

TOWN COUNCIL SPECIAL MEETING - WEDNESDAY EVENING
FEBRUARY 3, 2016

PRESENT: Calouro, Sweeney, Parella, and Stuart

ABSENT: Herreshoff

ALSO PRESENT: Antonio A. Teixeira, Town Administrator
Michael A. Ursillo, Esq. Town Solicitor (for
Mosaico agenda item only)

The Council met in special session on Wednesday evening,
February 3, 2016 in the Town Hall, Council Chambers, beginning
at 7:03 o'clock PM, Council Chairman Calouro presiding:

1. Executive Session pursuant to RIGL § 42-46-5(a)(2)
litigation - Mosaico CDC

Stuart/Sweeney - Voted unanimously to
convene in Executive Session pursuant to
RIGL 42-46-5 (a) (2) at 7:05 o'clock PM.

Council Chairman Calouro announced that no
action was taken in Executive Session.

Stuart/Sweeney - Voted unanimously to resume
open session and seal the minutes of the
Executive Session at 8:17 o'clock PM.

2. 5 Year Capital Improvement Plan

It is hereby noted for the record that no action was taken on
this agenda item and that the following discussion also
considered agenda items 3 and 4.

Town Treasurer Goucher reviewed the document provide, following
the slides in the PowerPoint presentation. After explaining the
current available capital, Town Treasurer Goucher noted that the
Council may wish to supplement same by placing a bond issue on
the ballot.

Town Treasurer Goucher drew attention to the "debt median"
illustration in the presentation and explained that the Town
allowed this intentionally since it was able to take advantage
of certain grants and available funds when other communities
chose not to participate.

Councilman Sweeney asked to know the impact of the capital
budget upon the annual operating budget with Town Treasurer
Goucher explaining that this is tracked through the budget
expenditure and revenue reports. She added that the five year
plan also allows the Town to keep the capital budget in
perspective.

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Councilman Stuart noted that the Town's debt medians are "robust" due to its many projects. He asked to know if this was out of the ordinary.

Town Treasurer Goucher noted her previous experience in Portsmouth where that town typically budgeted \$500,000 per year for roads. She added that Bristol is comparably very active.

Councilwoman Parella suggested that it may be beneficial to add some footnotes to the presentation to reflect Bristol's comparatively active capital project program versus the other communities listed in the report.

Town Administrator Teixeira noted that the Town tends to be proactive in order to take advantage of grant funding projects which are "shovel ready."

Councilwoman Parella agreed with Town Administrator Teixeira and reminded the Council that Federal and State authorities have been known to contact the Town when certain project funds are available prior to the Town doing so. She noted that this was "a tribute to the Town."

Town Treasurer Goucher referred to agenda item #2 "Capital Improvement Program."

Councilwoman Parella asked to know if there are any significant changes.

Town Treasurer Goucher noted that some capital equipment is being acquired through leases. She explained that Public Works Director McBride is working through a replacement plan and that the year of the vehicles is now included in the report.

Councilwoman Parella stated that knowing the year of the vehicles is useful.

Councilman Stuart explained that the change to the format caused difficulty in making comparisons to the previous year's report.

Town Administrator Teixeira explained that these reports do typically change when there is a change in department manager since each has his or her own preferred style. He noted that since Public Works Director McBride has specific expertise in roadway and drainage engineering, he expects that the DPW plan will have a more specific focus in these areas.

Town Treasurer Goucher noted that since there will be a new fire chief; she expects that there may be a change in priorities for that department also.

Councilwoman Parella suggested that the "2s" might be somehow sub-categorized since there are many of these.

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Town Treasurer Goucher replied that it may be possible to list the 2s in priority order and that she will try to do this in next year's listing.

Councilman Stuart noted that the increase in capital needs is "astounding" and suggested that it is important to convey this information to residents.

Town Treasurer Goucher noted that \$2.5 million of the listed \$6.8 million is specifically for Tanyard Brook work. She added that it may be advisable to issue a bond for this.

Council Chairman Calouro noted that the Town was able to receive "massive" grants for the Phase I portion of the Tanyard Brook project which offset the direct cost to the Town significantly.

Councilwoman Parella asked to know which projects listed may be likely to qualify for grant funding.

Town Treasurer Goucher suggested the report will include a "G" on the items which may be grant funded.

Councilman Sweeney suggested that the LED lighting project might be re-categorized as "urgent."

Town Treasurer Goucher noted that the category of "urgent" is generally reserved for safety problems and other items such as leaking roofs. She added that she believes that there will be an effort to do all of the Town Hall improvements at the same time.

