

# **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, August 24, 2022 at 7:00 PM Town Hall - Council Chambers**

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

### **In-Person Participation Only**

#### **\*Important Notice**

\* The public may VIEW the meeting live by using the following link: <https://us06web.zoom.us/j/85633191909>, or by visiting zoom.com meeting code 856-3319-1909

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

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

Present:

Meeting Dates:

September 21, 2022 - Town Council Meeting  
October 12, 2022 - Town Council Meeting  
November 2, 2022 - Town Council Meeting  
November 16, 2022 - Town Council Meeting

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

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

**A1.** Executive Session Meeting - July 13, 2022

**A2.** Executive Session Meeting - August 3, 2022

**A3.** Town Council Meeting - August 3, 2022

**B. Public Hearings**

**B1.** William Conley, DBA Luxury Good's Etc., 12 Gooding Avenue, request for Junk and Secondhand Dealer's License **(see also D1)**

**C. Ordinances**

**C1.** Ordinance #2022-09, Chapter 16 - Motor Vehicles and Traffic Article V Stopping, Standing and Parking: Section 16-143, Parking Prohibited at all times (to add a no parking box on Ryan Avenue) **(2nd reading)**

**C2.** Ordinance #2022-08, Chapter 17 - Offenses and Miscellaneous Provisions Article V - Sec 17-108 Prohibition Against Cannabis Smoking/Vaporizing in Public Places **(1st reading)**

**C3.** Ordinance #2022-10, Chapter 17 -Offenses and Miscellaneous Provision Article II - Sec 17-82 (4) (a) (to extend an alcohol beverage licensed establishment's closing time to midnight after a six-month review period) **(1st Reading)**

**C4.** Ordinance #2022-11, Chapter 16 - Motor Vehicles and Traffic Article V Stopping, Standing and Parking: Section 16-143, Parking Prohibited at all times (to add a no parking in the vicinity of 300 High Street) **(1st reading)**

**D. Licensing Board - New Petitions**

**D1.** William Conley, DBA Luxury Good's Etc., 12 Gooding Avenue, request for Junk and Secondhand Dealer's License **(see also B1)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Department of Community Development



D2. Courtney Guertin - for Mollypalooza, 230 Wood Street request for One-Day Sunday Dancing & Entertainment License on Sunday October 9, 2022, (2PM - 7PM)

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

D3. Kathryn Howarth d/b/a Riccotti's Sandwich Shop, 11 Gooding Avenue - request for transfer of Class BV LTD Intoxicating Beverage License to Benjamin Howarth, Riccotti's of Bristol, LLC d/b/a Riccotti's Sandwich Shop (new ownership) **call for public hearing September 21, 2022**

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department of Community Development

D4. Lori Cruz - for Bristol Christmas Festival, request for Mobile Food Establishment Event Permit for the Bristol Christmas Festival Weekend for Saturday, December 10, 2022 (10AM-8PM) and Sunday, December 11, 2022 (12PM-8PM)

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

**E. Licensing Board - Renewals**

**F. Petitions - Other**

F1. Lori Cruz, Bristol Christmas Festival Committee - Request use of Town Property (December 10-11) and Permission to Serve/Sell Alcoholic Beverages for Bristol Christmas Festival Weekend, Saturday, December 10, 2022 (10AM-8PM) and Sunday, December 11, 2022 (12PM-8PM)

a. recommendation - Town Administrator and Fire Chief

b. recommendation - Town Administrator and Chief of Police

c. recommendation - Town Administrator and Department of Community Development

**G. Appointments**

**H. Old Business**

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

I1. Michael Rielly, Chair, James D Reilly Foundation and Dave Scarpino re request regarding placement of a Temporary Santa House

I2. Dave Scarpino, Chairman, Bristol Christmas Festival - Review and Approval of Proposed Revisions to the Bristol Christmas Festival Bylaws

I3. Tony Morettini, Chair, Bristol Conservation Committee re Boards recommendation for creation of the Consolidated Energy Aggregation Program for Town of Bristol

a. Community Choice Aggregation (CCA) Presentation

I4. RI DEM Fish and Wildlife presentation relating to the local Deer population and the Towns Hunting Ordinance

I5. Director Williamson re request for Executive Session Pursuant to RIGL § 42-46-5(a)(5)- Sale of Real Property formerly known as the Oliver School-151 State Street

I6. Director Williamson re Proposal for Seasonal Outdoor Dining Regulations

**J. Bills & Expenditures**

J1. RFP# 992 - Stormwater Improvements Bristol Police Station

**K. Special Reports**

K1. Allan Klepper, Barrington Director, Bristol County Water Authority - Monthly Report July 28, 2022

K2. Bristol County Water Authority - Fiscal Year 2022 Annual Report, March 1, 2021 - February 28, 2022

**L. Town Solicitor**

- L1. Resolution to Sell Town Property 9 Court Street, Plat 14, Lot 26

Citizens Public Forum

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

Consent Agenda Items:

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

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

- (CA) AA1. Rogers Free Library Board of Trustees Minutes, June 16, 2022

- (CA) AA2. Harbor Commission Meeting Minutes, August 1, 2022

**(CA) BB. Budget Adjustments**

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

- (CA) BB1. Tax Assessor DiMeo re Recommended Abatements & Additions - August 12, 2022

**(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. Councilman Ley re Proclamation to consider Bristol a Purple Heart Town (signed)

- (CA) DD2. Citation - Jerome Squatrito in memory of (signed)

- (CA) DD3. Amended Citation - Janet Phillips, recognition for 30 years of service to the town (signed)

**(CA) EE. Utility Petitions**

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

(CA) EE1. National Grid and Verizon - Franklin Street,  
Installing a new pole 50' from existing pole 28 it  
will be labeled P-28-50

a. recommendation - Town Administrator and Department  
of Public Works

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

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

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

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

(CA) GG1. Town Clerk Cordeiro - re Thank you letter to Robert  
Breslin for serving on the Harbor Commission Advisory  
Committee

(CA) GG2. Town Clerk Cordeiro - re Thank you letter to Robert  
Campanella for serving on the Harbor Commission  
Advisory Committee

(CA) GG3. Bid Tabulation - Bid # 990 - Sale of 9 Court Street

(CA) GG4. Bid Tabulation - Bid # 991 - Sale of Oliver School

(CA) GG5. Town Clerk Hawkins of Exeter RI, re House Bill 2022 -  
H8220 Substitute A an Act Relating to Taxation - Levy  
Assessment of Local Taxes

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

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

(CA) HH1. Board of Canvassers Meeting, August 5, 2022

(CA) HH2. The North and East Burial Ground Commission, Meeting  
Cancelled, August 10, 2022

(CA) HH3. Bristol Fourth of July Committee, Policy  
Subcommittee Meeting, August 22, 2022

(CA) HH4. Zoning Board of Review Sitting as the Board of Appeals Meeting, August 30, 2022

(CA) HH5. Bristol Fourth of July Committee Souvenir Sub-Committee Meeting, August 25, 2022

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

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

(CA) II1. Michael J Young, Brosco & Brosco - Claim of Natelia Esteves

**(CA) JJ. Miscellaneous Items Requiring Council Approval**

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

(CA) JJ1. Late item H1 - Presentation of the restored Thomas Shepard Portrait

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

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

Adjourned: \_\_\_\_\_

/mc

Posted: August 19, 2022

## TOWN COUNCIL MEETING- WEDNESDAY, AUGUST 3, 2022

The council met on Wednesday, July 13, 2022, and called to order at 7:00 p.m. in the Town Hall, Council Chambers, Council Chairman Calouro presiding:

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

ALSO PRESENT: Town Administrator, Steven Contente  
Assistant Town Solicitor, Andy Teitz, Esq.

Absent: Town Sergeant, Archie Martins

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

Sweeney/Teixeira -Voted  
unanimously to approve the  
Consent Agenda.

**CITATIONS**

Citation - Jerome Squatrito

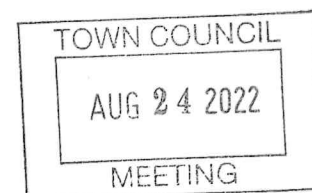
Council Chairman Calouro read the Posthumously Acknowledged citation in memory of Jerome Squatrito in recognition of his collective 45 years of volunteerism and presented it to his family.

Sweeney/Teixeira- voted unanimously to call forward agenda items H2 and I1.

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

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

**A1.** Town Council Meeting - July 13, 2022



Sweeney/Teixeira -Voted unanimously to accept and approve the minutes of July 13, 2022.

## **B. Public Hearings**

- B1.** Director of Community Development Williamson re Application for Zoning Map Change of Steven Januario, Managing Member, Januario Family Realty, LLC, for 374 & 380 Metacom Avenue - M (Manufacturing) to MMU (Metacom Mixed Use designation)

### **a. Planning Board recommendation**

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

Sweeney/Teixeira -Voted unanimously to grant the zone change of plat 171 lots 27 and 114 from M (Manufacturing) to MMU (Metacom Mixed Use designation); based upon the Planning Boards Recommendation and finding and facts that said use and zone change is consistent with the general purposes of zoning and the Comprehensive Plan.

Prior to the vote taken, Chairman Calouro opened the public hearing.

Scott Partington, Esq., an attorney representing the applicant addressed the council. He stated that the request for the zoning map change was for two properties located on Metacom Avenue. He explained that the parcels were located in a manufacturing zone and they were requesting to rezone the parcels to a Metacom Mixed use designation. He stated that the town's comprehensive plan was explicit in its desire for the MMU zone to spread throughout Metacom Avenue and that the land use change being requested should be a good fit for the town's plan in that area.

Council Chairman Calouro noted that he has reservations about limited manufacturing uses in the MMU zone and asked that Community Development Director Williamson work with the planning board to make recommendations on potentially incorporating additional manufacturing uses in the MMU zone.

### C. Ordinances

- C1.** Ordinance #2022-09, **Chapter** 16 - Motor Vehicles and Traffic Article V Stopping, Standing and Parking: Section 16-143, Parking Prohibited at all times (to add a no parking box on Ryan Avenue) **(1st reading)**

Sweeney/Teixeira- Voted unanimously to consider this action to constitute the first reading of Ordinance #2022-09. Advertise in the local newspaper

### D. Licensing Board - New Petitions

- D1.** William Conley, DBA Luxury Good's Etc., 12 Gooding Avenue, request for Junk and Secondhand Dealer's License **(call for public hearing August 24, 2022)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Department of Community Development

Sweeney/Teixeira- Voted unanimously to call for a public hearing to consider this matter on August 24, 2022

- D2.** Elena J Botelho, d/b/a Club Canine, 64 Ballou Blvd, request for Dog Kennel License.

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Department of Community Development



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

- D3.** Jordan Sawyer D/B/A Brick Pizza Co. 500 Wood Street Unit 211, re request for an amendment to ordinance sec 17-82 (4) (a) to modify granted license closing time; and extend hours of liquor sales from 11:00 PM to 1:00AM Monday-Sunday.

- a. recommendation - Town Administrator and Chief of Police

Sweeney/ Ley -Voted to refer to the solicitor so that he may draft ordinance language for amendments to sec 17-2 4 (a) for a closing time from 11:00 pm to 12:00 am with a six-month review for Council consideration on August 2, 2022;  
And to call for a public hearing to consider the matter of extension of hours on September 14, 2022; and Advertise in the local paper. Voting in favor was Sweeney, Ley, Calouro, Teixeira.  
Voting opposed was Parella

Prior to the vote taken, Jordan Sawyer of 45 Kickemuit Ave- the owner of Brick Pizza Co., addressed the council. Mr. Sawyer explained that he was requesting extended business hours to implement a late-night food menu until midnight and extend the liquor service until 1:00 am. He explained that based on his clientele, there was a higher demand for later service. He stated that his original business plan relied on full lunch and dinner seven days a week. However, due to labor shortages, he was not able to maximize his original business plan. He further explained that his current closing time gave him a disadvantage

with local competition that was grandfathered with a 1:00 AM closing time.

Solicitor Teitz noted that the Rhode Island General Law required that all alcoholic beverage license holders must serve food to patrons until the time of the last call. The Solicitor also notes that this does not mean that a full menu must be available, but rather the establishment may offer a modified menu of sandwiches, etc, outside of normal mealtime hours. Chips and snack foods, however, do not qualify. He explained for the record that if the council granted a 1:00 Am closing time, the petitioner would have to serve food until that hour. He was not allowed to stop food service one hour before closing. Mr. Sawyer responded that many other local establishments do not comply with that requirement.

Solicitor Teitz noted the following sections from the Department of Business Regulations:

- section 1.4.5 subsection (c) "These foods must be offered for sale during all times that alcoholic beverages are sold and consumed on the licensed premises"
- and section 1.4.5 subsection (e) "this provision by offering food at a sandwich level, as opposed to offering solely snack foods including but not limited to potato chips, pretzels, pickled eggs, pizza strips, stuffies and crackers, and cheese."

Vice Chairwoman Parella recommended the Solicitor's office draft a letter to be sent to local alcohol establishments to remind them of the requirement and regulation(s). Council Chairman noted that next step action can be taken if necessary.

Councilman Teixeira stated that any outdoor dining should not be offered after 11 pm.

Councilman Ley and Councilman Sweeney noted that consideration for a later closing time could only be extended to the time the establishment plans on serving food.

Chairman Calouro stated that the ordinance had been changed a few years back to amend closing times from 1:00 am to 11:00 pm, noting that establishments operating prior to the ordinance change still maintained a 1 AM closing time. He stated he was hesitant to revert the ordinance back to 1:00 am. He explained that he was concerned with the effects it would have on local residential neighborhoods. He further stated he would be amendable to a closing time of midnight after a six-month review

of newly established alcohol license holders from Thursday to Saturday.

Vice Chairwoman Parella stated she was not in agreement with a 1:00 am closing time and was even hesitant on extending the closing time to midnight. She explained that the council's purpose in restricting late-night closings was to prevent "bar" neighborhoods and draw in nice restaurants. She further explained her concerns about:

- issues with the college student population,
- issues with disturbances late night closings would have to the neighboring assisted living facility and residential neighborhood
- potential noise disturbance to the intended senior housing development in unity park
- and the potential for multiple late-night closings within the unity park development

#### **E. Licensing Board - Renewals**

##### **E1. Private Investigator License Renewals 2022-2023**

- a. recommendation - Town Administrator and Chief of Police

Teixeira/Sweeney -Voted unanimously to grant renewal of these licenses per the recommendations received and subject to any and all conditions of record and also

#### **F. Petitions - Other**

##### **F1. Cidalia Harper, 18 Ryan Avenue, re Removal of Accessible Parking Space (2nd reading)**

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

Sweeney/Teixeira- Voted unanimously to consider this action to be the second reading for adoption of this request for a handicap parking space. Inform the Public Works Department.

- F2.** Patti Nenna, Fourth of July Committee - Request Permission to Serve/Sell Alcoholic Beverages at Bristol Maritime Center for the Annual Wine Tasting Fundraiser on September 29, 2022
- a. recommendation - Town Administrator and Harbor Master
  - b. recommendation - Town Administrator and Fire Chief
  - c. recommendation - Town Administrator and Chief of Police
  - d. recommendation - Town Administrator and Department of Community Development

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

- F3.** Jack Ringland, First Congregational Church, request for no parking box in front of the walkway apron on 300 High Street
- a. recommendation - Town Administrator and Chief of Police
  - b. recommendation - Town Administrator and Department of Public Works

Sweeney/Ley-Voted unanimously to refer this matter to the Town Solicitor so that he may draft ordinance language for Council consideration on August 24, 2022.

## **G. Appointments**

### **G1. Harbor Commission Advisory Committee (3 terms to expire August 2025)**

- a. Robert Breslin, 7 Dana Rd, not seeking reappointment
- b. Robert Campanella, 4 Leyland Ct, not seeking reappointment
- c, Paul Hebert, 80 Duffield Rd, interest/reappointment
- d. Pamela E. Romano, 37 Kingswood Road, interest/appointment

Teixeira/Sweeney-Voted unanimously to accept the resignation of Robert Breslin and Robert Campanella and to instruct the Clerk to send a letter of thanks for service(s); to reappoint Paul Herbert with the term expiring August 2025; Advertised in the local paper; and to instruct the Clerk to set a special meeting for interviews to be held at the convenience of the parties and to continue this matter until that special meeting at a date to be determined.

### **G2. Post-Retirement Benefits Fund Board of Trustees (1 term to expire August 2025)**

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

Sweeney/Parella- Voted unanimously to reappoint

Peter Hewett with a term to expire August 2025.

- G3.** Bristol Planning Board (1 term to expire April 2023) (request to advertise)

a. Jerome Squatrito, 56 Walley Street, departed 6-28-2022

Parella/Teixeira - Voted unanimously to advertise in local paper

- G4.** Historic District Commission (1 auxiliary member term to expire July 2025)

a. Susan Cutter Church, 29 Garfield Avenue, interest/appointment

Parella/Teixeira- Voted unanimously to appoint Susan Church with a term set to expire July 2025.

#### **H. Old Business**

- H1. (CONTINUED FROM JULY 13, 2022- \*PUBLIC HEARING IS CLOSED- DELIBERATION AND VOTING ONLY)** Director of Community Development Williamson re Application for Zoning Modifications/ Zone Map Change of Author Sullivan, Brady Sullivan Properties, LLC, for Bristol Yarn Mill Redevelopment, for 125 Thames Street - WPUD (Water Planned Unit Development - Waterfront Urban Rehab Land Development Project) seeking modifications to the conditional zoning changes for density of 98 units to 127 units; for Minimum Commercial Space of 22,000 square feet to 6,300 square feet; for off-street parking dimensions of 10 feet wide to 9 feet wide; for lane parking strips of double line-marking to single line-markings; and the request for ordinance revisions to Chapter 28, Zoning, Comprehensive Zoning Code & Map Revision, Section 28-284 (d)2.

\*LATE ITEM - a. draft motion and findings and facts

Sweeney/Ley- Voted unanimously to adopt the amendments to the Bristol Zoning Map and Bristol Zoning Ordinance as presented incorporating the conditions, recommendations, findings of facts, and findings of consistency of the Planning Board, with the exception of those findings and revised conditions related to the requirement for Affordable Housing, as further presented in the draft decision.

Prior to the vote being taken, Chairman Calouro explained the council's unanimous approval at its last meeting to incorporate a 20 % affordable housing mix consisting of affordable units and in-lieu payments. He noted it was important to improve and develop the area. However, he was flexible in reducing the recommended number of units within the mill complex to offsite units so long as the total number of 13 units was reached.

A motion was made by Chairman Calouro to amend the number of onsite affordable housing units to a minimum of six or seven with the remaining units to be allowed off-site. The motion was seconded by Councilman Teixeira for discussion. (the motion was later rescinded)

Vice Chairwoman explained that she was not in agreement with amending the number of 10 units dispersed within the mill building complex; and that it would be a mistake to change it. She stated a lot of research and deliberations were made prior to the conclusion of the hybrid mix of units and the conditions have already been stated in the findings and facts of the draft motion.

Councilman Ley stated he was not in favor of amending the number of on-site affordable housing units and that the hybrid mix of units was already the bare minimum he would consider. He explained that Bristol already had a low inventory of low-to-moderate income housing units, and it would not be appropriate, especially during the housing shortage crisis, to delay the placement of suitable housing; expressing that he did not know how long it would take for the developers to find suitable off-site housing. He further noted that discussions of the council's intent were already presented in a public hearing on July 13, 2022.

Councilman Sweeney stated he agreed with Vice Chairwoman Parella and Councilman Ley in not changing the number of affordable housing on-site units. He explained that it could be years before the developer could find supplemental off-site units and the town was in much need of affordable housing. He further stated that the draft motion was a balanced approach to the affordable housing component and agreed with the findings and facts as they stand.

Chairman Calouro stated he would rather move forward with the project and not delay the development and rescinded his original motion.

## **H2. Presentation of the restored Thomas Shepard Portrait**

Sweeney/Teixeira- Voted  
unanimously to receive and  
file.

Prior to the vote taken, Louise P. Cirillo of 28 Central Street addressed the council. Mr. Cirillo provided the council with a brief history and story of the Thomas Shepard Portrait noting the significance that the portrait was painted by Jane Sturt, the daughter of celebrated portrait artist Gilbert Stuart. He explained that the portrait had not fared well in its previous location at Byfield School and was damaged and in disrepair. He explained the efforts of Superintendent emeritus Inis Bisbano and Charlotte Burnham for their efforts in fundraising and restoring the portrait. He noted that the portrait was repaired at the Peter Williams Museum services in Boston, MA.

Mr. Cirillo presented the council with a femoral copy of the damaged portrait. Charlotte Burnham and Ennis Bisbano revealed the restored portrait.

Town Administrator Contente noted that the portrait would be displayed at the Town Hall for a short period of time for public display then later secured back in the Burnside Building in hopes that it would someday be returned to the Byfield School.

The Council by consensus thanked Mr. Cirillo, Mr. Bisbano, and Ms. Burnham for their efforts in restoring the Thomas Shepard Portrait.



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

- I1.** (Town Administrator Contente) re recognition of 2 Eagle Scouts from Bristol Troop 6 ---Nathan Dieterich, August 3, 2022, and Nathan Simas, August 24, 2022

Sweeney/Teixeira- Voted unanimously to receive and file.

Prior to the vote taken, members of the council congratulated Nathan Dieterich for his achievements in the Eagle Scout Court of Honors.

Eagle Scout Dieterich addressed the council and spoke about his journey and the support that he received throughout the years.

- I2.** Councilman Ley re Proclamation to consider Bristol a Purple Heart Town

Ley/Parella- Voted unanimously to support the proclamation declaring Bristol a Purple Heart Town and refer to the Town Administrator to work with the Bristol Veterans Council to install Purple Heart Town signs.

Prior to the vote taken Councilman Ley noted that he wanted to get the proclamation in before Purple Heart Day. He explained that the designation would

- continue to honor those members of the military who have been wounded or paid the ultimate sacrifice;
- it would ensure that Bristol never forgot the sacrifices made by our men and woman in uniform;
- that we would continue to appreciate the sacrifices our Purple Heart recipients made in defending our freedoms and we would acknowledge them for their courage and show them the honor and support they've earned.

He stated that Bristol has always been a Purple Heart Town even without the installation of signs, however, the proclamation affirms what has always been evident and it reminds all those

who enter our community that we value the sacrifices of our Purple Heart Recipients.

Walter Coelho, President of the Bristol Veterans Council and State of Rhode Island DAV Commander addressed the council. He explained that former Governor Raimondo declared Rhode Island a Purple Heart State in August 2019, joining 44 other states. He stated that the Purple Heart Trail was a symbolic and honorary system of roads, highways, and bridges that gave tribute to men and women who gave the ultimate sacrifice. Mr. Coelho noted that the Veterans Council was in the process of identifying Purple Heart Recipients to be honored at a ceremony.

Walter Coelho explained that the National Purple Heart Hall of Honor estimates a total of about 1.8 million purple heart awards throughout history. He acknowledged the Town of Bristol's respect for all veterans daily and that personally, as a combat veteran, it was important for him to honor his brothers and sisters that had fallen or came home broken.

Karl Antonovich, VFW 237 Post Commander thanked Councilman Ley for his efforts in sponsoring the proclamation.

Peter Hewitt, 11 Wendy Drive, addressed the council and asked that the town may honor Arthur Medeiros a 102-year-old survivor of the Battle of Hurtgen Forest who attained a Silver Star, Bronze Star, and three Purple Hearts.

**13. (Sara Hassell Accountant) Colts Funds Proposal**

Sweeney/Teixeira- Voted unanimously to approve the request of funds for the repairs to preserve the integrity of the Colt School building

Prior to the vote taken, Facility Director Tom Woods addressed the council and described the renovations need to correct the damages from a roof leak and the repair and security enhancements to the exterior doors.

**14. Tax Assessor DiMeo re Executive Session Pursuant to RIGL 42-46-5 (a)(2): Litigation, PC-2020-01726 and PC 2021-00231, Reiss v. DiMeo (tax appeal)**

*It is hereby noted for the record that discussion and action concerning this agenda item took place at the conclusion of the public agenda as found below.*

Sweeney/Teixeira - Voted unanimously to convene in Executive Session Pursuant to RIGL 42-46-5 (a)(2):  
Litigation, PC-2020-01726 and PC 2021-00231, Reiss v. DiMeo (tax appeal) at 8:45 PM.

Sweeney/Parella - Voted unanimously to resume open session and seal the minutes of the Executive Session at 9:00 PM.

Solicitor Teitz announced that a motion was made in the executive session and voted to approve a settlement of the tax appeal.

**J. Bills & Expenditures**

**J1. RFP# 990 - Sale of 9 Court Street**

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

Prior to the vote taken, the Clerk read the names of the proposals received, noting that the proposal amounts would not be disclosed at such time to not jeopardize any strategy or negotiation undertaken and will be disclosed when appropriate.

- Joseph M. Brito, Jr. sole member of Tupelo Realty, LLC

**J2. RFP# 991 - Sale of Oliver School**

Teixeira/Sweeney - Voted unanimously to refer this matter to the Town Administrator, Town Solicitor, and the Director of Community Development to act in the best interest of the Town and to provide a recommendation to the Council for consideration.

Prior to the vote taken, the Clerk read the names of the proposals received, noting that the proposal amounts would not be disclosed at such time to not jeopardize any strategy or negotiation undertaken and will be disclosed when appropriate.

- Louis A. Cabral as Manager for Timwill Holdings LLC
- East Bay Community Development Corporation

**K. Special Reports**

**L. Town Solicitor**

**L1.** (Assistant Town Solicitor Amy H. Goins) memo re proposed ordinance: prohibition of smoking/vaporizing cannabis in public

a. draft ordinance

Teixeira/Sweeney- Voted unanimously to consider this on August 24, 2022 for First Reading.

Prior to the vote taken, Assistant Solicitor noted the recommended ordinance amendment to the newly enacted cannabis act passed by the General Assembly. He explained that the draft ordinance prohibited the use of smoking recreational marijuana in public places such as smoking cigarettes in public places.

Discussions ensued relative to future zoning policies that would need to be discussed and adopted if recreational cannabis sales were passed in Bristol.

Town Administrator Contente expressed his concerns with the term "recreational" marijuana and that it sends a bad message.

Police Chief Lynch explained that communications were sent to the League of cities and towns asking them to adopt similar

ordinances to allow law enforcement the same tools as if someone were to be drinking alcoholic beverages in a public space.

#### Citizens Public Forum

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

#### Consent Agenda Items:

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

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

(CA) AA1. Harbor Commission Meeting Minutes, July 11, 2022

(CA) AA2. Conservation Commission Meeting Minutes, June 13, 2022

**(CA) BB. Budget Adjustments**

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

**(CA) CC. Financial Reports**

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

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

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

(CA) DD1. Resolution - Town of Bristol Authorizing the Assessment of Valuations and Levy of Taxes, Sewer Service Fees and Sewer Assessments (signed)

(CA) DD2. Amended Citation re James J Sylvester II in recognition of 43 years of service to the town (signed)

(CA) DD3. Citation - Janet Phillips, recognition for 30 years of service to the town (signed)

**(CA) EE. Utility Petitions**

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

- (CA) EE1. National Grid and Verizon - Low Lane, Installing 3 new pole for service to #4 Low Lane off Monkey Wrench Lane

a. recommendation - Town Administrator and Department of Public Works

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

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

- (CA) FF1. Town of Tiverton Resolution # 2022-0011 re Resolution requesting a ballot question related to the licensure of "Cannabis related Licenses" within the Town of Tiverton pursuant to the Rhode Island Cannabis Act

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

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

- (CA) GG1. BCWA Engineering Project Manager Susan Rabideau, re Construction Update

- (CA) GG2. Town Administrator Contente to Cardi Corporation of Warwick RI, re award of Bid# 987 - Road Resurfacing Project

- (CA) GG3. Japan-American Society Black Ships Festival 2022 letter of thanks and support

**(CA) HH. Distributions/Notice of Meetings**

(Office copy only)

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

- (CA) HH1. Commissioners of the Cemeteries Meeting July 13, 2022

- (CA) HH2. Conservation Commission Meeting, July 12, 2022

- (CA) HH3. Planning Board Meeting, July 14, 2022

- (CA) HH4. Rogers Free Library Board of Trustees Meeting, July 21, 2022

- (CA) HH5. Board of Canvassers Meeting July 18, 2022
- (CA) HH6. Board of Canvassers Meeting, July 20, 2022
- (CA) HH7. Bristol County Water Authority Meeting July 20, 2022
- (CA) HH8. Historic District Commission Meeting, July 22, 2022
- (CA) HH9. Bristol County Water Authority Meeting, July 28, 2022
- (CA) HH10. Bristol Historic District Commission Meeting, August 4, 2022
- (CA) HH11. Harbor Commission Agenda Meeting, August 1, 2022

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

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

**(CA) JJ. Miscellaneous Items Requiring Council Approval**

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

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

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

- (CA) KK1. Patrick Martin, 71 Perry Street, request for curb cut exceeding 25 feet

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

There being no further business, upon a motion by Vice Chairwoman Parella, seconded by Councilman Sweeney and voted unanimously, the Chairman declared this meeting to be adjourned at 9:00 pm.

---

Melissa Cordeiro, Town Clerk

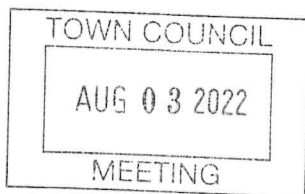
DRAFT



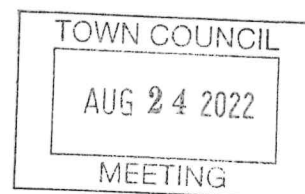
**D1.** William Conley, DBA Luxury Good's Etc., 12 Gooding Avenue, request for Junk and Secondhand Dealer's License **(call for public hearing August 24, 2022)**

a. recommendation - Town Administrator and Chief of Police

b. recommendation - Town Administrator and Department of Community Development



Sweeney/Teixeira- Voted  
unanimously to call for a public  
hearing to consider this matter on  
August 24, 2022





LICENSE REQUEST: JUNK AND SECOND HAND DEALER'S LICENSE  
Expires: January 1st, 2023

# 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

## JUNK AND SECOND HAND DEALER'S LICENSE

BUSINESS NAME: Luxury Goods Etc

ADDRESS: 12 GOODING AVE BRISTOL RI

APPLICANT NAME: William Conley

- ☐ Junk and Second Hand Dealer's License Petition
- ☐ \$10 License Fee + Advertising & Mailing costs  
(payable after Council approves petition)
- ☐ Tangible Taxes must be paid (call 253-7000 for amount due)

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 JUN 23 AM 11:40

Please attend the Council  
Meeting on

July 16, 2022.

Petition must be returned by

Mailed:

\*SIGNATURE: [Signature]

NAME: William Conley

(PLEASE PRINT NAME OF APPLICANT)

ADDRESS: 12 Gooding St

(ADDRESS OF APPLICANT)

TOWN: Minnetonka HI

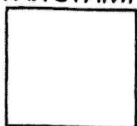
DATE OF BIRTH: 4/16/66

BUSINESS TELEPHONE #: 401 696 1121

HOME TELEPHONE #: SAME

Date Received: June 19/22

TAX STAMP



TO BE USED BY FINANCE  
DEPARTMENT

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

TOWN COUNCIL

AUG 24 2022

MEETING

TOWN COUNCIL

AUG - 3 2022

MEETING



## 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

Date: June 28, 2022

To: Honorable Town Council

From: Melissa Cordeiro  
COUNCIL CLERK

Re: William Conley, DBA Luxury Good's Etc., 12 Gooding Avenue, request for Junk and Secondhand Dealer's License

---

After a review of our current license holders, it has come to the attention of this office that Luxury Goods, Etc. has been operating, unintentionally, without a license.

In an effort to assist businesses and ensure they are in compliance with town ordinances and regulations a correspondence letter was addressed to the business owner providing a summary of the action that the business must take to be in compliance.

Please be advised that Mr. Conley immediately responded to the notification and submitted a petition to the council for the appropriate license, as found within.

Should you have any questions, please do not hesitate to contact my office.



## Town Clerk's Office

Melissa Cordeiro, Town Clerk

June 13, 2022

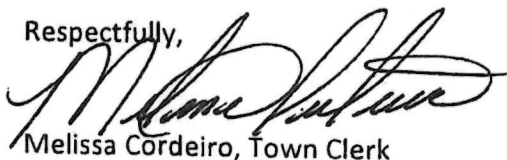
Luxury Goods, Etc.  
12 Gooding Avenue  
Bristol, RI 02809

Hello William,

It has come to our attention that you have opened a new location selling furniture, vintage goods and artwork. A Junk & Secondhand License is required through the Town of Bristol to sell secondhand goods. Advertising costs will be \$117. The petition will be advertised in the local paper twice as required by the town ordinance. I have included the municipal code regarding the sale of secondhand/antique goods for you to review.

We would like to assist you by bringing your business in to compliance. Please complete and return the enclosed petition. You may drop it off in person to Town Hall during normal business hours (Monday – Friday 8am – 4pm), use the town hall drop box to the right of the front doors, or mail it back to my attention. Please do not hesitate to contact this office with any questions or concerns.

Respectfully,



Melissa Cordeiro, Town Clerk

10 Court Street  
Bristol, RI 02809

P: 401-253-7000, ext. 130 | E: [mcordeiro@bristolri.gov](mailto:mcordeiro@bristolri.gov)

Enclosures:

Sidewalk Petition & Town Code 25-10

Cc: Town Administrator Steve Contente  
Code Compliance Officer Ray Falcoa

:mw



## TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

### MEMORANDUM

TO: Steven Contente  
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro  
COUNCIL CLERK

DATE: July 12, 2022

RE William Conley, DBA Luxury Good's Etc., 12  
Gooding Avenue, request for Junk and Secondhand Dealer's  
License (**call for public hearing August 24, 2022**)

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on August 3, 2022.

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

Thank you for your cooperation and prompt reply.

Attachment

## LEGAL NOTICE

**NOTICE  
TOWN OF BRISTOL  
PUBLIC HEARING  
JUNK AND SECONDHAND DEALER'S  
LICENSE APPLICATION**

Application for license to sell antiques and second-hand items under Junk and Secondhand Dealer's License, in accordance with the Town Ordinance requiring such license, Chapter 15, Section 15-38, has been made by

**William Conley  
d/b/a Luxury Good's Etc.  
12 Gooding Avenue, Bristol, RI**

The Town Council will be in session in the Town Hall, Council Chambers on Wednesday evening August 24, 2022, beginning at 7:00 PM at which time and place all persons for or against the granting of the license are entitled to and will be heard.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office at 253-7000 seventy-two hours in advance of the hearing date.

By Order of the Town Council  
Melissa Cordeiro  
\*COUNCIL CLERK  
August 11, 2022



Parcel ID: 106-27  
**BW BRISTOL REALTY, LLC**  
 72 POWERS ST  
 NEEDHAM MA 02492

Parcel ID: 106-28  
**R & S BRISTOL, LLC**  
 PO BOX 1094  
 FALL RIVER MA 02722

Parcel ID: 106-35  
**ELEVEN GOODING, LLC**  
 133 WINDWARD DR  
 PORTSMOUTH RI 02871

Parcel ID: 106-48  
**BW BRISTOL REAL ESTATE, LLC**  
 72 POWERS ST  
 NEEDHAM MA 02492

Parcel ID: 106-52  
**GOODING BUSINESS SPACE, LLC**  
 62 SHORE DR  
 WARREN RI 02885

Parcel ID: 118-1  
**GOODING REALTY CORPORATION**  
 16 GOODING AVE., #2  
 PO BOX 343  
 BRISTOL RI 02809

Parcel ID: 118-2  
**GOODING REALTY CORPORATION**  
 16 GOODING AVE., #2  
 PO BOX 343  
 BRISTOL RI 02809

Parcel ID: 118-3  
**TOWN OF BRISTOL**  
 10 COURT ST  
 BRISTOL RI 02809

Parcel ID: 118-4  
**PROULX, SUSAN M.**  
**ROBERT P. TE**  
 11 CAROL AVE  
 BRISTOL RI 02809

Parcel ID: 118-5  
**TOWN OF BRISTOL**  
 10 COURT ST  
 BRISTOL RI 02809

Parcel ID: 118-52  
**TOWN OF BRISTOL**  
 10 COURT ST  
 BRISTOL RI 02809

Parcel ID: 118-53-001  
**TOLLESON, JEREMY & MICHELLE &**  
**BRYAN-SASNETT, BETH JT**  
 1116 HOPE ST, UNIT 1  
 BRISTOL RI 02809

Parcel ID: 118-53-002  
**PALMER, MATTHEW**  
 393 NARRAGANSETT BAY AVE  
 WARWICK RI 02889

Parcel ID: 118-54  
**FERRARA, RALPH. JR.**  
**ELAINE A. ETUX**  
 29 VALLEY DR.  
 BRISTOL RI 02809

Parcel ID: 118-55  
**HESS, CATHERINE P. ETAL**  
**RENEE R. DIBIASE JT.**  
 1112 HOPE ST.  
 BRISTOL RI 02809

Parcel ID: 118-69  
**KILROY, KIMBERLY C.**  
**CLARK, KERRY A**  
 C/O 36 VALLEY DR  
 BRISTOL RI 02809

Parcel ID: 118-70  
**BRACKETT, JEFFREY D. ET UX**  
**MARY CONNIE BRACKETT**  
 1 CAROL AVE  
 BRISTOL RI 02809

Parcel ID: 118-71  
**DUARTE, GEORGE D SR & DENISE G TE**  
 30 VALLEY DR  
 BRISTOL RI 02809

Parcel ID: 118-81  
**BARRETT, BRIAN J & KAYLA W TE**  
 5 CAROL AVE  
 BRISTOL RI 02809

Parcel ID: 118-82  
**CARLIN, ANDREW W &**  
**CARUSO-CARLIN, NICOLE TE**  
 7 CAROL AVENUE  
 BRISTOL RI 02809

Parcel ID: 118-83  
**BOUTCHIE, AMY E.**  
**RYAN TE**  
 4 CAROL AVE  
 BRISTOL RI 02809

Parcel ID: 118-84  
**CABRERA, DARIO E. JR.**  
**ET UX KATHLEEN**  
 6 CAROL AVENUE  
 BRISTOL RI 02809

Parcel ID: 118-85  
**SHAW, PATRICK V.**  
**LYNN M. TE**  
 12 CAROL AVE  
 BRISTOL RI 02809

Parcel ID: 70-26  
**OLIVER, ALBERT ALAN-TRUSTEE**  
**TRUST B OF OLIVER FAMILY TRUST**  
 1145 HOPE ST  
 BRISTOL RI 02809

Parcel ID: 80-10  
**MONIZ, MANUEL**  
**EDITE M. MONIZ**  
 1117 HOPE ST  
 BRISTOL RI 02809

Parcel ID: 80-2  
**BRITO, JOSEPH M. JR TRUSTEE**  
**CEASAR BRITO GST TRUST**  
 99 TUPELO ST  
 BRISTOL RI 02809

Parcel ID: 80-3  
**ENJETI, SHANTH S.**  
**LAUREN P. TE**  
 1133 HOPE ST  
 BRISTOL RI 02809

Parcel ID: 80-30  
**WARDWELL, WENDY A.**  
 136 FALES RD  
 BRISTOL RI 02809

Parcel ID: 80-32  
**GONSALVES, JON DANIEL**  
 30 WESTWOOD RD  
 BRISTOL RI 02809

Parcel ID: 80-34  
**ANANIA, PATRICIA A**  
 18 ROCK ST  
 BRISTOL RI 02809



Parcel ID: 80-4  
HARPER, KARYN  
1131 HOPE ST  
BRISTOL RI 02809

Parcel ID: 80-5  
BUTERA, STEPHEN R & FELECIA A TE  
1129 HOPE ST  
BRISTOL RI 02809

Parcel ID: 80-6  
DASILVA, LUIS A &  
MARIA F TE  
1127 HOPE ST  
BRISTOL RI 02809

Parcel ID: 80-7  
DA PONTE, EMANUEL I & IRENE F  
IRREVOC TRUST  
DAPONTE, PHILIP J TRUSTEE 8-19-2015  
141 FALES RD  
BRISTOL RI 02809

Parcel ID: 80-8  
MARINOSCI, RONALD J &  
JOANN TE  
34 PELHAM RD  
TIVERTON RI 02878

Parcel ID: 80-9  
FERREIRA, FELICE  
1119 HOPE ST  
BRISTOL RI 02809



# Bristol Police Department

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

D1A



KEVIN M. LYNCH  
Chief of Police

July 27, 2022

TO: Steven Contente, Town Administrator  
FROM: Kevin M. Lynch, Chief of Police  
SUBJECT: William Conley, DOB Luxury Good's Etc., 12 Gooding Avenue, request for  
Junk and Secondhand Dealer's License

Mr. Administrator:

Lt. Wozny has reviewed the petitioner's request and I agree with his recommendation. Please see attached.

