

Consistent with that perspective, actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets. The annual OPEB cost was determined as part of the actuarial valuation. Additional information and assumptions used as of the last actuarial valuation are summarized below:

Actuarial Methods:

Measurement Date: March 1, 2023 for OPEB expense and February 28, 2025 for Net OPEB Liability

Actuarial Cost Method:

Costs have been computed in accordance with the Entry Age Actuarial Cost Method. The service cost is the sum of the service costs for all participants. For a current participant, the individual service cost is (a) the present value of future benefits as of the participant's entry age divided by (b) the present value of future compensation as of the participant's entry age multiplied by (c) current compensation. For other than a current active participant, the service cost equal \$0.

The accrued liability is the sum of the individual accrued liabilities for all participants. The individual accrued liability is equal to (d) the present value of future benefits less (e) the service cost accrual rate multiplies by (f) the present value of future compensation.

Asset-Valuation Method:

For purposes of determining the unfunded actuarial liability, the actuarial value of assets is equal to the fair market value.

Census Information:

Census data as of March 1, 2023 and premium information as of March 1, 2023 were used to calculate the OPEB Expense. Census data and premium information as of March 1, 2023 were used to calculate the Total OPEB Liability as of March 1, 2023

Actuarial Assumptions:

Discount rate: 4.77%

Investment Rate of Return: 6.75%

Salary Scale: 3.00%

Healthy Mortality:

PubG.H-2010 Employee and Healthy Annuitant with Scale MP-2021 generational improvements (Male/Female)

Disabled Mortality:

PubG.H-2010 Disabled Annuitant with Scale MP-2021 generational improvements (Male/Female)

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

ACTUARIAL METHODS AND ASSUMPTIONS (CONTINUED)

Health Care Cost Trend Rates:

Medical Costs:	Starting at 6.5% grading down using the Getzen model to an ultimate rate of 4.00%
Participation:	100% of eligible future retirees are assumed to elect medical coverage under Plan
Marital Status:	80% of future retirees are assumed to be married and elect family medical coverage. Female spouses are assumed to be 3 years younger than males.
Retirement Rates:	Ranging from 5% at age 55 to 100% at age 70
Aging Assumption:	Dental claims costs are assumed to increase by 3.00% per year of age up to age 70 Medical claim costs are assumed to increase range from: from 3.0% at <70 to 0.0% at 90+

INVESTMENT POLICY AND RATE OF RETURN

The Water Authority’s policy in regard to the allocation of invested assets is established and may be amended by the committee by a majority vote of its members.

For the year ended February 28, 2025 the annual money-weighted rate of return on investment, net of investment expense, was 11.2%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

INVESTMENT POLICY AND RATE OF RETURN (CONTINUED)

The following was the Authority’s adopted asset allocation policy as of February 28, 2025:

Asset Class	Asset Allocation
Cash and Receivables	0.00%
Cash and Equivalents	14.00%
Mutual Funds - Fixed Income	28.00%
Mutual Funds - Equity	58.00%
Total	100.00%

Projected Rate of Return*: 4.70%

*The projected rate of return was estimated by the plan sponsor.

Money-Weighted Rate of Return for Fiscal Year Ending 02/29/2025**: 11.20%

**This rate is determined assuming contributions and expenses are paid in the middle of the plan year.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

CHANGES IN NET OPEB LIABILITY

	Total OPEB Liability	Increase (Decrease) Plan Fiduciary Net Position	Net OPEB Liability
Balance at March 1, 2024	\$ 4,769,144	\$ 1,614,536	\$ 3,154,608
Service cost	168,852	0	168,852
Interest on Total OPEB liability	230,856	0	230,856
Differences between actual and expected experience	3,608	0	3,608
Benefit payments, including refunds	(107,588)	(107,588)	0
Trust administrative expenses	0	(13,398)	13,398
Contributions - employer	0	247,954	(247,954)
Net investment income	0	181,254	(181,254)
Net changes	295,728	308,222	(12,494)
Balances at February 28, 2025	<u>\$ 5,064,872</u>	<u>\$ 1,922,758</u>	<u>\$ 3,142,114</u>

SENSITIVITY OF THE NET OPEB LIABILITY TO CHANGES IN THE DISCOUNT RATE

The following presents the net OPEB liability of the Authority, as well as what the Authority's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.70 percent) or 1-percentage-point higher (5.70 percent) than the current discount rate:

	Impact of 1% Change in Discount Rate		
	1% Decrease (3.70%)	Current Discount Rate (4.70%)	1% Increase (5.70%)
Total OPEB Liability	\$ 3,799,786	\$ 3,142,114	\$ 2,627,908

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

SENSITIVITY OF THE NET OPEB LIABILITY TO CHANGES IN THE DISCOUNT RATE (CONTINUED)

The following presents the net OPEB liability of the Authority, as well as what the Authority's net OPEB liability would be if it were calculated using health care cost trend rates that are 1-percentage-point lower (3.00 percent) or 1-percentage-point higher (5.00 percent) than the current discount rate:

	Impact of 1% Change in Healthcare Trend Rate		
	1% Decrease (5.5% decreasing to 3.00%)	Current Trend Rate (6.5% decreasing to 4.00%)	1% Increase (7.5% decreasing to 5.00%)
Total OPEB Liability	\$ 2,475,857	\$ 3,142,114	\$ 3,997,207

NET OPEB LIABILITY

The components of the net OPEB liability of the Authority at February 28, 2025 were as follows:

Total OPEB liability	\$ 5,064,872
Plans fiduciary net position	<u>(1,922,758)</u>
Authority's net OPEB liability	<u><u>\$ 3,142,114</u></u>
Plan net position as a percentage of the total OPEB liability	38.0%

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 13 – OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

OPEB EXPENSE AND DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES RELATED TO OPEB

For the year ended February 28, 2025 the Authority reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 20,447	\$ 522,884
Changes in assumptions	466,048	1,154,613
Difference between projected and actual earnings on OPEB plan investments	<u>67,826</u>	<u>0</u>
Total deferred outflows/(inflows)	<u>\$ 554,321</u>	<u>\$ 1,677,497</u>
Net deferred outflows/deferred inflows		<u>\$ (1,123,176)</u>

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Years Ended February 29	
2026	\$ (178,587)
2027	(154,783)
2028	(159,508)
2029	(254,132)
2030	(240,024)
Thereafter	<u>(136,142)</u>
	<u>\$ (1,123,176)</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 14 – DEFERRED COMPENSATION PLAN

The Authority offers its employees “The Bristol County Water Authority 457(b) Deferred Compensation Plan” (the Plan) created in accordance with Internal Revenue Code Section 457. The Plan, available to all Authority employees hired after September 1, 2012, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The Authority's Board of Directors is responsible for establishing or amending the Plan's provisions and establishing or amending contribution requirements. The defined contribution Plan is currently administered by Security Benefits.

The Authority is obligated to remit to the administrator an amount equal to 5% of each employee's prior year's base rate compensation on an annual basis. If an employee contributes 5% or more of their base rate compensation, the Authority will also match up to 3% of base employee compensation. The Authority's contribution totaled \$263,896 and \$219,406 for the years ended February 28, 2025 and February 29, 2024, respectively. Employees are allowed to make contributions to the Plan up to, but not exceeding, the lesser of 33 1/3% of their individual compensation or \$18,000 (\$24,000 if age 50 or older). Employee contributions to the Plan for the years ended February 28, 2025 and February 29, 2024 were \$244,065 and \$247,948, respectively. The employees pick and manage their selection of a broad range of funds as offered by Security Benefits.

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 15 – FINANCIAL STATEMENTS FOR INDIVIDUAL PENSION AND OTHER POSTEMPLOYMENT BENEFIT TRUST FUNDS (OPEB)

GAAP requires that all pension and Other Postemployment Trust Funds (OPEB) be combined and presented in one column in the Fiduciary Funds financial statements and that the individual financial statements for each trust fund plan are reported in the notes to the financial statements. Provided below are the individual financial statements for the pension and OPEB plan that are included in the Fiduciary Funds as Pension and Other Postemployment Benefits Trust funds, comparatively.

	OPEB Trust Fund		Pension Trust Fund (as of June 30)		Total	
	2025	2024	2024	2023	2025	2024
Assets						
Cash and cash equivalents	\$ 23,640	\$ 0	\$ 53,590	\$ 0	\$ 77,230.00	\$ 0
Investments, at fair value						
Fixed Income	766,811	455,492	972,408	836,284	1,739,219	1,291,776
Equity	1,132,307	930,603	2,570,239	2,598,456	3,702,546	3,529,059
Short-Term	0	228,441	0	258,122	0	486,563
Total Assets	<u>1,922,758</u>	<u>1,614,536</u>	<u>3,596,237</u>	<u>3,692,862</u>	<u>5,518,995</u>	<u>5,307,398</u>
Net Position						
Restricted for pension	0	0	3,596,237	3,692,862	3,596,237	3,692,862
Restricted for other post-employment benefits	<u>1,922,758</u>	<u>1,614,536</u>	<u>0</u>	<u>0</u>	<u>1,922,758</u>	<u>1,614,536</u>
Total Net Position	<u>\$ 1,922,758</u>	<u>\$ 1,614,536</u>	<u>\$ 3,596,237</u>	<u>\$ 3,692,862</u>	<u>\$ 5,518,995</u>	<u>\$ 5,307,398</u>

BRISTOL COUNTY WATER AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FOR THE YEARS ENDED FEBRUARY 28, 2025 AND FEBRUARY 29, 2024

NOTE 15 – FINANCIAL STATEMENTS FOR INDIVIDUAL PENSION AND OTHER POSTEMPLOYMENT BENEFIT TRUST FUNDS (OPEB) (CONTINUED)

	OPEB Trust Fund		Pension Trust Fund (as of June 30)		Total	
	2025	2024	2024	2023	2025	2024
Additions						
Contributions						
Employer contributions	\$ 247,954	\$ 244,309	\$ 160,000	\$ 223,150	\$ 407,954	\$ 467,459
Total Contributions	<u>247,954</u>	<u>244,309</u>	<u>160,000</u>	<u>223,150</u>	<u>407,954</u>	<u>467,459</u>
Investment Income						
Net investment income	<u>181,254</u>	<u>203,380</u>	<u>421,670</u>	<u>380,300</u>	<u>602,924</u>	<u>583,680</u>
Total Investment Income	<u>181,254</u>	<u>203,380</u>	<u>421,670</u>	<u>380,300</u>	<u>602,924</u>	<u>583,680</u>
Total Additions	<u>429,208</u>	<u>447,689</u>	<u>581,670</u>	<u>603,450</u>	<u>1,010,878</u>	<u>1,051,139</u>
Deductions						
Administration fees	13,398	10,030	0	0	13,398	10,030
Actual and service benefits payments	<u>107,588</u>	<u>102,657</u>	<u>678,295</u>	<u>203,920</u>	<u>785,883</u>	<u>306,577</u>
Total Deductions	<u>120,986</u>	<u>112,687</u>	<u>678,295</u>	<u>203,920</u>	<u>799,281</u>	<u>316,607</u>
Change in Net Position	308,222	335,002	(96,625)	399,530	211,597	734,532
Net Position - March 1	<u>1,614,536</u>	<u>1,279,534</u>	<u>3,692,862</u>	<u>3,293,332</u>	<u>5,307,398</u>	<u>4,572,866</u>
Net Position - February 28	<u>\$ 1,922,758</u>	<u>\$ 1,614,536</u>	<u>\$ 3,596,237</u>	<u>\$ 3,692,862</u>	<u>\$ 5,518,995</u>	<u>\$ 5,307,398</u>

REQUIRED SUPPLEMENTARY INFORMATION

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BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF CHANGES IN THE AUTHORITY'S NET POSITION LIABILITY AND RELATED RATIOS