A discussion ensued regarding the energy infrastructure grant with Town Treasurer Goucher explaining that the HVAC and LED project at the Town Hall should score favorable with the granting agency.

Councilman Stuart noted that there may be funds available through the office of the State General Treasurer for renewable energy projects.

Patrick McCarthy of Maple Shade Court noted his understanding that the funds are available through another source.

Councilman Stuart explained that the application is available through the office of the General Treasurer.

Councilman Stuart stated that he was pleased to see that the new report format includes project costs. Town Treasurer Goucher noted that the financial data provided should be considered as "very rough" estimates of the cost.

Councilwoman Parella asked to know why there is a capital budget item to replace the carpeting in the Fire Department headquarters building since the building is still fairly new.

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Council Chairman Calouro stated that he questioned this budget item but added that he does not recall the answer to the question.

Town Administrator Teixeira agreed to find the reason for the request.

Councilwoman Parella suggested that the Town should make purchases with longevity in mind.

Councilman Sweeney stated that he would like to read a brief justification for each project.

Town Treasurer Goucher noted that there will be a follow-up meeting with department managers so that the Council may ask questions about each project as necessary.

Council Chairman Calouro agreed with Town Treasurer Goucher that it would be advisable to have department managers present.

Councilwoman Parella noted that the Council will be meeting with department managers concerning the operating budget and that this time will provide the opportunity to ask questions regarding the capital budget.

Town Treasurer Goucher noted her plan to "tweak" the process in order to facilitate improvements.

Town Treasurer Goucher reviewed the handout entitled "Bond Funds on Hand."

Council Chairman Calouro reported that he reviewed preliminary plans for the Town Hall renovations. He explained that the architects propose to "reface" some of the surfaces in the Town Hall and to replace flooring and ceiling tiles.

Council Chairman Calouro added that the renovations also include modifications to the Council table and dais, a new location for the video equipment, and new HVAC systems.

A discussion ensued regarding some of the details of these renovations.

Councilman Sweeney asked to know if there is a maintenance plan for Town buildings with Town Treasurer Goucher responding that the Building Official has developed a "book" with statistics, pictures and maintenance needs.

Town Administrator Teixeira explained that there is a need to take this further to refine a maintenance schedule.

Town Treasurer Goucher noted that it will be necessary to update this book annually.

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Councilwoman Parella asked to know if the Burnside Building is utilized with the Clerk explaining that he is responsible for scheduling the Burnside Building and that it is used frequently by Town boards and commission and also for outside entities such as East Bay Community Action.

Council Chairman Calouro asked to know why the Town was not successful in obtaining a grant to repair the Byfield School with Town Treasurer Goucher explaining that since the building is rented to private enterprise, it does not have the same appeal as buildings with a public purpose.

Town Administrator Teixeira agreed that the grant applied for to repair the Byfield School soffit was more geared toward buildings which are open to the public. He added that the Town is pursuing other grant opportunities for this building.

A discussion ensued regarding the Maritime Center.

Principal Planner Tanner provided a presentation on the wayfinding project and explained that the largest concern for wayfinding is to bring visitors and residents to parking areas.

He also explained that a large portion of the wayfinding bid was devoted to street signs and that street signs are not specifically wayfinding but are rather informational.

Principal Planner Tanner reported that a local sign manufacturer was retained to make a sample of a street sign utilizing the basic design as developed by KMA. He added that the local manufacturer seems to be capable of providing street signs at a much lower cost than the costs outlined in the bid.

Principal Planner Tanner reported that the first phase of the wayfinding project should cost approximately \$25,000 and that there may be a wayfinding grant available for the second phase. He noted that the grant is available through Commerce RI and that it may cover 70% of the cost of "directional" signs.

Councilwoman Parella asked to know if the grant was competitive with Principal Planner Tanner responding that the Town may be well placed for this grant since the design work is already completed.

Councilwoman Parella noted that businesses on Wood Street consider themselves to be part of the "downtown" area.

A discussion ensued regarding the remainder of the projects listed.

3. Utilization of Current Capital Funding

It is hereby noted for the record that no action was taken on this agenda item.

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4. Future Capital Funding
 - a. November 2016 Bond Issue

It is hereby noted for the record that no action was taken on this agenda item.

5. (Bond Counsel) re Borrowing Resolutions

Parella/Sweeney - Voted unanimously to adopt these resolutions as provided by the Bond Counsel.

6. Adjournment

There being no further business, upon a motion by Councilman Stuart, seconded by Councilman Sweeney and voted unanimously, the Chairman declared this meeting to be adjourned at 9:35 o'clock PM.

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Louis P. Cirillo, CMC, Council Clerk