Respectfully submitted,

Kevin M. Lynch

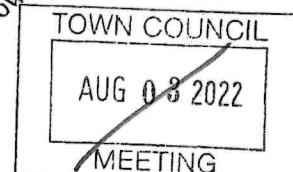
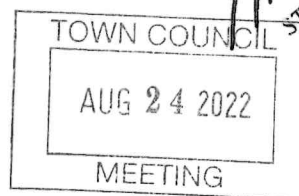
Chief of Police

KML/RW

Attachments

*Chief  
7/27/22*

*Please see  
highlighted section  
of Lt. Wozny's review*





# Bristol Police Department

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



KEVIN M. LYNCH  
Chief of Police

## MEMORANDUM

TO : CHIEF KEVIN M. LYNCH

DATE: 07-27-2022

VIA : PROPER CHANNELS

FROM : LIEUTENANT ROMAN WOZNY

SUBJECT : WILLIAM CONLEY, DBA LUXURY GOODS ETC REQUEST  
FOR JUNK AND SECONDHAND DEALERS LICENSE

Sir,

William Conley dba Luxury Good's Etc. is requesting a Junk and Secondhand dealer's license for his business located at 12 Gooding Ave. Bristol.

This location is located in the Gooding Plaza and has sufficient parking for this type of business. Mr. Conley has previously owned a business located at 433 Hope St., Somewhere in Time Past and Present Books. No calls for service of concern were found to this business.

I have spoken to Mr. Conley, reviewed this petition request and completed a background check for Mr. Conley. If approved by the Town Council, I recommend a 6-month review be conducted to ensure that proper business practices are followed.

Respectfully submitted,

*Lt. Roman Wozny*

Lieutenant Roman Wozny



Luxury Goods Etc. 12 Gooding Ave.



Luxury Goods Etc. 12 Gooding Ave.



## Town of Bristol, Rhode Island

D1B

### Department of Community Development

10 Court Street  
Bristol, RI 02809  
[www.bristolri.us](http://www.bristolri.us)  
401-253-7000

July 14, 2022

TO: Steven Contente, Town Administrator

FROM: Diane M. Williamson, Director of Community Development

RE: Petition for Junk and Second Hand License at 12 Gooding Avenue

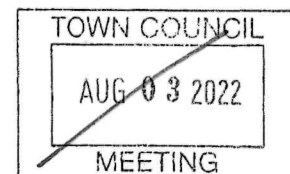
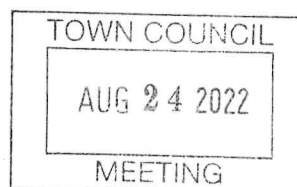
*Diane W.*

I have reviewed the above petition and have no objections to the request.

Thank you for the opportunity to comment.

*Concun*  
*Am Intuit*  
STEVEN CONTENTE  
Town Administrator

2022 JUL 15 AM 9:29  
TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND



2nd reading

Item C1.

**LEGAL NOTICE**

**TOWN OF BRISTOL  
PROPOSED ORDINANCE  
NO. 2022-09**

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

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island, that Chapter 16 of the Town Code be amended as follows.

**CHAPTER 16  
MOTOR VEHICLES AND TRAFFIC**

\* \* \*

**ARTICLE V.  
STOPPING, STANDING AND PARKING**

\* \* \*

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

\* \* \*

Ryan Avenue, east side, from a point two (2) feet south of utility pole # 2 to fifteen (15) feet northbound.

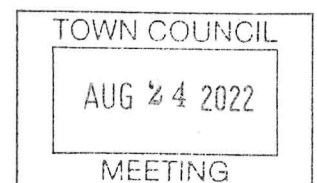
\* \* \*

This ordinance shall take effect upon its passage.

The Town Council will be in session in the Town Hall, Council Chambers, on August 24, 2022. If remonstrance in the meantime, a petition bearing the valid signatures of at least twenty (20) qualified voters must be filed with the Town Clerk requesting a Public Hearing, such hearing must be held before final action may be taken on said ordinance

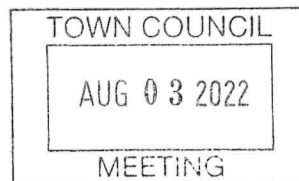
By Order of the Town Council  
Melissa Cordeiro  
COUNCIL CLERK

August 11, 2022



- C1.** Ordinance #2022-09, **Chapter** 16 - Motor Vehicles and Traffic Article V Stopping, Standing and Parking: Section 16-143, Parking Prohibited at all times (to add a no parking box on Ryan Avenue) **(1st reading)**

Sweeney/Teixeira- Voted  
unanimously to consider this  
action to constitute the  
first reading of Ordinance  
#2022-09. Advertise in the  
local newspaper



---

**LEGAL NOTICE**

---

**TOWN OF BRISTOL  
PROPOSED ORDINANCE  
NO. 2022-09****AN ORDINANCE IN AMENDMENT TO  
CHAPTER 16  
OF THE ORDINANCES OF THE  
BRISTOL TOWN CODE**

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island, that Chapter 16 of the Town Code be amended as follows.

**CHAPTER 16  
MOTOR VEHICLES AND TRAFFIC  
\* \* \*****ARTICLE V.  
STOPPING, STANDING AND PARKING  
\* \* \***

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

Ryan Avenue, east side, from a point two (2) feet south of utility pole # 2 to fifteen (15) feet north-bound.  
\* \* \*

This ordinance shall take effect upon its passage.

The Town Council will be in session in the Town Hall, Council Chambers, on August 24, 2022. If remonstrance in the meantime, a petition bearing the valid signatures of at least twenty (20) qualified voters must be filed with the Town Clerk requesting a Public Hearing, such hearing must be held before final action may be taken on said ordinance

By Order of the Town Council  
Melissa Cordeiro  
COUNCIL CLERK

August 11, 2022



TOWN OF BRISTOL  
PROPOSED ORDINANCE  
NO 2022-08

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

IT IS HEREBY ORDAINED by the Town Council of Bristol that Chapter 17 of the Town Code be amended as follows:

\*\*\*

**Chapter 17 – OFFENSES AND MISCELLANEOUS PROVISIONS**

**ARTICLE IV - CANNABIS**

**Sec. 17-107. Definitions**

For the purposes of this chapter, “cannabis” shall be defined by R.I. Gen. Laws § 21-28.11-3(6), as amended.

**Sec. 17-108. Prohibition Against Cannabis Smoking/Vaporizing in Public Places.**

No person shall smoke or vaporize cannabis in public places, including outdoor common areas, parks, beaches, athletic and recreational facilities, and other public spaces.

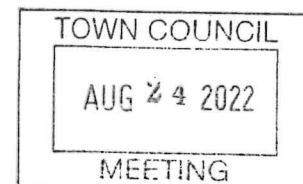
**Sec. 17-109. Enforcement.**

Any person who violates the provisions of this chapter may be fined \$100 for the first offense, up to \$250 for a second offense, and up to \$500 for a third offense.

\*\*\*

This ordinance shall take effect upon passage.

*c:\users\amy\dropbox (personal)\utr-work\!towns etc\cannabis\cannabis ordinance - br.docx*



## ORDINANCE No. 2022-10

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

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

#### CHAPTER 17 – OFFENSES AND MISCELLANEOUS PROVISIONS

\* \* \*

#### ARTICLE II – ALCOHOLIC BEVERAGES ESTABLISHMENTS

\* \* \*

Sec. 17-82. - Number of licenses.

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

\* \* \*

(4) For B-V, there shall be a maximum of 32 licenses.

a. The establishment granted this license must close every day no later than 11:00 p.m. Any establishment that has a pre-existing license that allows a closing time later than 11:00 p.m., and wishes to maintain such later closing time, shall remain subject to all previous conditions, including without limitation, with regard to service of food during all of the time that alcohol is being served and also the limit of no more than six seats at any bar, and no seats at any "service bar." On or after the date of the Council's review of the licensed establishment pursuant to paragraph (f) of this section, the Council may approve a closing time no later than midnight.

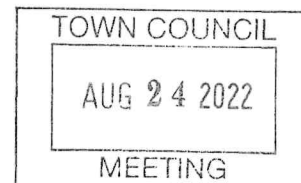
\* \* \*

f. The council will review the licensee six months from the date of issuance.

\* \* \*

This ordinance shall take effect upon its passage.

*S:\Bristol\Ordinances\Liquor\Ord. re closing time for BV licenses.docx*



**ORDINANCE NO. 2022-11**

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

IT IS HEREBY ORDAINED by the Town Council of the Town of Bristol, Rhode Island,  
that Chapter 16 of the Town Code be amended as follows.

**CHAPTER 16  
MOTOR VEHICLES AND TRAFFIC**

\* \* \*

**ARTICLE V.  
STOPPING, STANDING AND PARKING**

\* \* \*

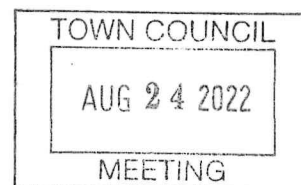
**Sec. 16-143. Parking prohibited at all times.**

\* \* \*

High Street, east side, in front of the walkway entrance apron of the First Congregational  
Church, between the North and South abutting parking spaces.

\* \* \*

This ordinance shall take effect upon its passage.





LICENSE REQUEST: JUNK AND SECOND HAND DEALER'S LICENSE  
Expires: January 1st, 2023

# 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

## JUNK AND SECOND HAND DEALER'S LICENSE

BUSINESS NAME: Luxury Goods Etc

ADDRESS: 12 Gooding Ave Bristol RI

APPLICANT NAME: William Conley

- ☐ Junk and Second Hand Dealer's License Petition
- ☐ \$10 License Fee + Advertising & Mailing costs  
(payable after Council approves petition)
- ☐ Tangible Taxes must be paid (call 253-7000 for amount due)

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 JUN 23 AM 11:40

Please attend the Council

Meeting on July 16, 2022.

Petition must be returned by

Mailed:

Date Received: June 19/22

\*SIGNATURE: [Signature]

NAME: William Conley

(PLEASE PRINT NAME OF APPLICANT)

ADDRESS: 12 Gooding St

(ADDRESS OF APPLICANT)

TOWN: Middleton RI

DATE OF BIRTH: 11-11-1964

BUSINESS TELEPHONE #: 401 696 1121

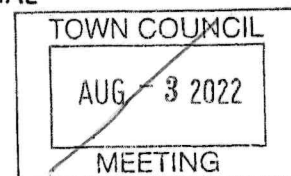
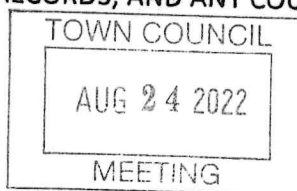
HOME TELEPHONE #: 871 1112

TAX STAMP



TO BE USED BY FINANCE  
DEPARTMENT

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





## TOWN 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

Date: June 28, 2022

To: Honorable Town Council

From: Melissa Cordeiro  
COUNCIL CLERK

Re: William Conley, DBA Luxury Good's Etc., 12 Gooding Avenue, request for Junk and Secondhand Dealer's License

---

After a review of our current license holders, it has come to the attention of this office that Luxury Goods, Etc. has been operating, unintentionally, without a license.

In an effort to assist businesses and ensure they are in compliance with town ordinances and regulations a correspondence letter was addressed to the business owner providing a summary of the action that the business must take to be in compliance.

Please be advised that Mr. Conley immediately responded to the notification and submitted a petition to the council for the appropriate license, as found within.

Should you have any questions, please do not hesitate to contact my office.



## Town Clerk's Office

Melissa Cordeiro, Town Clerk

June 13, 2022

Luxury Goods, Etc.  
12 Gooding Avenue  
Bristol, RI 02809

Hello William,

It has come to our attention that you have opened a new location selling furniture, vintage goods and artwork. A Junk & Secondhand License is required through the Town of Bristol to sell secondhand goods. Advertising costs will be \$117. The petition will be advertised in the local paper twice as required by the town ordinance. I have included the municipal code regarding the sale of secondhand/antique goods for you to review.

We would like to assist you by bringing your business in to compliance. Please complete and return the enclosed petition. You may drop it off in person to Town Hall during normal business hours (Monday – Friday 8am – 4pm), use the town hall drop box to the right of the front doors, or mail it back to my attention. Please do not hesitate to contact this office with any questions or concerns.

Respectfully,

Melissa Cordeiro, Town Clerk

10 Court Street  
Bristol, RI 02809

P: 401-253-7000, ext. 130 | E: [mcordeiro@bristolri.gov](mailto:mcordeiro@bristolri.gov)

Enclosures:

Sidewalk Petition & Town Code 25-10

Cc: Town Administrator Steve Contente  
Code Compliance Officer Ray Falcoa  
:mw



## TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

### MEMORANDUM

TO: Steven Contente  
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro  
COUNCIL CLERK

DATE: July 12, 2022

RE William Conley, DBA Luxury Good's Etc., 12  
Gooding Avenue, request for Junk and Secondhand Dealer's  
License (**call for public hearing August 24, 2022**)

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on August 3, 2022.

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

Thank you for your cooperation and prompt reply.

Attachment



# Bristol Police Department

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

D1A



KEVIN M. LYNCH  
Chief of Police

July 27, 2022

TO: Steven Contente, Town Administrator  
FROM: Kevin M. Lynch, Chief of Police  
SUBJECT: William Conley, DOB Luxury Good's Etc., 12 Gooding Avenue, request for  
Junk and Secondhand Dealer's License

Mr. Administrator:

Lt. Wozny has reviewed the petitioner's request and I agree with his recommendation. Please see attached.

Please see  
highlighted section  
of Lt. Wozny's review

Respectfully submitted,

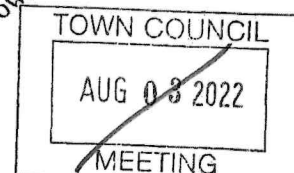
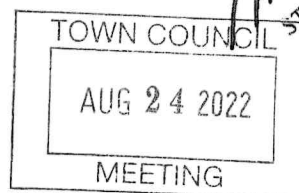
Kevin M. Lynch

Chief of Police

KML/RW

Attachments

Chief  
7/27/22



Copy to  
Steven Contente  
Town Administrator





# Bristol Police Department

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



KEVIN M. LYNCH  
Chief of Police

## MEMORANDUM

TO : CHIEF KEVIN M. LYNCH

DATE: 07-27-2022

VIA : PROPER CHANNELS

FROM : LIEUTENANT ROMAN WOZNY

SUBJECT : WILLIAM CONLEY, DBA LUXURY GOODS ETC REQUEST  
FOR JUNK AND SECONDHAND DEALERS LICENSE

Sir,

William Conley dba Luxury Good's Etc. is requesting a Junk and Secondhand dealer's license for his business located at 12 Gooding Ave. Bristol.

This location is located in the Gooding Plaza and has sufficient parking for this type of business. Mr. Conley has previously owned a business located at 433 Hope St., Somewhere in Time Past and Present Books. No calls for service of concern were found to this business.

I have spoken to Mr. Conley, reviewed this petition request and completed a background check for Mr. Conley. If approved by the Town Council, I recommend a 6-month review be conducted to ensure that proper business practices are followed.

Respectfully submitted,

*Lt. Roman Wozny*

Lieutenant Roman Wozny



Luxury Goods Etc. 12 Gooding Ave.



Luxury Goods Etc. 12 Gooding Ave.



# Town of Bristol, Rhode Island

D1B

## Department of Community Development

10 Court Street  
Bristol, RI 02809  
[www.bristolri.us](http://www.bristolri.us)  
401-253-7000

July 14, 2022

TO: Steven Contente, Town Administrator

FROM: Diane M. Williamson, Director of Community Development

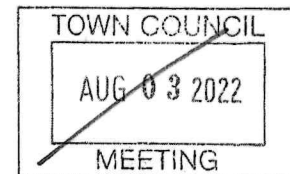
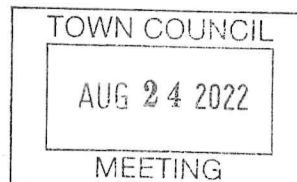
RE: Petition for Junk and Second Hand License at 12 Gooding Avenue

I have reviewed the above petition and have no objections to the request.

Thank you for the opportunity to comment.

STEVEN CONTENTE  
Town Administrator

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 JUL 15 AM 9:29





LICENSE REQUEST: **ONE-DAY SUNDAY DANCING  
& ENTERTAINMENT LICENSE**

# PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:

The undersigned hereby respectfully requests of  
your Honorable Body to be granted a

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 JUL 26 PM 1:01

## ONE-DAY SUNDAY DANCING & ENTERTAINMENT LICENSE

FOR: Mollypalooza - a benefit for Almost Home Rescue

ADDRESS: Cup Defender's Association - 230 Wood St.

APPLICANT: Courtney Guertin

TYPE OF ENTERTAINMENT: Live music / Band 4-7pm

DATE OF EVENT: Sunday 10/9/22 TIME OF EVENT: 2-7pm

- ☐ One Day Sunday Dancing & Entertainment License Petition & \$15 Fee  
*payable after Council approves license*
- ☐ Sketch of proposed location for entertainment

Please attend the Council  
Meeting on

Petition must be returned by

Mailed:

Date Received: \_\_\_\_\_

\*SIGNATURE: C. J. G.

NAME: Courtney Guertin

ADDRESS: 54 Charles St.

TOWN: Bristol

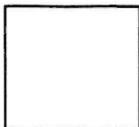
DATE OF BIRTH: \_\_\_\_\_

BUSINESS TELEPHONE #: 401-368-1655

HOME TELEPHONE #: 401-368-1655

EMAIL: c.g.marcom@yahoo.com

TAX STAMP



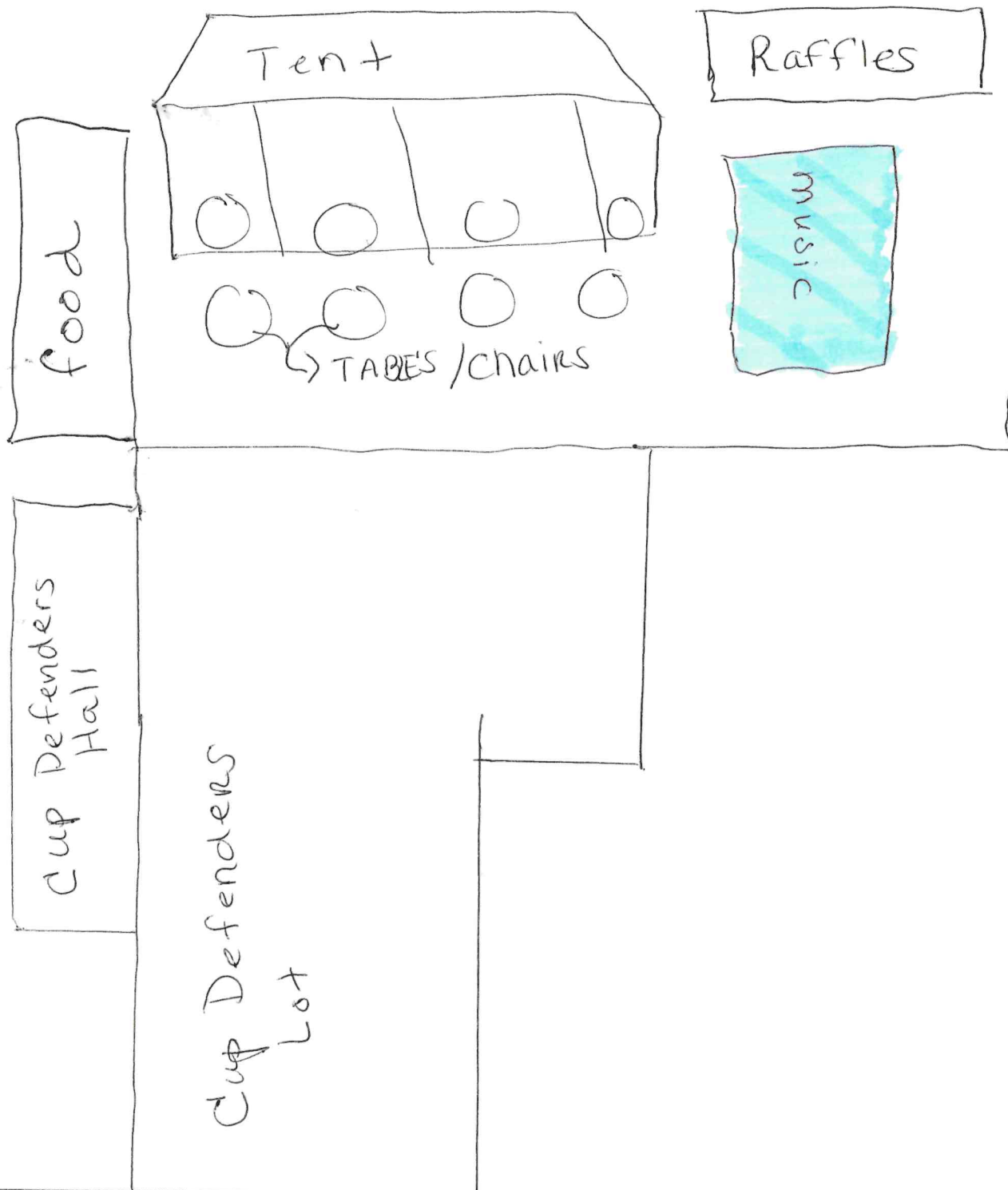
TO BE USED BY FINANCE  
DEPARTMENT

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

TOWN COUNCIL  
AUG 24 2022

MEETING

WOOD STREET



Richmond St

Mollypallooza Site Map  
Sunday 10/9



## TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

### MEMORANDUM

TO: Steven Contente  
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro  
TOWN CLERK

DATE: August 1, 2022

RE Courtney Guertin - for Mollypalooza, 230 Wood  
Street request for One-Day Sunday Dancing &  
Entertainment License on Sunday October 9, 2022

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on August 24, 2022.

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

Thank you for your cooperation and prompt reply.

Attachment





**Bristol Fire  
Department**

DZA

## Inter Office Memorandum

**To:** Steven Contente, Town Administrator  
**From:** Michael DeMello, Fire Chief  
**cc:** File  
**Date:** August 15, 2022  
**Re:** License Recommendation, August 24 Council Meeting

---

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

1. Request for One-Day Sunday Dancing & Entertainment License

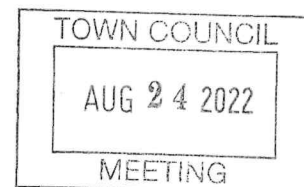
Courtney Guertin for Mollypalooza

October 9<sup>th</sup>, 2022

Cup Defenders 230 Wood St.

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated August 3, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

*Steven Contente*  
STEVEN CONTENTE  
Town Administrator





# Bristol Police Department

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

DZB



KEVIN M. LYNCH  
Chief of Police

August 17, 2022

TO: Steven Contente, Town Administrator

FROM: Kevin M. Lynch, Chief of Police

SUBJECT: Courtney Guerin- for Cup Defenders Mollypalooza, 230 Wood St. request for one-day Sunday dancing & Entertainment license on Sunday October 9<sup>th</sup> 2022

2022 AUG 17 PM 12:05  
TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

Mr. Administrator:

Lt. Wozny has reviewed the petitioner's request and I agree with his recommendation. Please see attached.

Respectfully submitted,

Kevin M. Lynch

Chief of Police

KML/RW

Attachments

*Courtney Guerin*  
STEVEN CONTENTE  
Town Administrator

TOWN COUNCIL

AUG 24 2022

MEETING





# Bristol Police Department

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



KEVIN M. LYNCH  
Chief of Police

## MEMORANDUM

**TO : CHIEF KEVIN M. LYNCH**

**DATE: 08-17-2022**

**VIA : PROPER CHANNELS**

**FROM : LIEUTENANT ROMAN WOZNY**

**SUBJECT : ONE-DAY DANCE AND ENTERTAINMENT LICENSE FOR  
CUP DEFENDERS OCTOBER 9<sup>TH</sup> 2022 FROM 4PM-7PM**

Sir,

Courtney Guertin of Cup Defenders is requesting a one-day dance and entertainment license to hold a benefit for Almost Home Rescue. This event with live band, will be held outdoors on their lawn area. This fundraiser is scheduled to be held on Sunday October 9<sup>th</sup> from 2pm until 7pm with band playing from 4pm until 7pm.

I have spoken to Ms. Guerin regarding this event and was informed that this will be a ticketed event with a maximum of 100 tickets available. Beer and wine will be served during this benefit and kept in this event area which will be blocked off from the parking lot utilizing a snow fence. Staff will be responsible for checking ID's and ensuring that alcohol is kept in this event area.

After speaking to Ms Guerin and reviewing this petition, there is no known reason for denial of this one-day dance and entertainment license provided that all Law and Ordinances governing this practice are followed and they adhere to the town's noise ordinance.

Respectfully submitted,

*Lt. Roman Wozny*

Lieutenant Roman Wozny

## LICENSE REQUEST: BV LTD. INTOXICATING BEVERAGE LICENSE

## PETITION TO THE TOWN COUNCIL:



To the Honorable Town Council of the Town of Bristol:  
The undersigned hereby respectfully requests of your Honorable Body  
to be granted a **BV LTD INTOXICATING BEVERAGE LICENSE—**  
**TRANSFER OF LICENSE**

Name of License Holder: KATHRYN HOWARTHDBA: RICCOTTI'S SANDWICH SHOP  
(NAME OF ESTABLISHMENT)At: 11 GOODING AVE  
(ADDRESS OF ESTABLISHMENT)Transfer to (new license holder): BENJAMIN HOWARTHDBA: RICCOTTI'S SANDWICH SHOP  
(NAME OF ESTABLISHMENT)Location: 11 GOODING AVEHOURS OF OPERATION: 10:20-7:30, CLOSED ON SUNDAY

- Must attach sketch indicating the areas from which liquor will be served and consumed.
- Fee for License Transfer: \$100 plus advertising costs.
- Annual Fee for License Renewal: (\$500 per year plus advertising costs.)

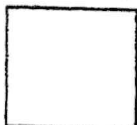
Please attend the Council Meeting on: \_\_\_\_\_  
Petition must be returned by Wednesday at 4pm two weeks prior to Council Meeting.

Seller Signature: Kathryn HowarthSellers Print Name: Kathryn HowarthSIGNATURE: BENJAMIN  
(SIGNATURE OF BUYER)NAME: BENJAMIN HOWARTH  
(PLEASE PRINT NAME OF BUYER)ADDRESS: 20 STATE ST, APT 2E  
(ADDRESS OF BUYER)TOWN: BRISTOL, RI

DATE OF BIRTH: \_\_\_\_\_

BUSINESS TELEPHONE #: 401-253-1614HOME TELEPHONE #: 401-696-9931EMAIL: BEN@RICCOTTISBRISTOL.COM

TAX STAMP

TO BE USED BY FINANCE  
DEPARTMENT

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

TOWN COUNCIL

AUG 24 2022

MEETING

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 AUG 10 AM 10:57

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 ☐ Individual

Riccotti's of Bristol, LLC

Name of Applicant/Corporation

Riccotti's Sandwich Shop

D/B/A

11 Gooding Ave, Bristol, RI 02809

Address of Premise

401-253-1614

Phone Number of Business

BEN@RICCOTTISBRISTOL.COM

Email Address

State - Incorporated: Rhode Island

Date of Incorporation: 7/6/2022

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

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:

Benjamin Howard	20 State St, Bristol, RI Apt 2E	401-696-9931	10%
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

Kathryn Howard	133 Windward Dr, Portsmouth, RI	2600 / mo
Name	Address	Amount - Term

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:

NO


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

NO

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:



Applicant Signature

7-21-22

Date

1. Every question on Application Form must be answered. Any false statement made by the Applicant will be sufficient grounds for the denial of the 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 <sup>ownership</sup> Location ☒ Name \_\_\_\_\_ Stock \_\_\_\_\_ Current Retail Class \_\_\_\_\_

KATHRYN HOWARTH  
Name of Transferor (applicant/old owner)

RICCOTTI'S SANDWICH SHOP  
d/b/a

11 GOODING AVE  
Address

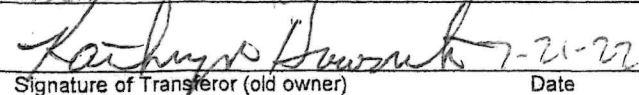
The above hereby petitions the Licensing Board to transfer the said license to:

New Location (If any): \_\_\_\_\_

New Name (If any): \_\_\_\_\_

If change of stockholders, list old and new stockholders:

BENJAMIN HOWARTH

  
Signature of Transferor (old owner)

Date

  
Signature of Transferee (New Owner)

Date

7-21-22

**State of Rhode Island**  
**TOWN of BRISTOL**  
**(S.T.O.P. Program phone 401-943-5454)**  
**Alcoholic Beverage License Affidavit**

*(use more than one form if necessary, form may be photocopied as needed)*

Name of License Holder: BENJAMIN HOWARTH

LIST OF EMPLOYEES	ALCOHOL TRAINING CERTIFICATE DATE:
KATHRYN HOWARTH	9/20/21
JON FERGUSON	9/20/21
ANDREW MEDEIROS	9/20/21
MARY ELLEN McSHANE	9/20/21
BENJAMIN HOWARTH	9/20/21
MEGAN AGUIAR	9/20/21
DENISE BRIGHAN	9/20/21
CECILIA HOWARTH	9/20/21

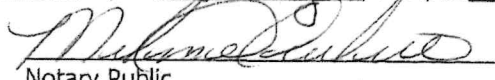
The undersigned hereby states under oath that the list of employees reported herein constitutes all the employees of (license holder) who are authorized to serve alcohol at the licensed premises and that each has been certified in alcohol training pursuant to Section 17-53 and all other applicable provisions of the Bristol Town Code and State law as of the date set forth herein.

**LICENSE HOLDER SIGNATURE:**



DATE: 7-25-22

Subscribed and sworn to before me this 25 day of July, A.D., 2022



Notary Public

My Commission Expires: 12/28/23



## Our Famous Pies!

### Spinach Pie

Our most popular pie and a Rhode Island staple! Our Spinach Pies are hand made daily and topped with Pepperoni and melted Provolone

6.25

### Broccoli Pie

Our garlicky Broccoli mix with melted Provolone

6.25

### Chourico Pie

Chourico with grilled onion and pepper and melted Provolone

6.75

### Buffalo Chicken Pie

Our chicken tenders with Franks' Buffalo Sauce and Mozzarella cheese

6.75

### Gene Special

Our Spinach Pie loaded up with black olives, grilled pepper, onion, mushroom, and melted Provolone

6.85

### Rick Special

Our Broccoli Pie with grilled Chicken and melted Provolone

9.20

## Sides and more!

### French Fries

2.95

3.95

### Sweet Potato Fries

3.95

4.95

### Onion Rings

3.45

4.45

### Mozzarella Sticks

4.45

7.95

### Chicken Tenders

4.45

7.95

### Hot Dog

3.50

### Antipasto Salad

8.45

### Garden Salad

6.45

Add grilled Chicken or a scoop

2.95

of Willow Tree or Tuna Salad

## Our Signature Sandwich Platters

Choose up to 2 types of sandwiches per platter. All platters come with lettuce and tomato. There's something for everyone!

### Small Platter

12 pieces, feeds 4-6

29.95

### Large Platter

24 pieces, feeds 8-12

55.95

Italian

Turkey & Cheese

Roast Beef & Cheese

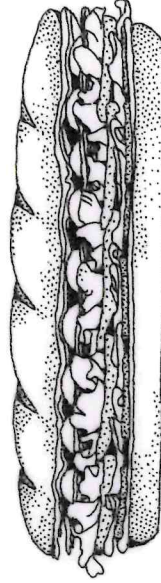
Ham & Cheese

Tuna

Willow Tree

# Riccatti's

## SANDWICH SHOP



Scan or Call to Order  
(401) 253-1614



DOORDASH

11 Gooding Ave  
Bristol, RI

www.RiccottisBristol.com

Item D3.

## Classic Deli Sandwiches

### The Italian

Our famous Italian made the same way for 50 years!  
Loaded with Mortadella, Genoa Salami, Hot Ham,  
Pepperoni, and Provolone. Finished with seasonings  
and oil and vinegar.

6.85 8.95 11.00

### Ham, Salami, Cheese

An Italian favourite!

6.50 8.50 10.45

### Ham & Cheese

A true classic!

6.75 8.85 10.85

### Roast Beef & Cheese

All natural top round Roast Beef  
with Provolone

6.85 8.95 11.00

### Turkey & Cheese

Oven roasted Turkey Breast  
with Provolone

6.85 8.95 11.00

### Turkey Club

Oven roasted Turkey Breast with  
crispy bacon and Provolone

8.35 10.95 13.50

### Tuna Salad

Freshly made in house every day!

6.25 8.15 10.00

### Chicken Salad

Made by our friends at Willow  
Tree Farms!

6.55 8.55 10.50

All subs come with your choice of veggies  
**Or get it with "The Works"**

Hot Pepper Relish, Lettuce,  
Tomato, Onion, and Pickle

## Signature Hot Subs

### BLT

Crispy bacon with lettuce and tomato

6.25 8.15 10.00

### Buffalo Chicken

Our fried chicken cutlet smothered  
in Franks' Buffalo Sauce

6.10 7.90 9.70

### Cheeseburger

One of our most popular!

8.10 10.60 13.00

### Chicken Parm

Fried chicken cutlet with melted  
Provolone and Marinara

6.95 9.05 11.15

### Chicken Stirfry

Grilled chicken with grilled Peppers,  
Mushroom, Onion, and melted Provolone

7.55 9.85 12.15

### Chourico and Pepper

Chourico and Pepper with melted  
Provolone and Marinara

7.15 9.35 11.50

### Eggplant Parm

Fresh Eggplant hand breaded to order  
with melted Provolone and Marinara

6.85 8.95 11.00

### Meatball Parm

Our Meatball sub with melted Provolone

6.85 8.95 11.00

### Pastrami & Cheese

Deli sliced Pastrami with melted Provolone

9.00 11.75 14.45

### Steak & Cheese

Shaved Steak with melted Provolone

8.50 11.10 13.65

### Steak Bomb

Shaved Steak with melted Provolone  
and grilled Peppers, Mushroom, and Onion

9.10 11.90 14.65

### Vegetarian

Grilled Peppers, Mushroom, and Onion  
with melted Provolone and American

5.75 7.50 9.20

## Specialty Sandwiches

### BBQ Burger

Our cheeseburger topped with crispy onion  
rings and drizzled with sweet and smoky BBQ sauce

8.80 11.45 14.45

### Brian Special

Our grilled chicken with melted Provolone,  
crispy bacon, and zesty honey mustard

8.45 11.05 13.65

### Chicken Bacon Ranch

Our grilled chicken with melted Provolone, crispy  
bacon, creamy ranch dressing, and lettuce & tomato

8.45 11.05 13.65

### Chicken Bang Bang

Fried chicken cutlet with melted Provolone,  
crispy bacon, Boom Boom sauce, lettuce & tomato

8.45 11.05 13.65

### Chourico and Chips

Grilled Chourico with melted Provolone,  
crispy french fries, and Marinara

7.55 9.85 12.15

### Meatball & Eggplant

Our Meatball and hand breaded Eggplant  
with melted Provolone and Marinara

6.85 8.95 11.00

### Pastrami Reuben

Deli sliced Pastrami with melted  
Swiss, Russian dressing, and sauerkraut

9.00 11.75 14.45

### Roast Beef Special

Top round roast beef with melted Swiss, horseradish  
mayo, banana peppers, and lettuce & tomato

6.85 8.95 11.00

### Turkey Special

Oven baked Turkey with melted Provolone, crispy  
bacon, sweet cranberry sauce, mayo, lettuce & tomato

8.35 10.95 13.65

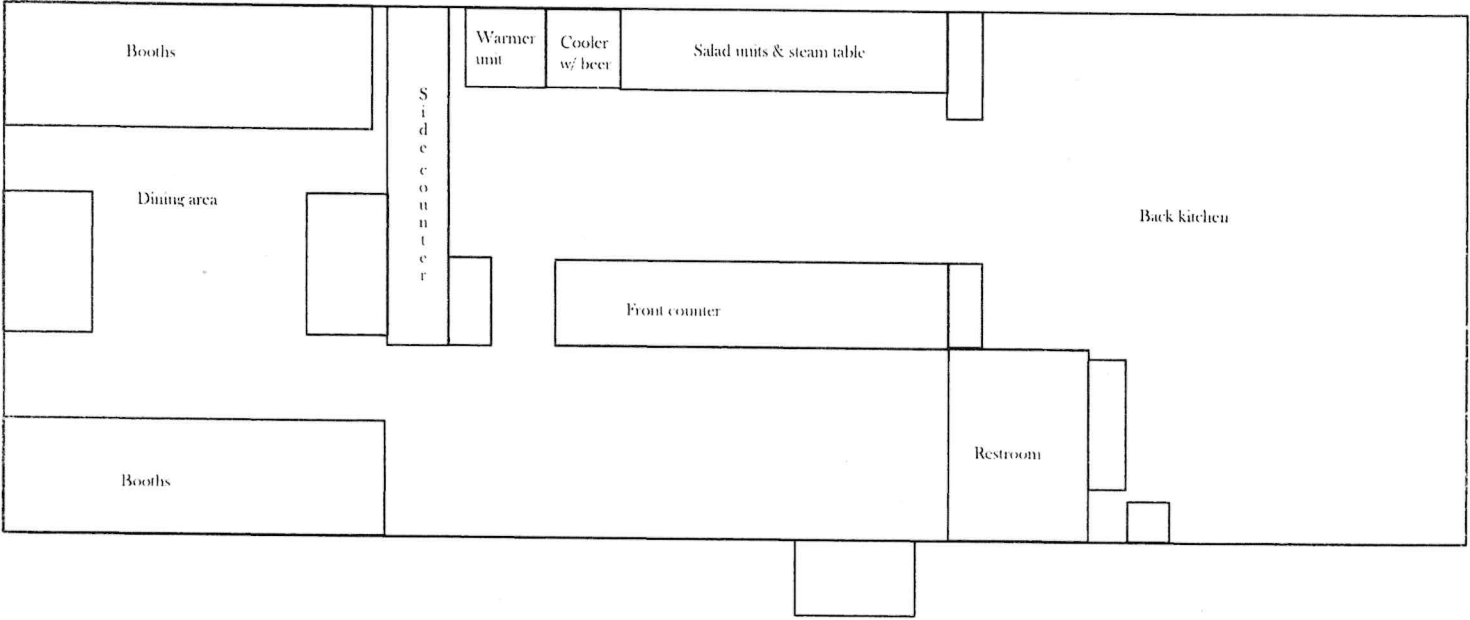
### Willow Tree Special

Willow Tree chicken salad with melted Provolone,  
sweet cranberry sauce, crispy bacon, lettuce & tomato

8.90 11.70 14.45

Please inform your server of any food allergies  
before ordering. Prices subject to change at any time.

Item D3.







## TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

### MEMORANDUM

TO: Steven Contente  
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro  
TOWN CLERK

DATE: August 10, 2022

RE Kathryn Howarth d/b/a Riccotti's, 11 Gooding Avenue - request for transfer of Class BV Ltd Intoxicating Beverage License to Benjamin Howarth d/b/a Riccotti's (new ownership) call for public hearing September 21, 2022

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on August 24, 2022.

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

Thank you for your cooperation and prompt reply.

Attachment



Bristol Fire  
Department

D3A

## Inter Office Memorandum

**To:** Steven Contente, Town Administrator  
**From:** Michael DeMello, Fire Chief  
**cc:** File  
**Date:** August 15, 2022  
**Re:** License Recommendation, August 24 Council Meeting

2022 AUG 17 PM 12:27

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

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

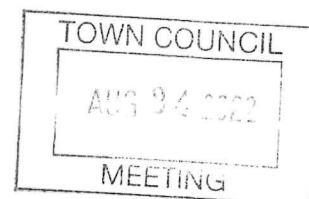
1. Request for transfer of Class BV Ltd Intoxicating Beverage License

Kathryn Howarth d/b/a Ricotti's to Benjamin Howarth d/b/a Ricotti's

11 Gooding Ave.

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated August 10, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

  
STEVEN CONTENTE  
Town Administrator





# Bristol Police Department

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

D3B



KEVIN M. LYNCH  
Chief of Police

August 17, 2022

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 AUG 17 PM 12: 27

TO: Steven Contente, Town Administrator  
FROM: Kevin M. Lynch, Chief of Police  
SUBJECT: Kathryn Howarth d/b/a Riccotti's, 11 Gooding Avenue- request for transfer of class BV intoxicating beverage license to Benjamin Howarth.

Mr. Administrator:

Lt. Wozny has reviewed the petitioner's request and I agree with his recommendation. Please see attached.