LAST TEN FISCAL YEARS

MEASURED AS OF JUNE 30, 2024

Fiscal Years Ended June 30,	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Pension Liability										
Service cost	\$ 38,111	\$ 42,839	\$ 42,839	\$ 42,825	\$ 50,344	\$ 84,412	\$ 79,150	\$ 104,910	\$ 164,052	\$ 165,962
Interest	290,722	304,311	297,541	330,077	370,531	398,672	400,373	429,481	473,937	457,069
Differences between expected and actual experience	594	64,539	158,559	268,235	46,960	(53,738)	104,028	(1,073)	(52,783)	186,447
Changes of assumptions	(23,382)	(147,042)	0	0	0	0	0	0	0	418,440
Benefit payments, including refunds of participant contributions	(678,295)	(203,920)	(613,413)	(1,536,533)	(462,851)	(1,078,149)	(144,836)	(1,646,500)	(591,117)	(1,017,891)
Net Change in Total Pension Liability	(372,250)	60,727	(114,474)	(895,396)	4,984	(648,803)	438,715	(1,113,182)	(5,911)	210,027
Total Pension Liability - Beginning	4,177,330	4,116,603	4,231,077	5,126,473	5,121,489	5,770,292	5,331,577	6,444,759	6,450,670	6,240,643
Total Pension Liability - Ending	<u>\$ 3,805,080</u>	<u>\$ 4,177,330</u>	<u>\$ 4,116,603</u>	<u>\$ 4,231,077</u>	<u>\$ 5,126,473</u>	<u>\$ 5,121,489</u>	<u>\$ 5,770,292</u>	<u>\$ 5,331,577</u>	<u>\$ 6,444,759</u>	<u>\$ 6,450,670</u>
Pension Fiduciary Net Position										
Contributions - employer	\$ 160,000	\$ 223,150	\$ 100,000	\$ 278,000	\$ 325,000	\$ 409,000	\$ 467,000	\$ 582,000	\$ 350,000	\$ 405,081
Net investment income	421,670	380,300	(540,851)	1,124,757	103,907	205,023	413,208	494,351	(190,089)	369,331
Benefit payments, including refunds of participant contributions	(678,295)	(203,920)	(613,413)	(1,536,533)	(462,851)	(1,078,149)	(144,836)	(1,646,500)	(591,117)	(1,017,891)
Administrative expense	0	0	0	0	(7,800)	(8,300)	(8,300)	(8,150)	(6,420)	(6,815)
Net Change in Plan Fiduciary Net Position	(96,625)	399,530	(1,054,264)	(133,776)	(41,744)	(472,426)	727,072	(578,299)	(437,626)	(250,294)
Pension Fiduciary Net Position - Beginning	3,692,862	3,293,332	4,347,596	4,481,372	4,523,116	4,995,542	4,268,470	4,846,769	5,284,395	5,534,689
Pension Fiduciary Net Position - End	<u>\$ 3,596,237</u>	<u>\$ 3,692,862</u>	<u>\$ 3,293,332</u>	<u>\$ 4,347,596</u>	<u>\$ 4,481,372</u>	<u>\$ 4,523,116</u>	<u>\$ 4,995,542</u>	<u>\$ 4,268,470</u>	<u>\$ 4,846,769</u>	<u>\$ 5,284,395</u>
BCWA's Net Pension Liability (Asset) - Ending	<u>\$ 208,843</u>	<u>\$ 484,468</u>	<u>\$ 823,271</u>	<u>\$ (116,519)</u>	<u>\$ 645,101</u>	<u>\$ 598,373</u>	<u>\$ 774,750</u>	<u>\$ 1,063,107</u>	<u>\$ 1,597,990</u>	<u>\$ 1,166,275</u>

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF CHANGES IN THE AUTHORITY'S NET POSITION LIABILITY AND RELATED RATIOS (CONTINUED)

LAST TEN FISCAL YEARS
MEASURED AS OF JUNE 30, 2024

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total Pension Liability	\$ 3,805,080	\$ 4,177,330	\$ 4,116,603	\$ 4,231,077	\$ 5,126,473	\$ 5,121,489	\$ 5,770,292	\$ 5,331,577	\$ 6,444,759	\$ 6,450,670
Plan Fiduciary Net Position	<u>(3,596,237)</u>	<u>(3,692,862)</u>	<u>(3,293,332)</u>	<u>(4,347,596)</u>	<u>4,481,372</u>	<u>4,523,116</u>	<u>4,995,542</u>	<u>4,268,470</u>	<u>4,846,769</u>	<u>5,284,395</u>
BCWA's Net Pension Liability (Asset)	<u>\$ 208,843</u>	<u>\$ 484,468</u>	<u>\$ 823,271</u>	<u>\$ (116,519)</u>	<u>\$ 645,101</u>	<u>\$ 598,373</u>	<u>\$ 774,750</u>	<u>\$ 1,063,107</u>	<u>\$ 1,597,990</u>	<u>\$ 1,166,275</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	94.51%	88.40%	80.00%	102.75%	87.42%	88.32%	86.57%	80.06%	75.20%	81.92%
Covered-Employee Payroll	\$ 476,094	\$ 462,185	\$ 503,778	\$ 603,323	\$ 858,466	\$ 1,078,697	\$ 1,231,521	\$ 1,180,179	\$ 1,450,870	\$ 1,567,423
Net Pension Liability as a Percentage of Covered-Employee Payroll	43.87%	104.82%	163.42%	-19.31%	75.15%	55.47%	62.91%	90.08%	110.14%	74.41%

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION SCHEDULE OF AUTHORITY'S CONTRIBUTIONS

LAST TEN FISCAL YEARS MEASURED AT JUNE 30, 2024

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Actuarially determined contribution	\$ 112,111	\$ 176,088	\$ 26,353	\$ 213,045	\$ 249,122	\$ 326,836	\$ 368,310	\$ 342,076	\$ 272,873	\$ 271,574
Contributions in relation to the actuarially determined contribution	<u>160,000</u>	<u>223,150</u>	<u>100,000</u>	<u>278,000</u>	<u>325,000</u>	<u>409,000</u>	<u>467,000</u>	<u>582,000</u>	<u>350,000</u>	<u>405,081</u>
Contribution deficiency (excess)	<u>\$ (47,889)</u>	<u>\$ (47,062)</u>	<u>\$ (73,647)</u>	<u>\$ (64,955)</u>	<u>\$ (75,878)</u>	<u>\$ (82,164)</u>	<u>\$ (98,690)</u>	<u>\$ (239,924)</u>	<u>\$ (77,127)</u>	<u>\$ (133,507)</u>
Covered-employee payroll	\$ 476,094	\$ 462,185	\$ 503,778	\$ 606,323	\$ 858,466	\$ 1,078,697	\$ 1,231,521	\$ 1,180,179	\$ 1,450,870	\$ 1,567,423
Contributions as a percentage of covered-employee payroll	33.61%	48.28%	19.85%	45.85%	37.86%	37.92%	37.92%	49.31%	24.12%	25.84%

** - Per paragraph 138 of GASB Statement No. 68, the Authority is not required to retrospectively present its 10-year RSI schedules, as this information was not available at transition and historical information was not measured in accordance with the parameters of GASB Statement No. 68.

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

**REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF INVESTMENT RETURNS**

**LAST TEN FISCAL YEARS
MEASURED AT JUNE 30, 2024**

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Annual money-weighted rate of return, net of investment expense	11.42%	11.51%	-13.22%	29.20%	2.90%	5.76%	9.21%	12.30%	-3.13%	7.34%

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION SCHEDULE OF PENSION RELATED NOTES

LAST TEN FISCAL YEARS MEASURED AT JUNE 30, 2024

Notes to the Schedule:

Valuation Date:

Actuarially determined contribution rates are calculated as of June 30, 2023.

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Entry Age Method
Asset Method	Market Value of Assets
Discount rate	7.50%
Expected long-term rate of return	7.50%
Retirement age	Normal retirement age 65
Normal form	Life annuity
Assumed payment form and valuation	Lump sum valued at 5% discount rate post retirement and unisex mortality
Annual pay increases	3.00%, compounded annually
Inflation	2.00%
Mortality Rates:	
Healthy	PubG-2010 mortality table with generational improvements from 2010 based on the MP-2021 mortality improvement scale.
Disabled	PubG-2010 mortality table with generational improvements from 2010 based on the MP-2021 mortality improvement scale.
Lump sum	2024 Applicable mortality table per IRC 417e
Retirement rates	All participants are assumed to retire at the later of age 65 and attained age

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION

OTHER POST-EMPLOYMENT BENEFITS

SCHEDULE OF CHANGES IN NET OPEB LIABILITY*

FOR THE YEARS ENDED FEBRUARY 29, 2025

	2025	2024	2023	2022	2021	2020	2019	2018
Total OPEB Liability								
Service cost	\$ 168,852	\$ 174,528	\$ 247,342	\$ 370,624	\$ 407,835	\$ 306,682	\$ 255,435	\$ 260,346
Interest on net OPEB liability and service cost	230,856	217,690	171,670	145,085	136,415	158,169	149,024	139,890
Differences between actual and expected experience	3,608	(84,534)	(67,987)	(508,521)	(132,232)	49,737	(71,160)	3,036
Changes of assumptions	--	77,438	(774,394)	(702,926)	(261,922)	966,809	28,267	321,588
Benefit payments, including refunds	(107,588)	(102,657)	(101,620)	(89,624)	(81,163)	(87,887)	(83,087)	(128,500)
Net Change in Total OPEB Liability	295,728	282,465	(524,989)	(785,362)	68,933	1,393,510	278,479	306,930
Total OPEB liability - Beginning	4,769,144	4,486,679	5,011,668	5,797,030	5,728,097	4,334,588	4,056,109	3,749,179
Total OPEB liability - Ending	\$ 5,064,872	\$ 4,769,144	\$ 4,486,679	\$ 5,011,668	\$ 5,797,030	\$ 5,728,098	\$ 4,334,588	\$ 4,056,109
OPEB Fiduciary Net Position								
Benefit payments, including refunds	\$ (107,588)	\$ (102,657)	\$ (101,620)	\$ (89,624)	\$ (81,163)	\$ (87,887)	\$ (83,087)	\$ (128,500)
Trust administrative expenses	(13,398)	(10,030)	(9,026)	(8,811)	0	0	0	0
Contributions - employer	247,954	244,309	217,416	230,184	221,163	181,664	149,362	230,922
Net investment income	181,254	203,380	(82,833)	48,932	156,735	18,822	9,168	64,572
Net Change in Plan Fiduciary Net Position	308,222	335,002	23,937	180,681	296,735	112,599	75,443	166,994
Plan Fiduciary Net Position - Beginning	1,614,536	1,279,534	1,255,597	1,074,916	778,181	665,582	590,139	423,145
Plan Fiduciary Net Position - Ending	\$ 1,922,758	\$ 1,614,536	\$ 1,279,534	\$ 1,255,597	\$ 1,074,916	\$ 778,181	\$ 665,582	\$ 590,139
Plan's Net OPEB Liability - Ending	\$ 3,142,114	\$ 3,154,608	\$ 3,207,145	\$ 3,756,071	\$ 4,722,114	\$ 4,949,917	\$ 3,669,006	\$ 3,465,970
Plan Fiduciary Net Position as a Percentage of Total OPEB Liability	37.96%	33.85%	28.52%	25.05%	18.54%	13.59%	15.36%	14.55%
Covered-Employee Payroll	\$ 3,008,220	\$ 2,951,222	\$ 2,855,927	\$ 2,712,641	\$ 2,744,000	\$ 2,663,763	\$ 2,592,000	\$ 2,516,888
Net OPEB Liability as a Percentage of Covered-Employee Payroll	104.45%	106.89%	112.30%	138.47%	172.09%	185.82%	141.55%	137.71%

*This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, OPEB plans should present information for those years for which information is available.

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION OTHER POST-EMPLOYMENT BENEFITS SCHEDULE OF INVESTMENT RETURNS*

FOR THE YEARS ENDED FEBRUARY 29, 2025

	2025	2024	2023	2022	2021	2020	2019	2018
Annual money-weighted rate of return, net of investment expense	11.20%	15.12%	-6.33%	4.29%	18.48%	2.64%	1.47%	13.61%

*This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, OPEB plans should present information for those years for which information is available.

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION OTHER POST-EMPLOYMENT BENEFITS SCHEDULE OF OPEB RELATED NOTES*

FOR THE YEARS ENDED FEBRUARY 29, 2025

Actuarial Methods:

Measurement Date: March 1, 2023 for OPEB expense and February 28, 2025 for Net OPEB Liability

Actuarial Cost Method:

Costs have been computed in accordance with the Entry Age Actuarial Cost Method. The service cost is the sum of the service costs for all participants. For a current participant, the individual service cost is (a) the present value of future benefits as of the participant's entry age divided by (b) the present value of future compensation as of the participant's entry age multiplied by (c) current compensation. For other than a current active participant, the service cost equal \$0.

The accrued liability is the sum of the individual accrued liabilities for all participants. The individual accrued liability is equal to (d) the present value of future benefits less (e) the service cost accrual rate multiplies by (f) the present value of future compensation.

Asset-Valuation Method:

For purposes of determining the unfunded actuarial liability, the actuarial value of assets is equal to the fair market value.

Census Information:

Census data as of March 1, 2023 and premium information as of March 1, 2023 were used to calculate the OPEB Expense. Census data and premium information as of March 1, 2023 were used to calculate the Total OPEB Liability as of March 1, 2023

Actuarial Assumptions:

Discount rate: 4.77%

Investment Rate of Return: 6.75%

Salary Scale: 3.00%

Healthy Mortality: PubG.H-2010 Employee and Healthy Annuitant with Scale MP-2021 generational improvements (Male/Female)

Disabled Mortality: PubG.H-2010 Disabled Annuitant with Scale MP-2021 generational improvements (Male/Female)

Health Care Cost Trend Rates:

Medical Costs: Starting at 6.5% grading down using the Getzen model to an ultimate rate of 4.00%

Participation: 100% of eligible future retirees are assumed to elect medical coverage under Plan

Marital Status: 80% of future retirees are assumed to be married and elect family medical coverage. Female spouses are assumed to be 3 years younger than males.

