

**PORTSMOUTH TOWN COUNCIL MEETING
SEPTEMBER 14, 2016 (Wednesday)
AGENDA**

7:00 PM - TOWN COUNCIL CHAMBERS, TOWN HALL, 2200 EAST MAIN ROAD

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

PRESENTATIONS/RECOGNITIONS

1. Proclamation In Recognition Of Worldwide Gratitude Day - September 21, 2016

Documents:

[Proclamation.pdf](#)

SITTING AS THE BOARD OF LICENSE COMMISSIONERS

1. Entertainment License - Fee Waiver Requested

The Pennfield School, 110 Sandy Point Avenue, for the Cornucopia Fine Arts Sale, November 4 & 5, 2016

Documents:

[Pennfield Entertainment.pdf](#)

2. Victualler License - Fee Waiver Requested

The Pennfield School, 110 Sandy Point Avenue, for the Cornucopia Fine Art Sale, November 4 & 5, 2016

Documents:

[Pennfield Victualler.pdf](#)

3. Class F Daily Liquor License

The Pennfield School, 110 Sandy Point Avenue, for the Cornucopia Fine Art Sale and Preview Party, November 4, 2016 from 6:00PM - 8:00PM

Documents:

[Pennfield Daily Liquor.pdf](#)

4. Peddler License - Specific Event

Kelly G. Designs for the 2016 Firefly Yoga Festival September 17, 2016. Owner: Kelly Moran, 21 Admiral Kalbfus, Newport, RI

Documents:

[Kelly G Designs.pdf](#)

5. Peddler License - Annual

- a. Monkey Mind Belly Breath, PO Box 79153, Waverley, MA 02479. Owner: Joan Woodward, 977 Robeson Street, Fall River, MA 02720

Documents:

[Monkey Mind Belly Breath.pdf](#)

- b. Friskie Fries, LLC, 751 Hartford Ave., Johnston, RI 02919. Owner: Tom Wright

Documents:

[Friskie Fries LLC.pdf](#)

ADJOURN

PRESIDENT'S EXECUTIVE SUMMARY

MINUTES

TCM 8/22/16 and Exec.

Documents:

[M 8-22-16 - Draft.pdf](#)

BILLS

Documents:

[Bill List.pdf](#)

TAX VOUCHERS

Request Approval for Tax Vouchers #20160914-01 to #20160914-06. / M. Helfand

Documents:

[Tax Vouchers.pdf](#)

TOWN ADMINISTRATOR'S REPORT

1. IT Update
2. Announcement of GFOA Award
3. Brown House Update
4. Dog Park Update
5. Recreation Department Update
6. Announcement of Fire Department Grant

Documents:

[TA - IT.pdf](#)

[TA - GFOA.pdf](#)

RESIGNATIONS AND APPOINTMENTS

1. Resignations:

- a. Economic Development Committee - A. Khorsand

Documents:

[A Khorsand.pdf](#)

2. Appointments:

- a. Glen Manor House Authority (Re-Appt.) - F. Wyatt

Documents:

[F Wyatt.pdf](#)

- b. Prudence Island Planning Commission (Re-Appt.) - E. Aldrich, Jr.

Documents:

[E Aldrich.pdf](#)

- c. Planning Commission (Re-Appt.) - L. Harding, M. James

Documents:

[L Harding.pdf](#)

[M James.pdf](#)

- d. Lower Glen Farm Preservation Committee (1 Applicant / 8 Vacancies)

Documents:

[S Walk.pdf](#)

- e. Melville Park Committee (1 Applicant / Unlimited Members)

Documents:

[S Luce.pdf](#)

OLD BUSINESS

1. PUBLIC HEARING: Proposed Amendment To Chapter 101 Of The Portsmouth Town Code Of Ordinances - Animals

Documents:

[Dog Park Rules Ordinance Draft Rev 8 15 16 2.Pdf](#)

[NDN Ad - Ordinance.pdf](#)

- a. Amend Chapter 101 Article 1: General Animal Regulations - §101-12: Restraint Of Dogs Required And §101-13: Dogs Running At Large; Violations And Penalties

- b. Add Chapter 101 Article V: Portsmouth Dog Park - §101-33 Dog Park Rules; Violations And Penalties