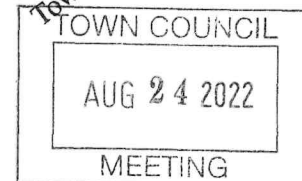
Respectfully submitted,

Kevin M. Lynch  
Chief of Police

KML/RW

Attachments

*Concun*  
*Stevens*  
STEVEN CONTENTE  
Town Administrator





# Bristol Police Department

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



KEVIN M. LYNCH  
Chief of Police

## MEMORANDUM

**TO : CHIEF KEVIN M. LYNCH**

**DATE: 08-17-22**

**VIA : PROPER CHANNELS**

**FROM : LIEUTENANT ROMAN WOZNY**

**SUBJECT : KATHRYN HOWARTH D/B/A RICCOTTI'S- REQUEST FOR  
TRANSFER OF CLASS BV INTOXICATING BEVERAGE  
LICENSE TO BENJAMIN HOWARTH**

Sir,

Kathryn Howarth d/b/a Riccotti's is requesting a transfer of her class BV intoxicating beverage license to Benjamin Howarth. The requested hours of operation are:

- Monday to Friday – 10:30am to 8:30pm
- Saturday – 9:30am to 8:30pm
- Sunday- closed

I have spoken to Mr. Howarth regarding the transfer of Class BV intoxicating beverage license. Mr. Howarth stated that he will not be making any changes to the alcohol serving area or hours of operation.

After reviewing the petition and speaking to Mr. Howarth regarding his request, there is no known reason for denial of this petition providing that all laws and ordinances governing this practice are followed.

Respectfully submitted,

*Lt. Roman Wozny*  
Lieutenant Roman Wozny



**Riccotti's 11 Gooding Ave.**



D3C



## Town of Bristol, Rhode Island

Department of Community Development

10 Court Street  
Bristol, RI 02809  
[www.bristolri.us](http://www.bristolri.us)  
401-253-7000

August 15, 2022

TO: Steven Contente, Town Administrator  
FROM: Diane M. Williamson, Director of Community Development  
RE: Petition for Transfer of BV License – Riccotti's at 11 Gooding Avenue

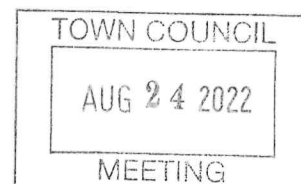
*Diane*

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 AUG 17 PM 12:27

I have reviewed the above petition and have no objections to the request.

Thank you for the opportunity to comment.

*Steven Contente*  
STEVEN CONTENTE  
Town Administrator





# MOBILE FOOD ESTABLISHMENT EVENT PERMIT

Valid only on event date indicated

## 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

Date Received:

For office use only:

- ☐ Fee for permit \$300  
☒ Fee for permit exempt (per sec 19-127)  
☐ Administrative Event Permit

Please attend the Council Meeting on:

Aug 24, 2022  
 Petition must be received 90 days in  
 advance of the proposed event.

2022 AUG -9 PM 12:53

TOWN CLERK'S OFFICE  
 BRISTOL, RHODE ISLAND

TYPE OF EVENT

Bristol Christmas Festival Weekend

- ☒ PUBLIC EVENT ☐ PRIVATE EVENT

Street Address of Event:

Court street and possibly Hope St.

- ☒ PUBLIC PROPERTY ☐ PRIVATE PROPERTY

☐ Amount of People Expected to Attend \_\_\_\_\_

Number of Food Trucks up to Four (4)

(In addition to the event permit, all food trucks in  
attendance must obtain a municipal MFE permit  
from the town)

Date of Event: Saturday, December 10, 2022  
Sunday, December 11, 2022

Time of Event: Saturday 10AM - 8PM  
Sunday 12PM - 8PM

\*\*The Applicant accepts all liability for the actions of patrons at the event, and is advised to consult  
with the Police Chief to determine the need for police coverage at the event.

\*\*\*All event permits shall be issued on the condition that the organizer of the event must leave suffi-  
cient space for emergency vehicles in compliance with the Rhode Island Fire Safety Code.

Lori Cruz  
 Applicant Name (Print)

Lori Cruz  
 Applicant Signature\*\*

401-308-6959  
 Applicant Phone Number

Bristol Christmas Festival  
 Organization Name

### REQUIRED DOCUMENTATION

- ☐ List of MFE trucks to be in attendance  
☐ Diagram of location of MFE at event

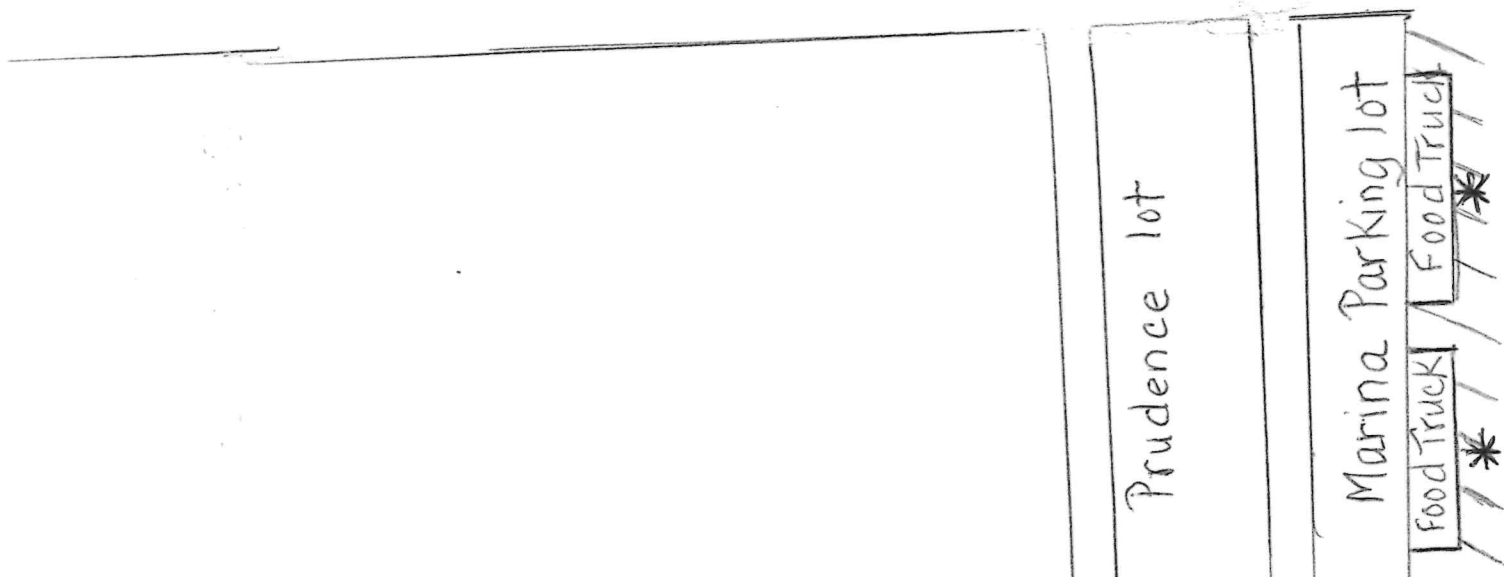
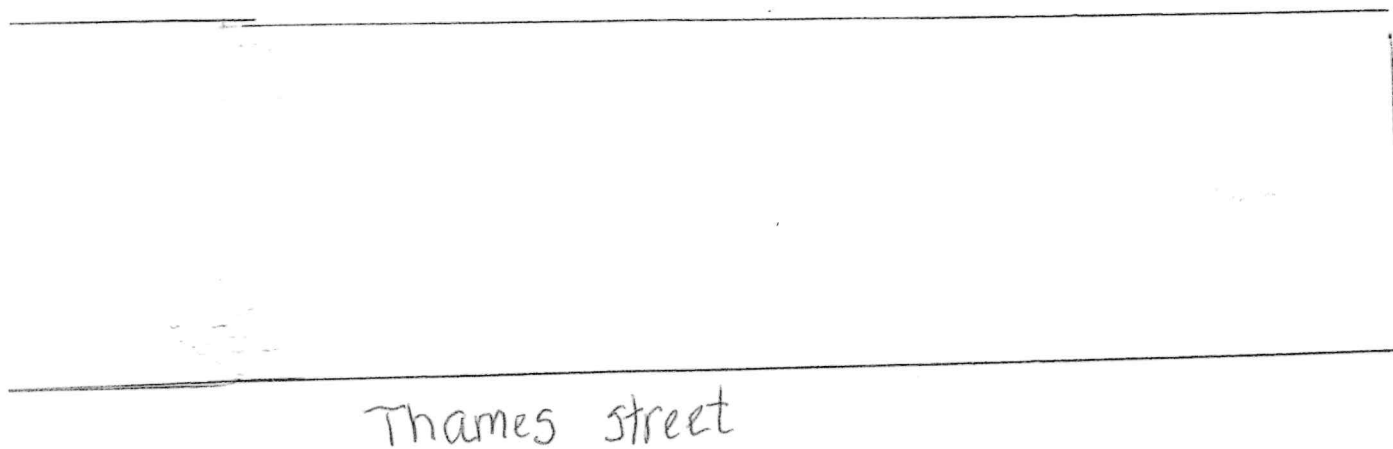
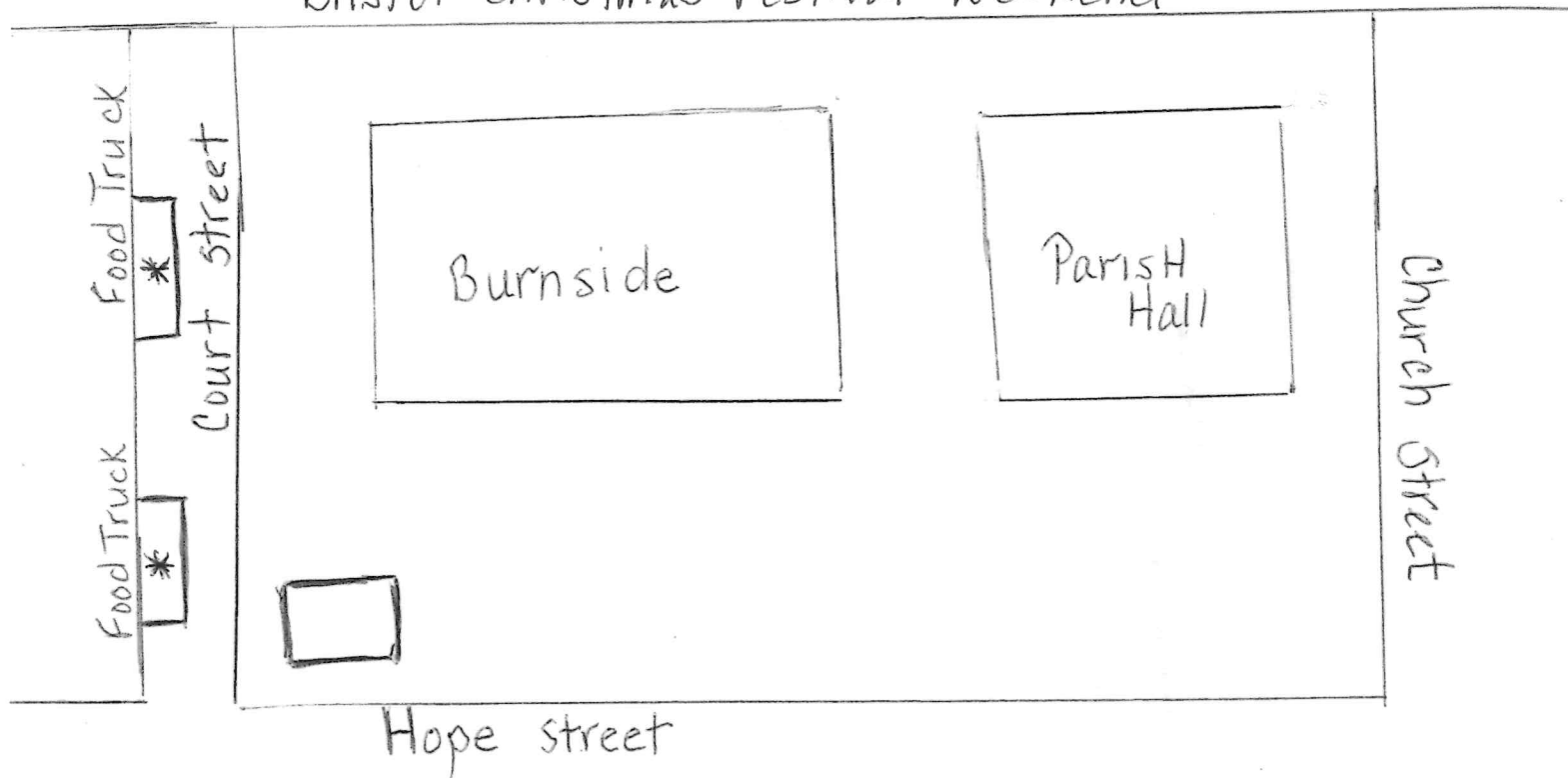
TOWN COUNCIL

AUG 24 2022

MEETING

# Map to Support request Food Trucks for Bristol Christmas Festival Weekend

Item D4.







## 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 10, 2022

RE Lori Cruz - for Bristol Christmas Festival,  
request for Mobile Food Establishment Event Permit for  
the Bristol Christmas Festival Weekend for December  
10, 2022 (10AM-8PM) and December 11, 2022 (12PM-8PM)

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on August 24, 2022.

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

Thank you for your cooperation and prompt reply.

Attachment



Bristol Fire  
Department

D4A

## Inter Office Memorandum

**To:** Steven Contente, Town Administrator  
**From:** Michael DeMello, Fire Chief  
**cc:** File  
**Date:** August 15, 2022  
**Re:** License Recommendation, August 24 Council Meeting

2022 AUG 17 PM 1:19

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

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

1. Request for Mobile Food Establishment Event Permit

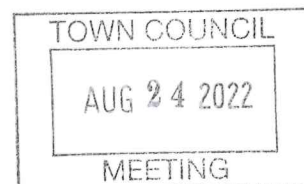
Lori Cruz for Bristol Festival Committee

December 10 (10a-8p) & 11 (12p-8p), 2022

Court St. across from Burnside building

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated August 10, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

*Concurrence*  
*[Signature]*





# Bristol Police Department

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

D4B



KEVIN M. LYNCH  
Chief of Police

August 17, 2022

2022 AUG 17 PM 12:26

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

TO: Steven Contente, Town Administrator

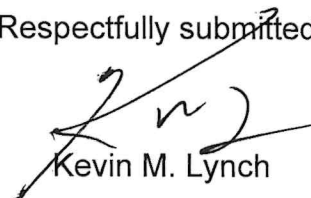
FROM: Kevin M. Lynch, Chief of Police

SUBJECT: Lori Cruz- for Bristol Christmas Festival, request for Mobile Food Establishment Event permit for the Bristol Christmas Festival weekend of the December 10<sup>th</sup> 2022 (10am-8pm) and December 11<sup>th</sup> 2022 (12pm-8pm).

Mr. Administrator:

Lt. Wozny has reviewed the petitioner's request and I agree with his recommendation. Please see attached.

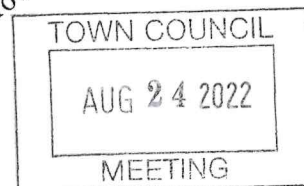
Respectfully submitted,

  
Kevin M. Lynch  
Chief of Police

KML/RW

Attachments

  
STEVEN CONTENTE  
Town Administrator





KEVIN M. LYNCH  
Chief of Police

# Bristol Police Department

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



## MEMORANDUM

TO : CHIEF KEVIN M. LYNCH DATE: 08-17-2022

VIA : PROPER CHANNELS

FROM : LIEUTENANT ROMAN WOZNY

SUBJECT : LORI CRUZ FROM THE BRISTOL CHRISTMAS  
FESTIVAL REQUEST FOR MOBILE FOOD  
ESTABLISHMENT EVENT PERMIT FOR THE  
BRISTOL CHRISTMAS FESTIVAL 2022

Sir,

Lori Cruz from the Bristol Christmas Festival Committee is requesting a Mobile Food Establishment event permit for the Bristol Christmas Festival. The Bristol Christmas Festival Committee is looking to have a maximum of four mobile food trucks during this Festival, parked on Court St. and also on Hope St.

I spoke to Ms. Cruz regarding her request for a mobile food truck event permit. Ms. informed me that she is looking to place a maximum of four food trucks on Court St. and possibly on Hope St. This is a heavily attended event and further event planning will need to be completed to ensure the safety of pedestrians attending this event.

After reviewing this petition and speaking to Ms. Cruz, there is no known reason for denial of this permit provided that all laws and ordinances pertaining to this practice are followed.

Respectfully submitted,

*Lt. Roman Wozny*

Lieutenant Roman Wozny





# 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:

The Bristol Christmas Festival be granted  
to have a Tip-certified, licensed alcohol  
Vendor sell a alcoholic beverage; Glogg, Mulled Wine  
during/ at the Bristol Christmas Festival on the  
following dates:  
Saturday December 10, 2022  
Sunday December 11, 2022

2022 AUG - 9 PM 12:53  
TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

## PLEASE NOTE:

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

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

DATE REC'D:

SIGNATURE:

NAME:

ADDRESS:

TOWN:

BUSINESS TEL. NO.

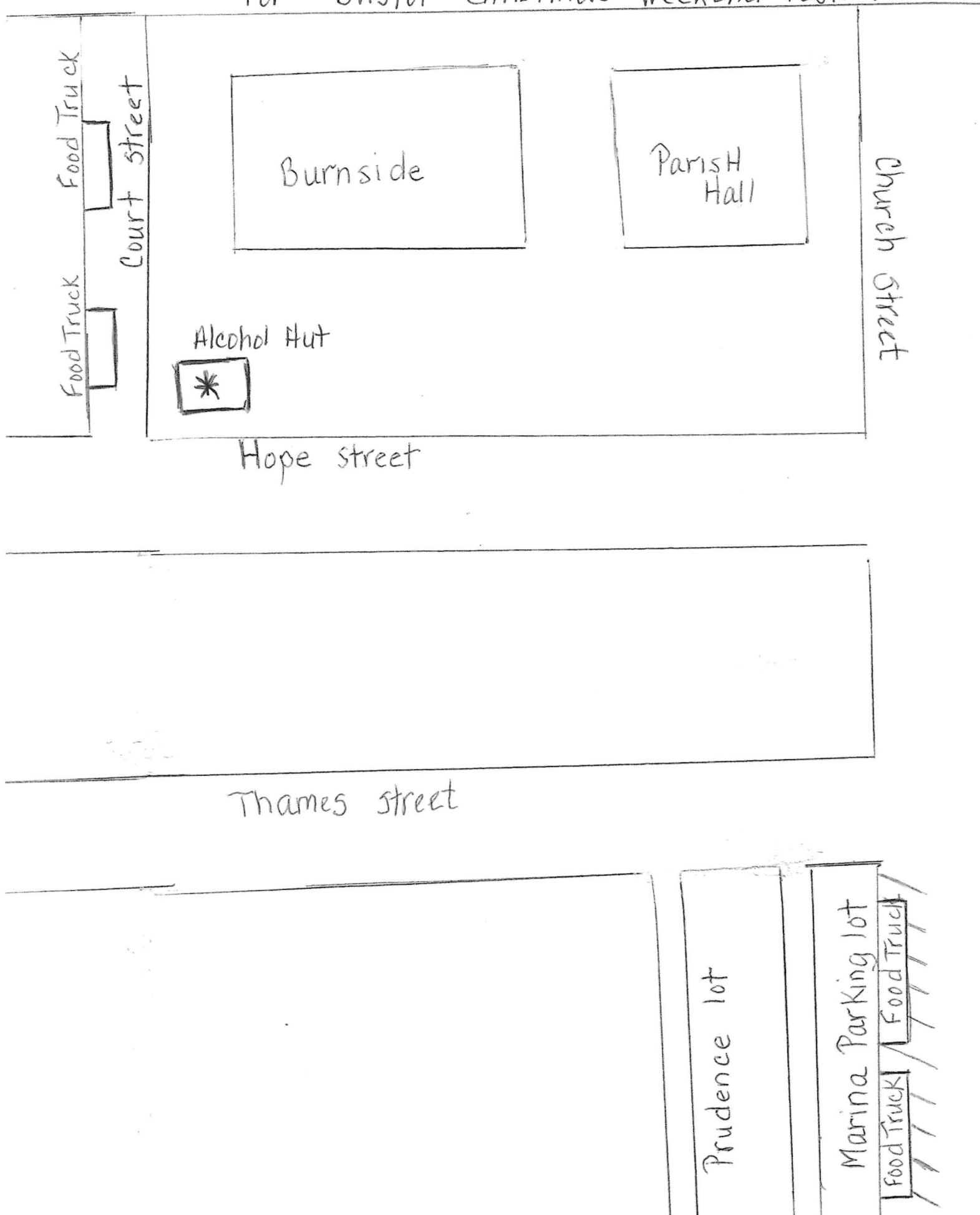
RESIDENCE TEL. NO.

TOWN COUNCIL

AUG 24 2022

MEETING

# Map to Support request for Alcoholic Beverages For Bristol Christmas Weekend Festival





## TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

### MEMORANDUM

TO: Steven Contente  
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro  
TOWN CLERK

DATE: August 10, 2022

RE Lori Cruz, Bristol Christmas Festival Committee -  
Request use of Town Property (December 10-11) and  
Permission to Serve/Sell Alcoholic Beverages for  
Bristol Christmas Festival weekend, December 10 and 11  
2022

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on August 24, 2022.

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

Thank you for your cooperation and prompt reply.

Attachment



## Bristol Fire Department

F1A

# Inter Office Memorandum

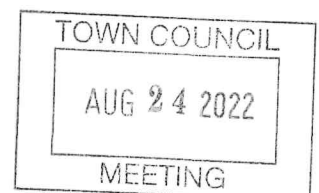
**To:** Steven Contente, Town Administrator  
**From:** Michael DeMello, Fire Chief  
**cc:** File  
**Date:** August 15, 2022  
**Re:** License Recommendation, August 24 Council Meeting

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

1. Request use of Town property and for permission to Serve/Sell Alcoholic beverages  
Lori Cruz for Bristol Festival Committee  
December 10-11, 2022  
Burnside building front lawn

There is no objection to the granting of said license as described in the Town Clerk's memorandum dated August 10, 2022, provided the applicant is compliant with all applicable laws, codes, ordinances, and/or other compliancy requirements.

*Recommend to approve  
same as 2021*  
*[Signature]*  
STEVEN CONTENTE  
Town Administrator







# Bristol Police Department

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

F1B



KEVIN M. LYNCH  
Chief of Police

August 17, 2022

2022 AUG 17 PM 12:26  
TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

TO: Steven Contente, Town Administrator

FROM: Kevin M. Lynch, Chief of Police

SUBJECT: Lori Cruz, Bristol Christmas Festival Committee request use of Town Property (December 10-11) and permission to serve/sell alcoholic beverages for Bristol Christmas Festival weekend, December 10 and 11, 2022

Mr. Administrator:

Lt. Wozny has reviewed the petitioner's request and I agree with his recommendation. Please see attached.

Respectfully submitted,

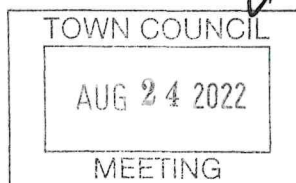
Kevin M. Lynch  
Chief of Police

KML/RW

Attachments

CONCURRENCE  
ALCOHOL SALES  
LIMITED SAME AS  
LAST YEAR.

STEVEN CONTENTE  
Town Administrator





# Bristol Police Department

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



**KEVIN M. LYNCH**  
Chief of Police

## MEMORANDUM

**TO : CHIEF KEVIN M. LYNCH**

**DATE: 08-17-2022**

**VIA : PROPER CHANNELS**

**FROM : LIEUTENANT ROMAN WOZNY**

**SUBJECT : LORI CRUZ, BRISTOL CHRISTMAS FESTIVAL  
COMMITTEE-REQUEST USE OF TOWN  
PROPERTY (DEC. 10-11) AND PERMISSION TO  
SERVE/SELL ALCOHOLIC BEVERAGES FOR  
BRISTOL CHRISTMAS FESTIVAL WEEKEND**

Sir,

Lori Cruz from the Bristol Christmas Festival Committee is requesting the use of town property and the ability to serve/sell alcoholic beverages during this two-day event. A fully licensed vendor will be selling the alcohol with TIPS certified servers.

I spoke to Ms. Cruz regarding her request. This is a heavily attended event and further event planning will need to be completed to ensure the safety of pedestrians attending this event. The Police Department completed an after action after last year's event and further recommendations will be discussed during the planning stages of this event.

After reviewing this petition and speaking to Ms. Cruz, there is no known reason for denial of this permit provided that all laws and ordinances pertaining to this practice are followed.

Respectfully submitted,

*Lt. Roman Wozny*

Lieutenant Roman Wozny



# Town of Bristol, Rhode Island

F1C

## Department of Community Development

10 Court Street  
Bristol, RI 02809  
[www.bristolri.us](http://www.bristolri.us)  
401-253-7000

August 15, 2022

TO: Steven Contente, Town Administrator

FROM: Diane M. Williamson, Director of Community Development

RE: Petition for Christmas Festival to serve alcohol at Christmas Festival Event.

*Diane W.*

2022 AUG 17 PM 12:26  
TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

I have reviewed the above petition and have no objections to the request subject to compliance with all other ordinance provisions.

Thank you for the opportunity to comment.

*Recommend to Approve  
same as 2021*

*Steven Contente*

STEVEN CONTENTE  
Town Administrator

TOWN COUNCIL

AUG 24 2022

MEETING



TOWN CLERK'S OFFICE  
**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:

MIKE RIELLY, CHAIR OF THE JAMES D  
 RIELLY FOUNDATION & DAVE SCARPINO  
 BOARD MEMBER REQUEST TO ADDRESS  
 THE COUNCIL REGARDING THE PLACEMENT  
 OF A TEMPORARY SANTA HOUSE ON  
 PRIVATE PROPERTY ON THE CORNER OF  
 STATE AND JAMES STREET.

**PLEASE NOTE:**

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

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

**DATE REC'D:**

**SIGNATURE:**

**NAME:**

**ADDRESS:**

**TOWN:**

**BUSINESS TEL. NO.**

**RESIDENCE TEL. NO.**

TOWN COUNCIL

AUG 24 2022

MEETING



TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

2022 AUG -9 PM 4:09

## Bristol Christmas Festival Committee

P.O. Box 663 Bristol, Rhode Island 02809

### Bylaws

#### Article I

##### THE COMMITTEE

Section 1 – Name: The name of this organization shall be known as the Bristol Christmas Festival Committee (the “Committee”).

Section 2 – Purpose: The purpose of the Committee is to formulate, prepare, and carry out all plans for the annual Christmas Festival for the Town of Bristol, RI.

#### Article II

##### MEMBERSHIP

Section 1 – Members: Persons who desire membership shall obtain an application from any officer of the Committee.

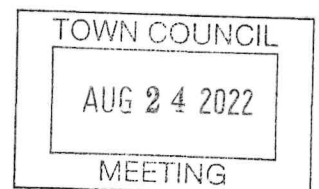
The names of prospective members shall be submitted to the Committee at its next meeting for approval and shall subsequently be submitted to the Town Council for formal appointment.

Section 2 – Membership Process: The General Chairperson, upon approval of the general membership, shall submit a membership list, including any new members, to the Town Council for its appointment prior to the Council's meeting ~~in February annually and on an ad hoc basis as applications are submitted.~~ Any changes to membership throughout the year shall follow Article II, Section 1, Members, and be subject to the rules of membership as stated in these Bylaws.

Section 3 – Ex-Officio Members: By virtue of their position in town government, the persons holding the following positions shall be non-voting members of the Committee: Town Administrator, Chief of Police, Fire Chief, and Director of Public Works.

Section 4 – Duties of Members: Each member of the Committee shall be expected to participate in the planning and organization of the celebration by:

- a. Attending a minimum of ~~five (5)~~three (3) General Committee meetings from January 1 through December 31
- b. Participating on at least one (1) Subcommittees
- c. Participating in scheduled events especially the Grand Illumination and Breakfast with Santa Christmas Festival which are mandatory.



Section 5 – Absences: Any member not able to attend a General Committee meeting shall request an excused absence from the General Chairperson prior to the meeting. A maximum of three (3) excused absences and three (3) unexcused absences will be permitted per calendar year.

Section 6 – Resignation: Any active member wishing to withdraw from membership on the Committee shall make it known in writing. Letters of resignation shall be read and accepted by the members present at the next General Committee meeting. Resignations shall be forwarded to the Town Clerk's Office by the General Chairperson. The Committee may request a member's resignation for failing to fulfill the requirements of Article II, Section 4a, 4b, ~~or 4c~~, or 5.

Section 7 – Members not fulfilling the above requirements shall be notified prior to January 31 by the General Chairperson. Said members shall be required to respond in writing to the General Chairperson within (10) days of being notified with his/her request to be reinstated of his/her resignation. Failure to respond shall result in automatic dismissal from the Committee.

Section 8 – Code of Conduct: Each member of the Committee shall be expected to act with integrity and high ethical standards in his/her personal and professional life and avoid behavior that adversely reflects on the Town of Bristol or the Committee. Failure to do so could result in the individual being dismissed from the Committee.

Section 9 – Event Volunteer: Any person that is unable to fulfill the requirements of active membership but still wishes to volunteer at Festival events, may apply to become an Event Volunteer through the General Chairperson. Event Volunteers must be approved by the Committee prior to an event. Event Volunteers are not eligible to participate in elections of officers or to vote on motions. Event Volunteers do not represent the Committee outside of an event.

#### Section 10 – Life Members:

Any individual who is a member in good standing of the Committee (as defined in Article II, Section 4) is eligible for lifetime membership. Any member who has served twenty (20) years or any member who has served ten (10) years and is at least seventy (70) years of age and who has performed his/her responsibilities as prescribed in this and previous policies and procedures shall automatically become a life member. Any member who has served both as Vice Chairman and General Chairman of the Committee, at the conclusion of his/her term of office, shall automatically become a life member. Life members will receive their pins at the Snow Ball during the celebration year following the year in which they attain life membership. Any member who has a minimum of ten (10) years of service and who leaves the Committee for any reason may, after rejoining the Committee and completing the balance of years, be eligible for life membership. Life members are entitled to all rights and privileges of the Bristol Christmas Festival Committee. Lifetime members are not required to carry out meeting requirements. They are also not required to serve on any Subcommittees unless they wish to do so.

### **Article III**

#### **Meetings**

Section 1 – Meetings: The General Committee shall meet once each month or as scheduled by the General Chairperson.

Section 2 – A quorum shall consist of thirty-three and one-third percent (33-1/3%) of the eligible voting membership. A simple majority would then be needed to pass a motion.

#### **Article IV**

##### **Fiscal Year**

Section 1: The Fiscal Year shall correspond with the Town of Bristol's fiscal year which is from July 1 through June 30.

#### **Article V**

##### **Election of Officers**

Section 1 – Date: The election of Committee officers shall be held every other year at the March General Meeting.

Section 2 – Term of Office: Elected officers of the Committee shall begin their term of office immediately upon their election in March for a period of two (2) years. They shall be responsible for carrying out the duties and responsibilities of their particular office until the end of their term.

Section 3 – Elected Officers: The elected officers of the Committee shall consist of the: General Chairperson, Vice-Chairperson, Recording Secretary, and Treasurer.

Section 4 – Eligibility: Any member in good standing shall be eligible to run for any office.

Section 5 – Nominations: Any individual desiring to run for office shall notify the Recording Secretary of their intent by the February meeting and shall receive an automatic nomination for the office that they are seeking. At the February meeting, nominations may also be made from the floor. Nominations for elected officers shall be considered closed at the end of the February meeting. Elections shall be held at the following meeting in March.

Section 6 – Vacancies: In the event of a vacancy occurring in any of the elected officers enumerated in this Article by death, resignation, or otherwise, his/her office shall be filled at the next General Committee meeting after the vacancy is reported, by election of the members present at this meeting.

#### **Article VI**

##### **Duties of Officers**

Section 1 – General Chairperson: The General Chairperson shall:

- a. Preside at all meetings of the General Committee and actively participate in all business affairs of the Committee.
- b. Ensure that the Vice-Chairperson is apprised of all activities of the Committee.
- c. ~~Direct Sub-committee chairs to prepare a budget for their festival activities which will be presented and discussed by the committee for approval. to be approved by the Committee.~~



- d. Appoint all Subcommittees and see that the directives of the General Committee are properly executed. The General Chairperson shall serve as an ex-officio member of all Subcommittees.
- e. Review and approve all contracts/negotiations/bids pertaining to all Subcommittees.
- f. Review all Subcommittee final reports.
- g. Submit a list of all events, including dates and locations, to the Town Council and attend Town Council meetings to discuss activities requiring Town Council Approval for appropriate approvals.
- h. Notify and provide an agenda by email to all members for each Committee meeting
- i. Submit to the Town Clerk, in February of each year, a list of the present membership for the approval by the Town Council.
- j. Select the Dottie Cordeiro Spirit of Christmas award recipient.
- k. Assist the Spirit of Christmas award recipient with engagements and logistical matters.
- l. Keep the Town Council informed of changes in policy and issues regarding membership (including recommendations to terminate members because of non-participation, etc.).

~~Post agendas and minutes of all General Committee and Subcommittee meetings on the Rhode Island Secretary of State website and post copies of agendas at the Bristol Town Hall and Bristol Post Office in compliance with the Rhode Island Open Meeting Law.~~

- m. Serve as Chair of the Grand Illumination sub-committee.

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Section 2 – Vice-Chairperson: The Vice-Chairperson shall:

- a. Exercise the powers and perform the duties of the General Chairperson in the absence of the General Chairperson.
- b. Work closely with the General Chairperson and all Subcommittee chairpersons.
- c. Serve as an ex-officio member of all Subcommittees.

Section 3 – Treasurer: The Treasurer shall:

- a. Have custody of all monies, funds, debts, and valuable financial papers belonging to the Committee.
- b. Sign all checks.
- c. Keep accurate accounts of receipts and disbursements.
- d. Make deposits on behalf of the Committee in such banks designated by General Committee
- e. Make a report of receipts and disbursements at each General Committee meeting and give a copy of such report to the General Chairperson and Recording Secretary for attachment to the minutes.
- f. Have financial records closed and presented to the Town Treasurer for inclusion with the Town audit when requested by the Town Treasurer.

Section 4 – Recording Secretary: The Recording Secretary shall:

- a. Take and maintain the minutes of the Committee.
- b. Present a copy of the minutes and attendance of each General Committee meeting to the General Chairman for forwarding to the Town Council following their acceptance by the General Committee.
- c. Keep attendance at all General Committee meetings.
- d. Maintain a membership roster with accurate records of all committee members.
- e. Forward a copy of the accepted minutes to the General Chairperson for uploading to the Rhode Island Secretary of State website.
- f. Post agendas and minutes of all General Committee and Subcommittee meetings on the Rhode Island Secretary of State website and post copies of agendas at the Bristol Town Hall and Bristol Post Office in compliance with the Rhode Island Open Meeting Law.

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e.g.

## Article VII

### Subcommittee Membership

Section 1 – Chairpersons: All Subcommittee chairpersons and co-chairpersons shall be appointed by, and shall serve at the pleasure of, the General Chairperson.

Section 2 – Duties of the Subcommittee Chairpersons:

- a. All budgeted Subcommittee chairpersons shall be authorized to make payment through the Treasurer for bills incurred in the normal operation of the Subcommittee within the yearly authorized budget. In addition, any budgeted Subcommittee chairpersons who anticipate

the need for additional funds, which are above and beyond their ~~approved allocated~~ budgets, must present a formal request to the General Chairman and General Committee for approval.

- b. All ~~non-budgeted~~ Subcommittee chairpersons who anticipate the need for funds must present a formal request to the General Chairperson and the General Committee for its approval.
- c. The Subcommittee chairperson shall be obligated to submit a written report to the General Chairperson ~~and the general membership~~, including a copy of the financial report and an inventory of Committee property, within thirty (30) days of the completion of his/her event or at the next General Committee meeting. Final reports must be submitted to the Recording Secretary.
- d. The Subcommittee chairperson shall be responsible for carrying out decisions and activities regarding his/her Subcommittee.
- e. The Subcommittee chairperson shall keep attendance at all Subcommittee meetings and the Subcommittee event. Attendance shall be handed in to the Recording Secretary at the next General Committee meeting, along with a list of all excused members, for recording purposes.
- f. The Subcommittee chairpersons shall notify the General Chairperson at least seven (7) days prior to the scheduled meeting so that the Subcommittee members can be notified and compliant with the requirements of the State of Rhode Island's Open Meeting Law can be attained. The Subcommittee chairperson shall ~~post notice of all meetings at the Post Office and Town Hall at least 3 business days before the scheduled meeting and to the Secretary for posting to the State Website, provide an agenda to the General Chairperson at least seven (7) days before a Subcommittee meeting.~~
- g. The Subcommittee chairpersons must keep the General Chairperson informed of all contracts, negotiations, and bids.
- h. The Subcommittee chairpersons shall be cognizant of the health and safety of the participants and spectators in his/her respective events, ~~including but not limited to Town rules and regulations, ADA guidance and directives.~~
- i. The Subcommittee chairpersons shall provide, in a timely manner, to the General Chairperson the publicity regarding their specific Subcommittee events.
- j. The Subcommittee chairpersons shall provide the General ~~membership and Secretary Chairperson~~ with the minutes of every Subcommittee meeting within twenty-eight (28) days after the meeting is held.

Section 3 – Subcommittee Members: All Subcommittee members shall be ~~approved~~~~ointed~~ by the General Chairperson and shall be expected to participate in the planning of their event and to participate to the extent necessary to achieve success in their particular event.

#### Article VIII

##### **Subcommittees**

Each Subcommittee, while remaining somewhat autonomous in nature, shall ensure that any change that impacts the entire Committee, such as: relocation of an event, change in format, and other related issues, must be presented to the General Committee for its approval.

The General Chairperson may create or delete a Subcommittee at any time. The Subcommittees include but are not limited to the following:

Section 1 – Grand Illumination: The Grand Illumination, the lighting of the Town Christmas Tree, shall take place on a day and time that is mutually acceptable between the Committee and the Town of Bristol. The Subcommittee shall be responsible for organizing and carrying out the program and entertainment to be presented on that evening. The Chair shall coordinate and meet At least one (1) month prior to the event, the Subcommittee Chairperson shall arrange for a meeting with the Town Administrator and representatives from the Bristol Police Department, the Bristol Fire Department, and the Bristol Department of Public Works to discuss the logistics of the Grand Illumination. The current-reigning Miss and Little Miss Fourth of July shall turn on the light switch with Santa Claus. The Subcommittee shall provide food and drink for Town and Committee workers on the night of the Grand Illumination in the Town Hall Conference Room.

Section 2 – Snow Ball: The Snow Ball Subcommittee shall be responsible for planning an event the Snow Ball, a semiformal dinner dance whose purpose will be to kick off the Bristol Christmas Festival Celebration and to recognize the recipient of the Dottie Cordeiro Spirit of Christmas Award.

Section 3– Other Christmas Season events and activities may be organized by different sub-committees as imagined and approved by the general committee. Breakfast with Santa: This Subcommittee shall be responsible for duties such as: securing the location, confirming Santa Claus, acquiring food and supplies, selling tickets, setting up the cafeteria, cooking and serving breakfast, assisting the custodian with clean up, and arranging for any other activities.

Section 4 – Bus Tour/Senior Citizens Reception: This Subcommittee shall plan a bus tour to view the holiday lights and decorations throughout Bristol followed by a reception for our senior citizens, including those who are residents of local nursing homes.

Section 5 – Story Time: This Subcommittee shall arrange for a story hour where adults shall read books of a Christmas theme to children.

#### Article IX

##### **Amendment to Bylaws**

Section 1 – Proposals: Any member of the General Committee may propose an amendment, in writing, under new business at any General Committee meeting. The General Chairperson shall send the proposed amendment to the general membership for discussion and action at the next General Committee meeting. The amendment shall be adopted upon receiving a three-fourths (3/4) vote of all Committee members present at the next General Committee meeting.

After an amendment has passed, the General Chairperson shall be responsible for updating the Bylaws and providing a revised copy to the Town Clerk's Office for presentation to the Town Council.