Retirement Rates: Ranging from 5% at age 55 to 100% at age 70

Aging Assumption: Dental claims costs are assumed to increase by 3.00% per year of age up to age 70
Medical claim costs are assumed to increase range from:
from 3.0% at <70 to 0.0% at 90+

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

REQUIRED SUPPLEMENTARY INFORMATION OTHER POST-EMPLOYMENT BENEFITS SCHEDULE OF CONTRIBUTIONS*

FOR THE YEAR ENDED FEBRUARY 29, 2025

	2025	2024	2023	2022	2021	2020	2019	2018
Actuarial determined contribution	\$ 376,802	\$ 386,045	\$ 455,474	\$ 597,742	\$ 511,960	\$ 511,960	\$ 449,833	\$ 448,047
Contributions in relation to the actuarially determined contribution	<u>247,954</u>	<u>244,309</u>	<u>217,416</u>	<u>230,184</u>	<u>230,922</u>	<u>230,922</u>	<u>149,362</u>	<u>230,922</u>
Contribution deficiency (excess)	<u>\$ 128,848</u>	<u>\$ 141,736</u>	<u>\$ 238,058</u>	<u>\$ 367,558</u>	<u>\$ 281,038</u>	<u>\$ 281,038</u>	<u>\$ 300,471</u>	<u>\$ 217,125</u>
Covered-employee payroll	\$ 3,008,220	\$ 2,951,222	\$ 2,855,927	\$ 2,712,641	\$ 2,592,000	\$ 2,516,888	\$ 2,592,000	\$ 2,516,888
Contributions as a percentage of covered-employee payroll	8.24%	8.28%	7.61%	8.49%	5.76%	9.17%	5.76%	9.17%

*This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, OPEB plans should present information for those years for which information is available.

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SUPPLEMENTARY INFORMATION

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BRISTOL COUNTY WATER AUTHORITY

SUPPLEMENTARY INFORMATION RECEIPTS, DISBURSEMENTS AND TRANSFERS FOR FUNDS HELD BY BCWA AND TRUSTEES

YEAR ENDED FEBRUARY 29, 2025

	BCWA Funds				Trustee Funds		Total
	Project Funds	Debt Service Reserve Funds	Debt Service Fund	Operations and Maintenance Reserve Fund	Operations and Maintenance	Revenue Funds	
Funds Held with BCWA and Trustee Per Bank at March 1, 2024	\$ 3,336,004	\$ 4,432,202	\$ 1,356,873	\$ 1,750,000	\$ 2,000,009	\$ 26,242,730	\$ 39,117,818
Receipts:							
Collections from operations	0	0	0	0	0	18,250,000	18,250,000
Interest income	112,536	217,295	62,461	83,947	46,236	1,413,966	1,936,441
Transfers:							
To (from) operating cash accounts	(13)	(4)	0	0	(1,050,009)	(4,166,743)	(5,216,769)
(To) from other funds	0	0	4,767,539	(83,947)	(46,236)	(8,834,991)	(4,197,635)
Disbursements:							
Project expenditures	(3,261,293)	0	0	0	0	0	(3,261,293)
Payment on principal and accrued interest on Authority's notes	0	0	(4,905,558)	0	0	0	(4,905,558)
Funds Held with BCWA and Trustee Per Bank at February 28, 2025	<u>\$ 187,234</u>	<u>\$ 4,649,493</u>	<u>\$ 1,281,315</u>	<u>\$ 1,750,000</u>	<u>\$ 950,000</u>	<u>\$ 32,904,962</u>	41,723,004
Change in Accrued Interest							<u>29,387</u>
Total funds held by trustee at February 28, 2025							<u>\$ 41,752,391</u>

See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

SUPPLEMENTARY INFORMATION

NON-CAPITALIZED FEES PAID TO CONSULTANTS

YEAR ENDED FEBRUARY 29, 2025

Current Operations

Legal	\$ 101,588
Engineering	1,623
Auditing	44,500
Accounting, financial, and computer consulting	<u>38,423</u>

Total	<u><u>\$ 186,134</u></u>
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See independent auditors' report.

BRISTOL COUNTY WATER AUTHORITY

SUPPLEMENTARY INFORMATION

DEBT SERVICE FUNDS REQUIREMENT CALCULATION

(SECTION 603 – GENERAL BOND RESOLUTION)

YEAR ENDED FEBRUARY 29, 2024

Revenue fund balance per bank at March 1, 2024	\$ 26,242,730
Revenue collected from operations	18,250,000
Transfer to operating cash accounts for operations and maintenance expenses	(8,834,991)
Operating cash used for capital projects	978,317
Interest Income	<u>1,972,862</u>
Net revenue available for debt service requirement	<u><u>\$ 38,608,918</u></u>
Debt service requirement	\$ 4,905,558
Computed ratio	7.87
Required ratio	1.25

In accordance with Section 603 of the General Bond Resolution, the ratio of the net revenue available for debt service requirements must be equal to or greater than 1.25. The computed ratio for the year ended February 28, 2025 is 7.87

See independent auditors' report.

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CBIZ CPAs P.C.

100 Westminster Street
Suite 500
Providence, RI 02903

P: 401.600.4500

**Independent Auditors' Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial
Statements Performed in Accordance with *Government Auditing Standards***

To The Board of Directors
Bristol County Water Authority
Warren, Rhode Island

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the Bristol County Water Authority (Authority), as of and for the year ended February 28, 2025, and the related notes to the financial statements, as listed in the table of contents, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated July 3, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CBIZ CPAs P.C.

Providence, RI
July 3, 2025



CBIZ CPAs P.C.

100 Westminster Street
Suite 500
Providence, RI 02903

P: 401.600.4500

Independent Auditors' Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

To The Board of Directors
Bristol County Water Authority
Warren, Rhode Island

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Bristol County Water Authority's (Authority) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended February 28, 2025. The Authority's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended February 28, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. Code of Federal Regulations, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Authority's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Authority's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the business-type activities and the aggregate remaining fund information of the Authority, as of and for the year ended February 28, 2025, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements. We issued our report thereon dated July 3, 2025, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

CBIZ CPAs P.C.

Providence, RI
July 3, 2025

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BRISTOL COUNTY WATER AUTHORITY

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED FEBRUARY 28, 2025**

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Assistance Listing Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Total Federal Expenditures
<i>U.S. Department of Commerce:</i>				
<i>Passed through the National Fish and Wildlife Foundation</i>				
NOAA - National Coastal Resilience Fund	11.473		\$ 0	\$ 1,040,222
Total U.S. Department of Education			<u>0</u>	<u>1,040,222</u>
<i>U.S. Environmental Protection Agency</i>				
Geographic Programs - Southeast New England Coastal Watershed Restoration Program	66.129		0	326,317
<i>Passed through the Rhode Island Department on Environmental Management</i>				
EPA Section 19 NonpointSource Management Program	66.605		<u>0</u>	<u>400,000</u>
Total U.S. Environmental Protection Agency			<u>0</u>	<u>726,317</u>
Total Expenditures of Federal Awards			<u><u>\$ 0</u></u>	<u><u>\$ 1,766,539</u></u>

See notes to schedule of expenditures of federal awards.

BRISTOL COUNTY WATER AUTHORITY**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED FEBRUARY 28, 2025**

NOTE 1 – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of the Authority under programs of the federal government for the year ended February 28, 2025. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Authority, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Authority.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 3 – INDIRECT COST RATE

The Authority has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

BRISTOL COUNTY WATER AUTHORITY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED FEBRUARY 28, 2025

SECTION I – SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

___ yes X no

Significant deficiency(ies) identified?

___ yes X none reported

Noncompliance material to financial statements noted?

___ yes X no

Federal Awards Programs

Internal control over major federal programs:

Material weakness(es) identified?

___ yes X no

Significant deficiency(ies) identified?

___ yes X none reported

Type of auditors' report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

___ yes X no

Identification of major federal programs:

AL Number(s)

Name of Federal Program or Cluster

11. 473.....

NOAA - National Coastal Resilience Fund

Dollar threshold used to distinguish between Type A and Type B programs:

\$ 750,000

Auditee qualified as low-risk auditee?

___ yes X no

BRISTOL COUNTY WATER AUTHORITY**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED FEBRUARY 28, 2025**

SECTION II – FINANCIAL STATEMENT FINDINGS**Current Year Findings:**

None reported.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**Current Year Findings:**

None reported.

SECTION IV – FINANCIAL STATEMENT FINDINGS**Prior Year Findings:**

None reported.

SECTION V – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**Prior Year Findings:**

None reported.

M1

Town Administrator Contente request for Executive Session pursuant to RIGL § 42-46-5(a)(5) Discussion or consideration related to the acquisition or lease of real property for public purposes, or of the disposition of publicly held property wherein advanced public information would be detrimental to the interest of the public.

Minutes of May 8, 2025 (amended)

**MINUTES OF A MEETING OF THE
TOWN OF BRISTOL HOUSING AUTHORITY**

A regular meeting of the Board of Commissioners of the Town of Bristol Housing Authority was held on May 8, 2025. The Chairman called the meeting to order at 10:00 a.m. and upon roll call those answering Present were as follows:

PRESENT	ABSENT
Edward J. Correia, Chairman	None
Pasquale D'Alessio, Vice Chairman	
Helen C. Barboza, Commissioner	
Donna St. Angelo, Commissioner	
Michael Mello, Commissioner	
Candace Pansa, Executive Director	
James Silva, Deputy Director	

The Chairman led in reciting the Pledge of Allegiance.

A motion was made by Commissioner Mello and seconded by Commissioner D'Alessio to dispense with the reading of the minutes of the April 10, 2025, meeting. Upon roll call those answering Aye and Nay were as follows:

AYE	NAY
Edward J. Correia	None
Pasquale D'Alessio	
Helen C. Barboza	
Donna St. Angelo	
Michael Mello	

The Executive Director reported a small amount of asbestos was found in the installation of the showers. A meeting will be held to discuss the situation with the architect. If remediation is necessary, the project will need to go out to bid, and will delay completion of the installation project. It may be possible to receive funds from HUD for the abatement.

The Deputy Director presented the investment reports and snapshot of income and expenses for April.

Mrs. Pansa reported that work will start soon to paint the lobby and the offices and to replace countertops. She also reported that the Authority has received a CDBG grant of \$197,809 which will be used for the shower project. The budget for the coming year has been completed and is going to the accounting firm, then will be presented to the Board for approval.

HUD has informed the Authority to issue less vouchers and no large increases to Section 8 landlords.

The Maintenance Supervisor reported that the FOB project is winding down and the residents are very pleased. He also reported that the maintenance department is working on the grounds, flowers and have finished rehabbing three units. Hallways will be painted and updated.

The Director reported on a letter received from the Town Clerk to discuss the future use of the Guiteras School. She informed the Board that HUD will not approve of taking over the project to provide senior housing there. After much discussion, Commissioner Mello suggested that the Board meet with the Town Council and listen to what they are proposing and see if we can be helpful.

After further discussion, a motion was made by Commissioner Mello and seconded by Commissioner D'Alessio that a meeting be set up for further discussion with the Council. Upon roll call those answering Aye and Nay were as follows:

AYE	NAY
Edward J. Correia	None
Helen C. Barboza	
Pasquale D'Alessio	
Donna St. Angelo	
Michael Mello	

Thereupon, the Chairman declared the motion adopted.

Ms. Pansa reported on the continuing problem of the Wood Street extension. The Town has hired a company to clean up the area of the debris.

A luncheon for volunteers will be held on June 11th. She also reported that the Commissioner's Trainer will help in the search for a replacement for the Executive Director's position. Mrs. Pansa will be retiring on September 29th, her 39th anniversary with the Housing Authority.

Commissioner St. Angelo suggested the fee accountant come to a meeting to explain background information on the monthly financial reports.

A special meeting of the Board will be held in August. The next regular Board meeting will be held on Thursday, June 12, 2025, at 10:00 a.m.

There being no further business to come before the Board, a motion was made and seconded and the meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Theresa Simmons
Recording Secretary

**MINUTES OF A MEETING OF THE
TOWN OF BRISTOL HOUSING AUTHORITY**

A regular meeting of the Board of Commissioners of the Town of Bristol Housing Authority was held on June 12, 2025. The Chairman called the meeting to order at 10:45 a.m. and upon roll call those answering Present were as follows:

PRESENT	ABSENT
Edward J. Correia, Chairman	None
Pasquale D'Alessio, Vice Chairman	
Helen C. Barboza, Commissioner	
Donna St. Angelo, Commissioner	
Michael Mello, Commissioner	
Candace Pansa, Executive Director	
James Silva, Deputy Director	

The Chairman led in reciting the Pledge of Allegiance.

A motion was made by Commissioner Mello and seconded by Commissioner D'Alessio to amend the minutes of the May 8, 2025, meeting. Upon roll call those answering Aye and Nay were as follows:

AYE	NAY
Edward J. Correia	None
Pasquale D'Alessio	
Helen C. Barboza	
Donna St. Angelo	
Michael Mello	

Thereupon, the Chairman declared the motion to accept the minutes as amended adopted.

The Maintenance Supervisor reported that the maintenance department is working on rehabbing of several apartments, keeping up on work orders and in keeping the grounds looking beautiful. Shower installation project is going out for bid to replace 56 tubs with walk-in showers.