2. Discussion/Action - Rhode Island Marine Archaeology Project's Progress Regarding The Plans For Butts Hill Fort And Request To Enter Into Discussions To Create A Formal Relationship With The Town. / D. K. Abbass, RIMAP (15)

Documents:

[RIMAP.pdf](#)

3. Request Approval Of The Revised Bylaws Of The Portsmouth Citizens Interested In The

Comprehensive Community Planning Process Committee. / J. Staven, Chair (5)

Documents:

[CICCPPC - Revised.pdf](#)

4. Update - Mt. Hope Park Master Planning Consultant Selection. / G. Crosby (5)

Documents:

[Mt. Hope Park .Pdf](#)

NEW BUSINESS

1. Request Permission To Conduct The Annual 5k "Race For Open Space" Throughout Portsmouth On November 5, 2016. / C. Allott, Executive Director, Aquidneck Land Trust (5)

Documents:

[ALT - Race For Open Space.pdf](#)

2. Request Approval To Award The 2016 Fall Paving Projects Contract. / J. Lathrop & F. Chan (5)

Documents:

[2016 Fall Paving Contract.pdf](#)

3. Request Approval To Award The HR Consulting Contract. / J. Lathrop & F. Chan (5)

Documents:

[HR Consulting Contract.pdf](#)

4. Request Approval To Award The Senior Center Masonry Repair Contract. / J. Lathrop (5)

Documents:

[Senior Center Contract.pdf](#)

CORRESPONDENCE

1. Invitation To Attend U.S. Department Of Transportation Mandated Public Liaison Meeting With Representatives Of Algonquin Gas Transmission Company, M&N Operating Co., And Other Public Officials To Discuss Responding To Emergencies On Algonquin's Natural Gas Pipeline. / L. Sweeney, Spectra Energy Partners

Documents:

[Spectra Energy Partners.pdf](#)

2. Portsmouth Water And Fire District's Quarterly Financial Report Ending July 31, 2016. / N. J. Larsen, Senior Accountant

Documents:

[Water And Fire District.pdf](#)

3. A Letter To Provide Information On The Work That AIPC Is Doing To Update And

Improve Its Finance And Governance Procedures. / T. Ardito, Executive Director,
Aquidneck Island Planning Commission

Documents:

[AIPC.pdf](#)

FUTURE MEETINGS

September 26 7:00 PM - Town Council Meeting
October 3 7:00 PM - Town Council Meeting: Public Hearing Bill's Sales Firewood
Sound Variance Application
October 11 7:00 PM - Town Council Meeting (Tuesday)

EXECUTIVE SESSION

1. RIGL 42-46-5(a)(2) - Litigation: A & R Marine Rate Change Application (RI Public
Utilities Commission)

ADJOURN

RETURN TO OPEN SESSION

OPEN SESSION

ADJOURN

The public is welcome to any meeting of the Town's boards or its committees. If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation, please contact the Town Clerk's Office at 683-2101 at least (3) business days prior to the meeting.

POSTED 9/9/16

TOWN OF PORTSMOUTH, RI

PROCLAMATION

“Worldwide Gratitude Day”

WHEREAS: In 1965 an international gathering in Hawaii decided to set aside one day a year to formally express gratitude for the many wonderful things to be found in the world. They designated September 21st as worldwide Gratitude Day; and

WHEREAS: the celebration of Gratitude Day allows both individual citizens and organizations within wider society to celebrate the broad meaning of gratitude in a variety of ways; and

WHEREAS: the hope of the founders of Gratitude Day is that by taking time, one day a year, to reflect on the many amazing things we have in our lives, it would positively impact our well-being and make us happier, more contented people; and

WHEREAS: Atria Aquidneck Place is spearheading a project in conjunction with local businesses and churches, the Police Department, the Library and Portsmouth Schools; asking local residents to write down on strips of paper something they are grateful for; and

WHEREAS: On September 21st residents of Atria and students Portsmouth High School will assemble all the strips and create one long chain of gratitude;

NOW THEREFORE I, Keith E. Hamilton, President of the Portsmouth Town Council, do hereby proclaim September 21, 2016 in the Town of Portsmouth as

GRATITUDE DAY



Keith E. Hamilton, President,
Portsmouth Town Council

ATTEST: _____
Joanne M. Mower, Town Clerk

* Request to Waive Fee *

TOWN OF PORTSMOUTH, RHODE ISLAND



ENTERTAINMENT LICENSE APPLICATION

To The Town Council: The applicant, whose signature appears below, respectfully petitions your Honorable Body for an Entertainment License.