#### Article X



**Property Clause**

Section 1 – All materials acquired by the Bristol Christmas Festival Committee, whether by purchase, donation, or other means, shall become the property of the Committee. Certain decorative and functional ~~No such~~ items shall be loaned or rented to any other persons or organizations based on discussion and approval of the general committee. ~~. Inventory of items shall be taken, recorded, and shared with the Committee twice a year. One inventory shall take place before the festivities to determine what is on hand and what needs to be acquired. Another inventory shortly after the festivities shall take place to determine what has been lost or damaged and needs to be replaced.~~

**Article XI****Dissolution Clause**

Section 1 – In case of disbandment of this Committee, any funds remaining, after all outstanding bills have been paid, shall be turned over to the Town of Bristol. Any material assets shall be disbursed by the Bristol Christmas Festival Committee.

**Article XII****Policy Authority**

Section 1 – *Robert's Rules of Order, Newly Revised*, shall be the Committee's policy authority on all questions of procedure and parliamentary law not covered by the policy of the Bristol Christmas Festival Committee.

Section 2 – No part of these Bylaws shall be in conflict with the Town Charter/Town Code and/or the Laws of the State of Rhode Island and General Law 42-46-1 Open Meetings Act.

**Article XIII****Effective Date**

Section 1 – Bylaw changes as proposed in this latest version shall take effect upon approval by the General Membership and approval of the Town Council.

REVISED BY POLICY SUBCOMMITTEE	June 1997
APPROVED BY THE BRISTOL TOWN COUNCIL	September 1997
EFFECTIVE DATE	September 1997

REVISED BY POLICY SUBCOMMITTEE	May 1998
APPROVED BY THE GENERAL COMMITTEE	June 1998
APPROVED BY THE BRISTOL TOWN COUNCIL	September 1998
EFFECTIVE DATE	September 1998

REVISED BY POLICY SUBCOMMITTEE	September 2000
APPROVED BY THE GENERAL COMMITTEE	October 2000
APPROVED BY THE BRISTOL TOWN COUNCIL	January 2001
EFFECTIVE DATE	January 2001

REVISED BY POLICY SUBCOMMITTEE	February 2018
APPROVED BY THE GENERAL COMMITTEE	March 2018
APPROVED BY THE BRISTOL TOWN COUNCIL	March 2018
EFFECTIVE DATE	March 2018

REVISED BY POLICY SUBCOMMITTEE	January 2020
APPROVED BY THE GENERAL COMMITTEE	January 2020
APPROVED BY THE BRISTOL TOWN COUNCIL	February 2020
EFFECTIVE DATE	February 2020

REVISED BY POLICY SUBCOMMITTEE	
APPROVED BY THE GENERAL COMMITTEE	
APPROVED BY THE BRISTOL TOWN COUNCIL	
EFFECTIVE DATE	

Email to TC sent June 14, 2022:

Honorable Members of the Town Council,

At our meeting on June 13, the Conservation Commission voted unanimously to recommend to the Council that you pursue creation of a Consolidated Energy Aggregation program for the Town of Bristol. We took this vote after hearing a presentation on the concepts of such a program, and reviewing additional sources of information.

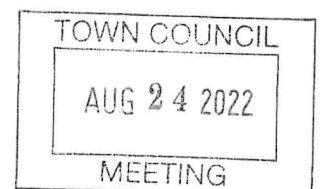
We believe such a program has the potential to enable Bristol to address climate change and do our part to contribute to the state's goals by increasing our collective renewable energy consumption, while taking advantage of market competition to get the best available energy rates for our residents.

As always, if you have any questions on our thinking, or the vote, please reach out and I'll do my best to answer your questions.

Respectfully,

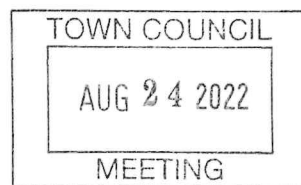
Tony Morettini  
Bristol Conservation Commission Chair

401-487-3353



# Community Choice Aggregation (CCA)

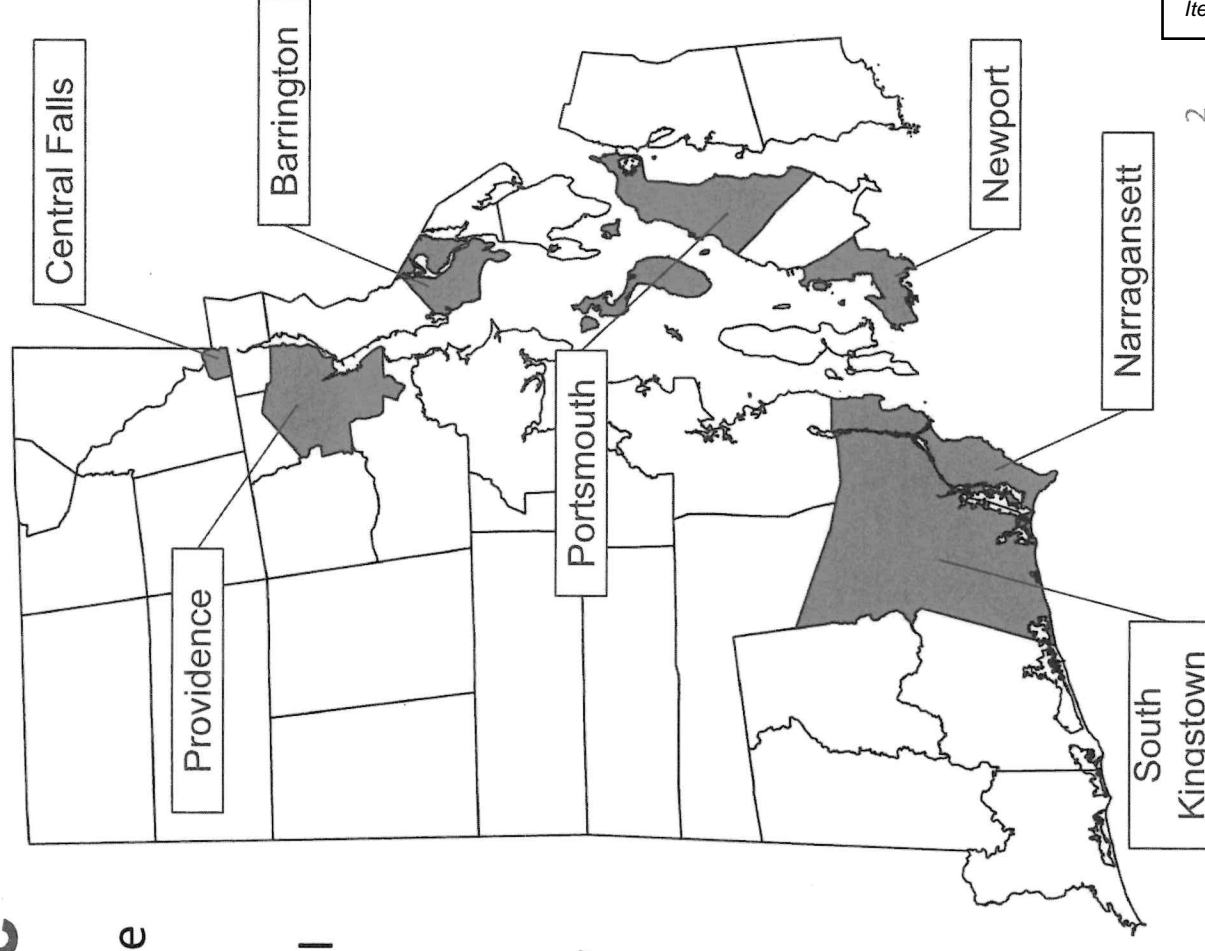
Bristol Town Council  
August 24, 2022



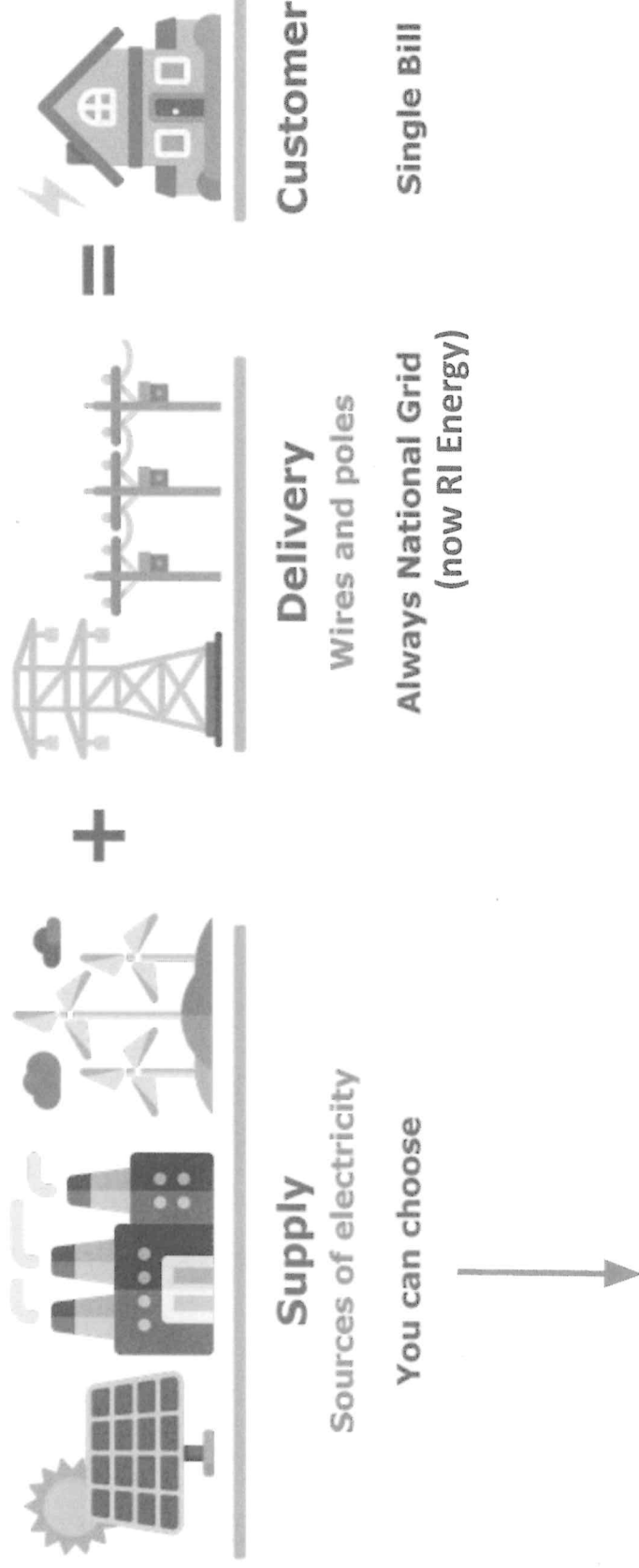


## Good Energy Experience

- 10 years managing aggregations nationwide
- New England team active in MA & RI
  - 53 municipal clients in MA and 7 in RI
  - 43 active programs serving 2,500 GWh and 1 million residents
  - Operate multiple CCA buying-groups, including 25-communities in southeast MA
- Together with Green Energy Consumers Alliance, pioneered and scaled now-dominant green aggregation model

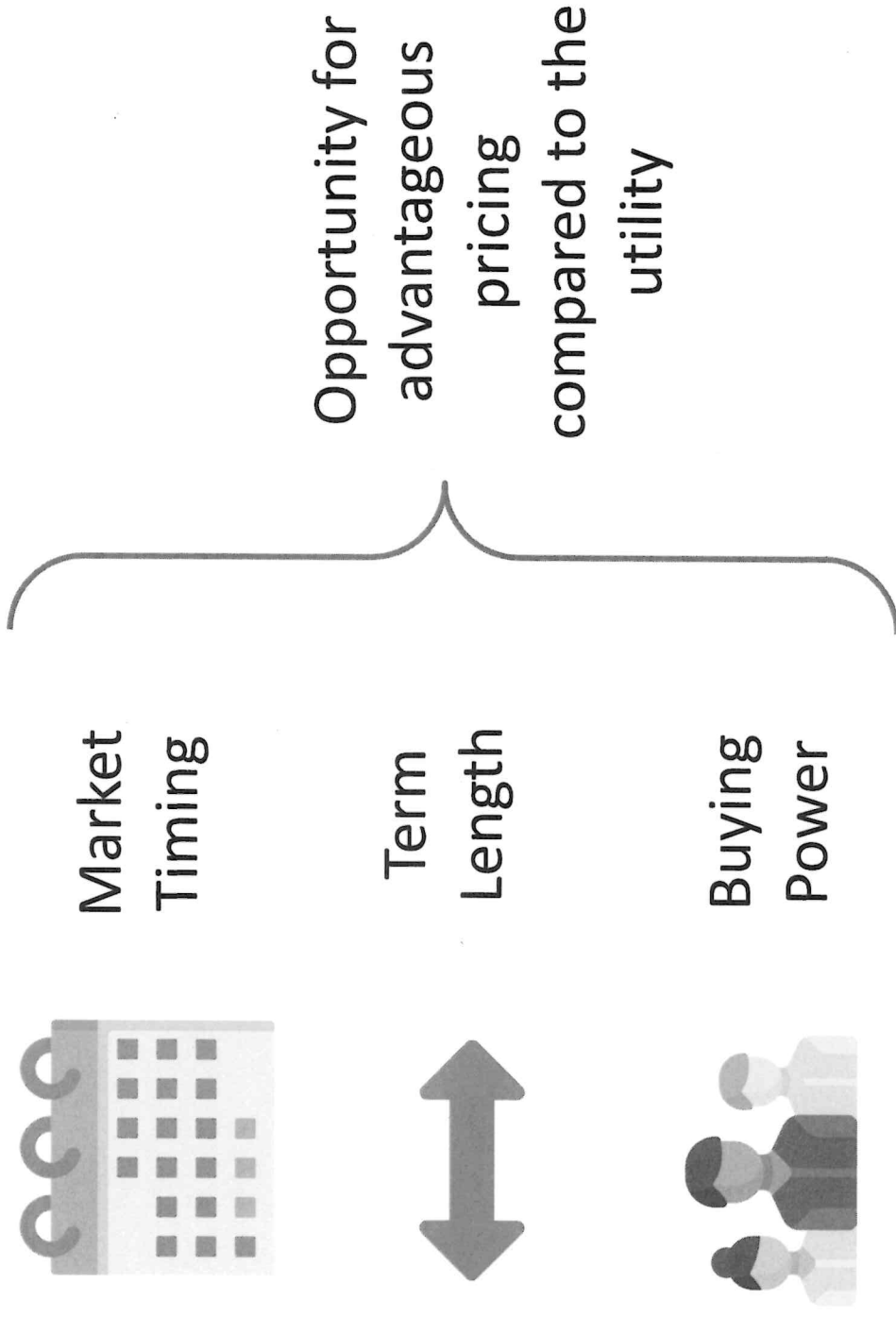


## Electricity Choice in Rhode Island



CCA is an opportunity to **localize control** over energy supply and extend benefits of competitive market to **residents and small businesses**

## Goal: Stable & Competitive Pricing



*Good Energy has secured savings for all of our active clients in MA over the course of each of their programs*

Savings compared to Last Resort Service cannot be guaranteed.

## Goal: Use Renewables & Consumer Choice

RI Energy  
Last Resort Service

Third Party Offers

### Community Choice Aggregation Program

**Standard/Default**  
(for automatic enrollment)



Adds 5-20% RI New  
Renewables

**Basic**



Meets State  
standards for  
renewable energy

**100%**



100% RI New  
Renewables

## Participant Experience

- Voluntary participation with automatic enrollment
  - No penalty or fee to leave the program, ever!
  - Leave before the program begins or anytime during
  - Customers who have not chosen a third party supplier
- RI Energy continues to handle billing and maintenance (e.g. power outages)
- Does not affect net metering or any low-income discount rates

# Why we use an opt-out program

## Opt-Out Program

- **Critical for competitive bids**
- Provides the scale and bulk buying power of - or in excess of - the largest commercial users
- Provides high degree of certainty on total load for supplier

## Opt-In Program

- Unknown level of participation
- Unlikely to get sufficient scale to get supplier bids
- High risk
- High price premium
- Recruitment costs

## Creating an Optimal Environment for Aggregation



### Streamlined PUC Review Process

Created a tailored and efficient process for the PUC to review and approve programs.



### Purchase of Receivables

POR likely leads to lower pricing by encouraging supplier participation in the market and reducing risk premiums related to non-payment.



### Utility Aggregation Tariff

Assisted National Grid to create a tariff specifying interactions between utility and aggregations.  
Same tariff in place for RI Energy

POR enables customers to maintain budget billing and/or arrearage programs while participating in the aggregation, especially important for protecting low income customers.



### Custom Energy Source Disclosure Label

Developed an aggregation-specific label that will provide enhanced transparency for consumers.



### Annual Report Requirements

Proposed annual reporting requirements based on best-practices nationwide



## NEWS

## Record-high winter electric rates sought: 'Something we've never seen before'



Alex Kuffner  
The Providence Journal

Published 1:23 p.m. ET July 21, 2022

**PROVIDENCE** — Most Rhode Island homes and businesses will see a nearly 50% increase in their monthly electric bills starting Oct. 1, with energy rates in the state climbing higher than ever before, because of surging prices for fossil fuels and global market uncertainty.

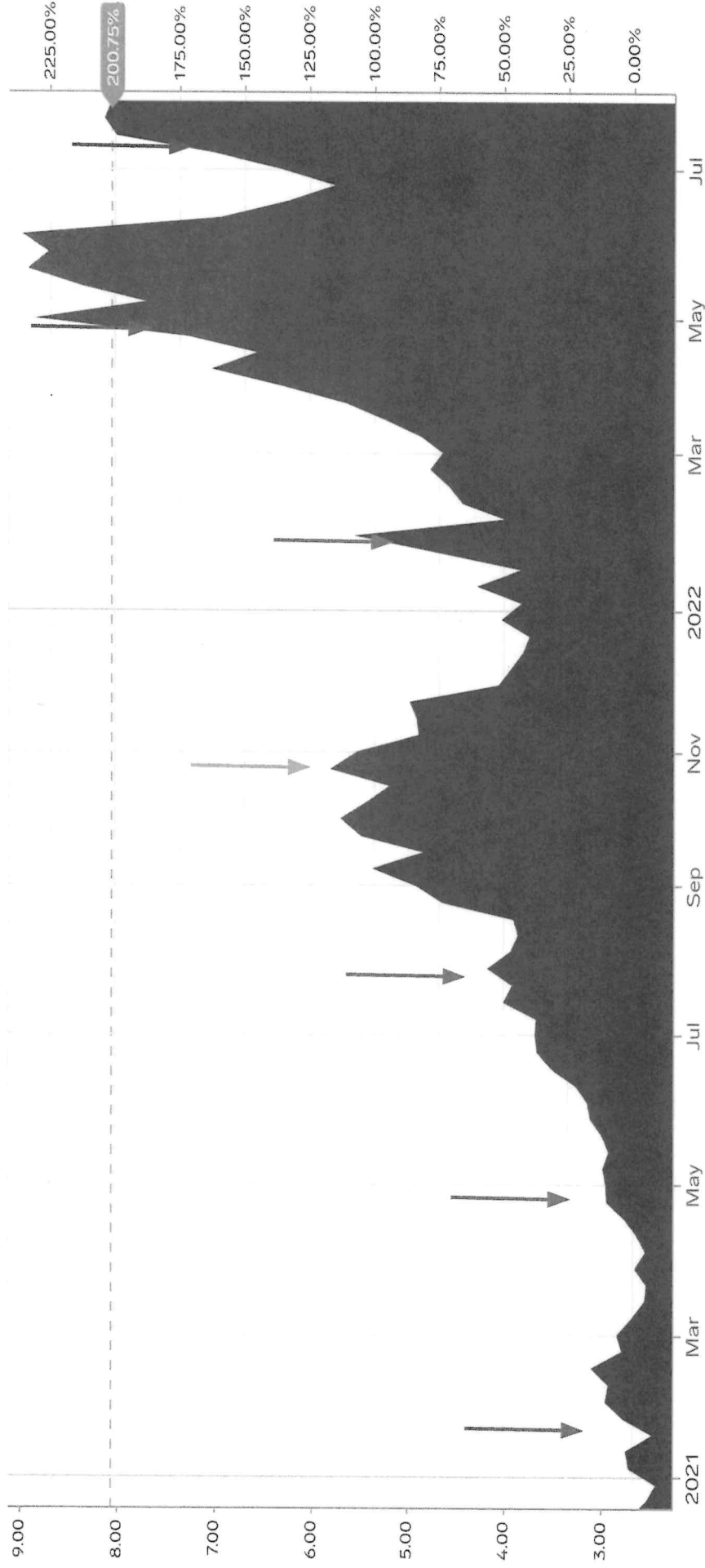
Under rates filed Thursday with state regulators by Rhode Island Energy, the bill for the typical household that uses 500 kilowatt hours of power per month will jump from about \$111 to more than \$163, a 47% difference. Commercial customers, whose usage varies, will experience bill hikes ranging from about 41% to 51%.

**Previously:** Electric rates expected to be even higher than originally thought for Rhode Islanders

At 17.8 cents per kilowatt hour, the residential rate would be the highest on record going back at least to 2000. It's more than double the rate currently in effect. The commercial rate will be 18.3 cents per kilowatt hour.

"When prices went down to one of their lowest levels in years this spring, the winter forecasts did not look good. Unfortunately, those forecasts were accurate and the price of electricity this winter is something we have never seen before," Dave Bonenberger, president of Rhode Island Energy, said in a statement.

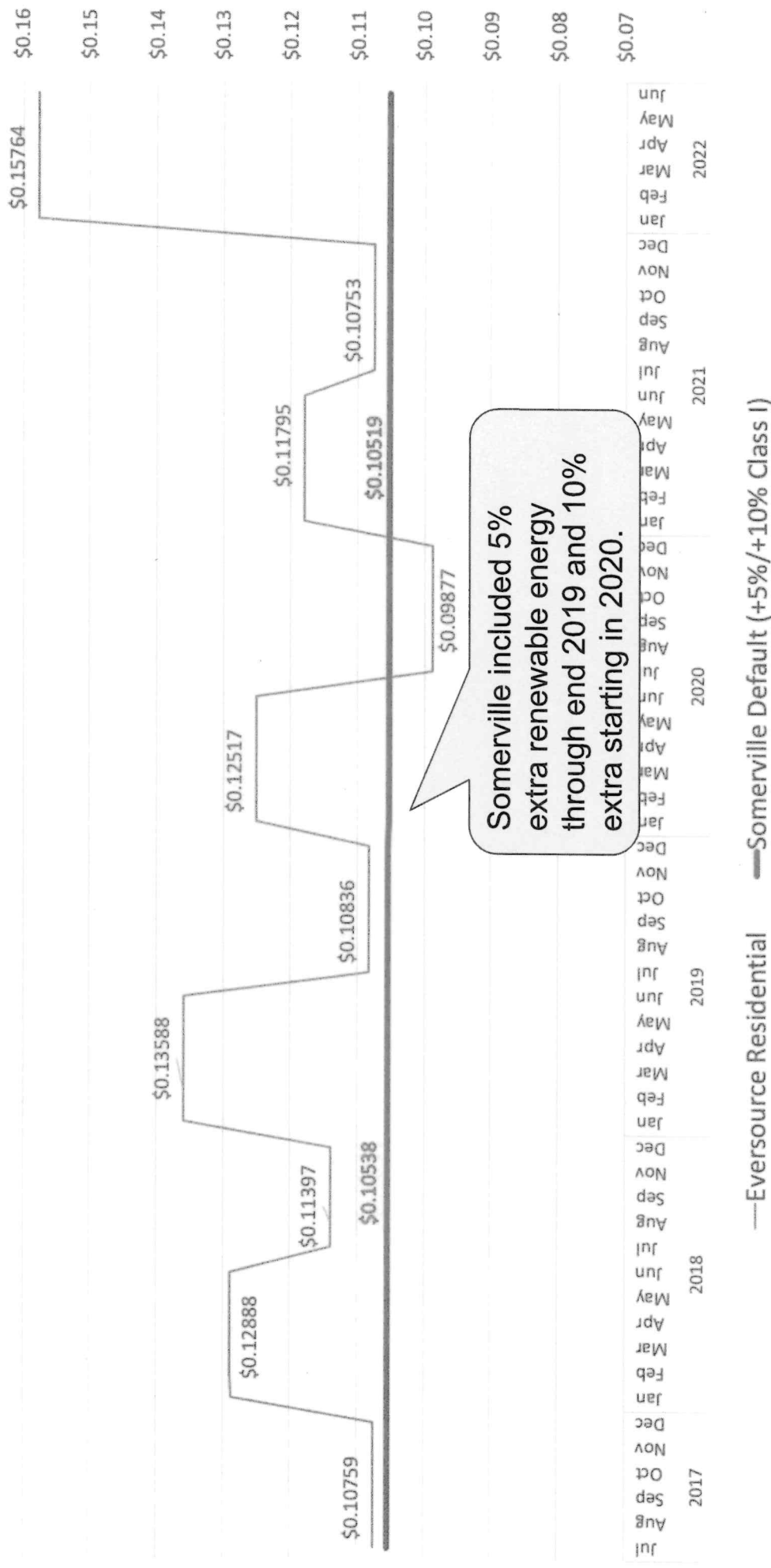
# Why the Price Spike?



Natural gas 12-month strip

## Example: Somerville, MA

Somerville Local Compared to Eversource Basic Service Residential Rate



Savings compared to utility Standard Offer supply cannot be guaranteed.

## Custom Outreach Arlington, MA

Website, lawn sign, and tri-fold flyer




[ACT NOW!](#)
[DETAILS](#)
[SUPPORT](#)
[TRANSLATE](#)
[ARLINGTONMA.GOV](#)

Arlington Community Electricity (ACE) is Arlington's program that provides more renewable electricity to Arlington residents and businesses.

**ACT NOW!**

Choose 100% renewable electricity and be a climate champion.

**SAME PROGRAM, NEW NAME**

The Town has renamed Arlington Community Choice Aggregation (ACCA) to Arlington Community Electricity (ACE) and will continue to receive electricity based on your previously chosen program.

Arlington Community Electricity is a municipal aggregation (or Co-op) for renewable energy.

**Choose 100% Renewable Electricity**

**Act Now and Join Us!**



[ace.arlingtonma.gov](http://ace.arlingtonma.gov)

**BENEFITS**

ACE supports renewable energy generation in New England, creating demand for development of more resources, such as wind and solar power. ACE electricity supply rates are fixed until November 2022.

Town-vetted options give you more control over your electricity costs and multi-year rate stability.



**Sign up today**

Through the website  
[ACE.ArlingtonMA.gov](http://ACE.ArlingtonMA.gov)

OR

Call the program supplier  
Direct Energy 866-968-8065

Future savings against Eversource Basic

**OPTIONS**

Arlington Community Electricity offers four electricity supply options at different price points, with various amounts of renewable energy to fit the budget and climate goals of all residents and businesses in Arlington.

**+100%**

**+50%**

**+11%**



[ACE.ArlingtonMA.gov](http://ACE.ArlingtonMA.gov)

**ENERGY**

Arlington Community Electricity's standard product and optional products include more renewable energy than required by the Commonwealth. This means support for the growth of renewable energy generation in our region.

**PARTICIPATION**

**Choose 100% Renewable Electricity**

**Act Now and Join Us!**



**1,000**

Thousands of households in Arlington have joined the ACE program, most on the standard option with 11% of additional renewable energy certificates. Since the program launch in 2017, over 1,000 people have chosen the 100% option, significantly increasing their support for renewable energy sources in New England.

**Lori Hubbard**

---

**From:** Steven Contente  
**Sent:** Wednesday, August 17, 2022 11:22 AM  
**To:** Lori Hubbard; Melissa Cordeiro  
**Subject:** Agenda Item

Hello Lori,

I am requesting a new business agenda item for the August 24, 2022 Town Council meeting for a RI DEM Fish and Wildlife presentation relating to the local Deer population and the Towns Hunting Ordinance. Thank you.

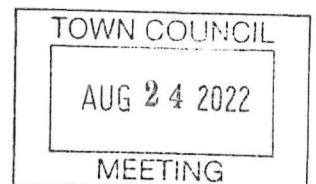
Sincerely,

*Steven Contente*

Steven Contente | Town Administrator  
Town of Bristol, Rhode Island  
10 Court Street Bristol, RI 02809  
P: 401-253-7000 | F: 401-253-1570  
E: [scontente@bristolri.gov](mailto:scontente@bristolri.gov)



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## Town of Bristol, Rhode Island

*Department of Community Development*

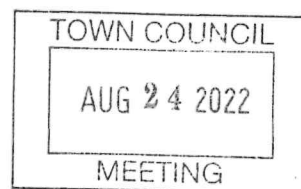
10 Court Street  
Bristol, RI 02809  
[bristolri.gov](http://bristolri.gov)  
401-253-7000

August 17, 2022

TO: Melissa Cordeiro, Town Clerk  
FROM: Diane M. Williamson  
RE: **Request for Executive Session for Sale of Town Property**

It is requested that an Executive Session be included on the agenda for the August 24, 2022 Town Council meeting for the Sale of Town Property.

Thank you.





## Town of Bristol, Rhode Island

### *Department of Community Development*

10 Court Street  
Bristol, RI 02809  
[bristolri.gov](http://bristolri.gov)  
401-253-7000

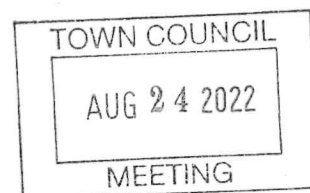
August 17, 2022

TO: Honorable Town Council  
FROM: Diane M. Williamson  
RE: **Proposal for Seasonal Outdoor Dining Regulations**

As requested by the Town Council, we have received a cost proposal from one of our on-call engineers for the creation of Seasonal Outdoor Dining Regulations. (See attached).

If the Town Council would like to move forward with this proposal, the cost for the scope of work outlined is \$12,100 plus any reimbursable expenses as indicated for mileage and printing.

Thank you.





August 11, 2022

Ms. Diane Williamson  
Director, Community Development  
Town of Bristol  
235 High Street  
Bristol, RI 02809

Re: **Request for Proposal**  
**Seasonal Outdoor Dining Guidelines**  
**Bristol, Rhode Island**  
(Pare Proposal No. TP351.22)

Dear Ms. Williamson:

In response to the Town of Bristol Request for Proposals (RFP) for seasonal outdoor dining guidelines, Pare Corporation (Pare) is pleased to have this opportunity to submit this Proposal for Professional Services. Outlined herein is the description of your project, our scope of services, and the method and basis of compensation for our services.

## PROJECT DESCRIPTION

The Town of Bristol is seeking professional services from a multi-disciplinary engineering firm to create Design Regulations for Seasonal Outdoor Dining. The regulations developed will be Town-wide but tailored to specific neighborhoods and will include provisions for ADA compliance, safety for pedestrians, parking requirements, storm preparedness and aesthetic considerations.

## SCOPE OF SERVICES

The Scope of Services to complete the development of regulations for seasonal outdoor seating includes the following:

1. *Kickoff Meeting/Project Coordination* - Pare will coordinate with the Town of Bristol and participate in a Kickoff Meeting shortly after contract award. The purpose of the Kickoff Meeting will be to review project schedule and project milestones; to define the areas of concern and to obtain information regarding the existing issues and to verify the project goals, objectives and deliverables; and to establish, responsibilities, and communication paths. During the Kickoff Meeting, project schedule and milestones may be adjusted as necessary.

An on-site visit to the project locations with the Town will be performed to review the site conditions and the existing useage by restaurants.





Ms. Diane Williamson

(2)

August 11, 2022

Pare will hold a public workshop with the Bristol Business Owners and residents to obtain public input. The Town will be responsible for securing a site to hold the meeting. Pare will prepare all presentation materials and supporting documentation for the meeting.

Pare will attend two progress meetings at the following key project milestones:

- Upon completion of the Field Reviews and Data Collection
- Upon completion of the 'Draft' Outdoor Dining Design Regulations and Standards as well as the checklist for the application

Pare representatives at the Progress Meetings will include the Project Manager at a minimum. Pare staff will prepare and distribute minutes for all meetings.

2. Field Visits - Pare will walk the project sites with the Town and will also conduct an independent field visit to the sites to obtain field measurements and to obtain information regarding parking for the various sites.
3. Data Collection: Pare will perform research of regulations established for outdoor dining implemented by other Towns. Based on our review of other communities and our feedback from the Town and businesses, Pare will identify recommendations for implementation.
4. Regulations Development: Pare will develop regulations and standards for outdoor dining. The regulations will take into the overall requirements for outdoor dining, parking, landscaping, safety items such as barriers. Illumination, ADA requirements, etc. In addition to developing regulations and standards, a checklist for the application will be prepared.
5. Town Council Meeting: After review of the draft documents and feedback from the Town and other interested parties, Pare will finalize the regulations and checklist. The final documents will be submitted and presented to the Town Council at one of their regularly scheduled meetings in February 2023.

#### **SERVICES PROVIDED BY THE TOWN OF BRISTOL**

- The Town shall provide Pare with any information available that would be beneficial for this assignment.
- The Town will be responsible for setting up the public workshop with the business owners and residents.
- The Town shall ensure access to the properties to perform the necessary field work.

#### **PERIOD OF SERVICE**

The time period for completing this assignment will be 3 months to complete the documents. Presentation to the Council will occur in February 2023 for adoption so businesses could apply outdoor seating in May 2023.



Ms. Diane Williamson

(3)

August 11, 2022

### **BASIS OF COMPENSATION AND METHOD OF PAYMENT**

The Town of Bristol shall pay Pare Corporation for Basic Services rendered as described above, a lump sum fee of **Twelve Thousand One Hundred Dollars (\$12,100.00)**.

In addition to payments provided for as above, unless and as otherwise provided for in this Proposal, the Town of Bristol shall pay Pare Corporation the actual costs of reimbursable expenses incurred and in accordance with the attached Schedule of Fees.

Rates for personnel categories and for reimbursable expenses are shown on the attached Schedule of Fees. Invoices for services rendered and expenses incurred will be submitted monthly and are due and payable upon receipt. Invoices not paid within thirty days of the invoice date shall be subject to a one and one-half percent (1.5%) per month interest charge. In addition, for contracts more than thirty days in arrears for payment, Pare may, with seven (7) days written notice, suspend services.

Pare Corporation reserves the right to renegotiate or adjust our fee accordingly if our Proposal for Service is not accepted within a 60-day period.

This represents our best judgement at this time as to the effort required to achieve the stated objectives. It should be recognized that should the Scope of Services or corresponding level of effort upon which this Proposal is based change, an increase or decrease in charges may result. You will be notified of any change regarding an increase in charges, and we will not exceed the recommended budget without your approval nor will we be required to work beyond the approved budget.

### **ADDITIONAL SERVICES**

Services required by the Town of Bristol which are not part of the Scope of Services as described above shall be considered Additional Services. Additional Services shall be furnished by Pare or obtained from others by Pare if requested in writing by the Town of Bristol. The Town of Bristol shall pay Pare for Additional Services in accordance with rates and charges agreed to in writing prior to authorization by the Town of Bristol.

Oral directives by the Town of Bristol authorizing Additional Services will be confirmed in writing by Pare. The Town of Bristol shall pay Pare for orally directed Additional Services furnished by Pare in accordance with Pare's current Schedule of Fees unless other rates and charges for compensation are agreed to subsequent to completion of authorized Additional Services.

As stated above, this letter constitutes our Proposal for Professional Services in connection with this Project. Should you accept this Proposal, we will enter into a separate form of agreement that will supersede this Proposal and constitute the final, complete and integrated agreement between us.



Ms. Diane Williamson

(4)

August 11, 2022

Thank you for the opportunity to submit this Proposal. If you have any questions, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "John P. Shevlin". The signature is fluid and cursive, with a long horizontal stroke at the end.

John P. Shevlin, P.E.  
Chief Executive Officer

JPS/  
Enclosures:

Schedule of Fees dated August 11, 2022

## SCHEDULE OF FEES

For Proposal for Services, dated August 11, 2022  
(Pare Proposal No. TP351.22)

### LABOR:

Engineer I	\$ 115.00/Hour
Engineer II	\$ 135.00/Hour
Project Engineer	\$ 155.00/Hour
Senior Project Engineer	\$ 180.00/Hour
Managing Engineer	\$ 210.00/Hour
Principal/Officer	\$ 245.00/Hour
Environmental Scientist	\$ 105.00/Hour
Senior Environmental Scientist	\$ 125.00/Hour
Principal Environmental Scientist	\$ 170.00/Hour
Senior Project Coordinator	\$ 150.00/Hour
CADD Operator/Designer	\$ 100.00/Hour
Senior CADD Operator/Designer	\$ 125.00/Hour
Principal CADD Operator/Designer	\$ 150.00/Hour
GIS Specialist	\$ 120.00/Hour
Construction Observer	\$ 100.00/Hour
Senior Construction Observer	\$ 125.00/Hour
Principal Construction Observer	\$ 150.00/Hour
Engineering Technician	\$ 90.00/Hour
Senior Engineering Technician	\$ 105.00/Hour
Clerical/Office Personnel	\$ 80.00/Hour

### REIMBURSABLE EXPENSES:

Mileage (at Federal Standard Rate)	\$ 0.585/Mile
Printing/Copying Wide Format (in-house)	\$ 0.15/Square Foot
Photocopying (in-house)	\$ 0.10/Copy
Outside Services and Out-of-Pocket Expenses	Cost plus 10%

The above rates for technical and support personnel will be charged for actual time worked on the project. In addition, there will be charges for time required for travel from company office to job or site, and return.

For expert and material witness services, including preparation, associated with any actual or potential litigation, mediation, arbitration, or similar proceeding, a fifty percent (50%) premium will be added to the above rates. Overtime worked by non-exempt, non-professional employees will be charged at a rate of one and one-half times the rates shown above for all time worked in excess of 8 hours per day.



**TOWN OF BRISTOL  
INVITATION TO BID  
BID No. 992**

Sealed Bids will be received until 12 noon on August 24, 2022 for the following:

**STORMWATER IMPROVEMENTS  
BRISTOL POLICE STATION**

**BID #992**

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET ON August 24, 2022 FOR THE TOWN COUNCIL MEETING OF AUGUST 24, 2022.

The Town of Bristol is requesting sealed bids for STORMWATER IMPROVEMENTS BRISTOL POLICE STATION, 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.

Bids (one original marked "MASTER" and one copy) must be submitted in a sealed envelope and must be clearly marked on the outside, "**Bid #992- STORMWATER IMPROVEMENTS BRISTOL POLICE STATION**" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until 12 noon on August 24, 2022.

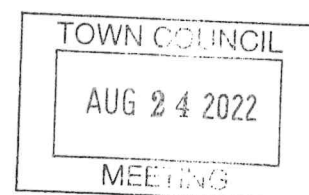
A mandatory Prebid Conference will be held at 11:00 AM, at the project site located at 395 Metacom Ave, Bristol, RI 02809, on Thursday, August 11, 2022.

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.

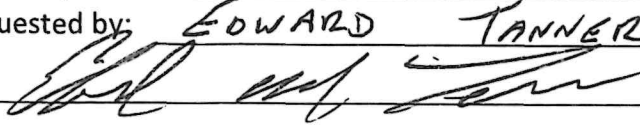
The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO  
TOWN CLERK

Month July 28 & August 4, 2022





**BID/RFP ADVERTISING AUTHORIZATION FORM**BID/RFP No. 992Advertising requested by: EDWARD TANNER, DEPT. OF COMMUNITY DEVELOPMENTSignature: **Source of Funding:**

Approved by Town Council (Date) \_\_\_\_\_


Regular Budget (Line Item Number) DRAINAGE ACCOUNT

Special Appropriation \_\_\_\_\_

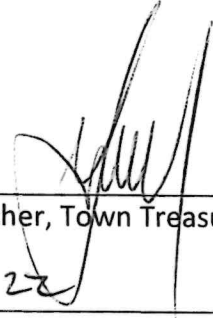
Grant (Source) RIDEM 319 GRANT

Other \_\_\_\_\_

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

  
 Steven Contente, Town Administrator

Date

7-13-22
  
 Julie R. Goucher, Town Treasurer

Date

7-13-22**Brief Narrative of Project:**
STORMWATER IMPROVEMENTS AT BRISTOL  
POLICE STATION.

 Pre-Bid Meeting date, time, location (if applicable) AUGUST 11, 2022 (TENTATIVE)  
AT POLICE STATION
Is the pre-bid meeting mandatory (if applicable) YESQuestion submission deadline date and contact information (if applicable) AUGUST 18, 2022
BID OPENING @ NOON ON AUGUST 24, 2022

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**LEGAL NOTICE**

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MELISSA CORDEIRO  
TOWN CLERK

July 28 & August 4, 2022

**FW: Director Retirement**

Merrie DeSisto <MDeSisto@barrington.ri.gov>

Mon 8/1/2022 12:09 PM

To: Melissa Cordeiro <mcordeiro@bristolri.gov>; S Speroni <SSperoni@townofwarren-ri.gov>

**From:** Allan Klepper <acklepper3@gmail.com>

**Sent:** Thursday, July 28, 2022 10:24 PM

**To:** Merrie DeSisto <MDeSisto@barrington.ri.gov>; Lauren DeRuisseau <lderuisseau@bcwari.com>

**Cc:** Stephen Coutu <scoutu@bcwari.com>; Joseph Keough (jkeoughjr@keoughsweeney.com) <jkeoughjr@keoughsweeney.com>

**Subject:** Director Retirement

Merrie/Lauren,

Please note limited distribution recipients.