The Executive Director thanked members of the staff for preparing the Volunteer Day celebration.

The Deputy Director presented the investment reports and snapshot of income and expenses for May.

Mrs. Pansa reported that the long-awaited CDBG grant has been awarded to the Authority for \$197,809 which will be used for the shower installation project. She also presented a letter sent to the Town Council regarding the Guiteras School. The Board Book Report has been sent to the town listing information on the Housing Authority Board.

Mrs. Pansa reported that Cindy White is preparing a job description for the Executive Director position to be advertised in August. Information was presented on the possibility of having internet service for all tenants provided from Broadband. Capital Fund money of \$472,000 has been appropriated for the painting and updating of hallways in A thru P buildings.

The Chairman then introduced the following resolution:

RESOLUTION 2025-06
Resolution to Adopt Budget FYE 6/30/2026
(see attached resolution)

A motion was made by Commissioner Barboza and seconded by Commissioner Mello to adopt the resolution and upon roll call those answering Aye and Nay were as follows:

AYE	NAY
Edward J. Correia	None
Pasquale D'Alessio	
Helen C. Barboza	
Donna St. Angelo	
Michael Mello	

Thereupon, the Chairman declared Resolution 2025-06 adopted.

A special meeting of the Board will be held on August 14th to discuss the Executive Director position. The Housing Authority office will be closed on June 27th in order to have the offices painted.

The Chairman then called for the Board to go into Executive Session. A motion was made by Commissioner Mello and seconded by Commissioner St. Angelo to postpone the Executive Session to the next regular meeting and upon roll call those answering Aye and Nay were as follows:

AYE	NAY
Edward J. Correia	None
Pasquale D'Alessio	
Helen C. Barboza	
Donna St. Angelo	
Michael Mello	

Thereupon, the Chairman declared the motion adopted.

There being no further business to come before the Board, a motion was made and seconded and the meeting was adjourned at 11:30 a.m.

Respectfully submitted,



Theresa Simmons
Recording Secretary

Bristol 250th Commission [APPROVED] Meeting Minutes
Tuesday, 15 July 2025
Burnside Building
400 Hope Street, Bristol, RI 02809

Meeting called to order at 5:30 PM

Pledge of Allegiance recited

Roll Call

- Present: Bill Leary, Alayne White, Michael Rielly, Andrea Rounds, Carol Gafford, Craig Evans, Lisa Newcity, Paul Vollaro
- Regrets: Lou Cirillo, Jessica Almeida, Warren Rensehausen, Sarah Griffin, Catherine Zipf, Amanda Marsilli, Doug O’Roak

Approval of Minutes

- Amend 17 June 2025 minutes to include moving forward with ornament, print and flag pre-sell
- 17 June 2025 meeting minutes – motion to approve amended minutes Mike, Andrea second, all in favor, motion carried

Discussion of Topics

Update on progress of each member

- Craig:

Bristol Games: (Craig is going solo on this project)

Peter Lima from High School is committed to helping Craig on this project. Craig is meeting him during the week of on August 18th to discuss any high school projects that B250 could use assistance with.

Games that were historical—whist, draughts (checkers) skittles, foot races, etc. (see Craig’s list). Some might be parlor games that could be played in an historic home. Others are outdoors that could be done in the spring.

Working on a project w/ Matt and Andrea, to discuss at next meeting.

- Mike:

Facebook page: last month 234 followers (goal was 250); 5% gain; last week 11 new followers. Most popular was post on March 8th about GW coming to Bristol; 8,738 views, 95% of views were non-followers; 163 interactions. Demos show that it’s an older group.

Created Instagram page last week, which will be launched soon.

Brand Style Guide presented in folder

DAR – Sheila Conis (?) wants to do something, lectures, etc. // Maritime Center or State House. In 1976 painted fire hydrants – illegal (Paul to check)

Hoping to launch website in August – using visit Concord website as template

- Paul:

Next year fire memorial – maybe not solemn event; can we have banner or flag (2ns Sunday in June)

Flags– history of flags before 1776 – not much before 1776 Mike will write up for Facebook page – map of Bristol in burnside attic now in town hall; old flags in burnside building

Check with Warren regarding liberty tree

Games – horseshoes; ball and stick game

- Bill:

presented flag 2 sided – provide final price visit concord swag flag shop

- Andrea:

updated calendar and projects list; Imago / BAM ready to do Bristol/Warren American artists event (involve high school art students)

- Lisa:

Black Ships and State Street fare – tent or booth; flag preorder? Raffle? Will make a list of things needed for tent. Added to working group at RWU list.

- Carol:

Cemeteries – Candlelight tour in cemetery (Dighton) biography of Rev War soldiers – Alayne food for cemeteries / funeral cookies / deserts; history of cooking; recipe cards; O'Brien wants to give a talk on rum, set of cards made each month for different drinks, updated old drinks, special 250 rum; 4th committee new leadership special division 250 float, 250 category for photo contest; old recipes modernized (restaurants)

- Amanda (via email):

Andrea – provided a guide for “partner language” (to media kit?); Amanda also provided language for partners; Alayne will merge send to Mike

- Alayne:

Mary Parella, banners on the poles – can businesses sponsor – how many banners 120; every 3rd or 5th; Mike to generate rendering of banner; agree we need a float; Bristol bike path 250 miles (walk, run, bike etc.) potential event provide certificate to those that complete; RI Philharmonic spoke to Joe Parella, money in Hazen White will available; waiting for someone from Philharmonic regarding scheduling; need date & location in process after the 4th

- Misc.

- Alayne to find out about B250 bank account
- Presell items to Alayne to put on website

Motion to Adjourn made by Mike; second Carol; all in favor, motion carried; meeting adjourned 7:04 PM



2025 SEP -4 AM 9:51

**TOWN OF BRISTOL
CONSERVATION COMMISSION**

*Department of Community Development
235 High Street, Bristol, Rhode Island*

Tuesday, July 1, 2025 @ 5:30 p.m.

JULY 2025 MEETING MINUTES

Members Present:

*Tony Morettini, Chairman
Lindsay Green
Craig Fisher
Lee Ann Freitas
Jay Maciel*

Staff Present:

Ed Tanner

Members Absent:

*Ray Payson
Glenn Donovan*

The meeting was called to order by Chairman Morettini at 5:34 p.m.

1. Approval of Minutes: A motion to approve the May minutes was made by Ms. Freitas and seconded by Mr. Fisher. Vote: 5-0.
2. Open Space: Mr. Tanner said that the Town is still awaiting reimbursement from the US Forest Service for the grant awarded to support the purchase of the Mount Hope Community Forest.
3. Tree Program: Mr. Tanner said that tree planting efforts are ongoing in the Annawamscutt area and that of the 91 total trees to be planted, about 15 trees are left.
4. Leaf Blowers: Mr. Morettini announced that the ordinance petitioned by George Voutes to restrict gas-powered leaf blowers was received and filed by the Town Council at a recent Council meeting. Discussion ensued about the benefits of the proposed restrictions.
5. View Corridor: Ms. Green reported that there is no new update to her findings on a means to protect water viewscapes in Bristol.
6. General Assembly Composting Bill: Mr. Morettini reported that Sara Churgin of the Eastern RI Conservation District recently circulated a request to many local Town Councils, including Bristol, for a resolution to support a bill in the General Assembly that would promote composting and ultimately reduce the amount of solid waste sent to the Central Landfill. Mr. Morettini sent a letter to the Town Council on behalf of the Conservation Commission in support of adopting the resolution. The request was received and filed by the Town Council.
7. Around the Room: Mr. Morettini recommended an article in today's Providence Journal about preserving stone walls in Little Compton. Mr. Maciel said that he, Ms. Freitas, Mr. Fisher, and Mr. Donovan performed maintenance and weeding at the pollinator garden Metacom Avenue on June 3. Mr. Maciel expressed his concern about the damage caused to trees along the parade route by stapling trash bags to them.
8. The next Conservation Commission meeting will be held on Tuesday, September 2, 2025 at 5:30 p.m.
9. Adjourn: A motion to adjourn the meeting was made at 6:49 p.m. by Ms. Freitas and seconded by Mr. Maciel. Vote 5-0.

Respectfully Submitted,

Jay Maciel



Town of Bristol, RI

Tax Assessor / Collectors Office

10 Court Street, Bristol, RI 02809 (401)253-7000

Memorandum

To: THE HONORABLE TOWN COUNCIL
From: Kristopher Leadem, Tax Assessor/Collector
Date: September 2, 2025
Subject: Agenda item for 8/10/2025 meeting

1-Abatements to 2025 RP tax roll. Total abatement: \$8,027.43

Respectfully,

Kristopher Leadem

Kristopher Leadem

Tax Assessor/Collector

	DATE: SEPTEMBER 10, 2025								
ABATEMENTS									
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT	REASON FOR ADDITION			
50-0027-17	SIMONS JEFFREY	SW	2025	\$ 636.35	\$ 636.35	assessed sewer use fee in error			
19-0993-75	SHALOM I INC	TNG	2025	\$ 13.36	\$ 10.00	closed business in 2023			
04-0975-00	DEFARIA	RE	2025	\$ 10.61	\$ 456.23	lots were merged in 2024			
25-0090-40	BURMAN	RE	2025	\$ 9.60	\$ 3,085.44	tax appeal			
50-0013-53	SANTONI	RE	2025	\$ 10.61	\$ 231.30	pool assessed in error			
04-1536-00	DELUCA	RE	2025	\$ 9.60	\$ 636.25	assessed sewer use fee in error			
19-2210-50	SOUSA	RE	2025	\$ 9.60	\$ 100.79	tax appeal			
50-0048-69	HAUPT	RE	2025	\$ 10.61	\$ 2,871.07	tax appeal			
	TOTAL REAL PROPERTY ABATEMENTS				\$	8,027.43			

State of Rhode Island Town of Bristol

Citation

MILDRED "MILLIE" BALZANO

The Town of Bristol proudly honors Millie Balzano on the occasion of her 100th birthday, celebrating a lifetime hard work, generosity, and devotion to family and community.

For more than 50 years, Millie worked tirelessly to build and sustain a successful business in Bristol, contributing not only to the local economy but also to the town's enduring character and vitality. Throughout her life, she has been a steadfast supporter of countless local charities and organizations, giving her time, resources, and energy to ensure their success and to strengthen the community she so deeply loves.

Beyond her professional and civic accomplishments, Millie's greatest pride and joy has been her family. As a devoted mother, grandmother, and great-grandmother, she has nurtured generations with love, guidance, and unwavering commitment.


Millie Balzano's century of life reflects perseverance, generosity of spirit, and an enduring legacy of dedication to both family and community. The Town of Bristol extends its heartfelt appreciation and best wishes for continued health, happiness, and the joy of celebrating this extraordinary milestone.

In Witness Whereof, we have hereunto set our hand and affixed the Seal of the
Town of Bristol, Rhode Island, on the adoption of this 4th day of September, 2025.

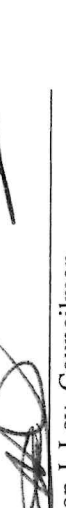

Steven Contente, Town Administrator


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



RIPTA SERVICE RESOLUTION

BE IT RESOLVED BY THE TOWN COUNCIL OF WARREN AS FOLLOWS:

WHEREAS, the Rhode Island Public Transit Authority (RIPTA) faces a funding crisis, and;

WHEREAS, this funding crisis has forced RIPTA to propose draconian service cuts, including elimination of two weekday round trips from Route 61X (Tiverton/East Bay Park & Ride) and reduced weekday and weekend frequency on the Route 60 (Providence/Newport) bus line from every thirty (30) minutes all day to anywhere between thirty-five (35) and sixty (60) minutes, and;

WHEREAS, these service cuts will have a devastating effect on the historic community of Warren, and;

WHEREAS, Route 61X and Route 60 lines are vital for:

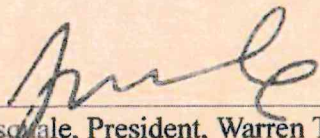
- The many Warren, and East Bay, businesses and corporate headquarters, that depend on them for transit of employees and customers, and
- The transportation of patients, staff, and faculty at Rhode Island's major hospitals, universities, and colleges who live in Warren, and the East Bay area, and who rely on RIPTA, and
- The commercial areas of Warren and the East Bay whose vibrancy depends on their customers taking RIPTA, and
- The residents of Warren and the East Bay who rely on these lines to commute to work, and
- The economic growth and vitality of Warren as proposed new residential, commercial, and mixed-use development relies on efficient and effective public transit, and
- The quality of life in Warren and the greater East Bay, which depends on these RIPTA services to manage automobile congestion on our roads particularly with the added traffic congestion caused by the long-term replacement project for the Washington Bridge, and;

WHEREAS, Warren depends on the health and vitality of the broader Rhode Island public transportation system, which also would be devastated by the proposed service reductions, with serious and long-lasting effects on RIPTA's daily riders and the communities served in the region, a significant increase in vehicles on area roadways causing unbearable traffic conditions excessive air pollution, and many fewer jobs in the region with enormous negative economic impact for both state and local governments, and;

WHEREAS, investment in efficient and effective public transit linking Warren and the greater East Bay with the rest of Rhode Island will enhance the economic vitality and growth of local businesses, educational institutions, hospitals, and the quality of life in the region, which in turn benefits the State.