RECEIVED PORTSMOUTH, R.I. 2016 SEP - 11 A 10:44 JOANNE M. MOWER TOWN CLERK

DATE: 8/31/16 *Application must be received 30 days prior to event per Ordinance 91-8-27A

OWNER/CORP/ENTITY: The Pennfield School

ADDRESS: 110 Sandy Point Avenue PHONE: 401-849-4646

CONTACT PERSON: Julie Sweeney DOB: 6/4/70

PROPERTY OWNED BY: The Pennfield School

ADDRESS: 110 Sandy Point Avenue PHONE: 401-849-4646

EMAIL ADDRESS: jsweeney@pennfield.org

November 4 + 5, 2016

EVENT DATE(S): 11/4 + 5/2016 HOURS: 9-4 pm

EVENT LOCATION: The Pennfield School

EVENT NAME OR TYPE: Cornucopia Fine Arts Sale

NUMBER OF TICKETS/PASSES FOR EACH DAY: 11/4 100 - 11/5 500 AGE GROUP: all ages

EXPECTED NUMBER OF PARTICIPANTS AND/OR ATTENDEES EACH DAY: 11/4 100 - 11/5 500

ALCOHOLIC BEVERAGES BEING SOLD? (Under RIGL Title 3) YES NO [checked]

ALCOHOLIC BEVERAGES BEING GIVEN AWAY? YES [checked] NO [checked]

FOOD BEING SOLD? YES [checked] NO BEING GIVEN AWAY? YES [checked] NO

AMPLIFIED SOUND TO BE PROVIDED? YES NO [checked] TYPE

FIREWORKS DISPLAY BEING PROVIDED? YES NO [checked]

AUTHORIZED SIGNATURE: Julie Sweeney TITLE: Director of Development

FOR OFFICE USE ONLY: FEE: INSURANCE: DATE PAID: APPROVAL: POLICE: NOTIFICATIONS: FIRE: INSPECTION: COUNCIL MEETING: DATE GRANTED: DATE ISSUED:

* Request to Waive Fee *
TOWN OF PORTSMOUTH, RHODE ISLAND



RECEIVED
PORTSMOUTH, R.I.

VICTUALLER LICENSE APPLICATION

ON SEP 11 A 10:44

To The Town Council: The applicant, whose signature appears below, respectfully petitions your Honorable Body for a Victualler License.

DATE: 8/31/16

ANNUAL LICENSE: ___ SPECIFIC EVENT LICENSE: EVENT DATE: 11/4 + 11/5

EVENT TYPE: Fine Art Sale

EVENT LOCATION: 110 Sandy Point Avenue

OWNER/CORP/ENTITY: The Pennfield School

CONTACT PERSON: Julie Sweeney DOB: 6/4/70

OWNER/CORP/ENTITY ADDRESS: 110 Sandy Point Avenue

OWNER PHONE: 849-4646 BUSINESS PHONE: 401-849-4646

EMAIL ADDRESS: jsweeney@pennfield.org

BUSINESS NAME D/B/A/: The Pennfield School

BUSINESS ADDRESS: 110 Sandy Point Avenue, Portsmouth, RI 02871

TYPE OF BUSINESS: School

Hours of Operation: 8-4 - M-F

Are the Premises: Owned or Leased ___ Located in Shopping Center ___ (Y/N) Unit# ___

STATE TAX # ___ or FEDERAL ID # 237131751

AUTHORIZED SIGNATURE: Julie Sweeney TITLE: Director of Development

FOR OFFICE USE ONLY: FEE: _____	DATE PAID: _____	TAXES PAID: _____
BOARD OF HEALTH CERT: _____	MENU: _____	EMER. CONTACT FORM: _____
LIQUOR LIC. APPL: _____	APPROVALS: POLICE: _____	FIRE: _____
INSPECTION: _____	COUNCIL MEETING: _____	DATE GRANTED: _____
DATE ISSUED: _____		

TOWN OF PORTSMOUTH, RHODE ISLAND



DAILY LIQUOR LICENSE APPLICATION

To The Town Council: The applicant, whose signature appears below, respectfully petitions your Honorable Body for a Daily Liquor License.