Thank you.

July 28, 2022

To: Barrington Council and Town Manager

Cc: BCWA Directors and Key Staff

Subj: Director Retirement

I apologize if I have previously mentioned this history. I have been involved with the Water Authority since 1976, when as a freshman Town Council Member, we received a letter from the Bristol County Water Company advising us that their 20-year franchise was ending within 2 years and renewal negotiations should commence. That evolved into a Tri-Town Water Study Committee that several years later resulted in a Tri-Town Referendum, whose overwhelming approval resulted in the purchase of the Water Company, conversion to a Public Authority, and directive to construct a cross-bay connection to the Providence Water Supply System.

Unlike all three of our Barrington Board of Directors appointees, who pledged to accept the results of the years of detailed study and Referendum results, neither Warren nor Bristol appointees did so. That resulted in several years of further study by the new Board of Directors, further delaying the project. Out of frustration, I applied and was appointed as one of Barrington's Directors in 1989.

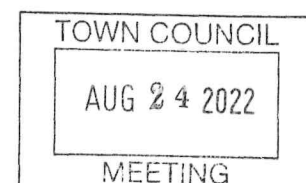
Due to my wife Linda's health issues, we have become accustomed to wintering in Florida. We typically depart early in the second week of January and return to RI the first week in March. When our meetings were all in Zoom, I could easily maintain my participation in Board Meetings. Unless COVID returns with a vengeance, I will therefore miss both January and February Meetings.

My current appointment term expires in February, 2023; having served almost 34 years. In light of the above, it appears practical that I retire at the conclusion of our December Meeting. I am advising you of my intentions in order that my replacement process will have adequate time.

It has been my honor and privilege to have been entrusted with successive appointments to this important agency serving Bristol County.

Respectfully submitted,

Allan Klepper  
Barrington Director







# **Bristol County Water Authority**

**bcwari.com**

**Fiscal Year 2022 Annual Report  
March 1, 2021 – February 28, 2022**



***Overview of Kickemuit Reservoir and River***

# About BCWA



**F**or 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 approximately 3.15 million gallons of quality water daily to more than 17,300 service connections. BCWA serves 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



# Chairman's Letter



**T**his past year has been a productive one, despite the persistent lingering effects of COVID.

The Phase 1 pipeline interconnection with East Providence has been completed, thus providing emergency supply to both systems in the event of serious supply interruptions. The design for the 5-mile Phase 2 connection to the Pawtucket Supply System is well underway. Most significant is East Providence's agreement to share in the design costs.

Our extensive capital projects program continues. Among our most notable achievements is the completion of the major portion of a series of projects that have increased water pressure in 1,000 homes in Bristol; an additional 1,000 will be added as current projects are completed.

A state-of-the-art system has been installed that provides continuous communications in the event of catastrophic situations. In further keeping with the resilience effort, isolated backup data servers are now online.

With over \$2.8 million in grants secured, we are also moving forward to remove both the upper and lower dams of the Kickemuit Reservoir. This project will restore the Kickemuit River and estuary to its original state. As the Kickemuit Reservoir has for some years been obsolete, we successfully lobbied the state legislature to remove restrictive language in our Enabling Act, eliminating unnecessary responsibilities for its continued maintenance as well as for other properties in Massachusetts.

Administratively, this past year saw the retirement of Mark Champagne, longtime Manager of Finance, whose tenure was marked by a complete update of the accounting system. He also pioneered key health insurance plans that reduced costs for employees and for the BCWA.

On behalf of the Board, I extend our sincerest appreciation for the tremendous job that Stephen Coutu, PE, our new Executive Director and Chief Engineer, has done over the past year, along with all of our administrative and field staff.

**Allan C. Klepper**  
Chair

# Report of the Executive Director and Chief Engineer



**A**s the Executive Director and Chief Engineer of the Bristol County Water Authority, I am proud to report that we have accomplished many important objectives in FY2022. Our successes are due to the efforts and teamwork of the dedicated and knowledgeable BCWA staff, and to the support of the BCWA Board of Directors.

We successfully completed the critical interconnection with the East Providence water supply, on time and under budget. Now, the BCWA and the City of East Providence both have a reliable emergency interconnection in the event that either system has an issue with their primary supply pipelines that run under the Providence River. The interconnection is also significant for another reason: it marks the completion of Phase 1 of our multiyear Pawtucket Pipeline project, which will bring full supply redundancy and water security to both BCWA and East Providence.

The engineering design for Phase 2 of the Pawtucket Pipeline is underway and is being done in partnership with the City of East Providence. This extremely challenging phase will involve the installation of five miles of 30-inch water main from the East Providence water storage tanks to the East Providence / Pawtucket line, where it will connect to the Pawtucket Water Supply. The end result will be well worth the effort for BCWA, and for the City of East Providence.

In addition to the Pawtucket Pipeline project, we continue to improve the BCWA distribution system. Notably, we installed 3,400 feet of 12-inch main on Metacom Avenue in Bristol, along with 2,000 feet of smaller mains on streets in the area, to improve water pressure in this section of Bristol. Upon completion of the pumping station that is currently being built at the corner of Hope and Tupelo, approximately 1,000 customers will experience improved water pressure. We also completed other water main projects within the system that will improve water quality and reliability.

As we plan for the future and make annual improvements to the water system, we are also divesting ourselves from obsolete water system infrastructure. For example, the Kickemuit Reservoir is no longer used as a water supply, and the water quality has suffered. BCWA is moving forward with the removal of the upper and lower dams on the Kickemuit Reservoir, which will restore the ecological health of the Kickemuit River and remove the long-term liability associated with maintenance of the dams.

All our work is guided by our strategic plan, which serves as a working document to sustain our mission, vision, and values. We continue to focus on rehabilitation of aging infrastructure, development of an alternative source of water supply, and upgrading of obsolete information management systems, all of which contribute to the more efficient and reliable operation of our water system.

I'd like to thank the BCWA staff and Board of Directors for their dedication to and support of our cause and mission. I'd also like to thank all BCWA customers and the communities we serve for their understanding and patience as we constantly strive to provide excellent service and the highest-quality water to everyone.

**Stephen Coutu, P.E.**

Executive Director and Chief Engineer



# Report of the Manager of Finance



**F**iscal year 2022 started off on a good note as vaccines became available and a return to “normal” seemed close at hand. But “normal” has been elusive; there have been many bumps in the road over the last year and we’re not yet out of the woods. Despite many pandemic-related challenges, BCWA continued to provide safe drinking water, deliver our routine services, and work on important infrastructure projects. Unfortunately, our progress has been slowed slightly by supply chain issues and inflation.

Due to COVID-19, FY2021 saw the highest level of water consumption in almost a decade. During FY2022 we saw consumption begin to return to pre-COVID-19 levels as people returned to work and students returned to the classroom. An unusually wet July (one of the wettest on record) led to a softening of revenue into the fall. Water consumption overall for the fiscal year was down almost 8% versus the prior year.

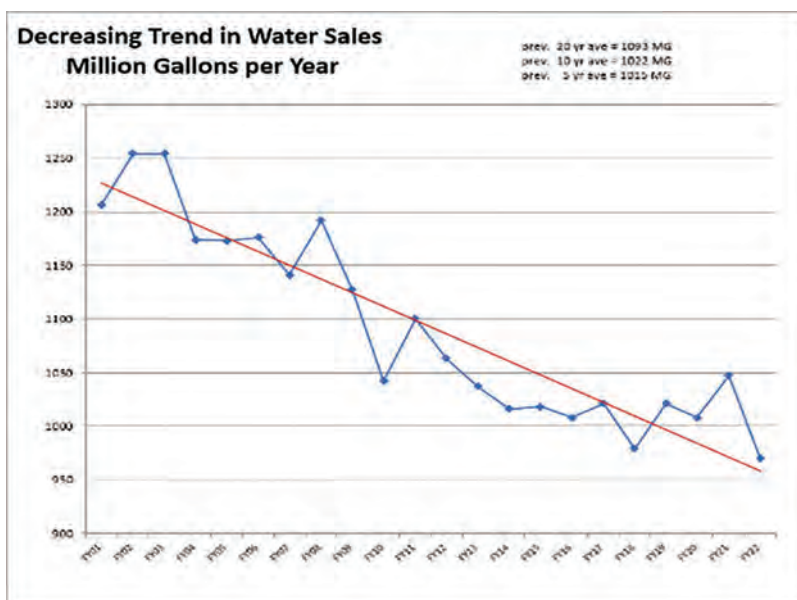
For FY2023, the Board of Directors approved a 4.0% rate increase; we estimate the average residential water bill will rise approximately \$2.13 per month as a result. This increase will support new critical capital projects and the wholesale rate hike from Providence Water, while helping to offset the slow, long-term decline in water consumption. To further assist in meeting these obligations, we were able to reduce the operations and maintenance expense budget by 2.3% versus the prior fiscal year.

This past fiscal year, the BCWA said goodbye to Mark Champagne, longtime Finance Manager, who retired after 10 years. I became BCWA’s new Finance Manager in mid-July after more than eight years at a not-for-profit healthcare facility in Cranston. To my new role at BCWA, I bring 16 years of public accounting experience and another 14 years of experience as a controller/director of finance.

While most of my experience has been in the health and human services area, BCWA’s solid succession plan allowed me to work closely with Mark, take notes, and perform all the necessary tasks with his oversight and insight. Mark was a valuable resource as I worked through my first budget, rate setting, bond issue, and audit at BCWA, and the entire business office team has been extremely helpful in getting me acclimated to BCWA and the industry. I am grateful for their assistance, and I am confident that with my experience and their guidance I will contribute to the continued success of BCWA.

## Daniel Hughes

Manager of Finance



BCWA water sales have declined steadily over the past 20 years. Following a short-lived spike in 2020/2021 due to COVID-19, water usage has returned to pre-COVID levels.

# Bristol County Water Authority

## Five Year Comparative Analysis

ITEM	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017
<b># Customers:</b>						
Residential	16,187	16,141	16,068	15,944	15,896	15,822
Commercial	1,056	1,057	1,052	1,058	1,051	1,057
Industrial	8	8	8	8	8	8
Municipal	103	85	85	101	81	102
<b>Total:</b>	<b>17,354</b>	<b>17,291</b>	<b>17,213</b>	<b>17,111</b>	<b>17,036</b>	<b>16,989</b>
<b># Employees (FTE's)*:</b>	33	34	34	33.25	33.5	34
<b>Consumption: (Thousands of Gallons)</b>						
Residential	753,177	838,030	745,556	792,096	741,936	789,668
Commercial	190,196	187,366	209,581	208,028	215,776	219,431
Industrial	1,481	1,322	1,331	1,460	1,837	1,715
Municipal	20,397	20,845	22,443	17,056	18,451	17,806
<b>Total:</b>	<b>965,251</b>	<b>1,047,563</b>	<b>978,911</b>	<b>1,018,640</b>	<b>978,000</b>	<b>1,028,620</b>
Unaccounted for Water (%):	9.97%	9.80%	10.0%	12.0%	11.0%	9.0%
Rate Increases (%):	3.5%	10.00%	4.50%	3.25%	3.25%	3.25%

FINANCIAL	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017
Operating Revenue:	\$ 16,066,002	\$16,223,925	\$14,014,867	\$13,945,622	\$13,181,975	\$13,166,870
Operating Expenses:	\$ 10,322,013	\$11,386,966	\$10,675,724	\$ 9,608,020	\$ 9,417,889	\$ 9,004,100
Operating Income	\$ 5,743,989	\$ 4,836,959	\$ 3,339,143	\$ 4,337,602	\$ 3,764,086	\$ 4,162,770
Net Assets:	\$ 83,135,047	\$78,034,477	\$73,856,835	\$70,803,180	\$66,977,672	\$63,266,990
Accounts Receivable (A/R):	\$ 3,291,024	\$ 3,094,067	\$ 2,717,961	\$ 2,643,645	\$ 2,396,677	\$ 2,480,66
Debt Coverage Ratio	7.62	6.74	9.75	7.99	4.89	3.01

\*Full Time Equivalents

*BCWA customers use an average of 41 gallons of water per person per day (RI state recommendation is no more than 65 gallons).*

# Steady — and significant — progress on the Pawtucket Pipeline Project

As you may know, we have been pursuing a connection to the Pawtucket Water Supply for several years. In 2017, our board of directors voted to move forward with design and construction. The 2019 leak in the East Bay pipeline underscored the vital importance of establishing this alternative water source.

We are very pleased to report on the significant progress that has been made in the last year on the Pawtucket Pipeline project.

## Phase 1

We completed Phase 1 of the Pawtucket Pipeline on time and under the projected budget of \$8 million. The BCWA and the East Providence systems now share a reliable emergency interconnection that will ensure water continues to flow in the event that either system has an issue with its primary supply pipelines that run under the Providence River. Construction of this phase commenced in spring of 2021 and involved the installation of 1.5 miles of 24-inch pipe.



This map shows the now-complete Phase 1 interconnection route.



This map shows the southern half of the Phase 2 interconnection route.

## Phase 2

Phase 2 engineering is well underway and is being done in partnership with the City of East Providence. Phase 2 construction will consist of installing five miles of 30-inch water main from the East Providence storage tanks to the East Providence / Pawtucket line, where connection will be made to the Pawtucket Water Supply.

Phase 2 will be challenging as it requires crossing under I-195, crossing the Ten Mile River, and crossing railroad tracks at two locations. The route is heavily trafficked above ground and contains utility infrastructure and city service lines below ground.

Given the extensive engineering required and the permitting approvals needed from a number of State agencies, construction is expected to commence in 2023/2024 and likely continue into 2027. This phase of the Pawtucket Pipeline project will be particularly challenging, but upon completion it will establish a secondary water source that will bring full redundancy and water security to BCWA and East Providence.



# Steady — and significant — progress on the Pawtucket Pipeline Project *cont.*

## Funding

Preliminary cost estimates for Phase 2 are approximately \$40 million. The City of East Providence has partnered with the BCWA to cost-share on the design phase of this project as they also recognize the need for a redundant and reliable water supply. We also plan to take advantage of any federal funding that may be available through the Infrastructure Investment and Jobs Act.

While this is a long-term and costly project, we remain steadfast in our belief that it is critically important for not only BCWA's ability to provide uninterrupted, clean, and reliable water to our customers, but for the entire region as well. With the completion of Phase 1, we've established the vital emergency water connection with the City of East Providence. Once Phase 2 is complete, the new pipeline will



This map shows the northern half of the Phase 2 interconnection route.

- bring full redundancy to the system by establishing water transmission from Pawtucket Water Supply — a completely separate, high-quality supply that has a modernized water treatment facility and a renovated transmission and distribution system
- enable BCWA to choose which supplier to purchase our water from based on our needs and costs (both supplies are of excellent quality, so we can purchase from whichever is most cost-efficient)
- help provide options and bring stability to our water supply, as it will free us from dependence on just one supplier and minimize the effect of any related issues or cost increases

# Steady — and significant — progress on the Pawtucket Pipeline Project *cont.*



BCWA Phase I construction provides a vital interconnection with East Providence.

## Partnership with the City of East Providence

The project's success to date is due in large part to the strong and cooperative partnership the BCWA has developed with the City of East Providence. This partnership has been instrumental in the successful negotiation of three important agreements with the city.

1. a cost-sharing agreement for the design and engineering of Phase 2
2. an agreement to transfer an emergency pump station on Pawtucket Ave. in East Providence from BCWA to East Providence
3. an interconnection agreement that addresses water flows and situations when each system may require water from the other

We are grateful for East Providence's commitment to and partnership in this project. By working together, BCWA and the City of East Providence will be able to see this important initiative to completion in a way that offers the greatest benefit for all, while keeping disruptions as minimal as possible.



# Strategic Plan Update and Initiatives

Our strategic plan outlines the actions, metrics, and key events that will help us fulfill our mission to provide the highest-quality water to our customers. Along with our capital improvement plans, it considers current and projected issues and helps us determine the best course of action for the utility and for the communities we serve.

BCWA continues to be guided by four major strategic initiatives.

1. Maintain high-quality water and secure an alternative source of supply.
2. Provide exceptional customer services.
3. Enhance information management systems to improve operational efficiencies.
4. Ensure the financial stability of the utility.

We work in alignment with these strategic initiatives to address challenges such as

- our single-source water supply
- our aging infrastructure
- a continual decline in water usage and sales
- increasing costs for water, supply, and infrastructure
- limited state and federal funding
- divestment of the non-operable Massachusetts reservoirs and infrastructure to eliminate the financial burden to BCWA (including removal of dams on the Kickemuit Reservoir and demolition of our century-old, decommissioned treatment plant)
- the need for greater security, both of physical infrastructure and cybersecurity

At the same time, we are proactively addressing these challenges by pursuing and implementing solutions such as

- establishing a second water supply via the Pawtucket Pipeline
- securing new bonding and capital funding for utility modernization
- using technology to optimize infrastructure performance and resilience
- employing prudent financial management
- using in-house expertise to reduce costs
- enhancing our employee development program

Technological advancements, staff training, innovative approaches, and constant improvements to our operational efficiencies have helped BCWA achieve significant advancements in modernizing and optimizing our utility over the years. We will continue to leverage all available resources in our efforts to ensure quality water from an efficient and reliable system.

Access the current BCWA strategic plan at **[bcwari.com](http://bcwari.com)**.



# Capital Plan Update

Our capital improvements correlate with the goals of our strategic plan. As we formulate our budget each year, we review our annual and 10-year Capital Plan in conjunction with our financial plan. We work proactively to mitigate issues before they arise, to reduce unplanned (and planned) system downtime, and to extend the life of our utility.

In order to provide our customers with reliable, high-quality water, BCWA is a fully functioning, on-demand utility. Our water system consists of 233 miles of pipe and 941 hydrants providing water to more than 17,300 service connections. In 1986, when we became responsible for the water infrastructure, 150 of the 233 miles of pipe were deteriorated and needed to be replaced or cleaned and relined. Beginning with the highest-priority needs and water service areas, we've addressed over 50 miles to date. Our plan is to renovate or replace another 14 miles over the next 10 years, in addition to installing 6.5 miles of transmission main for the Pawtucket Pipeline.

The most common reasons pipe needs to be replaced are

- corrosion (common in older/unlined cast iron pipe)
- disturbance (an asbestos-cement pipe can become fragile when disturbed during construction or roadwork activity)
- increased water demand or fire flow requirements

Like most water utilities, we have several types of pipe in our system, and we always consider and assess new options for repairs and future work. Several factors (such as need, use, cost, and the environment around the pipe) are weighed when deciding to replace or to clean and line a water pipe. For difficult-to-access pipes that are underground alongside gas, electrical, communication, and sewer lines, cleaning and relining may be the best option. When other construction is being done in a particular area, we may take advantage of that opportunity to replace a water pipe.

Currently, we clean existing cast iron pipes and line them with cement to prevent iron deposits. We also line AC (asbestos-cement) pipes with a structural CIPP (cured-in-place pipe) liner, which essentially replaces the pipe in the ground.



Old cast iron pipe before cleaning and lining.



Old cast iron pipe with new cement lining.



Robotic inspection device inside a newly lined pipe.

# Capital Plan Update *cont.*

**D**uctile iron (DI) pipes or HDPE (high-density polyethylene) pipes are often used to replace old pipes. Ductile iron is the industry standard; it is a modern, less rigid material that is less prone to break with ground movement. HDPE is strong, corrosion resistant, and less expensive, but its suitability for use is determined by the surrounding soil conditions. Both ductile iron and HDPE pipes will be used in our upcoming work.

This ongoing maintenance is vital to our utility, but it is costly and slow. Cleaning and lining pipe costs approximately \$175/foot (\$0.9 million/mile). Pipe replacement is much more labor intensive and costs \$250–300/foot (\$1.33–1.6 million/mile), which can increase to \$500/foot (\$2.6 million/mile) on a busy road. Paving costs are a significant portion of the construction expense. Replacing a water main can take an entire construction season; pipe renovation requires the time-consuming process of disconnecting customers from their water source, connecting them to a bypass supply, and reversing that process when the work is complete.

The following pages outline our capital improvement progress during FY2022. You can access full BCWA capital improvement plans at **[bcwari.com](http://bcwari.com)**.



A new 12-inch main is installed on Metacom Ave. in Bristol.



# Capital Plan Update cont.

## Expanded high-pressure zone / increased water flow — Bristol (Hope Street pump station and new water main)

Construction has commenced on the new pumping station located at the intersection of Hope Street and Tupelo Street, which is an important element of our work to expand the high-pressure zone and increase fire flow to our customers in higher elevations. To improve water pressure we also installed 3,400 feet of new 12-inch main on Metacom Avenue in Bristol, 800 feet of 8-inch main on Smith Street in Bristol, and 1,200 feet of 2-inch main on Sousa and Maytum Street in Bristol.



Construction has commenced on the new Hope Street pump station. This will help expand the high-pressure zone and increase water flow.

and installed new water main in Barrington (750 feet on Starboard Lane, Clark Road, and Field Lane).

In addition, we continue to replace galvanized services, focusing on those that may have lead connectors. We identified about 120 of these services from the main to the building owner's connection near the property line. To date, we've replaced approximately 50 of these services with the objective of removing and replacing all of them.

## Restoring the ecological resiliency of the Kickemuit River

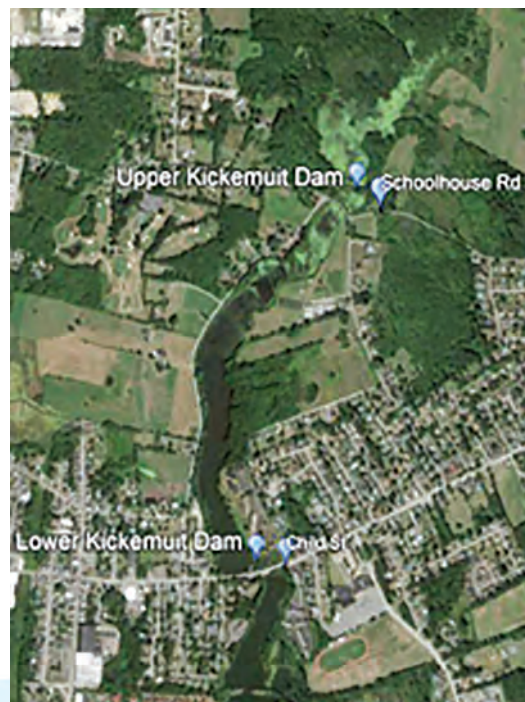
The Kickemuit River has been impaired by the two dams that were constructed to create a reservoir for public water supply for Bristol County. The lower dam on the Kickemuit River was built in 1883. A second dam was added farther up the river in 1961 to prevent saltwater intrusion into the upper section of the reservoir after the lower reservoir was inundated during Hurricane Carol in 1954. Continuing water quality degradation from water pollution and saltwater intrusion from sea level rise led to this water supply being designated as unusable for potable water.

This aerial view shows the location of the two dams on the Kickemuit River.

## Water main improvements — replacements, cleaning, and lining

Water main improvements are an ongoing project; we replace, clean, and line water mains where needed and as funding permits. We plan on renovating or replacing approximately 14 miles of water main within the next decade, at a cost of approximately \$1.33 million per mile.

Over the past year, we cleaned and cement-lined older cast iron pipes in Bristol (3,200 feet on Mt. Hope Avenue) and installed new water main in Barrington (750 feet on Starboard Lane, Clark Road, and Field Lane).



# Capital Plan Update cont.

In 1998, BCWA secured a primary source of water from the Scituate Reservoir via the East Bay Pipeline, and the Kickemuit Reservoir became a backup water supply only. In 2019, the water treatment plant was fully decommissioned which rendered the reservoir and dams as obsolete water system infrastructure.

Since the dams no longer serve our water supply needs, we have been working with the Town of Warren, Save The Bay, the National Oceanic and Atmospheric Administration's (NOAA) Restoration Center, and the State of Rhode Island's Chief Resilience Officer to remove both the lower and upper Kickemuit River dams. Their removal will

- increase the ecological health of the river
- restore the natural tidal estuary
- increase both salt marsh and freshwater wetland habitat
- improve habitat for fish and wildlife
- reduce stagnant water conditions
- increase tidal flushing
- significantly improve water quality



Extreme high tides can result in tidal flooding of the dams.



Restoring the natural flow to the area will help prevent algae blooms like this one in the lower Kickemuit Reservoir.

Combined, these changes will provide sustainable ecological benefits and will restore natural ecosystem function to the Kickemuit River. We expect dam removal will also enhance public access to the area for low-impact recreation like walking, kayaking, and fishing.

Removing the dams will benefit the community by increasing flood storage capacity of the wetlands. Further, as part of the dam removal project, the Rhode Island Department of Transportation has committed to elevate Schoolhouse Road

and resize its culverts. This will prevent the road from flooding during heavy precipitation and will allow the road to serve as an important alternate evacuation route for the eastern part of Warren.

Permitting for the dam removal project is under review by the Rhode Island Department of Environmental Management, the Coastal Resources Management Council, and the U.S. Army Corps of Engineers. To date, we have received more than \$2.8 million in grants, which is anticipated to cover the majority of the costs associated with this project. We are working closely with many entities and organizations that have an interest in this project and in the decisions surrounding the future of the decommissioned treatment plant in Warren. We are confident that careful listening, frequent communication, and forward-thinking collaboration will result in solutions that are best for the community and the environment.



# Capital Plan Update cont.

## Ongoing maintenance and cost-saving efficiencies

A utility like BCWA requires constant maintenance to maintain a high-quality product and excellent service. We routinely maintain pump stations, equipment, and facilities to promote long-term reliability. Annually, we perform hydrant flushing to remove sediments that may accumulate from cast iron mains and to ensure fresh water throughout the system.

Dead-end water mains may contribute to reduced water quality due to stagnant water within the pipelines. Since FY2015, we've been eliminating dead ends in the distribution system to help maintain water quality, provide better reliability of service, and increase fire flow availability.



Installation of new smart meters will provide timelier information and streamlined service.



Antennae for new smart meter system.

We continually seek additional organizational and operational efficiencies. Recently, we have

- installed meter data collectors and a computer program for billing and analysis
- launched a new “smart” meter system to tie to customer service
- added a customer portal with various pay options
- modified pump stations to reduce power usage
- brought many activities in-house (vehicle maintenance, treatment system installation, service and main break repair, water main rehabilitation design)
- developed an asset management system with GIS and workorder program for more efficient operations and planning

## Smart meter installation and implementation

Throughout our service area we have replaced more than 16,000 water meters with “smart” meters. These new meters provide updated usage information every 15 minutes, which enables BCWA staff to access detailed data and helps us analyze operations and prioritize projects.

The new meters also make an invaluable contribution to leak detection and allow for streamlined billing. We expect to complete smart meter installation in 2022 along with the implementation of the related data collection system. Once completed, the meters and data collection system will have the capability to allow customers to access their meter readings online and will help with the detection of household leaks before they grow costly.



Data Collectors gather continuous water usage information.

# Projects for FY2023 and Beyond

## Future projects

Our slate of upcoming projects always aligns with the goals of our capital improvement and strategic plans. Our primary focus is to establish a secondary source of water supply through the planning and completion of Phase 2 of the Pawtucket Pipeline project. Of course, we are simultaneously involved in many other projects to improve our system, including

- finalizing the plans and receiving permit approvals for the removal of the dams on the Kickemuit Reservoir, which will help return the area to its natural state
- planning for administrative facility improvements such as a new roof and repointing of brick (we recently replaced the lift, completed second-floor renovations for new offices, and improved overall facility security with a new keycard entry system)
- working with local communities and historical organizations to determine the future of the decommissioned Child Street water treatment plant in Warren

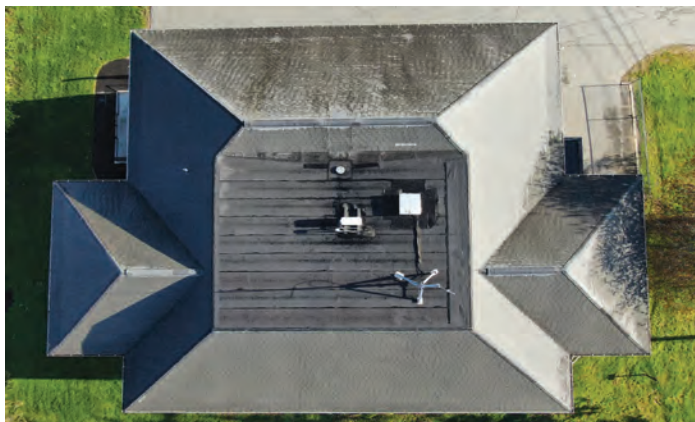


Image of BCWA administration building roof to be replaced.

## Water main replacements and ongoing maintenance

As we do every year on an as-needed basis, we will perform ongoing infrastructure projects to help us maintain the quality of our water and the integrity of the system. We will continue to

- replace galvanized services throughout the system (focusing on those with lead connectors)
- replace or clean and line cast iron pipes
- replace or structurally line asbestos concrete pipes
- eliminate low-pressure zones and improve flows
- minimize shutdowns by installing valves and tying in dead ends
- install equipment that monitors water quality, pressure, and flow

Construction is underway for the following water main projects.

- in Barrington: Riverview Avenue, remove 600 feet of 6-inch pipe and replace it with DI pipe; Old River Road, County Road North, and County Road, clean and CIPP line 3,160 feet of 6-inch and 8-inch AC pipe
- in Bristol: Shore Road to Aaron Avenue through the bike path easement, install 400 feet of new 8-inch DI pipe to connect dead ends; Coggeshall Avenue, remove 650 feet of 8-inch pipe and replace it with DI pipe
- in Warren: Kickemuit Avenue to Serpentine Road, install 650 feet of new 6-inch and 8-inch DI pipe to connect dead ends

## High-pressure zone expansion

Complementing the recent water main improvements on Metacom Avenue, construction of the Hope Street pump station (\$3.2 million) will continue as part of our efforts to expand the high-pressure zone.



# Projects for FY2023 and Beyond cont.

## Supply improvements

Now that Phase 1 of the Pawtucket Pipeline is complete, we will focus our work with the City of East Providence and State permitting agencies on finalizing plans for Phase 2 as well as identifying funding opportunities so that construction can begin as soon as possible.

## Distribution improvements

Our overall capital plan is built to account for a secure water supply. To that end, we routinely replace or renovate deteriorating pipes in the distribution system, improve pressures and flows by eliminating dead-end pipes, expand the high-pressure zone, provide additional treatments like tank aeration and mixing to improve water quality, and replace or add valves and hydrants to ensure system reliability. Water main renovation and replacement projects are expected to total 14 miles over 10 years at \$1.3 million/mile.

Beyond capital improvements, ongoing measures help us carefully maintain the distribution system to protect the health of our customers. Some of those measures are as follows

- monitor water quality in the entire distribution system every week
- manage routine and targeted flushing programs to maintain the high quality of the water from the Scituate Reservoir
- upgrade our continuous monitoring system with remote water quality instrumentation and pressure and flow recorders, so we can discover and remedy issues before they become problems



Paving the road after  
water main installation.

# FY2023 Rate Increase

Our ongoing commitment is to provide our customers with a safe, high-quality, and reliable water supply. To provide for this, the BCWA Board of Directors approved a rate increase of 4% for FY2023.

Under this rate increase, the average residential water bill will rise approximately \$2.13 per month, or \$25.53 per year. All funds that come into BCWA are invested in our critical capital projects, help us maintain reserve funds, and support our ongoing operation and maintenance programs. This rate increase will help us address the following

- the vital Pawtucket Pipeline project
- our ongoing infrastructure improvements and maintenance projects
- Providence Water's rate increase
- declining trend in water usage and sales
- engineering design and permitting for dam removals (funding offset by matching grants)
- installation of meter data collectors and computer programs for billing and analysis

We know rate increases impact our customers, and we consider them carefully. Ultimately, we believe these increased rates are necessary to facilitate our continued ability to provide the safe and reliable water that all BCWA customers deserve and have come to expect.

## FY2022 System Information



Total water purchased:	1,142 million gallons
Water purchased (average day):	3.15 million gallons per day
Miles of pipe:	233



Number of service connections:	
Residential:	16,187
Commercial:	1,056
Industrial:	8
Government:	103



**Total: 17,354**

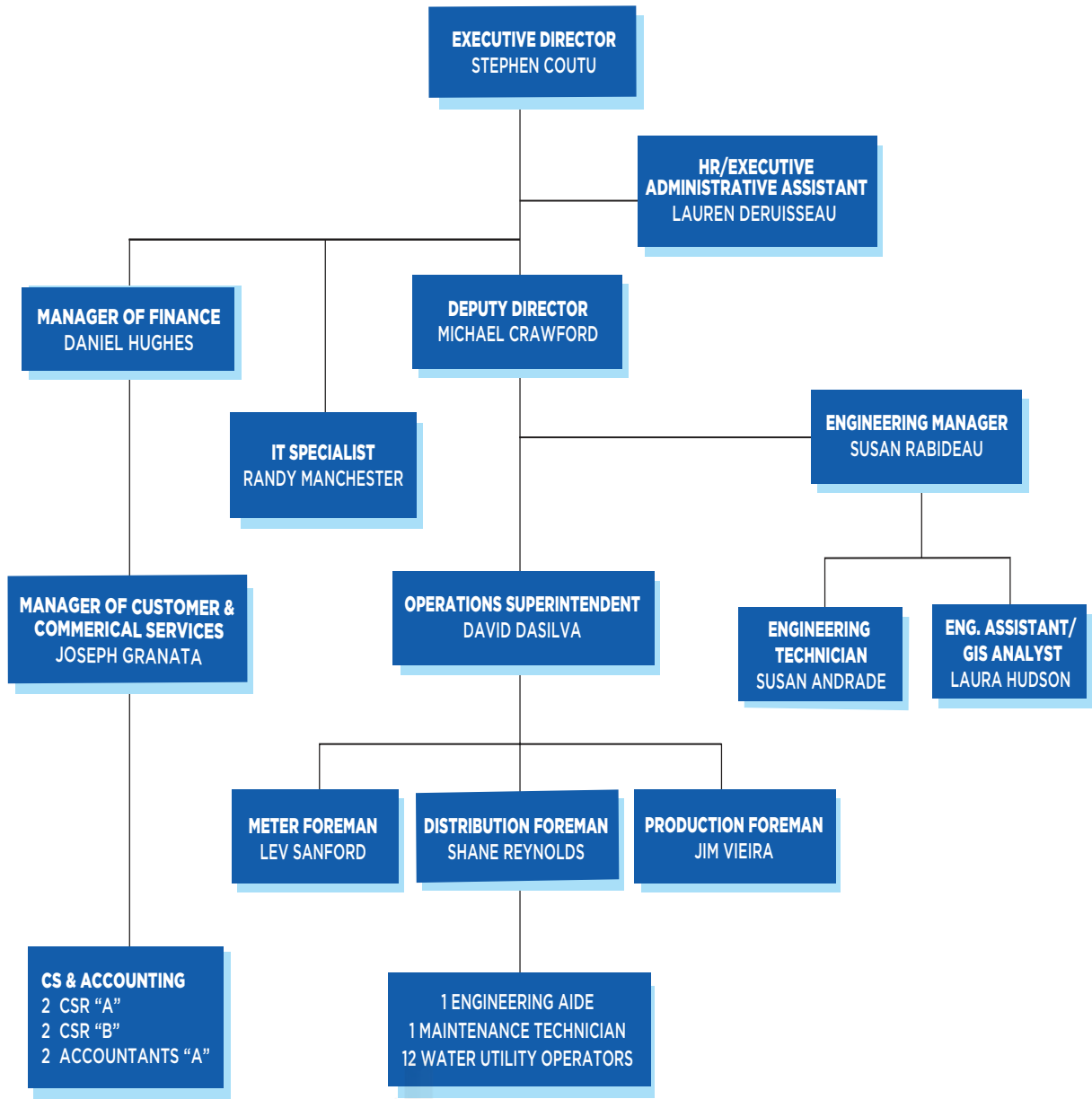


Residential population served:	50,793 (per 2020 U.S. Census)
Average residential annual demand:	46,570 gallons per year
Gallons/person/day:	41
Average annual water bill:	\$665
Average cost per gallon:	\$1.4 cents per gallon



Cost of Providence Water:	\$2,517,121 or 17.3% of budget revenue
---------------------------	--

# Bristol County Water Authority Organizational Chart



# BCWA Board Members FY2022



**Mr. Allan C. Klepper**  
Chairman  
Barrington Representative  
Term Ending: 2/28/23



**Mr. Juan Mariscal**  
Vice-Chairman  
Bristol Representative  
Term Ending: 2/28/23



**Mr. George S. Champlin**  
Secretary/Treasurer  
Barrington Representative  
Term Ending: 2/28/25



**Mr. John M. Jannitto**  
Warren Representative  
Term Ending: 2/28/23



**Mr. Thomas Kraig**  
Barrington Representative  
Term Ending: 2/28/24



**Ms. Georgina Macdonald**  
Bristol Representative  
Term Ending: 2/28/25



**Mr. William F. Gosselin**  
Warren Representative  
Term Ending: 1/31/25



**Mr. Robert J. Martin**  
Bristol Representative  
Term Ending: 2/28/24



**Mr. Christopher Stanley**  
Warren Representative  
Term Ending: 1/31/24

**BRISTOL COUNTY WATER AUTHORITY  
WARREN, RHODE ISLAND**

**ANNUAL FINANCIAL STATEMENTS**

*YEARS ENDED FEBRUARY 28, 2022 and February 28, 2021*



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**Bristol County Water Authority  
Warren, Rhode Island**

Item K2.

February 28, 2022 and February 28, 2021

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# HAGUE, SAHADY & CO., P.C.

## CERTIFIED PUBLIC ACCOUNTANTS

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Fall River, MA 02720  
TEL. (508) 675-7889  
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www.hague-sahady.com

To the Board of Directors of the  
Bristol County Water Authority  
Warren, Rhode Island

### *Independent Auditor's Report*

#### *Report on the Audit of the Financial Statements*

##### *Opinions*

We have audited the accompanying financial statements of the business-type activities and the aggregate remaining fund information of the Bristol County Water Authority ("the Authority"), as of and for the year ended February 28, 2022 (except for the Pension Trust Fund which for the year ended June 30, 2021), and the related notes of the financial statements, which collectively comprise of the Authority's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the aggregate remaining fund information of the Authority, as of February 28, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

##### *Basis for Opinions*

We conducted our audit in accordance with 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. Our responsibilities under those standards are further described in the Auditor's 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 in sufficient and appropriate to provide a basis for our audit opinions.

##### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these 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.

##### *Auditor's Responsibility*

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 auditor's 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 generally accepted auditing standards 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.

### ***Auditor's Responsibility (continued)***

In performing an audit in accordance with generally accepted auditing standards 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 the management's discussion and analysis, Pension Plan information, and Other Post Employment Benefit information, as listed on 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.

### ***Other Information***

Management is responsible for the other information included in the annual report. The other information comprises the receipts, disbursements and transfers for fund held by BCWA and Trustees, non-capitalized fees paid to consultants, and debt service fund requirement calculation but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

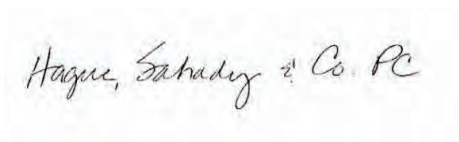
In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

***Other Matters******Prior-Year Comparative Information***

The financial statements include partial prior-year comparative information related to the statement of net position, the statement of revenues, expenses and changes in net position, and the statement of cash flows for the Authority's business-type activities and the statement of fiduciary net position and the statement of changes in the fiduciary net position for the Authority's aggregate remaining fund information. Such information does not include all of the information required for a presentation in conformity with U.S. generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Authority's financial statements for the year ended February 28, 2021, from which such partial information was derived.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 16, 2022 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.

A handwritten signature in cursive script that reads "Hague, Sahady & Co. PC". The signature is written in dark ink on a light-colored background.

Hague, Sahady & Co., CPAs, P.C.

Fall River, Massachusetts  
May 16, 2022

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## *Management Discussion and Analysis*

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## BRISTOL COUNTY WATER AUTHORITY

### Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

## Management's Discussion and Analysis

### Introduction

As noted in the Independent Auditor's Report from Hague, Sahady & Co, P.C., Management's Discussion and Analysis (MD&A) provides supplemental 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.