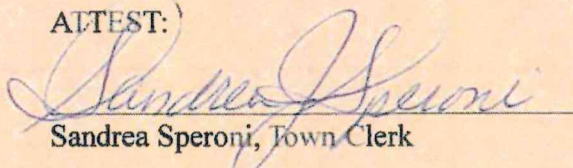
NOW, THEREFORE, the Town Council of the Town of Warren hereby **RESOLVES** to request Governor Daniel J. McKee commit to a reliable, sufficient public funding solution for public transportation in Rhode Island that would avoid the devastating proposed cuts to RIPTA.

Town Council of the Town of Warren

By: 
Joseph DePasquale, President, Warren Town Council

Dated: August 12, 2025

ATTEST:


Sandra Speroni, Town Clerk



**TOWN OF PORTSMOUTH
RESOLUTION # 2025-08-12**

**Resolution in Support of Increased Funding for the
Rhode Island Public Transit Authority**

WHEREAS, the Rhode Island Public Transit Authority (RIPTA) provides critical transportation services to residents across the state, including the communities of Portsmouth and the greater Aquidneck Island region; and

WHEREAS, public transit is essential to ensuring equitable access to education, employment, and healthcare, especially for students, seniors, and working individuals who may lack reliable personal transportation; and

WHEREAS, RIPTA plays a vital role in connecting residents of Portsmouth to regional destinations, including Newport, Middletown, and Providence, thus reducing traffic congestion, supporting economic development, and improving environmental sustainability; and

WHEREAS, many students on Aquidneck Island—including those attending Portsmouth High School, Roger Williams University, and Salve Regina University—depend on RIPTA services for safe and consistent access to educational opportunities and internships; and

WHEREAS, a growing number of seniors on Aquidneck Island rely on RIPTA for independence, medical appointments, shopping, and social interaction, enabling them to age in place with dignity and autonomy; and

WHEREAS, working families and individuals in Portsmouth face rising transportation and housing costs, making affordable and reliable public transit more essential than ever for commuting to jobs both on and off the island; and

WHEREAS, enhanced investment in RIPTA would allow for increased frequency, expanded service hours, improved infrastructure, and more robust connections between Portsmouth and key employment and service hubs across Rhode Island; and

WHEREAS, the current levels of funding have constrained RIPTA's ability to meet demand and maintain service quality, threatening the mobility and well-being of thousands of Rhode Islanders, particularly in rural and suburban communities like Portsmouth.

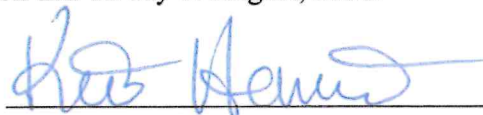
NOW, THEREFORE, BE IT RESOLVED that the Town Council strongly hereby expresses its strong support for increased and sustained state investment in the Rhode Island Public Transit Authority;

AND BE IT FURTHER RESOLVED that the Town Council respectfully urges the Governor and the Department of Transportation to prioritize funding that ensures equitable, island-wide access


to high-quality public transportation services for all residents, especially students, seniors, and working families in Portsmouth and throughout Aquidneck Island;

AND BE IT FURTHER RESOLVED that a copy of this resolution be sent to RIPTA leadership, the Speaker of the Rhode Island House of Representatives, the President of the Rhode Island Senate, the Governor of Rhode Island, Newport County state legislators, and the City & Town Councils throughout the state, and the Rhode Island League of Cities and Towns.

By Order of the Portsmouth Town Council
on this 12 day of August, 2025.



Keith E. Hamilton, President

ATTEST: 
Jennifer M. West, CMC, Town Clerk

25/26-12

TOWN OF WESTERLY, RHODE ISLAND
 RESOLUTION IN OPPOSITION TO STATE FIREARMS LEGISLATION
 (SECTION 1, TITLE 11, CHAPTER 47.2 OF THE RHODE ISLAND GENERAL LAWS SPECIFICALLY
 ENTITLED 'AN ACT RELATING TO CRIMINAL
 OFFENSES – UNLAWFUL SALE OF PROHIBITED FIREARMS'
 [ALSO KNOWN AS THE RHODE ISLAND ASSAULT WEAPONS BAN OF 2025]

WHEREAS, the Town Council of the Town of Westerly pursuant to Rhode Island statute and the Town of Westerly Charter, is vested with the authority of administering the affairs of the Town of Westerly, Rhode Island; and

WHEREAS, the Second Amendment to the United States Constitution, ratified on December 15, 1791 as part of the Bill of Rights, guarantees and protects the individual right of the people to keep and bear arms; and

WHEREAS, the United States Supreme Court case of *Marbury v. Madison*, 5 U.S.137 (1803), is arguably the most important case in United States Supreme Court history, establishing the preeminence of the United States Constitution above all laws and the principles of Judicial Review; and

WHEREAS, the United States Supreme Court in *Marbury v. Madison*, 5 U.S.137 (1803), established that it is impossible for a law which violates the Constitution to be valid, with Chief Justice John Marshall's written decision specifically affirming that " a law repugnant to the constitution is void, and . . . courts, as well as other departments, are bound by that instrument."; and

WHEREAS, the United States Supreme Court in *District of Columbia v. Heller*, 554 U.S.570 (2008), affirmed an individual's right to possess firearms, unconnected with service in a militia, for traditionally lawful purposes, such as self-defense within the home; and

WHEREAS, the United States Supreme Court in *McDonald v. Chicago*, 561 U.S. 742 (2010), affirmed that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated by the Due Process Clause of the Fourteenth Amendment and is applicable to the states; and

WHEREAS, the United States Supreme Court in *United States v. Miller*, 307 U.S. 174 (1939), opined that firearms that are part of ordinary military equipment, or with use that could contribute to the common defense are protected by the Second Amendment; and

WHEREAS, Article I, Section 22 of the Rhode Island Constitution adopted in 1842, explicitly provides that "The right of the people to keep and bear arms shall not be infringed."; and

WHEREAS, Article I, Section 6 of the Rhode Island Constitution provides that "The right of the people to be secure in their persons, papers and possessions, against unreasonable searches and seizures, shall not be violated; and no warrant shall issue, but on complaint in writing, upon probable cause, supported by oath or affirmation and describing as nearly as many as may be, the place to be searched and the persons or things to be seized."; and

WHEREAS, as a matter of general principle, and in recognition of over 230 years of lawmaking under the guidance of the Constitution for the United States of America having properly established numerous laws regarding criminal use of firearms that are wholly adequate when judiciously enforced such that additional laws are unneeded, any law which upon passage renders a life-long law-abiding citizen a felon through no action of their own, is an unjustified law and should be unconstitutional under multiple amendments in the Bill of Rights; and

WHEREAS, the United States Civil Rights Act of 1866, in enacting 18 U.S. 242 established that it is a crime for anyone “Whoever, under the color of any law, statute, ordinance, regulation or custom, willfully subjects any person in any State, Territory, Commonwealth, Possession or District to the deprivation of any rights, privileges, or immunities secured or protected by the Constitution or laws of the United States.”; and

WHEREAS, it is the desire of the Town Council of the Town of Westerly to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Rhode Island Constitution which protect the citizens of the State of Rhode Island’s individual right to keep and bear arms; and

WHEREAS, the Westerly Town Council members each took an oath to support and defend the United States Constitution, the Rhode Island Constitution, and the laws of the State of Rhode Island which are not deemed unconstitutional by a court of competent jurisdiction, and the Charter of the Town of Westerly; and

WHEREAS, the Westerly Town Council members give great weight to and adhere to the belief of James Madison, Jr., the fourth President of these great United States that: “Oppressors can tyrannize only when they achieve a standing army, an enslaved press, and a disarmed populace”; and

WHEREAS, the Westerly Town Council desires to protect the rights of law-abiding citizens, and that individuals who have committed crimes with firearms should be fully prosecuted with existing laws on the books; and

WHEREAS, Senate Bill S0359 has been adopted by the Rhode Island State Legislature and was signed into law by Governor Daniel J. McKee on 26 June, 2025. This law specifically addresses so-called prohibited firearms yet is without any action regarding their ownership. The language and conditions within this law are ill framed, inconsistent, and confusing to their purpose, while being expressly counter to the guarantees of Rights as enumerated within the Constitutions of the United States and the State of Rhode Island; and

WHEREAS, the inconsistencies within the law create an undue burden of confusion upon the people of the State of Rhode Island, a condition of legal uncertainty and risk for the trusted and respected men and women within our law-enforcement community and, correspondingly, has created a greater rift of further distrust between the law-abiding citizenry and their government; and

WHEREAS, Johns Hopkins Bloomberg School of Public Health Center for Gun Violence Solutions report that “Rhode Island had the lowest overall gun death rate and gun suicide rate in the country in 2022.” – is further evidence of the effectiveness of laws already in existence in Rhode Island; and

WHEREAS, the limited gun violence that does exist is not from law-abiding citizens who own firearms, but from criminals who pay no attention to any existing or proposed laws, so it naturally follows that any bills restricting the rights of firearm owners will have NO impact on the criminal element responsible for gun violence; and

WHEREAS, the categorical description of so-called “assault weapons” remains undefined as this term is inconsistent with respect to the specific descriptor definitions within the United States’ National Firearms Act (NFA). The legislation signed by Governor Daniel J. McKee is sweepingly broad, not limited to any particular type of firearm, nor specific class of firearm. Rather this law is dependent on prohibitions on the ownership of firearms, exhibiting or otherwise incorporating certain features. These prohibited features are those which largely protect the user, allow for greater control in use and therefore ensure safer operation in general. Clearly, given the prohibitions within this legislation now come to law, many semi-automatic firearms currently in common use for all lawful purposes - none of which have been part of the so-called “gun problem.” – are now legally defined as ‘prohibited’ for Rhode Islanders; and

WHEREAS, this law only criminalizes law-abiding citizens from exercising their Constitutional right for acquiring, owning, or otherwise conducting private and personal business regarding lawfully owned firearms, and

WHEREAS, this law will also indirectly impact our economy in general and directly impact federally licensed firearms dealers, that own and operate businesses within our State as this restricts their sales, and livelihood; and

WHEREAS, the provisions of this law are unclear as to the disposition of legally owned so-called 'prohibited firearms' as property, upon the passing of the lawful owner with respect to the transfer of recognized 'inherited private property' by the heirs and assigns of the decedent; now therefore, be it hereby

RESOLVED: That the Town Council of the Town of Westerly takes the following position on state legislation that knowingly and intentionally abridges our Second Amendment rights. We find and declare that this firearms restriction law, as enacted by the Rhode Island General Assembly, and signed by Governor Daniel J. McKee, irrefutably infringes upon the rights of the People of the Town of Westerly and the People of the State of Rhode Island to keep and bear arms. We are collectively opposed to the infringement of these rights enumerated within the Constitutions of our Country and State by our Founding Fathers; and be it

FURTHER RESOLVED: That the Town Council of the Town of Westerly affirms its unwavering support for the Westerly Police Department and places great trust in their exercise of sound discretion when facing circumstances of the enforcement unjust laws depriving law-abiding citizens of their rights guaranteed and protected under the Constitutions of the United States and the State of Rhode Island; and be it

FURTHER RESOLVED: That, as this law is without communicating any related funding to local municipal governments; the Town Council of the Town of Westerly will not otherwise authorize, nor appropriate any such funds for the provision of any secure capital building space and/or the purchase of secure storage systems, such as the State may later require in order to store any so-called 'prohibited firearms' that may be turned in, delivered by or otherwise received from, any law-abiding citizen as a result of their uncertainty regarding the requirements and restrictions placed upon them by this unjust and unconstitutional law that infringes on the rights of the People of the Town of Westerly to keep and bear arms; and be it

FURTHER RESOLVED: That a copy of this Resolution be forwarded to every Rhode Island Municipality, State Senator Victoria Gu, State Representative Samuel Azzinaro, State Representative Brian Patrick Kennedy, and State Representative Tina Spears, Governor Daniel McKee and Lt. Governor Sabina Matos respectfully requesting their support.

ADOPTED: August 18, 2025

A true copy dated: August 19, 2025

ATTEST: 

Mary L. LeBlanc, MMC
Council Clerk

BRISTOL HARBOR COMMISSION - BYLAWS

Adopted: , July 23, 2025

Article 1 – Name.

The name of this Commission shall be the Bristol Harbor Commission, herein referred to as the ‘Commission.’

Article 2 – Authority.

The Commission exists under the authority of the Bristol Town Council, pursuant to Article 9, Sec. 908 of the Bristol Town Charter. The Commission shall act in accordance with this authority and under these Bylaws. Nothing herein shall be construed to contradict or amend the Bristol Charter or Code of Ordinances, nor the application or interpretation of the laws by Courts of proper jurisdiction.

Article 3 – Duties of Commission.