### Contents of the Audited Financial Statements

- **Statement of Net Position**  
This statement provides information about the Authority's investments in resources (assets) and its obligation to creditors (liabilities), with the difference between them reported as net position.
- **Statement of Revenues, Expenses and Changes in Net Position**  
This statement demonstrates changes in net position from one fiscal period to another by accounting for revenues and expenses and measuring the financial results of operations. The information may be used to determine how the Authority has funded its costs.
- **Statement of Cash Flows**  
This statement provides information concerning the Authority's cash receipts and payments, as well as net changes in cash resulting from operations, capital and related financing, and investing activities.
- **Fiduciary Financial Statements**  
These statements provide information about net assets available for benefits under the Authority's employee benefit plans and changes in net assets available for benefits.
- **Notes to the Financial Statements**  
Notes to the audited financial statements contain information essential to understanding them, such as the Authority's accounting methods and policies.

### Financial Highlights – Fiscal Year 2022

- The Authority's net position increased by \$5.1MM or 6.5%.
- During the year, the Authority's operating revenues decreased .97% to \$16.07MM. Total expenses also decreased from \$11.4MM to \$10.3MM or by 9.4%. A return to pre-COVID consumption along with one of the wettest July's on record accounted for this decrease.
- The Authority made an additional deposit of \$125K to the established OPEB Irrevocable Trust during fiscal year 2022 increasing the balance to almost \$1.26MM.
- The Debt Service Ratio increased to 7.62 for FY2022.
- The Authority's capital contributions decreased from \$153K to \$84K indicating a decrease in the number of new service contributions for the year.

### Financial Highlights – Fiscal Year 2021

- The Authority's net position increased by \$4.2MM or 5.7%.
- During the year, the Authority's operating revenues increased 15.7% to \$16.2MM while total expenses increased from \$10.7MM to \$11.4MM or by 6.7%. However, \$400K of these expenses were non-recurring and \$344K were an increase in (non-cash) depreciation. The 10% rate hike for FY2021 and increase in demand accounted for the revenue increase.
- The Authority made an additional deposit of \$140K to the established OPEB Irrevocable Trust during fiscal year 2021 increasing the balance to almost \$1.1MM.
- The Debt Service Ratio decreased to 6.74 with the added debt of the \$18MM CHASE bond with first principal payment paid in FY2021.
- The Authority's capital contributions increased from \$102K to \$153K indicating a sharp increase in the number of new service contributions for the year.
- Refunded \$6.6MM balance on 2014A TD Bank Bond with New 2021A Bond at .975% - 5-year bond.



## BRISTOL COUNTY WATER AUTHORITY

### Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

#### Required Financial Statements

##### 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 did 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 a Other Post-Employment Benefits (OPEB) trust fund in FY2014 with an initial deposit of \$75,000 and annual deposits following of \$50,000, \$100,000, \$150,000, \$114,000, \$50,000, \$75,000, \$125,000 and \$125,000 in FY2022. The basic fiduciary fund financial statements and footnotes can be found on pages 18-19 and 39-42, respectively, of this report.

##### Financial Analysis of the Authority

Analysis of the Authority begins on page 12 of the Financial Statements. One of the most important questions asked about the Authority's finances is "Is the Authority as a whole better off or worse off as a result of the year's activities"? The Statement of Net Position, and the Statement of Revenues, Expenses, and Changes in Net Position report information about the Authority's activities in a way that will help answer this question. These two statements report the net position of the Authority and changes in it. You can think of the Authority's net position, (the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources) as one way to measure financial health or financial position. Over time, increases or decreases in the Authority's net position are one indicator of whether its financial health is improving or deteriorating. However, you will need to consider other non-financial factors such as changes in economic conditions, population growth, and weather conditions.

# BRISTOL COUNTY WATER AUTHORITY

## Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

### Net Position

To begin our analysis, a summary of the Authority's Statements of Net Position are presented in the following Table A-1 and Table A-2:

Table A-1		
<b>Condensed Statement of Net Position</b>		
<b>Summary: Net Assets</b>	February 28th FY 2022	February 28th FY 2021
<b>Assets:</b>		
Current and other Assets	\$ 26,386,345	\$ 23,330,243
Capital Assets	96,285,549	97,407,039
Total Assets:	122,671,894	120,737,282
<b>Deferred outflows of resources:</b>	1,138,412	1,227,850
<b>Liabilities:</b>		
Long-Term Debt Outstanding	\$ 28,525,362	\$ 31,995,127
Other Liabilities	9,911,594	11,201,083
Total Liabilities:	38,436,956	43,196,210
<b>Deferred inflows of resources:</b>	2,238,303	734,445
<b>Net Assets:</b>		
Net Investments in Capital Assets	\$ 56,535,708	\$ 46,159,377
Restricted	6,717,569	15,149,348
Unrestricted	19,881,770	16,725,752
Net Position:	\$ 83,135,047	\$ 78,034,477

Please note recent accounting policy requires that we include the amount of any remaining funds not drawn down at year end from current Bonds or Loans as a Receivable Asset and offset as a Debt Outstanding.

Table A-1 above shows that Net Position increased \$5.1MM from \$78.0MM in FY2021 to \$83.1MM in FY2022. Total assets increased by \$1.9MM from FY2021 to FY2022, total liabilities decreased by almost \$4.8MM largely due to principal payments on the bonds in FY2022 along with decreases in the net pension obligation and other post-employment benefit liability. In addition, deferred outflows of resources decreased \$89K and deferred inflows of resources increased by \$1.5MM in FY2022.

A further review shows that the Authority's Net Investments in Capital increased by \$10.4MM and Restricted Net Assets decreased by \$8.4MM. These borrowed funds can only be used for the Capital Projects outlined in the loan agreements. The Unrestricted net position (which can be used to finance day to day operations) increased by a net also of approximately \$3.1MM.

# BRISTOL COUNTY WATER AUTHORITY

## Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

### Net Position (*Continued*)

Table A-2

<b>Statement of Revenues Expenses &amp; Changes in Net Position</b>	February 28th FY 2022	February 28th FY 2021
<b>Revenues:</b>		
Operating revenues	\$ 16,066,002	\$ 16,223,925
Non-Operating Revenues	18,027	64,290
Total Revenue	16,084,029	16,288,215
<b>Operating Expenses:</b>		
Water Operations	4,651,424	4,962,135
Insurance, Taxes & EE Benefits	1,270,306	1,914,632
Depreciation Expense	2,046,345	2,064,544
Customer Service & Accounting	545,088	538,775
Administration	1,808,849	1,906,880
Total Expenses	\$ 10,322,012	\$ 11,386,966
<b>Non-Operating Expense</b>	<b>(745,366)</b>	<b>(876,623)</b>
Increase in net position before Contributed Capital	5,016,650	4,024,626
Capital contributions	83,920	153,016
<b>Changes in Net Position:</b>	<b>5,100,570</b>	<b>4,177,642</b>
Net position- beginning, reclassified	78,034,477	73,856,835
Net position- ending	<u>\$ 83,135,047</u>	<u>\$ 78,034,477</u>

While the Statements of Net Position show the change in the financial position of the Authority, the Statements of Revenues, Expenses and Changes in Net Position provide answers as to the nature and source of these changes. As can be seen in Table A-2 above, Net Revenue (Total Revenues less Total Expenses) was \$5.1MM in FY2022 as compared to \$4.177MM in FY2021. A closer examination of the source of changes in net position reveals that the Authority's operating revenues decreased by \$158K in FY2022 versus an increase of \$2.21MM in FY2021. These revenue changes in FY2022 and FY2021 are reflective of a 3.5% and 10.0% rate increase respectively imposed each year. The decrease in FY2022 was attributable to a return to pre-Covid (normal) water consumption by our customers along with one of the wettest July's on record.

Total expenses decreased from \$11.39MM in FY2021 to \$10.32MM in FY2022. This decrease was caused by several items including decreases of \$246K in O&M expenses, \$131k in professional fees, \$111K non-recurring expenses and \$475K in pension related costs.

You may also note that Capital Contributions increased over \$69K in FY2022 indicating an increase in the number of new service contributions for the year. Overall, the Authority has shown a steady healthy increase in Net Position over the past several years averaging over \$3.9MM per year.

# BRISTOL COUNTY WATER AUTHORITY

## Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

### 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 2022 and 2021 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.

Table A-3

#### Summary: Budget vs Actual

	Budget FY 2022	Actual FY 2022	Budget FY 2021	Actual FY 2021
<b>Revenues:</b>				
Operating Revenues	\$ 14,588,478	\$ 16,066,002	\$ 14,165,754	\$ 16,223,925
Non-Operating Revenues	20,000	18,027	230,000	64,290
Total Revenues	14,608,478	16,084,029	14,395,754	16,288,215
<b>Operating Expenses:</b>				
Water Operations	5,963,103	4,651,424	4,726,659	4,962,135
Insurance, Taxes and EE Benefits	1,659,292	1,270,306	1,693,332	1,914,632
Depreciation Expense	2,064,000	2,046,345	2,081,016	2,064,544
Customer Service & Accounting	534,012	545,088	478,657	538,775
Administration	2,157,320	1,808,849	2,141,286	1,906,880
Total Operating Expenses:	12,377,727	10,322,012	11,120,950	11,386,966
<b>Non-Operating Expenses</b>	800,000	745,366	910,000	876,623
Total Expenses	13,177,727	11,067,378	12,030,950	12,263,589
Increase in Net Position before				
Contributed Capital	1,430,751	5,016,650	2,364,804	4,024,626
Capital contributions	120,000	83,920	80,000	153,016
Increase in Net Position	1,550,751	5,100,570	2,444,804	4,177,642
Net position- beginning (reclassified)	78,034,477	78,034,477	73,856,835	73,856,835
Net position- ending	<u>\$ 79,585,228</u>	<u>\$ 83,135,047</u>	<u>\$ 76,301,639</u>	<u>\$ 78,034,477</u>

As can be seen from Table A-3 above, the FY2022 revenues were 110.1% of budget estimates while total expenses were 83.4% of budget. The ending Net Position was 104.5% of the Budget projection.

In FY2021 total revenues were 113.1% of budget estimates while total expenses were 101.9% of budget. The ending Net Position was 102.3% of the Budget projection.

Actual expenses in FY2022 were 16.1% lower than budgeted estimates largely due to water consumption returning to pre-COVID levels along with some decreases in operations as operations hadn't quite returned to pre-COVID levels yet. Revenues in FY2022 were higher than budget expectations based upon the 10% rate increase in FY 2021 plus the 4.0% increase in FY 2022 offsetting the decreased consumption as we return to pre-COVID.

# BRISTOL COUNTY WATER AUTHORITY

## Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

### Capital Assets and Debt Administration

At the end of Fiscal 2022, the Authority had invested \$82.3 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 Table A-4.

Table A-4	February 28th	February 28th
Capital Assets	FY 2022	FY 2021
<b>Capital Assets:</b>		
Land and improvements	\$ 3,274,221	\$ 3,274,221
Treatment, storage and admin facilities	9,734,485	9,397,916
Distribution system	90,557,796	85,413,312
Equipment	12,125,841	12,083,411
Construction in progress	7,040,829	3,325,697
Total Capital Assets:	122,733,172	113,494,557
Less accumulated depreciation	(33,281,711)	(31,236,866)
Net Capital Assets	\$89,451,461	\$82,257,691

During **FY2022** the following are major capital asset additions or changes:

- \$42K in Equipment which includes \$9K in Meters
- \$5.1MM in the Distribution System which includes \$64K in New Services
- \$337K in Treatment, Storage & Admin Facilities
- \$3.7MM increase in Construction in Process with more projects underway.

During **FY2021** the following are major capital asset additions or changes:

- \$170K in Auto/Trucks
- \$537K in the Distribution System
- \$254K in Meters
- \$2.8MM increase in Construction in Process with more projects underway.
- \$139K in New Services

In Table A-5 below, the Authority's Fiscal 2023 Capital Budget estimates spending approximately \$10.4MM for Capital Projects, principally for supply and distribution. Approximately, \$8.0MM will be paid by our remaining project funds with the Webster bond which was obtained in March 2023. The remaining balance will be paid by cash IFR funds and projected cash flow in FY2023.

Table A-5  
Capital Budget FY 2022

Computer Systems/SCADA	\$ 50,000
Facilities	650,000
Supply and distribution	9,530,000
Equipment/meters/vehicles	165,000
Total	<u>\$10,395,000</u>

# BRISTOL COUNTY WATER AUTHORITY

## Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

### Long Term Debt

Table A-6 Debt Service Ratio Coverage	February 28th FY 2022	February 28th FY 2021	February 29th FY 2020
Revenue fund balance	\$ 18,509,028	\$ 15,554,265	\$ 12,827,807
Revenue collected from operations	16,250,000	16,100,000	14,200,000
Interest income	3,264	175,511	187,362
Total Revenue Available	34,762,292	31,829,776	27,215,169
Total Operating Expenses, Net	\$ 8,816,771 **	\$ 8,362,517 **	\$ 8,654,814 **
Net Revenues Available	\$ 25,945,521	\$ 23,467,259	\$ 18,560,355
Debt Service Requirement	\$ 3,405,787	\$ 3,480,765	\$ 1,903,109
Debt Service Coverage Ratio	7.62	6.74	9.75
Debt Service Required Ratio	1.25	1.25	1.25

Table A-6 shows the increase in the Authority's Debt Service Ratio from 6.74 in FY2021 to 7.62 in FY2022 due to the refinancing of the TD Bank Bonds at a lower interest rate in the prior year and 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. Increasing this ratio 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 \$18MM JP Morgan CHASE bond in FY2020 and the TD Bank refunding of the 2014A bond this year to a 5-year bond at a rate of .975%. The key to this improvement has been building our Revenue & IFR Reserve Funds over the last six years and the recent reduction in debt service as BCWA paid off older bonds. (\*\* Note-FY2020, FY2021, and FY2022 Net Expenses are net of cash paid to capital projects from operating cash).

Table A-7 Cost of Capital	Debt Balance Feb. 28, 2022	Average Coupon Rate	Debt Balance Feb. 28, 2021	Average Coupon Rate
Bond/Loan:				
2008 Loan	\$ 2,684,000	3.15%	\$ 2,964,000	3.15%
2011 Loan	580,000	2.93%	627,000	2.93%
2012 Loan (RICWFA)	55,000	1.40%	108,000	1.40%
2014 Loan (RICWFA)	974,551	2.18%	1,034,872	2.18%
2018 Bond (TD Bank)	3,086,476	3.32%	3,516,542	3.32%
2018 Bond (RIIB)	3,402,100	2.03%	3,554,500	2.03%
2019 Bond (Chase)	15,863,000	1.88%	16,936,000	1.88%
2021 Bond (TD Bank)*	5,350,000	0.975%	6,660,000	0.975%
Total Bond/Loan Balance:	\$ 31,995,127		\$ 35,400,914	

Table A-7 above shows that the total net Bond/Loan balance decreased by approximately \$3.4MM in FY2022 a result of principal payments.



## BRISTOL COUNTY WATER AUTHORITY

### Management's Discussion and Analysis (MD&A) (Unaudited)

Years Ended February 28, 2022 and February 28, 2021

#### Economic Factors and Next Year's Budget and Rates

The Authority's Board of Directors and management considered many factors when setting the Fiscal 2023 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 2023. However, historical financial data also plays a large part in its formulation.

Table A-8 FY 2023 Budget vs. FY 2022 Actual	Budget FY 2023	Actual FY 2022
Revenues:		
Operating Revenues	\$ 15,093,997	\$ 16,066,002
Non-Operating Revenues	22,000	18,027
Total Revenues	15,115,997	16,084,029
Expenses:		
Depreciation Expense	2,250,000	2,046,345
Other Operating Expenses	9,028,137	8,090,042
Non-Operating Expense	2,140,000	930,992
Total Expenses	13,418,137	11,067,379
Increase in Net Position before		
Contributed Capital	1,697,860	5,016,650
Capital contributions	100,000	83,920
Changes in Net Position:	1,797,860	5,100,570
Net position- beginning	83,164,760	78,034,477
Net position- ending	\$ 84,962,620	\$ 83,135,047

As shown in Table A-8 above, operating budget revenues available for recovering operating costs are projected to be about \$15.1MM, a decrease over last year's actual. Although a rate increase of 4.0% has been budgeted and implemented for Fiscal 2023, the Authority is conservatively projecting revenues to be lower than the actual of FY2022 and back to a more normal pre-COVID levels. 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 sharp increase in non-operating expenses as we start the demolition of the former treatment plant. These projections will be reviewed for propriety each year and/or when operating changes having a financial impact dictate. Budget expenses for FY2023 are estimated to increase versus the actual expenses of FY2022 due to inflationary pressures. The Authority is always making efforts to reduce costs and will continue to do so in Fiscal 2023.

#### 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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*Fund Financial Section*

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## BRISTOL COUNTY WATER AUTHORITY

## Statement of Net Position

February 28, 2022 and February 28, 2021

	2022	2021
<b>Assets</b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 698,450	\$ 560,541
Accounts receivable, less allowance of \$306,923 and \$198,348 in 2022 and 2021		
Billed	1,296,012	1,355,946
Unbilled	1,995,012	1,737,759
Total accounts receivable	3,291,024	3,093,705
Accrued investment income	218	265
Prepaid Items	43,120	70,299
Inventory and other assets	231,443	295,665
Unrestricted current assets		
Funds held by BCWA	22,122,090	19,309,768
<b>Total Current Assets</b>	26,386,345	23,330,243
<b>Noncurrent Assets</b>		
Restricted Assets		
Funds held by trustee	5,865,677	6,034,036
Bond Proceeds	851,892	9,115,312
Net Pension asset	116,519	0
Non-depreciable capital assets	3,274,222	3,274,222
Depreciable capital assets	86,177,239	78,983,469
<b>Total Noncurrent Assets</b>	96,285,549	97,407,039
<b>Total Assets</b>	122,671,894	120,737,282
<b>Deferred Outflows of Resources</b>		
Pension related outflows	424,616	392,295
OPEB related outflows	713,796	835,555
<b>Total Deferred Outflows of Resources</b>	\$ 1,138,412	\$ 1,227,850
<b>Total Assets and Deferred Outflows of Resources</b>	\$ 123,810,306	\$ 121,965,132

The accompanying notes are an integral part of the financial statements

## BRISTOL COUNTY WATER AUTHORITY

Statement of Net Position (*continued*)

February 28, 2022 and February 28, 2021

	2022	2021
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts payable	\$ 323,097	\$ 255,761
Other payables	147,167	152,404
Accrued expenses	389,726	417,838
Customer deposits, net	387,261	388,787
State water protection escrow	692,228	704,308
Retainage payable	455,562	202,218
Accrued interest expense	290,717	306,765
Long-term debt due within one year	3,469,765	3,405,787
<b>Total Current Liabilities</b>	6,155,523	5,833,868
<b>Noncurrent Liabilities</b>		
Net pension obligation	0	645,101
Net other post employment benefit liability	3,756,071	4,722,114
Long-term debt due after one year	28,525,362	31,995,127
<b>Total Non-Current Liabilities</b>	32,281,433	37,362,342
<b>Total Liabilities</b>	38,436,956	43,196,210
<b>Deferred Inflows of Resources</b>		
Deferred bond subsidy	188,682	200,360
Pension related inflows	596,898	59,845
OPEB related inflows	1,452,723	474,240
<b>Total Deferred Inflows of Resources</b>	2,238,303	734,445
<b>Net Position</b>		
Net investment in capital assets	56,535,708	46,159,377
Restricted	6,717,569	15,149,348
Unrestricted	19,881,770	16,725,752
<b>Total Net Position</b>	\$ 83,135,047	\$ 78,034,477
<b>Total Liabilities, Deferred Inflows of Resources and Net Position</b>	\$ 123,810,306	\$ 121,965,132

The accompanying notes are an integral part of the financial statements

# BRISTOL COUNTY WATER AUTHORITY

## Statement of Revenues, Expenses and Changes in Net Position

Years Ended February 28, 2022 and February 28, 2021

	2022	2021
<b>Operating Revenues (Net Refunds)</b>		
Water	\$ 15,621,589	\$ 15,851,283
Fire services	334,680	317,357
Other	109,733	55,285
<b>Total Operating Revenues (Net Refunds)</b>	<u>16,066,002</u>	<u>16,223,925</u>
<b>Operating Expenses</b>		
Operations	6,519,160	7,333,757
Operations - nonrecurring	185,625	400,926
Engineering and administrative	1,570,883	1,587,739
Depreciation	2,046,345	2,064,544
<b>Total Operating Expenses</b>	<u>10,322,013</u>	<u>11,386,966</u>
<b>Operating Income</b>	<u>5,743,989</u>	<u>4,836,959</u>
<b>Non-Operating Revenues (Expenses)</b>		
Interest income	20,669	58,702
Interest expense	(745,366)	(876,623)
Other	(2,642)	5,588
<b>Net Non-Operating Revenues (Expenses)</b>	<u>(727,339)</u>	<u>(812,333)</u>
<b>Increase in Net Position before Capital Contributions</b>	<u>5,016,650</u>	<u>4,024,626</u>
<b>Capital Contributions</b>		
Capital contributions	83,920	153,016
<b>Increase in Net Position</b>	<u>5,100,570</u>	<u>4,177,642</u>
<b>Net Position at March 1, 2021</b>	<u>78,034,477</u>	<u>73,856,835</u>
<b>Net Position at February 28, 2022</b>	<u>\$ 83,135,047</u>	<u>\$ 78,034,477</u>

*The accompanying notes are an integral part of the financial statements*



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## BRISTOL COUNTY WATER AUTHORITY

## Statement of Cash Flows

Years Ended February 28, 2022 and February 28, 2021

	2022	2021
<b>Cash Flows from Operating Activities:</b>		
Cash received from customers	\$ 15,867,157	\$ 15,859,364
Cash received from government agency	(5,237)	75,000
Cash paid to employees and suppliers for goods and services	(8,026,066)	(9,028,440)
<b>Net Cash Provided by Operating Activities</b>	<u>7,835,854</u>	<u>6,905,924</u>
<b>Cash Flows from Investing Activities:</b>		
Interest income (expense), net	20,669	58,702
BCWA and trustee revenue and debt service accounts, net	(2,643,963)	(2,535,653)
<b>Net Cash used for Investing Activities</b>	<u>(2,623,294)</u>	<u>(2,476,951)</u>
<b>Cash flows from capital and Related Financing Activities:</b>		
Purchase of property, plant and equipment	(9,156,195)	(3,770,964)
Proceeds from long-term debt	8,263,420	9,129,661
Payments on bonds and note payable	(3,417,867)	(8,884,904)
Interest payments	(764,009)	(828,035)
<b>Net cash provided by (used for) Capital and Related Financing Activities</b>	<u>(5,074,651)</u>	<u>(4,354,242)</u>
<b>Net Increase in Cash and Cash Equivalents</b>	137,909	74,731
<b>Cash and Cash Equivalents, March 1, 2021</b>	<u>560,541</u>	<u>485,810</u>
<b>Cash and Cash Equivalents, February 28, 2022</b>	<u>\$ 698,450</u>	<u>\$ 560,541</u>
<b>Cash and Cash Equivalents, per Balance Sheet</b>	<u>\$ 698,450</u>	<u>\$ 560,541</u>

*The accompanying notes are an integral part of the financial statements*

## BRISTOL COUNTY WATER AUTHORITY

Statement of Cash Flows (*Continued*)

Years Ended February 28, 2022 and February 28, 2021

	2022	2021
<b>Reconciliation of Operating Income to Net Cash Provided by Operating Activities:</b>		
Operating income	\$ 5,743,989	\$ 4,836,959
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	2,046,345	2,064,544
Change in customer extension deposits		
Changes in operating assets and liabilities:		
Increase (decrease) in accounts receivable	(198,845)	(364,561)
Increase (decrease) in inventory and other assets	91,401	(21,924)
Increase (decrease) in deferred outflows of resources	89,438	232,722
Increase (decrease) in other liability	(5,237)	75,000
(Decrease) increase in accounts payable and accrued expenses	292,568	(88,517)
(Decrease) increase in net pension liability	(761,620)	46,728
(Decrease) increase in other post employment liability	(966,043)	(227,802)
(Decrease) increase in deferred inflows of resources	1,503,858	352,775
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 7,835,854</b>	<b>\$ 6,905,924</b>

The accompanying notes are an integral part of the financial statements

# BRISTOL COUNTY WATER AUTHORITY

## Statement of Fiduciary Net Position (Except Pension Trust Fund, which is as of June 30, 2021 and June 30, 2020)

February 28, 2022 and February 28, 2021

	OPEB and Pension Trust Fund (as of June 30 2021 and 2020)	
	2022	2021
<b>Assets</b>		
Cash and cash equivalents	\$ 0	\$ 0
Investments, at fair value		
Fixed Income	1,535,784	1,476,935
Equity	3,812,931	3,703,409
Short-Term	254,478	375,944
Investment income		
<b>Total assets</b>	<u>5,603,193</u>	<u>5,556,288</u>
<b>Liabilities</b>		
None	<u>0</u>	<u>0</u>
<b>Net Position</b>		
Restricted for pension	4,347,596	4,481,372
Held in trust for other post-employment benefits	1,255,597	1,074,916
<b>Total Net Position</b>	<u>\$ 5,603,193</u>	<u>\$ 5,556,288</u>

*The accompanying notes are an integral part of the financial statements*

# BRISTOL COUNTY WATER AUTHORITY

Statement of Changes in Fiduciary Net Position  
(Except for Pension Trust Fund, which is as of June 30, 2021 and June 30, 2020)

Years Ended February 28, 2022 and February 28, 2021

	OPEB and Pension Trust Fund (as of June 30 2021 and 2020)	
	2022	2021
<b>Additions</b>		
<b>Contributions</b>		
Employer contributions	\$ 508,184	\$ 546,163
<b>Total contributions</b>	<u>508,184</u>	<u>546,163</u>
<b>Investment income</b>		
Net investment income	<u>1,173,689</u>	<u>260,642</u>
<b>Total investment income</b>	<u>1,173,689</u>	<u>260,642</u>
<b>Total additions</b>	<u>1,681,873</u>	<u>806,805</u>
<b>Deductions</b>		
Administration fees	8,811	7,800
Actual and service benefits payments	<u>1,626,157</u>	<u>544,014</u>
<b>Total deductions</b>	<u>1,634,968</u>	<u>551,814</u>
<b>Change in net position</b>	46,905	254,991
Net Position - March 1, 2021	<u>5,556,288</u>	<u>5,301,297</u>
Net Position - February 28, 2022	<u>\$ 5,603,193</u>	<u>\$ 5,556,288</u>

*The accompanying notes are an integral part of the financial statements*

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## *Notes to the Financial Statements*

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# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### 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).

#### *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. With this measurement focus, all assets and all liabilities associated with the operations are included on the statement of net position. 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.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 1. BASIS OF PRESENTATION AND ORGANIZATION (CONTINUED)

#### *Fund Financial Statements*

##### 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.

### 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, 2022 was \$306,923.

**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

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**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.

**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, 2022 and 2021, there were \$1,138,412 and \$1,227,850 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, 2022 and 2021, there were \$2,238,303 and \$734,445, 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.

**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.

**Summarized Financial Information** - The financial information for the year February 28, 2021, presented for comparative purposes is not intended to be a complete financial statement presentation. Certain amounts in the prior year financial statements may have been reclassified for comparative purposes to conform with the presentation in the current year financial statements.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**Recently Issued Accounting Standards** – For the year ending February 28, 2022, the Authority implemented the following pronouncements issued by the GASB:

- GASB Statement No. 92, *Omnibus 2020* was originally effective for reporting periods beginning after June 15, 2021. This statement addresses a variety of topics including, but not limited to, leases, financial reporting for Postemployment Benefit Plans Other Than Pension Plans, Fiduciary Activities, Measurement of Liabilities related to AROs. The Authority implemented this Statement and there was no impact to the financial accounting and reporting framework in Fiscal Year 2022.
- GASB Statement No. 83, *Certain Asset Retirement Obligations*. This statement is effective for periods beginning after June 15, 2019. The objective of this statement is to establish criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for asset retirement obligations. The Authority implemented this Statement and there was no impact to the financial accounting and reporting framework in Fiscal Year 2022.
- GASB Statement No. 87, *Leases*. This Statement is effective for periods beginning after June 15, 2021, and all reporting periods thereafter. This Statement requires a lessee to recognize a lease liability and an intangible right to use leased assets. The lessor is required to recognize a lease receivable and a deferred inflow of resources. The Authority implemented this Statement and there was no impact to the financial accounting and reporting framework in Fiscal Year 2022.
- GASB Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*. This Statement is effective for periods beginning after December 15, 2020. The objective of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. The Authority implemented this Statement and there was no impact to the financial accounting and reporting framework in Fiscal Year 2022.
- GASB Statement No. 90, *Majority Equity Interests – an amendment of GASB Statements No. 14 and No. 61*. This Statement is effective for the periods beginning after December 15, 2019. The primary objectives of this Statement are to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. It defines a majority equity interest and specifies that a majority equity interest in a legally separate organization should be reported as an investment if a government's holding of the equity interest meets the definition of an investment. For all other holdings of a majority equity interest in a legally separate organization, a government should report the legally separate organization as a component unit, and the government or fund that holds the equity interest should report an asset related to the majority equity interest using the equity method. The Authority has evaluated this standard and there was no impact to the financial reporting framework in Fiscal Year 2022.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

*Accounting standards that the Authority is currently reviewing for applicability and potential impacts on future financial statements include (continued)–*

- GASB Statement No. 91, *Conduit Debt Obligations*. This Statement is effective for reporting periods beginning after December 15, 2021. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The Authority is in the process of evaluating this Statement and will complete their evaluation prior to the required implementation date of Fiscal Year 2023.
- Statement No. 93, “Replacement of Interbank Offered Rates”. GASB Statement No. 93 assists state and local governments in the transition away from existing interbank offered rates (IBOR) to other reference rates because of global reference rate reform, wherein the London Interbank Offered Rate (LIBOR) is expected to cease to exist in its current form at the end of 2021. The objective of this Statement is to address implications that result from the replacement of an IBOR in Statement No. 53, Accounting and Financial Reporting for Derivative Instruments and Statement No. 87, Leases and other accounting and financial reporting implications. The impact of this standard will be evaluated by the Authority’s management for fiscal year ending fiscal year 2023.
- Statement No. 94, “Public-Private and Public-Public Partnerships and Availability Payment Arrangements”. GASB Statement No. 94 establishes standards of accounting and financial reporting for Public-Private and Public-Public Partnerships (PPPs) and Availability Payment Arrangements (APAs). The impact of this standard will be evaluated by the Authority’s management for fiscal year 2023.
- Statement No. 96, “Subscription-Based Information Technology Arrangements”. GASB Statement No. 96 establishes standards of accounting and financial reporting for subscription-based information technology (SBITAs) for government end users. Under this Statement, a government generally should recognize a right-to-use subscription asset, an intangible asset, and a corresponding subscription liability. The impact of this standard will be evaluated by the Authority’s management for fiscal year 2022



# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

*Accounting standards that the Authority is currently reviewing for applicability and potential impacts on future financial statements include (continued)–*

- Statement No. 97, "Certain Component Unit Criteria, and Accounting and Financial Reporting for internal Revenue Code Section 457 Deferred Compensation Plans - an Amendment of GASB Statements No. 14 and No. 84, and a Supersession of GASB Statement No. 32". The primary objectives of this Statement are to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The impact of this standard will be evaluated by the Authority's management for fiscal year 2022

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 3. CASH AND CASH EQUIVALENTS

The carrying amount of deposits is separately displayed on the Statement of Net Position as “cash and cash equivalents”. The carrying value of deposits, investments and petty cash funds reported on the Statement of Net Position as “cash and cash equivalents” are as follows:

Description	2022	2021
Petty cash	\$ 477	\$ 393
Deposits with financial institutions	697,973	560,148
<b>Total cash and cash equivalents</b>	<b>\$ 698,450</b>	<b>\$ 560,541</b>

Essential risk information regarding the Authority's deposits and investments is presented below.

The carrying amount of the Authority's deposits at February 28, 2022 was \$698,450 and the bank balance was \$733,534.

**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, 2022, \$468,691 of the Authority's bank balance of \$733,534 was exposed to custodial credit risk as follows:

	Bank Balance
Insured (Federal depository insurance funds)	\$ 264,842
Uninsured	468,691
<b>Total bank balance</b>	<b>\$ 733,534</b>

The commercial paper had credit ratings of AA-/Aa1 by Standard & Poor's and Moody's at both February 28, 2022 and February 28, 2021.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### 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 fund or other fund invested exclusively of obligations described above. At February 28, 2022 and 2021, the Authority's uncollateralized deposits had maturities of less than ninety (90) days and were with an institution that met the minimum capital standards.

At February 28, 2022, the Authority had the following investments classified as funds held by trustee:

<u>Description</u>	<u>Maturity</u>	<u>Interest Rate</u>	<u>Fair Value</u>	<u>Rating</u>
U.S Bank NA Commercial Paper	3/1/2022	0.2%	<u>\$ 6,717,569</u>	Aa1, AA-

At February 29, 2021, the Authority had the following investments classified as funds held by trustee:

<u>Description</u>	<u>Maturity</u>	<u>Interest Rate</u>	<u>Fair Value</u>	<u>Rating</u>
U.S Bank NA Commercial Paper	3/1/2021	0.2%	<u>\$15,149,348</u>	Aa1, AA-

**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 the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 4. INVESTMENTS (CONTINUED)**

Pension trust fund and OPEB trust fund investments had carrying amounts at February 28 as follows:

	<u>2022</u>	<u>2021</u>
Pension (as of June 30, 2021 and 2020)	\$ 4,347,596	\$ 4,481,372
OPEB	<u>1,255,597</u>	<u>1,074,916</u>
	<u>\$ 5,603,193</u>	<u>\$ 5,556,288</u>

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:** represents quoted prices for identical items in active, liquid and visible markets (i.e. Stock exchanges).

**Level 2:** represents observable information for similar items in active or inactive markets (i.e. two similarly situated buildings in the same real estate market).

**Level 3:** represents unobservable inputs to be used in situations where markets do not exist or are illiquid (i.e. Credit crisis).

The Plan has the following recurring fair value measurements as of February 28, 2022:

		<b>OPEB</b>		
		<b>Fair Value Measurements</b>		
		<b>Quoted Prices in Active Markets Markets for Identical Assets (Level 1)</b>	<b>Significant Other Observable Inputs (Level 2)</b>	<b>Significant Unobservable Inputs (Level 3)</b>
<b>Investments by Fair Value Level</b>	<b>February 28, 2022</b>			
Mutual Funds				
Fixed Income	\$ 359,060	\$ 359,060	\$ 0	\$ 0
Equity	788,817	788,817	0	0
Short Term Investment	107,720	0	107,720	0
Total investments measured at fair value	<u>\$ 1,255,597</u>	<u>\$ 1,147,877</u>	<u>\$ 107,720</u>	<u>\$ 0</u>

		<b>Pension</b>		
		<b>Fair Value Measurements</b>		
		<b>Quoted Prices in Active Markets Markets for Identical Assets (Level 1)</b>	<b>Significant Other Observable Inputs (Level 2)</b>	<b>Significant Unobservable Inputs (Level 3)</b>
<b>Investments by Fair Value Level</b>	<b>June 30, 2021</b>			
Mutual Funds				
Fixed Income	\$ 1,176,725	\$ 1,176,725	\$ 0	\$ 0
Equity	3,024,114	3,024,114	0	0
Short Term Investment	146,758	0	146,758	0
Total investments measured at fair value	<u>\$ 4,347,597</u>	<u>\$ 4,200,839</u>	<u>\$ 146,758</u>	<u>\$ 0</u>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### 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 that 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 that 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 February 28 are as follows:

Restricted For:	2022	2021
Debt service fund	\$ 929,458	\$ 1,096,660
Operations and maintenance reserve fund	1,500,000	1,500,000
Debt service reserve fund 2021A	666,068	667,501
Debt service reserve fund 2019A	1,394,169	1,394,030
Debt service reserve fund 2018A	473,789	473,742
Debt service reserve fund 2018B	271,659	271,632
Debt service reserve fund 2014A	96,714	96,704
Debt service reserve fund 2012B	50,819	50,814
Debt service reserve fund 2011	73,504	73,497
Debt service reserve fund 2008	409,497	409,456
Project Fund 2019A	851,892	9,115,312
<b>Total</b>	<b>\$ 6,717,569</b>	<b>\$ 15,149,348</b>
Restricted Assets/Net Position on Balance Sheet:	<u>\$ 6,717,569</u>	<u>\$ 15,149,348</u>

## BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 5. FUNDS HELD BY TRUSTEE (CONTINUED)**

The funds held by the trustee are invested in cash and long and short-term securities that meet the requirements of the Bond Resolution for permitted investments. These investments include money market accounts and commercial paper. 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 February 28, 2022 and 2021 were as follows:

	2022	2021
Commercial paper	\$ 6,717,569	\$ 15,149,348
<b>Total</b>	<u>\$ 6,717,569</u>	<u>\$ 15,149,348</u>

**NOTE 6. PROPERTY, PLANT AND EQUIPMENT**

Capital asset activity during the year ended February 28, 2022 was as follows:

	Balance at February 28, 2021	Additions	Disposals	Transfers	Balance at February 28, 2022
<b>Non-Depreciable</b>					
Land and improvements	\$ 3,274,221	\$ 0	\$ 0	\$ 0	\$ 3,274,221
<b>Depreciable</b>					
Treatment, storage and admin facilities	9,397,916	8,269	0	328,300	9,734,485
Distribution system	85,413,312	0	0	5,144,484	90,557,796
Equipment	12,083,411	42,430	0	0	12,125,841
<b>Capital assets in service</b>	110,168,860	50,699	0	5,472,784	115,692,343
Construction in progress	3,325,697	9,187,916	0	(5,472,784)	7,040,829
<b>Total capital assets</b>	113,494,557	9,238,615	0	0	122,733,172
Accumulated depreciation	(31,236,866)	(2,044,845)	0	0	(33,281,711)
<b>Net capital assets, <u>reclassified</u></b>	<u>\$ 82,257,691</u>	<u>\$ 7,193,770</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 89,451,461</u>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 6. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

Capital asset activity during the year ended February 28, 2021 was as follows:

	Balance at February 29, 2020	Additions	Disposals	Transfers	Balance at February 28, 2021
<b>Non-Depreciable</b>					
Land and improvements	\$ 3,274,221	\$ 0	\$ 0	\$ 0	\$ 3,274,221
<b>Depreciable</b>					
Treatment, storage and admin facilities	12,884,004	260,222	0	0	13,144,226
Distribution system	83,922,108	669,790	0	6,944	84,598,842
Equipment	8,982,528	169,043	0	0	9,151,571
<b>Capital assets in service</b>	109,062,861	1,099,055	0	6,944	110,168,860
Construction in progress	570,381	2,762,260	0	(6,944)	3,325,697
<b>Total capital assets</b>	109,633,242	3,861,315	0	0	113,494,557
Accumulated depreciation	(29,234,987)	(2,001,879)	0	0	(31,236,866)
<b>Net capital assets</b>	<u>\$ 80,398,255</u>	<u>\$ 1,859,436</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 82,257,691</u>

### NOTE 7. ACCOUNTS PAYABLE AND ACCRUED EXPENSES

The major components of accounts payable and accrued expenses as of February 28, 2022 and 2021 were as follows:

	2022	2021
Supplier	323,097	\$ 255,761
Wages and withholding	343,570	365,190
Taxes	12,088	15,548
Audit	20,000	23,000
Water protection charges	14,068	14,100
Customer deposits	387,261	388,787
Other	147,167	152,404
<b>Total</b>	<u>\$ 1,247,251</u>	<u>\$1,214,790</u>



# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 8. 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 years ended February 28, 2022 and 2021.

	Balance March 1, 2021	Increases	Decreases	Refunding	Principle Forgiveness	Outstanding Balance February 28, 2022	Balance Due in 2023	Interest Paid in 2022
<b>Bonds Payable- Direct Borrowing</b>								
General Revenue Bond, Series 2015	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
General Revenue Bond, Series 2018A	3,516,542	0	430,066	0	0	3,086,476	444,768	110,595
General Revenue Bond, Series 2019A	16,936,000	0	1,073,000	0	0	15,863,000	1,092,000	298,963
General Revenue Refunding Bond, Series 2021A	6,660,000	0	1,310,000	0	0	5,350,000	1,320,000	63,091
<b>Total Bonds Payable</b>	<b>\$ 27,112,542</b>	<b>\$ 0</b>	<b>\$ 2,813,066</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 24,299,476</b>	<b>\$ 2,856,768</b>	<b>\$ 472,649</b>
<b>Loans Payable- Direct Borrowing</b>								
Drinking Water Revolving Bond, Series 2008A	2,964,000	0	280,000	0	0	2,684,000	291,000	101,898
Drinking Water SRF- Direct Loan, Series 2011	627,000	0	47,000	0	0	580,000	49,000	23,613
Drinking Water SRF- Direct Loan, Series 2012B	108,000	0	53,000	0	0	55,000	55,000	1,966
Safe Drinking Water Program, Series 2014	1,034,872	0	72,000	0	11,679	974,551	61,997	32,912
Drinking Water SRF, Series 2018	3,554,500	0	152,400	0	0	3,402,100	156,000	112,328
<b>Total Loans Payable</b>	<b>8,288,372</b>	<b>0</b>	<b>604,400</b>	<b>0</b>	<b>11,679</b>	<b>7,695,651</b>	<b>612,997</b>	<b>272,717</b>
<b>Total Debt</b>	<b>\$ 35,400,914</b>	<b>\$ 0</b>	<b>\$ 3,417,466</b>	<b>\$ 0</b>	<b>\$ 11,679</b>	<b>\$ 31,995,127</b>	<b>\$ 3,469,765</b>	<b>\$ 745,366</b>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 8. LONG-TERM OBLIGATIONS (CONTINUED)

	Balance March 1, 2020	Increases	Decreases	Refunding	Principle Forgiveness	Outstanding Balance February 28, 2021	Balance Due in 2022	Interest Paid in 2021
<b>Bonds Payable- Direct Borrowing</b>								
General Revenue Bond, Series 2015	\$ 6,895,000	\$ 0	\$ 385,000	\$ 6,510,000	\$ 0	\$ 0	\$ 0	\$ 147,758
General Revenue Bond, Series 2018A	3,932,030	0	415,488	0	0	3,516,542	430,066	124,848
General Revenue Bond, Series 2019A	18,000,000	0	1,064,000	0	0	16,936,000	1,073,000	318,442
General Revenue Refunding Bond, Series 2021A	0	6,660,000	0	0	0	6,660,000	1,310,000	5,513
<b>Total Bonds Payable</b>	<b>\$ 28,827,030</b>	<b>\$ 6,660,000</b>	<b>\$ 1,864,488</b>	<b>\$ 6,510,000</b>	<b>\$ 0</b>	<b>\$ 27,112,542</b>	<b>\$ 2,813,066</b>	<b>\$ 596,561</b>
<b>Loans Payable- Direct Borrowing</b>								
Drinking Water Revolving Bond, Series 2008A	2,964,000	0	270,000	0	0	2,964,000	280,000	112,314
Drinking Water SRF- Direct Loan, Series 2011	627,000	0	46,000	0	0	627,000	47,000	25,118
Drinking Water SRF- Direct Loan, Series 2012B	108,000	0	52,000	0	0	108,000	53,000	3,138
Safe Drinking Water Program, Series 2014	1,034,872	0	71,000	0	11,517	1,034,872	60,321	34,308
Drinking Water SRF, Series 2018	3,554,500	0	149,200	0	0	3,554,500	152,400	105,184
<b>Total Loans Payable</b>	<b>8,288,372</b>	<b>0</b>	<b>588,200</b>	<b>0</b>	<b>11,517</b>	<b>8,288,372</b>	<b>592,721</b>	<b>280,062</b>
<b>Total Debt</b>	<b>\$ 37,115,402</b>	<b>\$ 6,660,000</b>	<b>\$ 2,452,688</b>	<b>\$ 6,510,000</b>	<b>\$ 11,517</b>	<b>\$ 35,400,914</b>	<b>\$ 3,405,787</b>	<b>\$ 876,623</b>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 8. LONG-TERM OBLIGATIONS (CONTINUED)

#### Bonds payable

In December 1995, the Authority issued a 1995 Series A General Revenue Bond (the "1995 Bonds") with a face value of \$17,790,000. The net proceeds of approximately \$17.3 million (after bond issue costs and discount) were used to refund the 1986 Series A General Revenue Bond (the "1986 Bonds") with an outstanding principal balance of \$16,950,000 (plus accrued interest).

The refunding resulted in a difference between the redemption price, which includes a 3% call premium and the net carrying amount of the old debt of approximately \$1.1 million. The Authority completed the refunding to reduce its total debt service payments by \$3.8 million over the next 20 years and to obtain an economic gain (difference between the present values of the old and new debt service payments) of \$2.1 million.

In July 1997, the Authority issued a 1997 Series A General Revenue Bond (the "1997 Bonds") with a face value of \$12,195,000. The net proceeds of approximately \$11,900,000 (after bond issue costs and discount) were used to complete the construction of the East Bay Pipeline and Emergency Connection projects and other distribution improvements.

In August 1998, the Authority issued a 1998 Series A General Revenue Bond (the "1998 Bonds") with a face value of \$6,090,000. The net proceeds of approximately \$5,881,000 (after bond issue costs and premium) were used to complete the construction of the East Bay Pipeline and Emergency Connection projects and other distribution improvements.

In November 2004, the Authority issued a 2004 Refunding Series A General Bond (the "2004 Bonds") with a face value of \$11,295,000. The net proceeds of approximately \$11 million (after bond issue costs and premium) were used to refund part of the 1995 Series A General Revenue Bond (the "1995 Bonds") with an outstanding principal balance of \$10,695,000 (plus accrued interest).

The refunding resulted in a difference between the redemption price, which includes a 2% call premium and the net carrying amount of the old debt of approximately \$474,600. The Authority completed the refunding to reduce its total debt service payments by \$798,920 over the next 12 years and to obtain an economic gain (difference between the present values of the old and new debt service payments) of \$603,402.

In August 2012, the Authority issued a 2012 Refunding Series A General Bond (the "2012A Bonds") with a face value of \$6,735,000. The net proceeds of approximately \$6,665,000 (after bond issue costs) were used to refund the 1997 Series A (the "1997 Bonds") and 1998 Series A (the "1998 Bonds") General Revenue Bonds with combined outstanding principal balances of \$6,600,000 (plus accrued interest).

The Authority completed the refunding to reduce its total debt service payments by \$525,617 over the next six years and to obtain an economic gain (difference between the present values of the old and new debt service payments) of \$512,451. As of end of fiscal year 2019, the Authority has completed the payment for the 2012 Refunding Series A General Bond (the "2012A Bonds").

In September 2014, the Authority issued a 2014 Series B General Bond (the "2014B Bonds") with a face value of \$8,355,000. The net proceeds of approximately \$8,301,000 (after bond issue costs) will be used to complete future capital improvements. Interest on the 2014B Bond is paid semi-annually on March 1 and September 1. Principal payments are made annually on September 1. As of fiscal year 2021, the Authority has completed the payment for the 2014 B Bonds as way of refinance.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 8. LONG-TERM OBLIGATIONS (CONTINUED)

#### Bonds payable (continued)

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, 2022 are \$3,086,476 and \$344,765, respectively.

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 outstanding as of February 28, 2022 are \$15,863,000 and \$2,097,831, respectively.

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 outstanding as of February 28, 2022 are 5,350,000 and 129,476, respectively.

The annual debt service requirements of the general long-term bonds payable as of February 28, 2022 are as follows:

Fiscal Year Ended February 28:	Bonds from Direct Borrowings		
	Principal	Interest	Total
2023	2,856,785	438,078	3,294,863
2024	2,901,972	389,892	3,291,864
2025	2,953,489	341,365	3,294,854
2026	2,999,951	291,221	3,291,172
2027	1,682,769	240,333	1,923,102
2028-2035	10,904,510	871,184	11,775,694
	<u>24,299,476</u>	<u>2,572,072</u>	<u>26,871,548</u>

The Authority’s outstanding notes from direct borrowings relate to business-type activities of \$24,299,476 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.

The Authority must meet certain financial covenants. The Authority was in compliance with all such covenants at February 28, 2022 and 2021.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 8. LONG-TERM OBLIGATION (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, 2022 are \$2,684,000 and \$448,429, respectively.

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, 2022 are \$580,000 and \$119,673, respectively.

In November 2012, the Authority obtained a ten-year (10), \$500,000 loan from Rhode Island Infrastructure Bank of which 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, 2022 are \$55,000 and \$1,166, respectively.

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, 2022 are \$974,550 and \$214,934, respectively. This Debt also has \$200,360 total in loan forgiveness.

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, 2022 are \$3,402,100 and \$962,906 respectively.

The annual debt service requirements of the loans payable as of February 28, 2022 are as follows:

<u>Year Ended February 28,</u>	<u>Principal</u>	<u>Interest &amp; Fees</u>	<u>Total</u>
2023	\$ 612,997	\$ 274,450	\$ 887,447
2024	576,472	254,634	831,106
2025	595,448	235,013	830,461
2026	616,524	214,383	830,907
2027	638,737	192,556	831,293
2028-2038	4,655,473	858,969	5,514,442
	<u>\$ 7,695,651</u>	<u>\$ 2,030,005</u>	<u>\$ 9,725,656</u>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 9. 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 LIBOR 30 days at 1st of the month plus 2.50% (2.50% at February 29, 2016). At February 28, 2022 and 2021, the outstanding balance on the line was \$0 and \$0, respectively.

### NOTE 10. PENSION PLAN

#### Plan Description

#### *(a) Plan Administration*

The Bristol County Water Authority (BCWA) administers the Pension Plan (Plan) for employees of the BCWA, a single employer defined benefit pension plan that provides pensions for employees of the BCWA who were hired prior to September 1, 2012. The pension plan is closed to new entrants.

#### *(b) Benefits Provided*

The Plan for employees of the BCWA 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 BCWA after 5 years of service is vested in their benefit earned to date of termination.

#### *(c) Plan Membership*

At June 30, 2021, 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>7</u>
Subtotal	<u><u>18</u></u>

#### *(d) Contributions*

The BCWA 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, 2021 (i.e. the measurement date), the actuarially determined contribution was \$26,353 and the actual contribution was \$278,000.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 10. PENSION PLAN (CONTINUED)

#### Summary of Significant Accounting Policies

##### *(a) 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 and 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.

##### *(b) 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.

##### *(c) 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.

##### *(d) 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

##### *(a) Investment Policy*

The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the BCWA. It is the policy of the BCWA 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.



# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 10. PENSION PLAN (CONTINUED)

#### Investments (Continued)

##### *(a) Investment Policy (Continued)*

The following was the BCWA's adopted asset allocation policy as of June 30, 2021:

<u>Asset Class</u>	<u>Target Allocation</u>
Domestic equity	61%
International equity	8%
Fixed income	26%
Short term investments	5%
Cash	0%
Total	100%

##### *(b) Rate of Return*

For the year ended June 30, 2021 the annual money-weighted rate of return on pension plan investments, net of pension plan investment expenses, was 29.20%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

#### Net Pension Liability of the BCWA

The components of the net pension liability of the BCWA at June 30, 2021, were as follows:

Total pension liability	\$ 4,231,077
Plan fiduciary net position	(4,347,596)
BCWA's net pension liability (asset)	<u>\$ (116,519)</u>
Plan fiduciary net position as a percentage of the total pension liability	102.75%

##### *(a) Actuarial assumptions*

The total pension liability was determined by an actuarial valuation as of June 30, 2021, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.00 percent
Salary increases	3.00 percent, average, including inflation
Investment rate of return	7.50 percent, net of pension plan investment expense, including inflation

## BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 10. PENSION PLAN (CONTINUED)****Net Pension Liability of the BCWA (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-2014. 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, 2021 (see the discussion of the pension plan's investment policy) are summarized in the following table:

<u>Asset Class</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity	7.0%
International equity	7.5%
Fixed income	3.5%
Short term investments	2.0%
Cash	0.0%

**(b) 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 BCWA 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.

	<u>Total Pension Liability (a)</u>	<u>Plan Fiduciary Net Position (b)</u>	<u>Net Pension Liability (a) - (b)</u>
<b>Balance as of 7/01/2020</b>	\$ 5,126,473	\$ 4,481,372	\$ 645,101
<b>Changes for the year:</b>			
Service cost	42,825	0	42,825
Interest on total pension liability	330,077	0	330,077
Differences between expected and actual experience	268,235	0	268,235
Contributions - employer	0	278,000	(278,000)
Net investment income	0	1,124,757	(1,124,757)
Benefit payments	(1,536,533)	(1,536,533)	0
<b>Net changes</b>	<u>(895,396)</u>	<u>(133,776)</u>	<u>(761,620)</u>
<b>Balance as of 6/30/2021</b>	<u>\$ 4,231,077</u>	<u>\$ 4,347,596</u>	<u>\$ (116,519)</u>

## BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 10. PENSION PLAN (CONTINUED)****Net Pension Liability of the BCWA (Continued)*****(c) Sensitivity of the net pension liability to changes in the discount rate***

The following presents the net pension liability of the BCWA, calculated using the discount rate of 7.50 percent, as well as what the BCWA'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:

	<b>1% Decrease 6.50%</b>	<b>Current Discount Rate (7.50%)</b>	<b>1% Increase 8.50%</b>
Plan's Net Pension Liability (Asset)	\$ 165,893	\$ (116,519)	\$ (368,763)

***(d) Pension Expense and Deferred Outflows and Deferred Inflows of Resources Related to Pensions***

For the year ended February 28, 2022, the BCWA recognized pension expense of \$21,112. At February 28, 2022, the BCWA reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Difference between expected and actual experience	\$ 175,830	\$ 6,323
Difference between projected and actual earnings on plan investments	248,786	590,575
Total deferred outflows / (inflows)	<u>\$ 424,616</u>	<u>\$ 596,898</u>
Net deferred outflows/deferred infows		<u>\$ (172,282)</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

**Year ended February 28:**

2023	54,732
2024	8,314
2025	(91,207)
2026	(144,121)
2027	0
Thereafter	0
	<u>\$ (172,282)</u>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 11. COMMITMENTS AND CONTINGENCIES

#### *Payment in Lieu of Taxes*

The Authority has entered into an agreement with the Towns of Bristol County providing for annual payments of \$113,550 and \$ 306,400, by the Authority in lieu of taxes to the towns for the years ended February 28, 2022 and 2021.

#### *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 combined financial position or results of operations.

#### *Commitment*

As of February 28, 2022, and 2021 the Authority had entered into various contracts and had a commitment of approximately \$8,908,440 and \$10,268,345, respectively, related to these contracts.

### NOTE 12. NET POSITION

Net position represents the difference between assets and liabilities. The net position amounts at February 28, 2022 and 2021 were as follows:

	<u>2022</u>	<u>2021</u>
<b>Net investment in capital assets:</b>		
Net capital assets in service	\$ 89,451,461	\$ 82,257,691
Less: bonds and notes payable	(31,995,127)	(35,400,914)
Less: other capital related liabilities	(920,626)	(697,400)
<b>Net investment in capital assets</b>	<u>56,535,708</u>	<u>46,159,377</u>
<b>Restricted:</b>		
Restricted funds held by trustee	<u>6,717,569</u>	<u>15,149,348</u>
<b>Total restricted</b>	<u>6,717,569</u>	<u>15,149,348</u>
<b>Unrestricted</b>	<u>19,881,770</u>	<u>16,725,752</u>
<b>Total Net Position</b>	<u><u>\$ 83,135,047</u></u>	<u><u>\$ 78,034,477</u></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 the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 12. 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 13. MAJOR SUPPLIER

The Authority's water purchases from one supplier for the years ended February 28, 2022 and 2021 were approximately 22.7% and 21%, respectively, of the Authority's operations expense.

### NOTE 14. 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 during the year ended February 28, 2022, 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, 2022, 27 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, 2022, has updated the actuarial valuation. The plan does not issue a stand-alone report.

#### *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.

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 14. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

#### *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 6% in the first year of retirement. The co-pay rate gradually increases to 20% by year four of retirement and thereafter. 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.

#### *Classes of Employees Covered*

As of February 28, 2022 (date of the last actuarial valuation) membership data was as follows:

Description	Active Employees	Inactive or Beneficiaries Receiving Benefits	Total
Number	27	31	58

#### *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 the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 14. 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, 2021 for OPEB expense and February 28, 2022 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, 2021 and premium information as of March 1, 2022 were used to calculate the Service cost and Total OPEB Liability.

#### **Actuarial Assumptions:**

Discount rate:	3.33% for February 28, 2022 2.55% for February 28, 2021 2.43% for February 29, 2020
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 6.0% grading down using the Getzen model to an ultimate rate of 3.94%
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+



# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 14. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

#### *Investment Policy and Rate of Return*

The Water District'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, 2022 the annual money-weighted rate of return on investment, net of investment expense, was 18.48%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

The following was the Authority's adopted asset allocation policy as of February 28, 2022:

<u>Asset Class</u>	<u>Asset Allocation</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Cash and Receivables	0.00%	N/A	N/A
Cash and Equivalents	9.00%	N/A	N/A
Mutual Funds - Fixed Income	29.00%	N/A	N/A
Mutual Funds - Equity	62.00%	N/A	N/A
Total	<u>100%</u>	<u>N/A</u>	

## BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 14. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)*****Changes in Net OPEB Liability***

		Increase (Decrease)	
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at March 1, 2021	\$ 5,797,030	\$ 1,074,916	\$ 4,722,114
Service cost	370,624	0	370,624
Interest on Total OPEB liability	145,085	0	145,085
Differences between actual and expected experience	(508,521)	0	(508,521)
Changes in assumptions	(702,926)	0	(702,926)
Benefit payments, including refunds	(89,624)	(89,624)	0
Trust administrative expenses	0	(8,811)	8,811
Contributions - employer	0	230,184	(230,184)
Contributions - active employees	0	0	0
Net investment income	0	48,932	(48,932)
Net changes	(785,362)	180,681	(966,043)
Balances at February 28, 2022	\$ 5,011,668	\$ 1,255,597	\$ 3,756,071

***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 (2.33 percent) or 1-percentage-point higher (4.33 percent) than the current discount rate:

	Impact of 1% Change in Discount Rate		
	1% Decrease (2.33%)	Current discount rate (3.33%)	1% Increase (4.33%)
Total OPEB liability	\$ 4,489,158	\$ 3,756,071	\$ 3,156,774

## BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 14. 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 (2.94 percent) or 1-percentage-point higher (4.94 percent) than the current discount rate:

	<b>Impact of 1% Change in Healthcare Trend Rate</b>		
	<b>1% Decrease (5.0% decreasing to 2.94%)</b>	<b>Current trend rate (6.0% decreasing to 3.94%)</b>	<b>1% Increase (7.0% decreasing to 4.94%)</b>
Total OPEB liability	\$ 3,050,312	\$ 3,756,071	\$ 4,666,119

***Net OPEB Liability***

The components of the net OPEB liability of the Authority at February 28, 2022 were as follows:

Total OPEB liability	\$ 5,011,668
Plans fiduciary net position	<u>1,255,597</u>
Authority's net OPEB liability	<u>\$ 3,756,071</u>

Plan net position as a percentage of the total OPEB liability	25.05%
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***OPEB Expense and Deferred Outflows and Inflows of Resources Related to OPEB***

For the year ended February 28, 2022 the Authority reported deferred outflows and inflows of resources related to OPEB from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred (Inflows) of Resources</b>
Difference between expected and actual experience	\$ 33,047	\$ (575,494)
Changes of assumptions	645,273	(814,705)
Difference between projected and actual earnings on OPEB plan investments	<u>35,476</u>	<u>(62,524)</u>
Total Deferred Outflows/(Inflows)	<u>\$ 713,796</u>	<u>\$ (1,452,723)</u>
		<u>\$ (738,927)</u>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 14. OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

#### *OPEB Expense and Deferred Outflows and Inflows of Resources Related to OPEB (continued)*

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year ended February 29:	
2023	\$ (80,377)
2024	(86,511)
2025	(93,107)
2026	(69,303)
2027	(74,028)
Thereafter	(335,601)
	<u>\$ (738,927)</u>

### NOTE 15. 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 \$196,928 and \$136,408 for the years ended February 28, 2022 and 2021, 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, 2022 and 2021 were \$122,541 and \$114,165, 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 the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 16. 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.

## Statement of Fiduciary Net Position

	OPEB Trust Fund		Pension Trust Fund (as of June 30)	
	2022	2021	2021	2020
<b>Assets</b>				
Cash and cash equivalents	\$ 107,720	\$ 0	\$ 146,758	\$ 0
Investments, at fair value	1,147,877	1,074,916	4,200,839	4,481,372
Investment income	0	0	0	0
<b>Total Assets</b>	<u>1,255,597</u>	<u>1,074,916</u>	<u>4,347,597</u>	<u>4,481,372</u>
<b>Deferred outflows of resources</b>				
None	0	0	0	0
<b>Total Deferred outflows of resources</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total assets and deferred outflows of resources</b>	<u>1,255,597</u>	<u>1,074,916</u>	<u>4,347,597</u>	<u>4,481,372</u>
<b>Liabilities</b>				
None	0	0	0	0
<b>Total liabilities</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Deferred inflows of resources</b>				
None	0	0	0	0
<b>Total deferred inflows of resources</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Position</b>				
Restricted- OPEB benefits	1,255,597	1,074,916	0	0
Restricted- Pension benefits	0	0	4,347,597	4,481,372
<b>Total net position</b>	<u>1,255,597</u>	<u>1,074,916</u>	<u>4,347,597</u>	<u>4,481,372</u>
<b>Total liabilities, deferred inflows of resources and net position</b>	<u>\$1,255,597</u>	<u>\$1,074,916</u>	<u>\$4,347,597</u>	<u>\$4,481,372</u>

## BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

**NOTE 16. FINANCIAL STATEMENTS FOR INDIVIDUAL PENSION AND OTHER POSTEMPLOYMENT BENEFIT TRUST FUNDS (OPEB) (CONTINUED)**

## Statement of Changes in Fiduciary Net Position

	OPEB Trust Fund		Pension Trust Fund (as of June 30)	
	2022	2021	2021	2020
<b>Additions</b>				
<b>Contributions</b>				
Employer contributions	\$ 230,184	\$ 221,163	\$ 278,000	\$ 325,000
<b>Total contributions</b>	<u>230,184</u>	<u>221,163</u>	<u>278,000</u>	<u>325,000</u>
<b>Investment Income</b>				
Net Investment Income	<u>48,932</u>	<u>156,735</u>	<u>1,152,827</u>	<u>103,907</u>
<b>Total investment income</b>	<u>48,932</u>	<u>156,735</u>	<u>1,152,827</u>	<u>103,907</u>
<b>Total additions</b>	<u>279,116</u>	<u>377,898</u>	<u>1,430,827</u>	<u>428,907</u>
<b>Deductions</b>				
Administration fees	8,811	0	28,070	7,800
Actual and service benefits payments	<u>89,624</u>	<u>81,163</u>	<u>1,536,533</u>	<u>462,851</u>
<b>Total deductions</b>	<u>98,435</u>	<u>81,163</u>	<u>1,564,603</u>	<u>470,651</u>
<b>Change in net position</b>	180,681	296,735	(133,776)	(41,744)
Net position - March 1, 2021	<u>1,074,916</u>	<u>778,181</u>	<u>4,481,372</u>	<u>4,523,116</u>
Net position - February 28, 2022	<u>\$1,255,597</u>	<u>\$1,074,916</u>	<u>\$4,347,596</u>	<u>\$4,481,372</u>

# BRISTOL COUNTY WATER AUTHORITY

## Notes to the Financial Statements

Years Ended February 28, 2022 and February 28, 2021

### NOTE 17. RECLASSIFICATION

As of March 1, 2021 the Authority reclassified fixed assets for reorganization of fixed assets to better enhance financial statement presentation purposes.

Reclassification of Asset Classes		
	<u>February 28, 2021</u>	<u>March 1, 2021</u>
Depreciable Capital Assets		
Treatment, storage and admin facilities	\$ 13,144,226	\$ 9,397,916
Distribution system	84,598,842	85,413,312
Equipment	9,151,571	12,083,411
	<u>\$ 106,894,639</u>	<u>\$ 106,894,639</u>

### NOTE 18. SUBSEQUENT EVENTS

Management has evaluated subsequent events through May 16, 2022, the date the financial statements were to be issued.

In March of 2022 (Fiscal Year 2023), there was an approval and issuance of a \$12 million General Revenue Bond for the capital improvement program. The bond rate is 2.88% which at the time was the lowest competitive rate. The cost of issuance was \$57,450, the debt service reserve fund totals \$791,232 and the remainder of \$11,151,318 is in the project fund.

In March of 2022, the Authority awarded a bid proposal for the 2022 Water Main Renewal Project to Boyle & Fogarty. The overall project budget is approximately \$1.9 million.

On March 9, 2020 the governor of the State of Rhode Island declared a State of Emergency in response to limit the spread of COVID—19 Coronavirus, which the World Health Organization characterizes as being a pandemic. As a result of the spread of COVID-19, there is considerable uncertainty around the duration of the pandemic accordingly, the financial impact related to the collection of water sales, taxes, investment income, other revenues and other potential financial impacts cannot be reasonably estimated at this time. As of March 3, 2022 the State of Emergency relating to COVID-19 remained in effect until May 11, 2022.

Due to economic factors, locally and globally, there are some uncertain circumstances that may affect BCWA such as global markets and supply chains.



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*Required Supplementary Information*

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# BRISTOL COUNTY WATER AUTHORITY

## Required Supplementary Information

### Schedule of Changes in the Authority's Net Pension Liability and Related Ratios

Last Ten Fiscal Years\*\*  
Measured as of June 30, 2021

	2021	2020	2019	2018	2017	2016	2015	2014
<b>Total pension liability</b>								
Service cost	\$ 42,825	\$ 50,344	\$ 84,412	\$ 79,150	\$ 104,910	\$ 164,052	\$ 165,962	\$ 195,345
Interest	330,077	370,531	398,672	400,373	429,481	473,937	457,069	418,247
Differences between expected and actual experience	268,235	46,960	(53,738)	104,028	(1,073)	(52,783)	186,447	113,788
Changes of assumptions	0	0	0	0	0	0	418,440	328,009
Benefit payments, including refunds of participant contributions	(1,536,533)	(462,851)	(1,078,149)	(144,836)	(1,646,500)	(591,117)	(1,017,891)	(32,262)
<b>Net change in total pension liability</b>	<b>(895,396)</b>	<b>4,984</b>	<b>(648,803)</b>	<b>438,715</b>	<b>(1,113,182)</b>	<b>(5,911)</b>	<b>210,027</b>	<b>1,023,127</b>
<b>Total pension liability - beginning</b>	<b>5,126,473</b>	<b>5,121,489</b>	<b>5,770,292</b>	<b>5,331,577</b>	<b>6,444,759</b>	<b>6,450,670</b>	<b>6,240,643</b>	<b>5,217,516</b>
<b>Total pension liability - ending</b>	<b>\$ 4,231,077</b>	<b>\$ 5,126,473</b>	<b>\$ 5,121,489</b>	<b>\$ 5,770,292</b>	<b>\$ 5,331,577</b>	<b>\$ 6,444,759</b>	<b>\$ 6,450,670</b>	<b>\$ 6,240,643</b>
<b>Pension fiduciary net position</b>								
Contributions - employer	\$ 278,000	\$ 325,000	\$ 409,000	\$ 467,000	\$ 582,000	\$ 350,000	\$ 405,081	\$ 275,000
Contributions - employee	0	0	0	0	0	0	0	0
Net investment income	1,124,757	103,907	205,023	413,208	494,351	(190,089)	369,331	641,659
Benefit payments, including refunds of participant contributions	(1,536,533)	(462,851)	(1,078,149)	(144,836)	(1,646,500)	(591,117)	(1,017,891)	(32,262)
Administrative expense	0	(7,800)	(8,300)	(8,300)	(8,150)	(6,420)	(6,815)	(7,979)
<b>Net change in plan fiduciary net position</b>	<b>(133,776)</b>	<b>(41,744)</b>	<b>(472,426)</b>	<b>727,072</b>	<b>(578,299)</b>	<b>(437,626)</b>	<b>(250,294)</b>	<b>876,418</b>
<b>Plan fiduciary net position - beginning</b>	<b>4,481,372</b>	<b>4,523,116</b>	<b>4,995,542</b>	<b>4,268,470</b>	<b>4,846,769</b>	<b>5,284,395</b>	<b>5,534,689</b>	<b>4,658,271</b>
<b>Plan fiduciary net position - ending</b>	<b>\$ 4,347,596</b>	<b>\$ 4,481,372</b>	<b>\$ 4,523,116</b>	<b>\$ 4,995,542</b>	<b>\$ 4,268,470</b>	<b>\$ 4,846,769</b>	<b>\$ 5,284,395</b>	<b>\$ 5,534,689</b>
<b>BCWA's net pension liability (asset) - ending</b>	<b>\$ (116,519)</b>	<b>\$ 645,101</b>	<b>\$ 598,373</b>	<b>\$ 774,750</b>	<b>\$ 1,063,107</b>	<b>\$ 1,597,990</b>	<b>\$ 1,166,275</b>	<b>\$ 705,954</b>

\*\* - 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 Changes in the Authority's Net Pension Liability and Related Ratios

Last Ten Fiscal Years\*\*  
Measured as of June 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Total pension liability	\$ 4,231,077	\$ 5,126,473	\$ 5,121,489	\$ 5,770,292	\$ 5,331,577	\$ 6,444,759	\$6,450,670	\$6,240,643
Plan fiduciary net position	(4,347,596)	4,481,372	4,523,116	4,995,542	4,268,470	4,846,769	5,284,395	5,534,689
BCWA's net pension liability (asset)	<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>	<u>\$ 705,954</u>
Plan fiduciary net position as a percentage of the total pension liability	102.75%	87.42%	88.32%	86.57%	80.06%	75.20%	81.92%	88.69%
Covered-employee payroll	\$ 603,323	\$ 858,466	\$ 1,078,697	\$ 1,231,521	\$ 1,180,179	\$ 1,450,870	\$1,567,423	\$1,964,651
Net pension liability as a percentage of covered-employee payroll	-19.31%	75.15%	55.47%	62.91%	90.08%	110.14%	74.41%	35.93%

\*\* - 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 Authority's Contributions

Last Ten Fiscal Years\*\*  
Measured at June 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Actuarially determined contribution	\$ 26,353	\$ 213,045	\$ 249,122	\$ 326,836	\$ 368,310	\$ 342,076	\$ 272,873	\$ 271,574
Contributions in relation to the actuarially determined contribution	278,000	325,000	409,000	467,000	582,000	350,000	405,081	275,000
Contribution deficiency (excess)	<u>\$ (251,647)</u>	<u>\$ (111,955)</u>	<u>\$ (159,878)</u>	<u>\$ (140,164)</u>	<u>\$ (213,690)</u>	<u>\$ (7,924)</u>	<u>\$ (132,208)</u>	<u>\$ (3,426)</u>
Covered-employee payroll	\$ 603,323	\$ 858,466	\$ 1,078,697	\$ 1,231,521	\$ 1,180,179	\$ 1,450,870	\$ 1,567,423	\$ 1,964,651
Contributions as a percentage of covered-employee payroll	4.37%	24.82%	23.09%	26.54%	31.21%	23.58%	17.41%	13.82%

\*\* - 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, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Annual money-weighted rate of return, net of investment expense	29.20%	2.90%	5.76%	9.21%	12.30%	-3.13%	7.34%	13.41%

\*\* - 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, 2021

#### Notes to the Schedule:

Valuation Date:

Actuarially determined contribution rates are calculated as of June 30, 2021.

Methods and assumptions used to determine contribution rates:

Discount rate	7.50%
Long term rate of return on investments	7.50% compounded annually
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
Salary progression	3.00%, compounded annually
Inflation	2.00%
Pre retirement mortality	Male - RP-2014 Male Employee Mortality Table Female - RP 2014 Female Employee Mortality Table
Post retirement mortality	Male - RP-2014 Male Annuitant Mortality Table Female - RP 2014 Female Annuitant Mortality Table
Joint and survivor benefit cost	Based on mortality assumptions indicated above with assumptions that 90% of males and 70% of females have eligible spouses at date of death
Asset basis	Market value
Expenses	Assumed paid separately

*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 28, 2022

	2022	2021	2020	2019	2018
<b>Total OPEB liability</b>					
Service cost	\$ 370,624	\$ 407,835	\$ 306,682	\$ 255,435	\$ 260,346
Interest on net OPEB liability and service cost	145,085	136,415	158,169	149,024	139,890
Differences between actual and expected experience	(508,521)	(132,232)	49,737	(71,160)	3,036
Changes of assumptions	(702,926)	(261,922)	966,809	28,267	32,158
Benefit payments, including refunds	(89,624)	(81,163)	(87,887)	(83,087)	(128,500)
Net change in total OPEB liability	(785,362)	68,933	1,393,510	278,479	306,930
Total OPEB liability - beginning	5,797,030	5,728,097	4,334,588	4,056,109	3,749,179
Total OPEB liability - ending	<u>\$5,011,668</u>	<u>\$5,797,030</u>	<u>\$5,728,097</u>	<u>\$4,334,588</u>	<u>\$4,056,109</u>
<b>OPEB fiduciary net position</b>					
Benefit payments, including refunds	\$ (89,624)	\$ (81,163)	\$ (87,887)	\$ (83,087)	\$ (128,500)
Trust administrative expenses	(8,811)	0	0	0	0
Contributions - employer	230,184	221,163	181,664	149,362	230,922
Contribution - Active employees	0	0	0	0	0
Net investment income	48,932	156,735	18,822	9,168	64,572
Net change in plan fiduciary net position	180,681	296,735	112,599	75,443	166,994
Plan fiduciary net position - beginning	1,074,916	778,181	665,582	590,139	423,145
Plan fiduciary net position - ending	<u>\$1,255,597</u>	<u>\$1,074,916</u>	<u>\$ 778,181</u>	<u>\$ 665,582</u>	<u>\$ 590,139</u>
Plan's net OPEB liability - ending	<u>\$3,756,071</u>	<u>\$4,722,114</u>	<u>\$4,949,916</u>	<u>\$3,669,005</u>	<u>\$3,465,970</u>
<b>Plan fiduciary net position as a percentage of total OPEB liability</b>	25.05%	18.54%	13.59%	15.36%	14.55%
Covered-employee payroll	\$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	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 Changes in Net OPEB Liability\*

For the Years Ended February 28, 2022

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Annual money-weighted rate of return, net of investment expense	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 Changes in Net OPEB Liability\*

For the Years Ended February 28, 2022

#### Actuarial Methods:

Measurement Date: March 1, 2021 for OPEB expense and February 28, 2022 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, 2021 and premium information as of March 1, 2022 were used to calculate the Service cost and Total OPEB Liability.

#### Actuarial Assumptions:

Discount rate: 3.33% for February 28, 2022  
2.55% for February 28, 2021  
2.43% for February 29, 2020

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 6.0% grading down using the Getzen model to an ultimate rate of 3.94%

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 28, 2022

	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Actuarial determined contribution	\$ 597,742	\$ 642,128	\$ 511,960	\$ 449,833	\$ 448,047
Contributions in relation to the actuarially determined contribution	230,184	181,664	149,362	149,362	230,922
Contribution deficiency (excess)	<u>\$ 367,558</u>	<u>\$ 460,464</u>	<u>\$ 362,598</u>	<u>\$ 300,471</u>	<u>\$ 217,125</u>
Covered-employee payroll	\$2,712,641	\$2,663,763	\$2,592,000	\$2,592,000	\$ 2,516,888
Contributions as a percentage of covered-employee payroll	8.49%	6.82%	5.76%	5.76%	9.17%

<b>Actuarial Valuation Date</b>	<b>Fiduciary Net Position</b>	<b>Total OPEB Liability (TOL)</b>	<b>Net OPEB Liability (NOL)</b>	<b>Funded Ratio</b>	<b>Covered Payroll</b>	<b>NOL as a % of Covered Payroll</b>
2/28/2018	590,139	4,056,109	3,465,970	14.55%	2,516,888	137.71%
2/28/2019	665,582	4,334,588	3,669,006	15.36%	2,592,000	141.55%
2/29/2020	778,181	5,728,097	4,949,916	13.59%	2,663,763	185.82%
2/28/2021	1,074,916	5,797,030	4,722,114	18.54%	2,744,000	172.09%
2/28/2022	1,255,597	5,011,668	3,756,071	25.05%	2,712,641	138.47%

\*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*

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## *Other Information*

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# BRISTOL COUNTY WATER AUTHORITY

## Other Information

### Receipts, Disbursements and Transfers for Funds Held by BCWA and Trustees

Year Ended February 28, 2022

	BCWA Funds				Trustee Funds		
	Project Funds	Debt Service Reserve Funds	Debt Service Fund	Operations and Maintenance Reserve Fund	Operations and Maintenance	Revenue Funds	Total
<b>Balance per bank at February 29, 2021</b>	\$ 9,115,310	\$ 3,437,376	\$ 1,096,660	\$ 1,500,000	\$ 800,740	\$ 18,509,028	\$ 34,459,114
Receipts:							
Collections from operations	0	0	0	0	0	16,250,000	16,250,000
Interest income	593	344	114	149	63	2,327	3,590
State and other grants/loan proceeds	0	0	0	0	0	0	0
Transfers:							
To (from) operating cash accounts	0	0	4,000,000	0	100,000	(9,540,000)	(5,440,000)
To (from) other funds	0	0	0	0	0	(4,000,004)	(4,000,004)
Interest income tranferred	0	0	(114)	(149)	(63)	0	(326)
Disbursements:		(1,500)					(1,500)
Project expenditures	(8,264,014)	0	0	0	0	0	(8,264,014)
Payment on principal and accrued interest		0	0	0	0	0	0
on Authority's notes	0	0	(4,167,202)	0	0	0	(4,167,202)
Payment of Bond Rate Lock/Fees	0	0	0	0	0	0	0
<b>Balance per bank at February 28, 2022</b>	<u>\$ 851,889</u>	<u>\$ 3,436,220</u>	<u>\$ 929,458</u>	<u>\$ 1,500,000</u>	<u>\$ 900,740</u>	<u>\$ 21,221,352</u>	<u>\$ 28,839,659</u>
<b>Change in Accrued Interest</b>							<u>0</u>
<b>Total funds held by trustee at February 28, 2022</b>							<u>\$ 28,839,659</u>

# BRISTOL COUNTY WATER AUTHORITY

## Other Information

### Non-Capitalized Fees Paid to Consultants

Year Ended February 28, 2022

#### Current operations

Legal	\$ 267,254
Engineering	45,638
Auditing	20,000
Accounting, financial, and computer consulting	<u>35,878</u>
<b>Total</b>	<u><u>\$ 368,770</u></u>

*See Independent Auditors' Report*

## BRISTOL COUNTY WATER AUTHORITY

## Other Information

## Debt Service Funds Requirement Calculation (Section 603 - General Bond Resolution)

Year Ended February 28, 2022

Revenue fund balance per bank at March 1, 2021	\$ 18,509,028
Revenue collected from operations	16,250,000
Transfer to operating cash accounts for operations and maintenance expenses	(9,540,000)
Operating cash used for capital projects	723,229
Interest income:	
Revenue fund	2,001
Operations and maintenance reserve fund	150
Debt service reserve funds	344
Debt service fund	114
Project fund	593
Operations and maintenance interest only	63
Total interest income	<u>3,265</u>
Net revenue available for debt service requirement	<u>\$ 25,945,522</u>
Debt service requirement	\$ 3,405,787
Computed ratio	7.62
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, 2022 is 7.62

*See Independent Auditors' Report*



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# HAGUE, SAHADY & CO., P.C.

## CERTIFIED PUBLIC ACCOUNTANTS

126 President Avenue  
Fall River, MA 02720  
TEL. (508) 675-7889  
FAX (508) 675-7859  
www.hague-sahady.com

### Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statement Performed in Accordance with *Government Auditing Standards*

To the Board of Directors of the  
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, the financial statements of the business-type activities and the aggregate remaining fund information of the Bristol County Water Authority (the Authority), as of and for the year ended February 28, 2022, and the related notes to the financial statements, and have issued our report thereon dated May 16, 2022.

#### 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) to determine the 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.

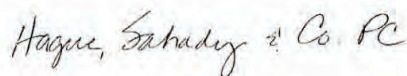
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of 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 determination of financial statement amounts. 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.