1. The Commission shall perform the duties and exercise the powers conferred upon it by Rhode Island Law and the Bristol Charter & Code of Ordinances.
2. In compliance with state law and regulations promulgated by the Rhode Island Department of Environmental Management (RIDEM) and Coastal Management Resources Commission (CRMC), the Commission shall provide structure to the operation and regulation of the Town’s coastal resources by helping to implement the ordinances of the Town in furtherance of the Harbor Management Plan.

3. The Commission shall monitor the Town's coastal resources such as docks, bulkheads, and boat ramps, and shall make annual recommendations to the Town Administrator and Town Council for the maintenance, repair, and improvement of those resources.
4. The Commission may also recommend harbor improvement projects to be funded by grants and, with approval of the Town Council, may apply for such grants.
5. The Commission may also work with RIDEM, CRMC, and other State-level regulators to ensure that the Town's plans and operations comply with changing state laws and regulations.
6. The Commission may provide recommendations to the Town Council regarding appointments to the Harbor Commission Advisory Board.

Article 4 – Membership.

1. Appointment of Commission members.
 - a. The Commission shall consist of five (5) members appointed by the Town Council to serve for three-year staggered terms. The Town Council may appoint up to two (2) auxiliary members to serve for three-year staggered terms. Said auxiliary member or members shall sit as active members when and if a temporary vacancy or vacancies so require, upon request of the Chairperson of the Commission.
 - b. Each member of the Commission is subject to reappointment and may continue to serve until a successor is appointed.

- c. Commission members and members of the Harbor Commission Advisory Committee who do not attend four (4) or more scheduled meetings within a year's time, and/or do not attend three (3) consecutive meetings, may be recommended for replacement by a vote of the sitting membership of the Commission, subject to action by the Town Council.
- d. The Town Council may provide notice of vacancies on the Commission and applications may be made available to the public at the Town Hall and/or on the Town's website.
- e. Members of the Town Council may interview and appoint Commission members.

Article 5 – Officers.

1. Officers
 - a. The officers of the Commission shall be Chairperson, Vice-Chairperson, and Secretary.
2. Nominations of Officers
 - a. Each year in November, the Commission shall elect officers, each of whom shall serve as officers for a one-year term.
3. Duties of Officers. The duties shall be those prescribed by these Bylaws and the parliamentary authority adopted by the Commission and all officers shall have the right to vote as individual members.
 - a. The Chair shall preside at all meetings of the Commission and shall decide all points of order and procedure, unless directed otherwise by a majority of the

Commission in session at the time. The Chair, with the assistance of Town staff, shall prepare the agenda for each meeting (including posting and distributing the agenda in accordance with the open meetings law), and prepare the annual report of the Commission.

- b. The Vice-Chairperson shall assume the duties of the Chairperson in their absence and in the event of their death or resignation shall become the Chairperson for remainder of the term.
- c. The Secretary shall be responsible for the minutes of the meetings of the Commission, with the assistance of Town staff (including posting and distributing the minutes in accordance with the Open Meetings Act), shall keep the records of the Commission and a roster of membership, and conduct correspondence not otherwise provided for.

Article 6 – Meetings.

- 1. The Commission shall meet at least ten (10) times per year, typically monthly, at dates and times to be selected by the Commission.
- 2. Special meetings may be called by the Chairperson or by any three (3) members of the Commission to address time-sensitive or emergency situations.
- 3. The meeting notice shall be posted in accordance with the Open Meetings Act.
- 4. All meetings of the Commission are open to the public.
- 5. The Commission shall keep minutes of its meetings reflecting the matters considered, members absent and present, and all votes taken. Access to the Commission's records shall be provided pursuant to the Rhode Island Access to Public Records Act.

Requests to view the Commission's records shall be made to the Town Clerk.

6. Quorum. ~~A majority of the~~ Three Commission members, which may include alternates, shall constitute a quorum for the conduct of business at any Commission meeting.
7. As deemed necessary, subgroups of less than a quorum of Commission members may be formed and may meet to discuss the projects they are undertaking for the Commission. Subgroups shall report to the full Commission on their activities at regularly scheduled meetings of the Commission, and the Commission shall approve actions proposed by subgroups.

Article 7 – Ethics.

1. Members of the Commission are bound by and shall adhere to the Rhode Island Code of Ethics, including both statutes enacted by the General Assembly and regulations enacted by the Ethics Commission. A copy of the Code of Ethics can be found at <http://www.ethics.ri.gov/code/>.

Article 8 – Parliamentary Authority.

1. The rules contained in Roberts' Rules of Order, 12th Edition, shall govern the Commission in all cases in which they are applicable and in which they do not conflict with these Bylaws.

Article 9 – Miscellaneous.

1. These Bylaws may be amended at any regular meeting of the Commission by a 2/3 vote, provided an amendment has been submitted in writing at the previous regular meeting.

2. The provisions of these Bylaws are severable; if any such provision or provisions shall be held invalid or unconstitutional by any decision of any court of competent jurisdiction, such decision shall not impair or otherwise affect any other provision of these rules and regulations.

References:

- Bristol Home Rule Charter, Article 9, Sec. 908 (Harbor Commission authorized/created)
- Bristol Code of Ordinances, Chapter 8 (Boats, Docks and Waterways)

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STEVEN CONTENTE
Town Administrator

TOWN OF BRISTOL, RHODE ISLAND
OFFICE OF TOWN ADMINISTRATOR

August 22, 2025

Coletta Contracting Company, Inc.
Justin Coletta, Vice President
44 Hollister Road
Seekonk, MA 02771

Re: Bid# 1065 – Rogers Free Library Interior Modifications

Dear Mr. Coletta,

We are pleased to inform you that Coletta Contracting Company, Inc. has been awarded Bid# 1065 – Rogers Free Library Interior Modifications, with the price not to exceed as follows:

Base: \$1,470,600.00
Add/Alt 2: \$19,470.00
Add/Alt 3: \$32,525.00
Add/Alt 4: \$3,850.00
Add/Alt 7: \$21,060.00

Total: \$1,547,505.00

Very truly yours,

A handwritten signature in blue ink, appearing to read "Steven Contente".

Steven Contente,
Town Administrator

Cc: Carl Carulli, Treasurer
The Honorable Town Council
Diane Williamson, Director of Community Development
Eileen Dyer, Rogers Free Library Director
Nick Toth, Planner/HDC Coordinator



STATE OF RHODE ISLAND
STATE TRAFFIC COMMISSION
Two Capitol Hill
Providence, R. I. 02903

August 18, 2025

Roman Wozny
Patrol Captain
Bristol Police Department
395 Metacom Avenue
Bristol, RI 02809

Dear Patrol Captain Wozny,

The following request will be placed on the State Traffic Commission's (STC) agenda for the September 3, 2025 meeting at 10:00 a.m. in Room 135 of the State House:

- Request from the Town of Bristol for the installation of a crosswalk across Hope Street (RI 114) at its intersection with Poppasquash Road.

We will promptly notify you once the STC takes action on this request.

Very Truly Yours,

Sean Raymond

Sean Raymond, P.E.
Secretary

SR/MK

cc: Steven Contente, Town Administrator (Town of Bristol)
Kevin Lynch, Police Chief (Bristol Police Department)
Nathan Calouro, Town Council Chairman (Town of Bristol)
Chris Parella, Director of Public Works (Town of Bristol)
The Honorable Pamela J. Lauria, Senator (District 32)
The Honorable June Speakman, Representative (District 68)
Director Alviti, Sasso, St. Martin, Pristawa, Raymond, King File

2025 AUG 25 AM 11:25
JOHN OLIVAS CHIA
BRISTOL, RHODE ISLAND

Bristol 250th Commission Meeting Agenda

Date: Tuesday, 19 August 2025

Time: 5:30 PM

Location: Burnside Building
400 Hope Street, Bristol, RI

1. Call to Order

- Pledge of Allegiance
- New board member introductions – Christine Hughes
- Roll Call
- Approval of Minutes – 15 July 2025 meeting

2. Old Business

- Update from each member on progress / review project list
- Calendar review
- Marketing, website update
- Swag update / decisions

3. New Business

- State grant application
- Town request for street banners funding
- Events on state website
- Booth participation
- 2026 July 4th parade
- Middle passage marker project
- Open topics
- Draft agenda for next meeting

4. Adjournment

BRISTOL COUNTY WATER AUTHORITY

Board of Directors Meeting

Thursday, August 28, 2025, at 5:00 pm
450 Child Street (Boardroom), Warren, RI

AGENDA

1. Call to Order
2. Public Input
3. Distribution of Annual Report
4. Minutes
 - i. Board Meeting – 7/24/25
 - ii. Special Board Meeting – 8/6/25
5. Executive Director Report
6. Financial Report
7. Board Member Town Council Reports
8. Quarterly Write-Offs: For Information Only
9. 2025 Service Line Report: For Information Only
10. Former Water Treatment Plant Buildings – For Discussion
11. Board Vote on Purchase of Ford Explorer
12. Board Vote on Boardroom Improvements
13. Board Vote on Amendment No. 3 to Beta Group for Engineering Services
Associated with the Design of Pawtucket Pipeline Project – Phase II
14. Board Vote on Project Budget Increase for 2024 Water Main Rehabilitation
Project
15. Next Scheduled Meeting(s):
 - i. Board Meeting – September 25, 2025
16. Adjournment

Individuals requesting interpreter services for the hearing impaired must notify the Bristol County Water Authority not less than 48 hours in advance of the meeting. 401-245-2022 (voice) or via RI Relay 1-800-745-5555 (TTY).

Agenda Posted 8/22/25

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 8/22/25 for Posting on Public Bulletin Boards

1. Barrington Town Hall
2. Bristol Town Hall
3. Warren Town Hall



TOWN OF BRISTOL, RHODE ISLAND

BUILDING BOARD OF APPEALS

Agenda

Thursday, August 28, 2025 at 6:00 PM
Bristol Town Hall, 10 Court Street, Bristol, RI 02809

A. Pledge of Allegiance

B. Agenda Item

B1. Building Board of Appeals

David Ramos; Ramos Landscaping, LLC **670 Metacom Ave.**,
 Bristol, RI 02809 Plat 128 Lot 15 Zone: GB

RELIEF REQUESTED:

The Applicant is seeking relief from the determination that the building, (membrane structure), that was installed without permits and has been determined to be unsafe, must be removed. Instead, the Applicant wishes to allow the building to remain temporarily while a larger development is planned, approved and carried out.

C. Adjournment

Date Posted: August 22, 2025

Posted By: ec

2025 AUG 18 PM 2:19
 TOWN CLERK'S OFFICE
 BRISTOL, RHODE ISLAND



TOWN OF BRISTOL, RHODE ISLAND

HISTORIC DISTRICT COMMISSION MEETING

**Historic District Commission Meeting Agenda
Thursday, September 04, 2025 at 7:00 PM
Bristol Town Hall, 10 Court Street, Bristol, RI 02809**

Written comments may be submitted to the Historic District Commission via regular mail addressed to: Historic District Commission, Bristol Town Hall, 10 Court Street, Bristol RI 02809 or via email to ntoth@bristolri.gov

Application packets can be found online at: <https://bristol-ri.municodemeetings.com/>

1. **Pledge of Allegiance**
2. **Review of Previous Month's Meeting Minutes**
 1. **Review of August Minutes**
3. **Application Reviews**
 1. **25-82: 224 Hope St, Gregory Leonetti**

Discuss and Act on replacement of all windows on property.
 2. **25-85: 35 Burton St, Kathleen Keating/John Oliver**

Discuss and act on demolition of shed and replacement with ADU.
 3. **25-92: 1237 Hope St, David Manocchio**

Discuss and act on materials for previously approved ADU and addition.
 4. **25-100: 14 Howe St, George LeBlanc**

Discuss and Act on installation of roof mounted solar panels on 2015 construction home.
 5. **25-104: 227 Thames St #6, House of Windsor/Karen St. Pierre**

Discuss and Act on installation of sign for business.

6. 25-108: 21 High St, John & Nancy Breen

Discuss and Act replacement of deck boards, installation of railings, porch light, and doorbell.

7. 25-109: 423 Hope St, Derek Hulitzky & Bill Fixsen

Discuss and act on replacement of windows.

8. 25-110: 715 Hope St, Michael Mello

Discuss and Act on replacement of door in kind.

9. 25-111: 474 Thames St, Daniel Brooks

Discuss and act on replacement of windows and doors.

10. 25-112: 484 Thames St, Daniel Brooks

Discuss and act on replacement of windows and doors.

11. 25-113: 583 Hope Street, HBSBRI, LLC

Discuss and act on demolition of existing building and construction of mixed use building on site in existing footprint.

12. 25-117: 50 Thames St, David Ouellette

Discuss and act on replacement of decking and stairs with Trex.