Hague, Sahady & Co., CPAs,P.C.  
Fall River, Massachusetts  
May 16, 2022

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**RESOLUTION  
TO SELL REAL PROPERTY  
9 COURT STREET, PLAT 14, LOT 26**

WHEREAS, the Town of Bristol owns the land and improvements located at 9 Court Street, Bristol, RI, currently shown as Lot 26 on Assessor's Plat 14, consisting of approximately 4,890 square feet of lot area (the "Property"), to Tupelo Realty LLC ("Tupelo Realty"); and

WHEREAS, the Town has previously determined that the Property is no longer necessary for municipal purposes and that the Property should be sold, and a public hearing was held on July 7, 2021, pursuant to the Bristol Town Charter; and

WHEREAS, the Town issued a Request for Proposals ("RFP") for the sale of the Property and there was one proposal submitted, and such proposal exceeded the minimum required price; and

WHEREAS, Tupelo Realty has offered to pay Five Hundred and Seventy Thousand Dollars and 00 Cents (\$576,000.00) for the Property, which is consistent with the Town's independent assessment of the Property's value;

NOW, THEREFORE, BE IT RESOLVED, that The Town of Bristol, by vote of its Town Council, hereby agrees to sell the Property to Tupelo Realty for said \$576,000.00; and

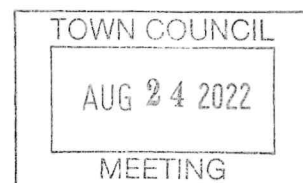
BE IT FURTHER RESOLVED, that the Town of Bristol hereby authorizes its Town Administrator to act in the best interest of the Town and he is hereby authorized, empowered and directed to execute, acknowledge and deliver all necessary documents and instruments on behalf of the Town to sell the Property as approved by the Town Solicitor, including executing a purchase and sale agreement and a settlement statement, with such changes in the text, form and terms thereof as in the judgment of the Town Administrator executing such document may be deemed necessary or desirable and proper (the necessity or desirability and propriety of such changes to be conclusively evidenced by the execution and delivery of such documents).

By vote of the Town Council on the 24th day of August, 2022.

\_\_\_\_\_  
Melissa Cordeiro, Town Clerk & Council Clerk

\_\_\_\_\_  
Date

[Seal]



**ROGERS FREE LIBRARY  
BOARD OF TRUSTEES  
APPROVED**

June 16, 2022  
Rogers Free Library  
525 Hope Street  
Bristol, RI 02809  
6:30 p.m.

**Present were:**

Jackie Katz  
Ruth Souto  
Laura Cabral  
Al Wroblewski  
David Swanson

**Also Present were:**

Dawn Jenkin, Director  
Jackie O'Brien, Assistant Director

**Absent were:**

Beverly Larson  
Samantha Faria

**1. ROLL CALL FOR QUORUM**

Jackie Katz called the meeting to order at 6:31pm, and noted that there was a quorum.

**2. REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING**

**Ruth Souto made a motion to approve the May 19, 2022 minutes as presented; seconded by Al Wroblewski; Roll call vote – all in favor, motion carries.**

**3. CHAIR REPORT**

**Jackie Katz** – Has been asked to serve on the Rhode Island State Library Board!

**4. LIBRARY DIRECTOR REPORT**

Trustees have been provided an advance copy of the library director report to review. In addition, Dawn provided the following updates and highlighted the points below:

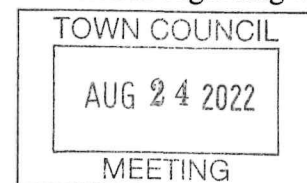
**Dawn Jenkin –**

Talked about the Staff Training Day that will be held on June 23, 2022 at the library. The library will be closed to the public that day.

One resume has been received to date for the Library Assistant's position.

Dawn announced that Charlotte Burnham, Children's Librarian will be retiring on August 19, 2022.

Discussion on having a Memorandum of Understanding (MOU) with the Friends regarding each grant.



Discussion on Community Grants and Staff Grants – the Friends will fund up to \$3,000 on Professional Development Grants. Anything more than that, the Friends will review at their meeting and vote on.

The Amsterdam Virtual Tour – Took place today, June 16, 2022. This was Live but has been recorded so that people who could not attend, due to it being at 2:00PM, can watch it at their leisure.

## **5. FINANCIAL REPORT – Discuss and Vote**

Discussion on Budget.

### **a. Approve May Financial Report**

**David Swanson made a motion to approve the May Financial Report; seconded by Ruth Souto; Roll call vote – all in favor, motion carries.**

## **6. OLD BUSINESS**

### **a. Strategic Planning Update**

**Dawn Jenkin** - We have suspended using ESC and are taking a break until July 7, 2022.

**Jackie Katz** - What happened to the \$5,000 the Friends paid to ESC? Has any of that money been returned?

**Dawn Jenkin** - Didn't know.

**Al Wroblewski:** Believes that having Peter Maloney, of the Friends of RFL, involved in this process would be good, because he was involved in the last Strategic Plan, and is big on accountability. We are building off of the last Strategic Plan and that the Committee should make the suggestion or recommendation regarding ESC.

**Ruth Souto** – Suggested that the Strategic Planning Committee speak with Betty Brito, due to her having been through this process.

### **b. Roof Repair Update**

**Dawn Jenkin** – The money that Ryan Brennan, former RFL Director, had secured through grants, was for replacement, not repairs. Due to this, Dawn was surprised to see Rob West putting ice shield on the flashing. As of this date, there has been no leaks in the mezzanine.

## **7. NEW BUSINESS**

### **Liaison Reports**

#### **Friends of RFL – Ruth Souto**

**Ruth Souto** - Friends have not met since April.

#### **Grant Oversight Committee – David Swanson and Laura Cabral**

**Laura Cabral** – Nothing new to report.

#### **Director Evaluation Committee Report – Ruth Souto**

**Ruth Souto** – The Director Evaluation Report was given at the last meeting, May 19, 2022.



Ruth recommended moving the next Director Evaluation to January of 2023.

## **8. MEMBER PREROGATIVES**

**Al Wroblewski** – Asked if we are supposed to have an annual meeting to discuss the process to review the By-Laws?

## **9. PUBLIC COMMENT**

No public comment.

**10. NEXT MEETING DATE:** The Next Meeting date will be **July 21, 2022**

## **11. ADJOURN**

**Ruth Souto made a motion to adjourn; seconded by David Swanson; Roll call vote – all in favor, motion carries. Meeting adjourned at 8:11 pm.**

Respectfully submitted,

Jackie O'Brien



Town of Bristol, Rhode Island

**Harbor Commission**  
10 Court Street  
Bristol, RI 02809  
401-253-7000

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

2022 AUG -3 PM 2: 27

## HARBOR COMMISSION

### Meeting Minutes

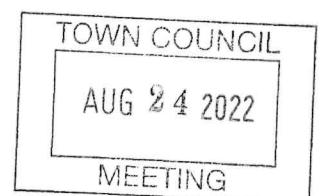
August 1, 2022

Starting Time 7:00 PM

Chairman Franco was unable to attend and meeting was chaired by Jim Dollins

Present: Jim Dollins, Torre Peterson, Bob Hamel, Dave Miller, Steve Janaurio, Greg Marsili

1. Approval of July Minutes (Hamel, Peterson)
2. Report of the Harbormaster:
  - A. New Marina: Gregg provided an update on the regulatory issues re: water/electricity and state permits. There will be an ADA inspection of the facility next week. He also reported on some of the issues related to fishing, trash, parking, and the "growing pains" associated with all of the increased activity and usage. He reports that at this point, staffing is adequate. Fuel sales continue to be robust.
  - B. CRMC and Roger Williams University File #2022-04-046 (Nothing to add)
  - C. Dock repairs and maintenance are ongoing
  - D. Sign for Maritime Center...will need Historic District Commission approval
  - E. Trash Skimmer...still no definitive start date
  - F. State St and Independence Park Ramps: now that Marina is up and running Gregg will look into scheduling repairs to both ramps
  - G. Wait List for Marina: down to a little over 150. Wait list is on line.
  - H. Gibson Road Jim Dollins provided an update - Ed Tanner is working with BHIA re: location and cost of repairs...ongoing discussion
  - I. ROW Projects: Ongoing, Pare Engineering is involved
  - J. Fales Road Marker for ROW – Gregg is getting help from DPW.
3. Ferry Road Signage: Kevin Cute is finalizing signage with DOT, RWU, and CRMC acknowledging the "adoption" and will decide on placement of the sign.
4. Maritime Festival: August 13<sup>th</sup>. Ticket sales are going well, Fr. Barry Gamache will do the Blessing of the Fleet



5. **New Business:** Steve Janaurio brought up the idea of a breakwater and will put a committee together to explore options. He also suggested a formal maintenance plan for docks, ramps, and harbor infrastructure.

**Bob Hamel suggested a float with a sign 5 MPH to augment the no wake buoys**

**Meeting adjourned 8:02 PM**

**Respectfully submitted:**

**Bob Hamel**

## MEMORANDUM

To: THE HONORABLE TOWN COUNCIL  
 From: Michelle DiMeo, Tax Assessor/Collector  
 Date: August 12, 2022  
 Subject: Recommended Abatements & Additions for August 24, 2022 meeting

Attached is a list of Abatements & Additions for August 2022

	Abatements	Additions
Motor Vehicles	\$ 160.05	\$ 0.00
Real Estate	\$ 974.60	\$ 185.90
Sewer Fees	\$ 580.00	\$ 0.00
Sewer Assessment	\$ 0.00	\$ 0.00
Tangibles	<u>\$ 172.81</u>	<u>\$ 0.00</u>
Total	\$ 1887.46	\$ 185.90

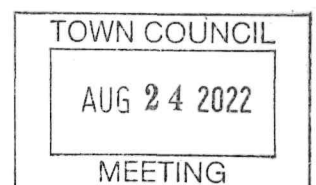
Net Adjustment: -\$1,701.56

Year to Date Total Abatements & Additions: -\$1,872.20

Respectfully,

  
 Michelle DiMeo  
 Tax Assessor/Collector

TOWN CLERK'S OFFICE  
 BRISTOL, RHODE ISLAND  
 2022 AUG 12 PM 12:45



DATE: August 24, 2022									
ABATEMENTS									
MOTOR VEHICLES									
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT	REASON FOR ABATEMENT			
05-0758-09	Emerson, Patrick R	MV	2015	\$ 17.35	\$ 160.05	Out of State			
		MV	2016	\$ 17.35					
		MV	2015	\$ 17.35					
		MV	2016	\$ 17.35					
TOTAL MV ABATEMENTS									
					\$ 160.05				
ABATEMENTS									
REAL ESTATE									
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT	REASON FOR ABATEMENT			
01-2612-00	Arruda, Deborah	RE	2022	\$ 13.00	\$ 144.50	Exemption omitted in error			
50-0087-91	Carvalho, Steve & Pedula	RE	2022	\$ 13.00	\$ 250.00	Exemption omitted in error			
06-0550-00	Faris, Robert & Donna	RE	2022	\$ 13.00	\$ 167.70	Assessment Corrected			
03-3381-00	Markey, Anthony Michael	RE	2022	\$ 13.00	\$ 62.40	Assessment Corrected			
50-0085-98	Marshall, William LE	RE	2022	\$ 13.00	\$ 350.00	Exemption omitted in error			
		RE	2020	\$ 14.07					
		RE	2020	\$ 14.07					
TOTAL RE ABATEMENTS									
					\$ 974.60				
ABATEMENTS									
SEWER FEES									
ACCOUNT#	NAME	TYPE	YEAR	RATE	AMOUNT	REASON FOR ABATEMENT			
13-0467-00	Mancieri, Saverio & Shirley	SU	2022	\$ 580.00	\$ 580.00	Charged 2 units in error			
		SU	2020	\$ 530.00					
		SU	2019	\$ 521.00					
		SU	2018	\$ 483.00					
		SU	2017	\$ 469.00					
TOTAL SEWER ABATEMENTS									
					\$ 580.00				





16-2115-01	Perry, Lynn Ann & Alan J	RE	2022	\$	13.00	\$	185.90	Assessment corrected
		RE	2021	\$	14.38			
		RE	2020	\$	14.07			
		RE	2019	\$	13.72			
	TOTAL RE ADDITIONS			\$		\$	185.90	
ADDITIONS								
SEWER FEES								
ACCOUNT#	NAME	TYPE	YEAR	RATE		AMOUNT	REASON FOR ADDITION	
		SU	2020	\$	530.00			
		SU	2018	\$	483.00			
		SU	2017	\$	469.00			
	TOTAL SEWER ADDITIONS			\$		\$	-	
ADDITIONS								
SEWER ASSESSMENT								
ACCOUNT#	NAME	TYPE	YEAR	RATE		AMOUNT	REASON FOR ADDITION	
		SA	2019	\$	302.98			
		SA	2018	\$	302.98			
		SA	2017	\$	302.98			
	TOTAL SEWER ADDITIONS			\$		\$	-	
ADDITIONS								
TANGIBLE								
ACCOUNT#	NAME	TYPE	YEAR	RATE		AMOUNT	REASON FOR ADDITION	
		TANG	2021	\$	14.38			
		TANG	2018	\$	15.38			
		TANG	2018	\$	15.38			
	TOTAL TANGIBLE ADDITIONS			\$		\$	-	
	TOTAL ADDITIONS			\$		\$	185.90	
	TOTAL ABATEMENTS & ADDITIONS			\$		\$	(1,701.56)	



# Town of Bristol, Rhode Island

## PROCLAMATION

### Be it hereby known to all that:

WHEREAS, the Town of Bristol, RI has always supported its military veteran population and is the location of the Rhode Island Veterans Home Community Living Center; and

WHEREAS, the Purple Heart is the oldest military decoration in present use and was initially created as the Badge of Military Merit by General George Washington in 1782; and

WHEREAS, the Purple Heart was the first American service award or decoration made available to the common soldier and is specifically awarded to members of the United States Armed Forces who have been wounded or paid the ultimate sacrifice in combat with a declared enemy of the United States of America; and

WHEREAS, the mission of the Military Order of the Purple Heart is to foster an environment of goodwill among the combat-wounded veteran members and their families, promote patriotism, support legislative initiatives, and most importantly – make sure that we never forget; and

WHEREAS, Bristol appreciates the sacrifices our Purple Heart recipients made in defending our freedoms and believe it is important that we acknowledge them for their courage and show them the honor and support that they have earned.

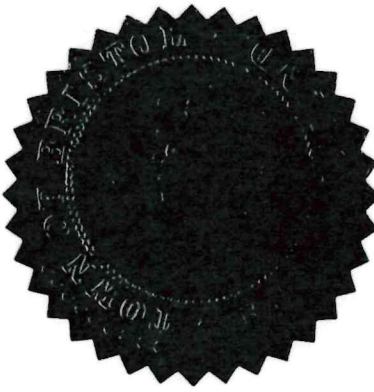
NOW, THEREFORE, Be it further resolved that said Council and Administrator, do hereby proclaim the Town of Bristol as

### A PURPLE HEART TOWN

And encourage the citizens of the Town of Bristol to show their appreciation for the sacrifices the Purple Heart recipients have made in defending our freedoms, to acknowledge their courage, and to show them the honor and support they have earned.

Steven Contente, Town Administrator

IN WITNESS WHEREOF, we have hereunto set our hand and affixed the SEAL of the Town of Bristol, Rhode Island on adoption this \_\_\_\_\_ day of \_\_\_\_\_



Nathan T. Caloure, Chairman

Mary A. Parella, Vice Chairwoman

Antonio A. Teixeira, Councilman

Timothy E. Sweeney, Councilman

Aaron J. Lee, Councilman

ATTEST: Melissa Cordeiro, Town Clerk

TOWN COUNCIL

AUG 24 2022

MEETING



State of Rhode Island

## Town of Bristol

# Resolution

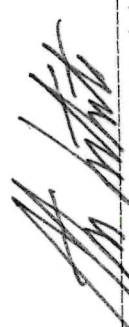
Posthumously Acknowledged  
In memory of

## Jerome Squatrito

In recognition of the continuous years of volunteerism and service to the Town of Bristol. Jerome Squatrito was committed to serving his town as a member of the Bristol Zoning Board for twenty-two years and a member of the Bristol Planning Board for twenty-three years. Jerome Squatrito pledged to build a pathway to make our community more resilient and provide a means of relief and understanding to the challenges met by our residents.

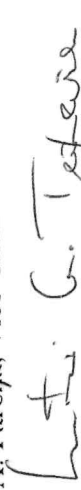
In making this presentation, the Honorable Town Administrator and Honorable Town Council of the Town of Bristol, State of Rhode Island, in accordance with the authority vested in them by the citizens of Bristol, and on behalf of all Bristolians, recognize the enduring contributions of our community volunteers and are forever indebted to Mr. Jerome Squatrito for his unwavering dedication of time, talent, and energy to serving our community.

In witness whereof we have hereunto set our hands and affixed the Seal of the Town of Bristol on adoption this 3<sup>rd</sup> Day of August, Two-thousand-Twenty-Two.


  
Steven Contenc, Town Administrator

  
Nathan T. Cordeiro, Chairman

  
Mary A. Parella, Vice-Chairwoman

  
Antonio A. Teixeira, Councilman

  
Timothy E. Sweeney, Councilman

  
Aaron J. Lee, Councilman

Attest: Melissa Cordeiro, Town Clerk



TOWN COUNCIL

AUG 24 2022

MEETING

State of Rhode Island

Town of Bristol

# Citation

Presented to

Janet Phillips

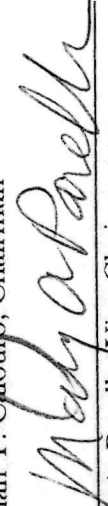
a valued employee of the Town of Bristol began her career with the Bristol Police Department on July 5, 1983. During these Thirty-six years of service, Janet Phillips has displayed the highest example of character, ethics, morals, and unselfish service as Confidential Secretary to multiple Chiefs of Police.


The Honorable Town Administrator and Honorable Town Council, as representatives of all of the citizens of the Town of Bristol, on their behalf, extend the sincerest gratitude and congratulation to Janet Phillips on her well-deserved retirement and wish her much happiness as she begins this new chapter in her life.

In witness whereof, we have hereunto set our hands and affixed the Seal of the Town of Bristol, this 23<sup>rd</sup> Day of July 2022.

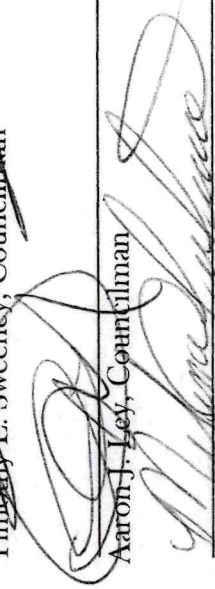
  
Steven Contente, Town Administrator

  
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

TOWN COUNCIL

AUG 24 2022

MEETING



PETITION OF THE NARRAGANSETT ELECTRIC FOR JOINT OR IDENTICAL POLE  
LOCATION TO THE HONORABLE TOWN COUNCIL OF BRISTOL, RHODE ISLAND

Town of Bristol  
Town Clerk Office  
1 Court St  
Bristol, RI 02809

**THE NARRAGANSETT ELECTRIC & Verizon New England Inc.,**

Respectfully asks permission to locate and maintain poles, wires and fixtures, including the necessary sustain and protecting fixtures to be owned and used in common by you petitioner along and across the following public ways:

**Franklin St**

**Installing new pole 50' from existing pole 28 it will be labeled P28-50**

Therefore, your petitioners pray that they be granted joint of identical location for existing poles and permission to erect and maintain poles and wires together with such sustaining and protecting fixtures as they may find necessary, said poles erected or to erected substantially in accordance with the plan filed herewith marked:

**WR# 30338265**

**Dated 7/14/2022**

Your petitioner agrees to reserve or provide space for one cross arm at a suitable point on each of said poles for the fire, police, telephone signal wires belonging to the municipality and used by it exclusively for municipal purposes.

NATIONAL GRID

BY:

*Christopher Mantolito*

VERIZON NEW ENGLAND, INC.

BY

*Daryl Cassin*

ORDER

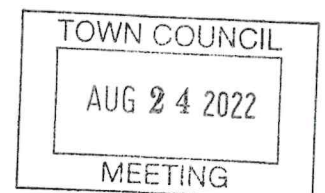
7/19/22

The foregoing petition been read, it was voted that the consent at the

For the use of public ways named for the purposes stated in said petition be and it hereby is granted-----  
work to be done subject to the supervision of

A true copy of the vote at the

Adopted \_\_\_\_\_ and recorded in Records Book# \_\_\_\_\_ Page# \_\_\_\_\_







500 Wood St  
Building 3C

FRANKLIN ST

28 28-50  
50'

29

#208

Provide new electric service to #500 Wood  
St, Building 3C.

WR# 30338265

## JOINT OWNED POLE PETITION

- Proposed NGRID Pole Locations
- Existing NGRID Pole Locations
- ⦿ Proposed J.O. Pole Locations
- ① Existing J.O. Pole Locations
- ⊕ Existing Telephone Co. Pole Locations
- ⊙ Existing NGRID Pole Location To Be Made J.O.
- ⊗ Existing Pole Locations To Be Removed

DISTANCES ARE APPROXIMATE

**Narragansett Electric Co.**

**And  
Verizon New England, Inc.**

Date: 7/14/2022

Plan Number: 30338265

To Accompany Petition Dated:

To The: Town Of Bristol

For Proposed: new Pole: 28-50 Location: Franklin St

Date Of Original Grant: N/A



## TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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

### MEMORANDUM

TO: Steven Contente  
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro  
TOWN CLERK

DATE: July 26, 2022

RE National Grid and Verizon - Franklin Street,  
Installing a new pole 50' from existing pole 28 it  
will be labeled P-28-50

---

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the regular Town Council Meeting to be held on August 24, 2022.

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

Thank you for your cooperation and prompt reply.

Attachment

**Department of Public  
Works**

EE11

# Memo

**To:** Steven Contente, Town Administrator  
**From:** Christopher J. Parella, Director of Public Works  
**cc:** Melissa Cordeiro, Town Clerk  
**Date:** August 17, 2022  
**Re:** National Grid-Franklin Street, Installing a new pole 50' from existing pole 28

---

Administrator Contente,

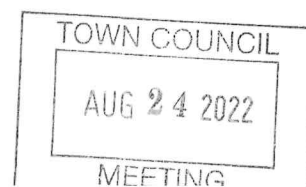
I have no issues with the installation/relocation of pole # P-28-50. I would recommend granting this petition.

Please advise if you have any additional questions or concerns.

Respectfully Submitted,

Christopher J. Parella  
Director of Public Works

*Steven Contente*  
STEVEN CONTENTE  
Town Administrator





## 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

August 4, 2022

Mr. Robert Breslin  
7 Dana Road  
Bristol, RI 02809

Dear Mr. Breslin:

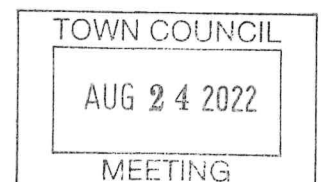
Please be advised that the Honorable Town Council was informed of your resignation from the Harbor Commission Advisory Committee at its meeting of August 3, 2022.

The Council unanimously accepted your resignation with regret, and thanks you for your dedicated service. Please accept our sincerest best wishes to you in all of your future endeavors.

Very truly yours,

Melissa Cordeiro  
Town Clerk/Council Clerk

XC: Council Docket 8/3/2022





## 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

August 4, 2022

Mr. Robert Campanella  
4 Leyland Ct  
Bristol, RI 02809

Dear Mr. Campanella:

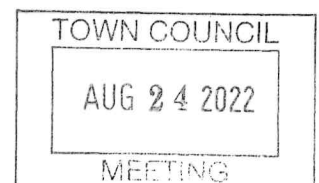
Please be advised that the Honorable Town Council was informed of your resignation from the Harbor Commission Advisory Committee at its meeting of August 3, 2022.

The Council unanimously accepted your resignation with regret, and thanks you for your dedicated service. Please accept our sincerest best wishes to you in all of your future endeavors.

Very truly yours,

Melissa Cordeiro  
Town Clerk/Council Clerk

XC: Council Docket 8/3/2022





## BID TABULATION

BID No. 990 - Sale of 9 Court Street

BID Opening: August 3, 2022 @ 12 PM

Department: Building Department - Diane Williamson

Bids Received From:

Bid Amount:

1. Joseph M Brito Jr. Sole Member of Tupelo Realty LLC  
160 Poppasquash Rd  
Bristol, RI 02809

2

3

4

5

TOWN COUNCIL

AUG 24 2022

MEETING

TOWN COUNCIL

AUG 03 2022

MEETING

## BID TABULATION

BID No. 991 - Sale of Oliver School

BID Opening: August 3, 2022 @ 12 PM

Department: Building Department - Diane Williamson

Bids Received From:

Bid Amount:

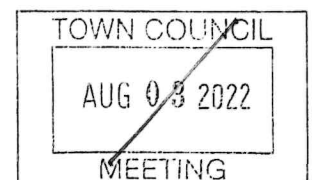
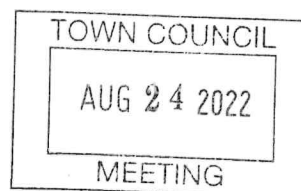
1. Louis A. Cabral as Mgr for TimWill Holdings LLC  
PO Box 585  
Tiverton, RI 02878

- 2 East Bay Community Development Corporation  
Diane C. Mederos, Executive Director  
150 Franklin Street  
Bristol, RI 02809

3

4

5





## TOWN OF EXETER, RI

**Lynn M. Hawkins, CMC**

Town Clerk  
Council Clerk  
Probate Clerk

675 Ten Rod Road  
Exeter, RI 02822  
Ph: (401) 294-3891  
Fax: (401) 295-1248  
clerk@exeterri.gov

August 18, 2022

Ernie Almonte, Executive Director  
RI League of Cities and Towns  
One State Street, Suite 502  
Providence, RI 02908


RE: House Bill 2022 – H8220 Substitute A  
An Act Relating to Taxation – Levy and Assessment of Local Taxes

Dear Mr. Almonte:

The Exeter Town Council voted unanimously at its regularly scheduled meeting of August 1, 2022, to request the League's support for legislation that can mitigate the negative effects of House Bill 2022—H8220 Substitute A, An Act Relating to Taxation – Levy and Assessment of Local Taxes.

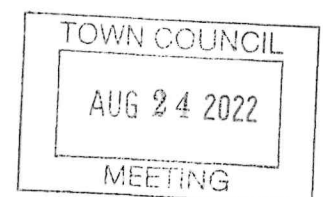
This recently enacted legislation limits any potential taxing benefits that utility scale solar arrays would have provided to the Town.

Sincerely,

  
Lynn M. Hawkins, CMC

LMH:lmh

Copies to State Senator Elaine Morgan  
State Representative Juilie Casimiro  
State Representative Justin Price  
Exeter Town Council





# **Town of Bristol, Rhode Island**

## ***BOARD OF CANVASSERS***

*Frances C. O'Donnell, Chairman*

*Michael Smith, Vice-chairman*

*Marie Knapman, Member*

*Melissa Cordeiro, Clerk*

Friday, August 5, 2022

9:30 AM

Town Hall Conference Room  
10 Court Street

## **AGENDA**

### **Call to Order**

1. **Approval of Minutes**

a. July 18, 2022

b. July 20, 2022

### **New Business**

2. Selection of Poll Workers for the September 13, 2022, Primary Election
3. Poll Workers for Early in-person Voting period
4. General Election Discussion

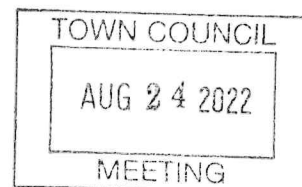
### **Adjournment**

Per Order of the Board of Canvassers

Melissa Cordeiro, Clerk

Posted: August 03, 2022

2022 AUG -3 AM 8:17  
TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND





**The Commissioners of the Cemeteries**  
The North and East Burial Grounds Commission  
The Town of Bristol, Rhode Island  
10 Court Street ~ PO Box 407-4  
Bristol, Rhode Island 02809  
Ph 401-253-6426 ~ Fax 401-253-5885

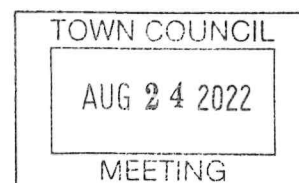
**CEMETERY COMMISSION  
MEETING  
CANCELLED**

**WEDNESDAY, AUGUST 10, 2022**

**NEXT MEETING**

**Wednesday, September 14, 2022 at 6:00**

**The Chapel at North Burial Ground  
1081 Hope Street  
Bristol, Rhode Island**



Bristol Fourth of July Committee  
Policy Subcommittee Meeting  
Monday, August 22, 2022, 7:00 PM  
Burnside Building - 2nd Floor

Item (CA) HH3.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE

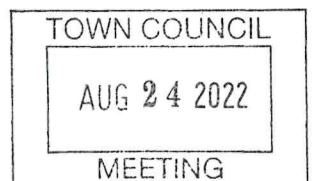
4. BUSINESS TO BE DISCUSSED AND ACTED UPON

- Discuss proposed changes to the Bristol Fourth of July Committee Policy having to do with which individuals get invited to our receptions. Vote whether or not to reject the proposed changes, accept them as written or with modifications, and forward them to the General Committee for final approval and adoption.

5. ADJOURNMENT

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 AUG 12 PM 1:52

Posted at the Bristol Town Hall, the Bristol Post Office, and the Secretary of State Website on August 12, 2022





# TOWN OF BRISTOL RHODE ISLAND ZONING BOARD OF REVIEW

## Sitting as the BOARD OF APPEALS

**Tuesday, August 30, 2022  
7:00 P.M.**

**Bristol Town Hall  
10 Court Street, Bristol, Rhode Island**

TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND  
2022 AUG 12 PM 2:26

Scanned copies of all applications and supporting materials will be available on the Town of Bristol web site at <https://www.bristolri.gov/government/boards/zoning-board-of-review/>.

### AGENDA

#### 1. PLEDGE OF ALLEGIANCE

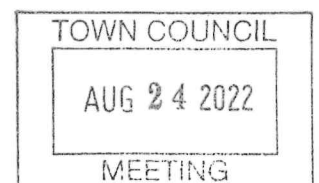
#### 2. APPEALS:

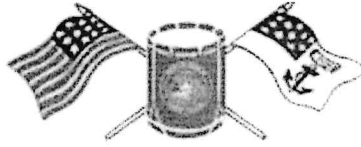
**2022-23 Friends of Historic Bristol, Inc.; William Curtis; James S. and Jane L. Lavender; Leonard Place, LLC; and Leif Jensen** **125 Thames Street**

Appeal: of Planning Board decision dated May 16, 2022 approving a Major Land Development Project Master Plan for the Bristol Yarn Mills (a/k/a Robin Rug) submitted by Brady Sullivan Properties, LLC for the re-development of existing mill buildings into mixed use property with 127 residential dwelling units and 6,300 square feet of commercial space.

#### 5. ADJOURN

DATE POSTED: August 12, 2022  
POSTED BY: emt





TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

2022 AUG 17 PM 12:46

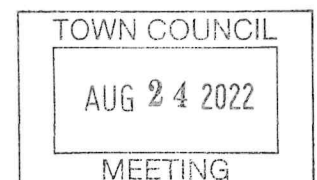
Bristol Fourth of July Committee  
Souvenir Sub-Committee Meeting  
Thursday, August 25, 2022 at 7 P.M.  
Burnside Building, 400 Hope St., Bristol, RI 02809

### AGENDA

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE
- ATTENDANCE
- BUSINESS TO BE DISCUSSED AND/OR ACTED UPON
  - Review 237<sup>th</sup> Celebration
  - Discuss ornament design for 2022
  - Fall product reorder?
  - Discuss products for next year – create full list of items
  - Look at quantity distribution sheet
  - Discuss possibility of a rolling budget – would require a policy change.
  - Other items for the good of the committee
- ADJOURNMENT

Keep Informed at [www.fourthofjulybristolri.com](http://www.fourthofjulybristolri.com)

Agenda Posted:  
Bristol Post Office 8/17/22  
Bristol Town Hall 8/17/22  
Rhode Island SOS 8/17/22





TOWN CLERK'S OFFICE  
BRISTOL, RHODE ISLAND

2022 AUG 17 PM 2:43

**BROSCO & BROSCO**  
**ATTORNEYS AT LAW**  
**312 SOUTH MAIN STREET**  
**PROVIDENCE, RI 02903**  
**401-272-5555**  
**401-272-5599 (Facsimile)**  
**www.broscolaw.com**

A. J. BROSCO  
DINO A. BROSCO  
MATTHEW D. ROCHELEAU\*  
MITCHELL J. YOUNG

FRED BROSCO  
1925 - 1975

\* Also admitted in Massachusetts

August 16, 2022

Town of Bristol  
Attn: Town Clerk  
10 Court Street  
Bristol, RI 02809

**Re: Our Client: Natelia Esteves**  
**Date of Loss: July 13, 2022**  
**Our File No.: Esteves/206846**

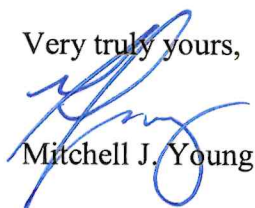
Dear Ms. Cordeiro:

Enclosed for your review and pursuant to R.I. Gen. Laws § 45-15-5, please find a Petition to the Town Council filed on behalf of Petitioner, Natelia Esteves for injuries sustained on town property on or about July 13, 2022.

Thank you for your attention to this matter. If you have any questions or concerns, please do not hesitate to call my office.

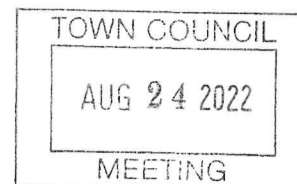
I am,

Very truly yours,



Mitchell J. Young

MJY/idm  
Enclosures



**TOWN OF BRISTOL**  
**State of Rhode Island**

**PETITION TO THE TOWN COUNCIL**

**PERSONAL INJURY**

TO THE HONORABLE TOWN COUNCIL OF THE TOWN OF BRISTOL:

The undersigned respectfully petitions your Honorable Body for compensation for injuries and damages sustained. The Petitioner specifically reserves her right to amend this Petition should additional evidence become available. In support hereof the undersigned Petitioner states:

1) The Petitioner, Natelia Esteves, is a resident of the Town of Bristol, County of Bristol, and State of Rhode Island and at all pertinent times stated herein exercised due care and caution.

2) On or about July 13, 2022, the Town of Bristol owned, leased and/or otherwise controlled and maintained a sidewalk and surrounding grass area between the sidewalk and the roadway located on the south-most side of State Street at or near its intersection with Hope Street in Bristol, Rhode Island (hereinafter "Premises").

3) On or about July 13, 2022, there existed an unmarked hole on the Premises which appeared approximately two feet in diameter and approximately six inches in depth. This hole existed in the grass area of the Premises located approximately fifty (50) feet east of the intersection of State Street and Hope Street. Photographs of the location of the hole and the subsequent remedial measures taken to warn of and fill-in the hole are attached hereto as *Exhibit 1*.

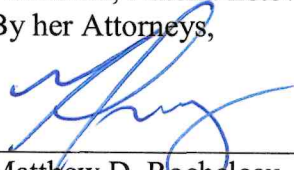
4) On or about July 13, 2022, Natelia Esteves was a pedestrian lawfully in the roadway and walking on State Street towards the south-most sidewalk area of the Premises. As Ms. Esteves stepped into the grass area located between the roadway and the cement sidewalk, Ms. Esteves stepped into the unmarked hole causing her to fall to the ground and sustain severe personal injuries.

5) On or about July 13, 2022, the Town of Bristol negligently breached their duty to maintain said Premises in a reasonably safe condition and negligently failed to warn Ms. Esteves of the unsafe condition which existed on the Premises.

6) As a direct and proximate result of the Town of Bristol's breach of the duties owed to Ms. Esteves, she was caused to fall while on the Premises causing her to be severely injured, to endure and to continue to endure great pain and agony of body, to incur and to continue to incur expenses for medical care and attention, to be unable to perform her usual activities and to lose and continue to lose large sums of money as a result thereof.

WHEREFORE, Petitioner presents this Claim in the amount of ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000.00).

Petitioner, Natelia Esteves,  
By her Attorneys,



---

Matthew D. Rocheleau, Esq. (#6107)  
Mitchell J. Young, Esq. (#10127)  
Brosco & Brosco, P.C.  
312 South Main Street  
Providence, RI 02903  
(401) 272-5555 (tel)  
myoung@broscolaw.com

**CERTIFICATION**

I hereby certify that the within PETITION TO THE BRISTOL TOWN COUNCIL was hand delivered on the 16<sup>th</sup> day of August, to Melissa Cordeiro, Town Clerk, Bristol Town Hall, 10 Court Street Bristol, RI 02809.

Mitchell Young

---

PETITIONER'S NAME: Natelia Esteves

ADDRESS: 50 Opechee Drive  
Bristol, RI 02809

DATE OF INCIDENT: On or about July 13, 2022

NAMES AND ADDRESSES OF PHYSICIANS:

**Bristol Fire Department**  
4 Annawamscutt Drive  
Bristol, RI 02809

**Portsmouth Fire Department**  
2300 East Main Road  
Portsmouth, RI 02871

**Newport Hospital**  
11 Friendship Street  
Newport, RI 02840

**University Orthopedics**  
One Kettle Point Avenue  
East Providence, RI 02914

**Bristol County Physical Therapy**  
Bristol Medical Center  
1180 Hope Street  
Bristol, RI 02809

## Exhibit 1





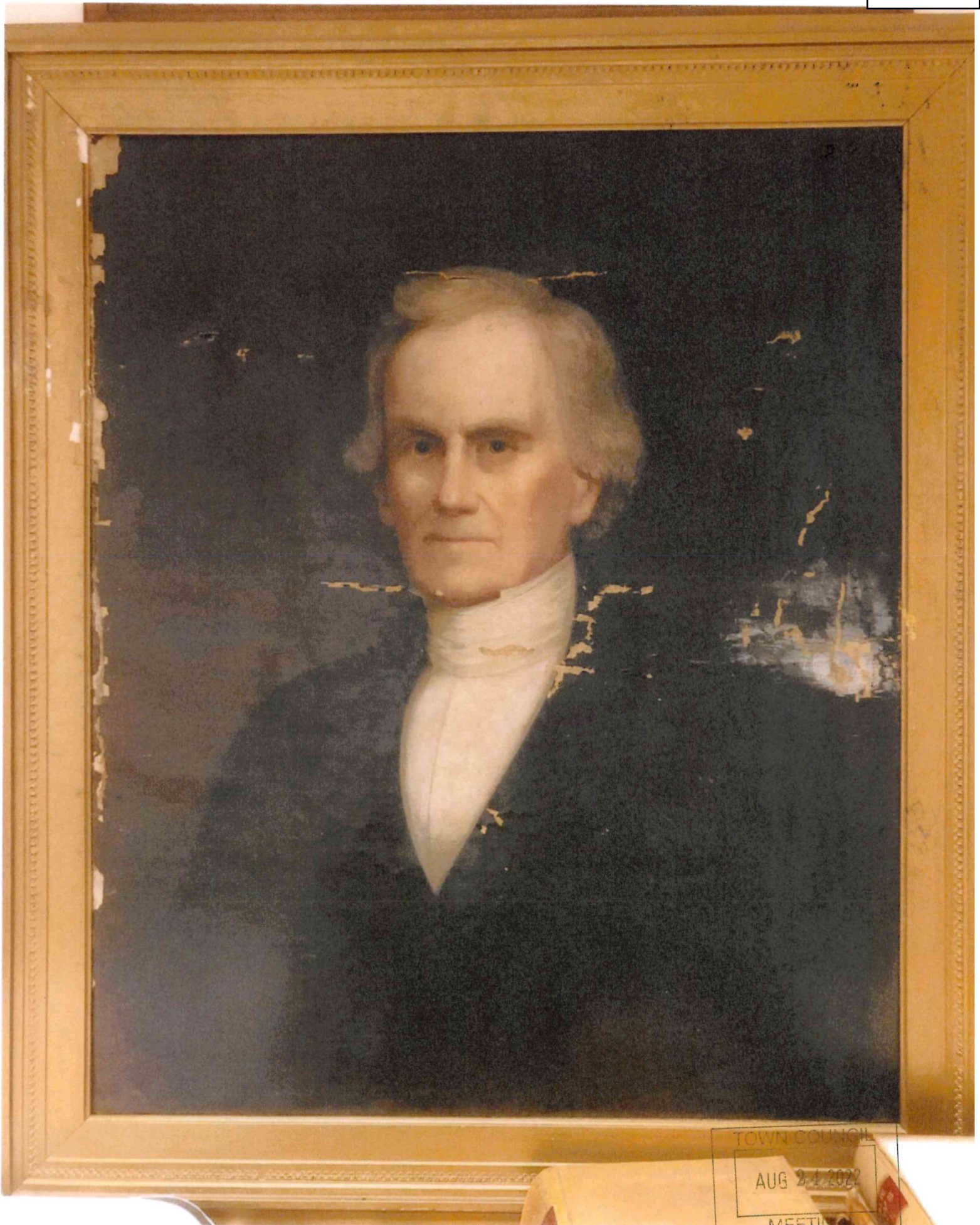












TOWN COUNCIL

AUG 24 2022

MEETING