4. Concept Review

5. Monitor Reports & Project Updates

6. HDC Coordinator Reports & Project Updates

7. HDC Coordinator Approvals

8. Other Business

9. Adjourn



**Town of Bristol, Rhode Island
Planning Board**

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

**FAIR WIND PROPERTIES, LLC, DANIAL FERREIRA
COMPREHENSIVE PERMIT
PRELIMINARY PHASE
PUBLIC HEARING NOTICE**

The Bristol Planning Board will hold a public hearing on Thursday, September 11, 2025, at 7:00 p.m. at the Bristol Town Hall, 10 Court Street, Bristol and consider action on the **Comprehensive Permit – Preliminary Phase at 206 Bayview Avenue**

Preliminary Application for Fair Winds Comprehensive Permit Application – Proposal to construct 17 residential units with 5 of these designated as low-moderate income residential units and 1,859 square feet of commercial use within an existing garage/barn to be used as the property management office and property owner equipment storage building. Property has an existing 3-family building which will be retained for a total of 20 dwelling units on the property. Property located at **206 Bayview Avenue**. Assessor's Plat 47, Lot 3. Owners: Fair Wind Properties, LLC. Zoned: R-10

Variances requested from the Zoning Ordinance for the following:

Section 28-282 (d) Standards for Multi-family buildings: Subsection 2 – distance between multifamily buildings on the same lot. Minimum required 25 feet and 10 feet provided; Subsection 3 – Distance between multi-family buildings and property line Minimum 50 feet from side and rear property lines and 32.1 feet minimum is provided; Subsection 8 – not more than four contiguous townhouses built in a row. Section 28-111 Table B – 80' of frontage required and existing frontage is 72.50; Section 28-363 (2)(a)(1) Residential Density allows 15 residential units and 20 units are provided with 3 existing and 17 new units; Section 28-3 and Section 28-82 multi-family dwellings are not allowed and multi-family dwellings are proposed; Section 28-252 – non-conforming structures – the existing garage/barn on the property will be used for property management storage and office; Section 28-251 – size of parking spaces and aisle width – parking spaces are to be 10' x 18' and proposed parking spaces are 9' x 18' and aisle widths are to be 24' wide and proposal is 20' wide. Waivers requested from the Subdivision and Development Review Regulations for the following: Appendix F.2 (f)(1) Sidewalks required on one side of street in multi-family developments and no sidewalk is proposed.

Plans and supporting materials are available for review on the town website located here: <https://bristol-ri.municodemeetings.com/> or at the Office of Community Development, between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday. Please call 253-7000, ext. 147 to schedule an appointment.

Bristol Planning Board
Charles Millard, Planning Board Chairman

Newspaper Advertisement: Bristol Phoenix August 28, 2025

2025 AUG 27 AM 10:46

TOWN OF BRISTOL
BRI, RI 02809



Town of Bristol, Rhode Island Planning Board

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

DAVID RAMOS – 670-688 METACOM AVENUE MINOR LAND DEVELOPMENT – PRELIMINARY PHASE/UNIFIED DEVELOPMENT PUBLIC HEARING NOTICE

The Bristol Planning Board will hold a public hearing on Thursday, September 11, 2025, at 7:00 p.m. at the Bristol Town Hall, 10 Court Street, Bristol and consider action on the **Minor Land Development – Preliminary Phase/Unified Development of 670-688 Metacom Avenue.**

Minor Land Development – Preliminary Phase/Unified Development. Proposal for construction of a 3,500 square foot building for a contract construction use in a General Business Zoning District that also requires a Special Use Permit. Property located at 670-688 Metacom Avenue, Assessor's Plat 128, Lot 15 & 16, Zone: General Business and Metacom Overlay District. Owners/Applicants: David Ramos and Lionel Ramos.

Waiver requested for sidewalk requirement along Metacom Avenue in front of Lot 15 required per Section 2.8 of Appendix G in the Subdivision and Development Review Regulations.

Plans and supporting materials are available for review on the town website located here: <https://bristol-ri.municodemeetings.com/> or at the Office of Community Development, between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday. Please call 253-7000, ext. 147 to schedule an appointment.

Bristol Planning Board
Charles Millard, Planning Board Chairman

Newspaper Advertisement: Bristol Phoenix August 28, 2025

2025 AUG 27 AM 10:46
TOWN OF BRISTOL
PLANNING BOARD



Town of Bristol, Rhode Island Planning Board

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

JOHN MARSHALL – 18 BURNSIDE STREET & 1 RESOLUTE LANE MINOR LAND DEVELOPMENT/ ADAPTIVE RE-USE/UNIFIED DEVELOPMENT PRELIMINARY PLAN PHASE PUBLIC HEARING NOTICE

2025 AUG 27 AM 10:46
JOHN J. MARSHALL
BRISTOL, RI 02809

The Bristol Planning Board will hold a public hearing on Thursday, September 11, 2025, at 7:00 p.m. at the Bristol Town Hall, 10 Court Street, Bristol and consider action on the Minor Land Development/Adaptive Re-Use/Unified Development Application Preliminary Plan Phase - for John Marshall – 18 Burnside Street & 1 Resolute Lane.

Minor Land Development/Adaptive Re-Use/Unified Development Application Preliminary Plan Phase for John J. Marshall: to convert two historic manufacturing buildings at 18 Burnside Street & 1 Resolute Lane, into seven (7) residential dwelling units. Variance required for residential density in the Manufacturing Zone which has an underlying residential density of 0 Assessor's Plat 16, Lot 48 & 39, Zone: Manufacturing and within the Historic District. Owner: Halsey C. Herreshoff Trustee/Applicant: John J. Marshall

Plans and supporting materials are available for review on the town website located here: <https://bristol-ri.municodemeetings.com/> or at the Office of Community Development, between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday. Please call 253-7000, ext. 147 to schedule an appointment.

Bristol Planning Board
Charles Millard, Planning Board Chairman

Newspaper Advertisement: Bristol Phoenix August 28, 2025



TOWN OF BRISTOL RHODE ISLAND

CONSERVATION COMMISSION

Tuesday, September 2, 2025
at 5:30 pm
Department of Community Development Office
235 High Street, 1st Floor
Bristol, Rhode Island

AGENDA

- | | |
|--|-----|
| 1. APPROVAL OF MINUTES – July 1, 2025 | ALL |
| 2. OLD BUSINESS | |
| a. Open Space | |
| i. New Open Space Applications for Consideration | |
| b. Tree Program | |
| i. Fall Tree Planting Update | ET |
| 3. NEW BUSINESS | |
| a. New Boat Ramp storm drain BMP | ET |
| b. Composting Program w Black Earth | TM |
| 4. ADMINISTRATIVE/Announcements | |
| a. “Around the Room” | |
| 5. ADJOURN | |

Next Conservation Commission Meeting – October 7, 2025

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND
2025 AUG 20 PM 2:13

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 .

MINUTES OF THE SPECIAL BOARD MEETING OF THE BRISTOL COUNTY WATER AUTHORITY

Wednesday, August 6, 2025
450 Child Street (Boardroom), Warren, RI

Board Members Present:

Juan Mariscal, Chairman
Thomas Kraig, Vice-Chairman
John M. Jannitto, Board Member
Robert J. Martin, Board Member
William F. Gosselin, Board Member
Richard E. Fournier, Board Member

Board Members Absent:

Christopher Stanley, Secretary/Treasurer
Stephen Gross, Board Member
David E. Fales, Board Member

BCWA Staff Attending:

Stephen H. Coutu, Executive Director
Michael Crawford, Deputy Executive Director

1. Call to Order

Pursuant to proper notice, the Special Board Meeting of the Bristol County Water Authority was called to order by Chairman Mariscal at 5:03pm.

2. Pawtucket Pipeline Project Phase II Design Update – Presentation by Beta Group (Appendix A)

Nick Corvello from Beta Group presented an overview of Pawtucket Pipeline Project Phase I and II, project design and scheduling, and project costs.

Questions regarding scheduling and timelines, costs, permits, and regulatory agencies were addressed.

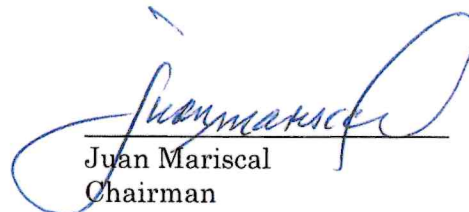
3. Adjournment

Director Gosselin moved the following motion seconded by Director Jannitto

MOTION: To adjourn.

Motion passed unanimously by aye vote.

The meeting was adjourned at 6:40pm.



Juan Mariscal
Chairman

MINUTES OF THE BOARD MEETING OF THE BRISTOL COUNTY WATER AUTHORITY

Thursday, July 24, 2025
450 Child Street (Boardroom), Warren, RI

Board Members Present:

Juan Mariscal, Chairman
Thomas Kraig, Vice-Chairman
John M. Jannitto, Board Member
Robert J. Martin, Board Member
William F. Gosselin, Board Member
Stephen Gross, Board Member
Richard E. Fournier, Board Member
David E. Fales, Board Member

Board Members Absent:

Christopher Stanley, Secretary/Treasurer

BCWA Staff Attending:

Stephen H. Coutu, Executive Director
Daniel Hughes, Finance Manager
Colin O'Hara, Engineering Project Manager
Lauren DeRuisseau, HR/Executive Assistant

Others Attending:

Legal Counsel Joseph Keough

1. Call to Order

Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Chairman Mariscal at 5:01pm.

2. Public Input

There was no public input.

3. Presentation of FY2025 Audit – CBIZ

(Appendix A)

Presentation of the results of the FY2025 audit. The auditors provided a clean audit opinion on the financial statements.

The Board requested to receive a copy of the March 3rd communication letter referenced in the final governance letter.

The Board requested that the Finance Committee review the financial statements for acceptance prior to finalizing distribution to financial institutions.

4. Minutes

a. Board Meeting – 6/26/25

Vice-Chairman Kraig made the following motion seconded by Director Gross

MOTION: To approve.

Motion passed unanimously by aye vote.

5. Executive Director's Report

- Pawtucket Pipeline Project – I met with the East Providence DPW Director to discuss the project and proposed amendment. The Board previously discussed having the project manager come before the Board to present an update on the project as well as the amendment at either a Board or Special Board meeting. A date/time for the meeting will be arranged for early August.
- Treatment Plant Redevelopment – Submittals are due August 14th.
- Lead Service Replacement Program – Rural Water Association has been out in the community conducting inspections. Currently 10% of inspections are complete out of 360 locations.
- We expect to get a report in the coming weeks from Pare Corporation regarding the Fountain Avenue tank.
- Mike Crawford and I presented our High Service Expansion Project at a recent RIWWA/NEWWA event. The presentation is available on our website.
- We distributed construction notices to customers who would be affected on Child Street as well as Gooding Avenue and Naomi Drive. A press release was sent out to the local papers for online posting and newspaper.
- The Hope Street Pump Station is all closed out.
- The 2024 Water Main Renewal Project will be presented to the Board for additional funds at a future meeting.

Operations Report:

- We received a notification from DOH requesting additional sampling for corrosion control.

6. Financial Report

(Appendix B)

Finance Manager Dan Hughes provided a financial summary for June 2025.

7. Board Member Town Council Reports

There were no reports.

8. Board Vote on Task Order to Pare Corp. for Engineering Services Related to Design of New Operations Building

(Appendix C)

Executive Director Coutu provided additional background information. The task order presented at the last meeting is the next logical step to take if we are serious about building a new facility before we go off into a full design. This will confirm our space and size needs and give us budget costs for construction and design that we can budget for next year. I am

requesting the Board's approval to proceed with this pre-design services task order for \$109,250.00.

Director Martin made the following motion seconded by Director Gosselin

MOTION: To be accepted.

Chairman Marical proposed inviting the Properties Committee members to meetings when discussing tasks 6, 7, and 8 listed under the Scope of Work (Programming Spacing, Concept Architectural Plans, and Concept Site Plan) and present back to the Board when necessary.

Motion passed unanimously by aye vote.

9. Executive Session

Director Gross made the following motion seconded by Vice-Chairman Kraig

MOTION: To go into Executive Session Pursuant to RIGL 42-46-5 (a)(7) (Litigation – North Farm v. BCWA – Pursuant to RIGL s. 42-46-5 (a)(2); Investment of Public Funds – Pawtucket Pipeline Project – Pursuant to RIGL 42-46-5(a)(7); Executive Session Minutes: Board Meeting – 6/26/25)
Motion passed unanimously by aye vote.

The Board entered Executive Session at 6:06pm.

The Board returned to open session at 6:39pm.

Director Martin made the following motion seconded by Director Gross

MOTION: To seal the Executive Session minutes.
Motion passed unanimously by aye vote.

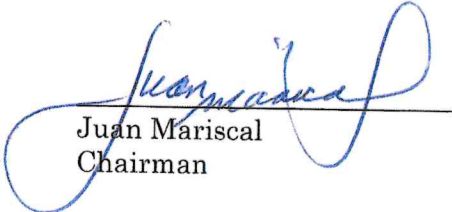
10. Next Scheduled Meeting – August 28, 2025

11. Adjournment

Director Gross moved the following motion seconded by Director Gosselin

MOTION: To adjourn.
Motion passed unanimously by aye vote.

The meeting was adjourned at 6:40pm.



Juan Mariscal
Chairman



Town of Bristol, Rhode Island

Bristol Christmas Festival Committee

Item (CA) HH11.

P.O. Box 663

Bristol, RI 02809

NOTICE OF MEETING

General Committee Meeting

Bristol Recreation Center – 101 Asylum Road, Bristol, RI

Monday, September 8, 2025 | 6:30 PM

Stay Informed: www.christmasbristolri.com

AGENDA

- 1- Call to Order/Welcome New Members and Guests
- 2- Pledge of Allegiance
- 3- Member Roll Call
- 4- Reading and Approval of July Minutes
- 5- Reading and Approval of August Minutes
- 6- New Business to be Discussed and/or Acted Upon
 - 6.1. Unity Park Proposal. Discussion and Vote
 - 6.2. Tentative event at the Maritime Center. Discussion and Possible Vote.
 - 6.3. Any Other New Business
- 7- Reports
 - 7.1. Chairperson Report = TK
 - 7.2. Grand Illumination Subcommittee Chairperson Report = N + PS
- 8- Old Business
- 9- For the Good of the Organization
- 10- Announcements
- 11- Adjournment

2025 SEP -3 AM 9:31

POSTED:

Bristol Town Hall, Bristol Post Office, and Rhode Island Secretary of State website (sos.ri.gov)



TOWN OF BRISTOL, RHODE ISLAND

PLANNING BOARD MEETING

Meeting Agenda

Thursday, September 11, 2025 at 7:00 PM

Bristol Town Hall, 10 Court Street, Bristol, RI 02809

A. Pledge of Allegiance

B. Approval of Minutes:

Regular Meeting - July 10, 2025

Special Meeting - August 7, 2025

C. Agenda Items

- C1. **Applicant has requested a continuance until October 9, 2025 Planning Board Meeting.****

Review of Master Plan phase for Major Land Development of the Comfort Inn and Suites - to build an 80 room hotel. Property on south side of Gooding Avenue approximately 50 feet east of the intersection of **Gooding Avenue and Broadcommon Road**, near utility pole #218. Owner: D & M Boca Development, LLC Zoned: GB. Assessor's Plat 111 Lot 1.

- C2. Public Hearing and Consider Action on Preliminary Application for Fair Winds Comprehensive Permit Application** - Proposal to construct 17 residential units with 5 of these designated as low-moderate income residential units and 1,859 square feet of commercial use within an existing garage/barn to be used as the property management office and property owner equipment storage building. Property has an existing 3-family building which will be retained for a total of 20 dwelling units on the property. Property located at **206 Bayview Avenue**. Assessor's Plat 47, Lot 3. Owners: Fair Wind Properties, LLC. Zoned: R-10

Variances requested from the Zoning Ordinance for the following:

Section 28-282 (d) Standards for Multi-family buildings: Subsection 2 - distance between multifamily buildings on the same lot. Minimum required 25 feet and 10 feet provided; Subsection 3 - Distance between multi-family buildings and property line Minimum 50 feet from side and rear property lines and 32.1 feet minimum is provided; Subsection 8 - not more than four contiguous townhouses built in a row. Section 28-111 Table B - 80' of frontage required and existing frontage is 72.50; Section 28-363

(2)(a)(1) Residential Density allows 15 residential units and 20 units are provided with 3 existing and 17 new units; Section 28-3 and Section 28-82 multi-family dwellings are not allowed and multi-family dwellings are proposed; Section 28-252 - non-conforming structures - the existing garage/barn on the property will be used for property management storage and office; Section 28-251 - size of parking spaces and aisle width - parking spaces are to be 10' x 18' and proposed parking spaces are 9' x 18' and aisle widths are to be 24' wide and proposal is 20' wide. Waivers requested from the Subdivision and Development Review Regulations for the following: Appendix F.2 (f)(1) Sidewalks required on one side of street in multi-family developments and no sidewalk is proposed.

- C3. Public Hearing and Consider Action on Minor Land Development - Preliminary Phase/Unified Development** - proposal for construction of a 3,500 square foot building for a contract construction use in a General Business Zoning District that also requires a Special Use Permit. Property located at 670-688 Metacom Avenue, Assessor's Plat 128, Lot 15 & 16, Zone: General Business and Metacom Overlay District. Owners/Applicants: David Ramos and Lionel Ramos.

Waiver requested for sidewalk requirement along Metacom Avenue in front of Lot 15 required per Section 2.8 of Appendix G in the Subdivision and Development Review Regulations.

- C4. Public Hearing and Consider Action on Minor Land Development/Adaptive Re-Use/Unified Development Application Preliminary Plan Phase** for John J. Marshall: to convert two historic manufacturing

buildings at **18 Burnside Street & 1 Resolute Lane**, into seven (7) residential dwelling units. Variance required for residential density in the Manufacturing Zone which has an underlying residential density of 0 Assessor's Plat 16, Lot 48 & 39, Zone: Manufacturing and within the Historic District. Owner: Halsey C. Herreshoff
Trustee/Applicant: John J. Marshall

D. Correspondence

D1. Roger Williams University Master Plan and Campus Update, Summer 2025

E. Adjournment

Date Posted: August 28, 2025

Posted By: mbw

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND2025 AUG 21 AM 11:29
DATE RECEIVED

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:



Please see attached note

PLEASE NOTE:

Please ensure that your petition is submitted
by 4:00 PM, two (2) Wednesdays before the
Town Council meeting scheduled for

9/10/2025
in order to be included on the docket. Ac-
cording to Council policy, petitions cannot
be addressed unless recommendations, if
needed, from the relevant departments are
received before the Council meeting

SIGNATURE: Ann Marie TartoriceNAME: Ann Marie TartoriceADDRESS: 43 Byfield StTOWN: BRISTOL

BUSINESS TEL. NO. _____

RESIDENCE TEL. NO. 401-253-6927

EMAIL ADDRESS: _____

8/30/35

Dear Sir
 if possible please I have
 requested the town to cut back
 the limbs on the tree at the
 Riverside School parking lot.
 This year on July 3 last
 the tree broke off and
 damaged two lapses at the
 corner of my roof at
 73 Church Street. Repair
 cost me \$1100.

I am requesting a
 reimbursement from the
 town for this amount.
 Sincerely,
 Sam Maci Justice

CASE# 25-1298-0F

If you would like to obtain a copy of a Police report, please present this card to the **Records Division** located at the Bristol Police Department, 395 Metacom Avenue, Bristol, RI 02809-5215. All records are filed by CASE number and this card will help us locate the report you need. Hours of operation are from 8:00 a.m. to 4:00 p.m. Monday to Friday, excluding holidays. You may call the **Records Division** at (401) 253-6900 ext.220 before you come to verify the report you need has been completed.

RECEIVED

AUG 20 2025
 OFFICE OF THE TOWN
 ADMINISTRATOR



N. Jackson Construction Inc.

Warren, Rhode Island
(401) 245-7897
Lic# 16597

Aug 11 2025

73 Churchill St
Bristol RI

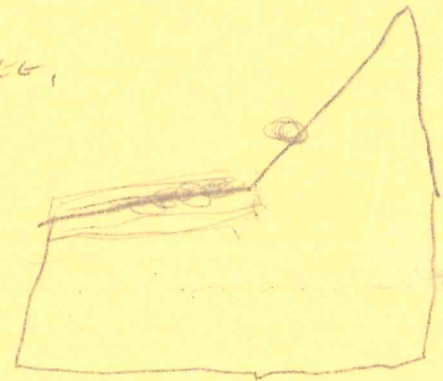
Repair work DUE TO FALLING TREE AT ABOVE ADDRESS

- Remove ROOF SHINGLES FROM GABLE END OF FLAT ROOF
- Remove METAL Drip EDGE, CROWN MOULDING AND RAKE BOARDS.
- INSTALL NEW SHINGLES, CROWN MOULDING AND RAKE BOARDS AND Drip EDGE.
- Fix SHINGLE on upper main roof.
- Clean gutters on garage from TREE.

Total cost \$1,100.00

Thank you

Noel Jackson



MAKE CHECK PAYABLE TO NOEL JACKSON
PPH in FULL

BRIAN R. CUNHA, ESQ.**
NELIA CAMARA DESTEFANO, ESQ.**

KAREN A. ALEGRIA, ESQ.**
HONEY POLNER, ESQ., R.N.
SHARON D. SYBEL, ESQ.**

**MEMBER MA & RI BAR

LAW OFFICES
BRIAN CUNHA
& ASSOCIATES

August 29, 2025

904 BROADWAY
E. PROVIDENCE, RI 02914
(401) 434-5300

FAX: (401) 431-1958

WEBSITE: www.briancunha.com

brian@briancunha.com
nel@briancunha.com
karen@briancunha.com
honey@briancunha.com
sharon@briancunha.com

Sent via Regular Mail & Certified Mail

Return Receipt Requested No. 7017 2400 0000 5276 7899

Steven Contente, Town Administrator
Bristol Town Hall
10 Court Street
Bristol, RI 02809

RE: Client: Rebecca Coroa
Date of Loss: 07/09/2025
Location: Anawan Street

Dear Town Administrator Contente:

Please be advised that this office has been retained to represent the interests of Rebecca Coroa relative to injuries sustained in an incident on July 9, 2025. At that time, Mrs. Coroa was walking northbound in the area of 12 and 14 Anawan Street. She was caused to trip and fall due to a large pothole that the Town failed to repair. Our investigation revealed that neighbors reported three (3) large potholes during the year prior to this accident. Based on these facts the Town knew or should have known of the dangerous road condition where it was foreseeable for a pedestrian to be injured.

Due to this, Mrs. Coroa sustained a broken left ankle and a broke fibula.

If you have any form of insurance for this type of loss, please contact your insurer and/or forward this letter to your insurance carrier forthwith. If you are not insured, please contact the undersigned within five (5) days of your receipt of this letter.

Should you have any questions or concerns regarding the above please do not hesitate to contact me directly.

Very truly yours,
Brian Cunha & Associates, PC
Brian R. Cunha
Brian R. Cunha, Esquire

BRC/rlm

cc: Melissa Cordeiro, Town Clerk
Bristol Town Hall
10 Court Street
Bristol, RI 02809

Sent via Regular Mail & Certified Mail

Return Receipt Requested No. 7017 2400 0000 5276 7905

Item (CA) 112.

2025 SEP -2 AM 10:06
BRIAN CUNHA & ASSOCIATES, PC
BRIAN R. CUNHA, ESQUIRE

LAW OFFICES

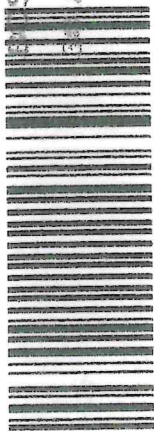
BRIAN CUNHA
& ASSOCIATES

904 BROADWAY
E. PROVIDENCE, RI 02914

RETURN RECEIPT
REQUESTED

Melissa Cordeiro, Town Clerk
Bristol Town Hall
10 Court Street
Bristol, RI 02809

CONCLUSIONS

[illegible]

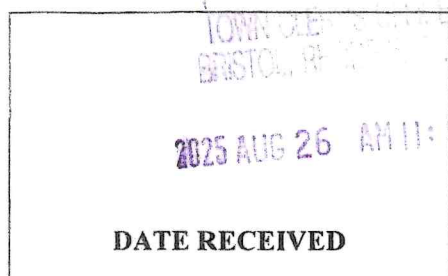
7017 240 000 5276 7905

STON MA 020
AUG 2025PM2
FIRST-CLASS



US POSTAGE  IMI PITNEY BOWES

ZIP 02720
02 7H
0006210102 AUG 29 2025



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:



Requesting Approval for curb cut (w/ space of street parking lost) in order to extend driveway to the property line with #321. (Pending finances to pave the area.) Final outcome creates 2-4 new spots of black top-paved parking, or more.



PLEASE NOTE:

Please ensure that your petition is submitted by 4:00 PM, two (2) Wednesdays before the Town Council meeting scheduled for

9/10/25

in order to be included on the docket. According to Council policy, petitions cannot be addressed unless recommendations, if needed, from the relevant departments are received before the Council meeting

SIGNATURE: Ryan Little

NAME: Ryan Little

ADDRESS: 323 State Street

TOWN: Bristol



TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: August 26, 2025

Ryan Little, 323 State Street request for curb cut
in front of residence

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 Town Council Meeting to be held on **September 10, 2025.**

All items for this docket must be received in the Clerk's office by Wednesday, September 3, 2025. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments



TOWN OF BRISTOL
DEPARTMENT OF PUBLIC WORKS

111 Mt. Hope Avenue
Bristol, Rhode Island 02809
Tel. 401-253-4100 Fax 401-254-1278

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Christopher J. Parella
DIRECTOR OF PUBLIC WORKS

DATE: August 28, 2025

RE: Ryan Little, 323 State Street request for curb cut in front of residence

2025 SEP -4 AM 8:27

Mr. Administrator,

I have no objection to this request for a curb cut. I would recommend that the Honorable Town Council grant this petition and refer this matter to the Department of Public Works to ensure compliance with the Town construction standards and that if determined necessary, a road opening permit is obtained.

Please advise if you have any questions or concerns.


STEVEN CONTENTE
Town Administrator