RECEIVED PORTSMOUTH, R.I. 2016 SEP - 11 A 10:44 DATE: 8/31/16 TOWN CLERK

CLASS F (BEER & WINE): [check] \$15 CLASS F1 (FULL BAR): _____ \$ 35

OWNER/CORP/ENTITY: The Pennfield School

ADDRESS: 110 Sandy Point Avenue PHONE: 401-849-4646

CONTACT PERSON: Julie Sweeney DOB: 6/4/70

PROPERTY OWNED BY: The Pennfield School

ADDRESS: 110 Sandy Point Avenue PHONE: 401-849-4646

EMAIL ADDRESS: JSweeney@pennfield.org

EVENT DATE(S): November 4th, 2016 HOURS: 6-8 pm

EVENT LOCATION: The Pennfield School

TYPE OF EVENT: Preview Party - Fine Art Sale

AFFADAVIT OF CORPORATE STATUS

The undersigned, upon oath duly sworn, and under the penalties for perjury as set forth within Title 11, Chapter 33 of the General Laws of Rhode Island, 1956 (as amended), disposes and says the following:

- 1. The undersigned is the Secretary of the above named organization or otherwise a person duly authorized under the bylaws of said organization to apply for this license on behalf of said organization.
2. The undersigned has personal knowledge that said organization is: (Check One)
a. Rhode Island non-business corporation as defined Title 3-7-14 and 3-7-14.1 RIGL
b. qualified religious organization as recognized by Title 3-7-14 and 3-7-14.1 RIGL
c. qualified political organization as recognized by Title 3-7-14 and 3-7-14.1 RIGL and that said organization is in good standing with the Secretary of State of Rhode Island or other lawful federal, state or local Regulatory agency having cognizance over said organization.

AUTHORIZED SIGNATURE: Julie Sweeney TITLE: Director of Development

Subscribed and sworn before me this 1st day of September, A.D., 2016

Notary Public: [Signature]

Amanda B. Lawson, Notary Public County of Newport, State of RI - ID# 756085 My Commission Expires 12/23/2017

FOR OFFICE USE ONLY: FEE: \$15 INSURANCE: _____ DATE PAID: 9/1 APPROVALS: POLICE: _____ FIRE: _____ INSPECTION: _____ COUNCIL MEETING: _____ DATE GRANTED: _____ DATE ISSUED: _____

TOWN OF PORTSMOUTH, RHODE ISLAND

RECEIVED
PORTSMOUTH, R.I.

2016 SEP -21 A 11: 10



PEDDLER LICENSE APPLICATION

JOANNE M. MOWER
TOWN CLERK

To The Town Council: The applicant, whose signature appears below, respectfully petitions your Honorable Body for a Peddler License.

DATE: 9/17/16

ANNUAL LICENSE: SPECIFIC EVENT LICENSE: EVENT DATE: 9/17

EVENT TYPE: 2016 Firefly Yoga Festival

EVENT LOCATION: Glen Park.

OWNER/CORP/ENTITY NAME: Kelly G Designs

CONTACT PERSON: Kelly Moran DOB: 9/24/1989

OWNER/CORP/ENTITY ADDRESS: 21 Admiral Kalbfus.
Newport, RI 02840

OWNER PHONE: 6031-807-2198 BUSINESS PHONE: _____

BUSINESS NAME D/B/A: _____

BUSINESS ADDRESS: Kelly G Designs

TYPE OF BUSINESS: Jewelry.

LICENSE PLATE #: _____ STATE TAX #: _____ FEDERAL ID #: ^(SSN) 129-78-8831

AUTHORIZED SIGNATURE: Kelly Moran TITLE: OWNER.

FOR OFFICE USE ONLY: FEE: <u>50.</u>	DATE PAID: <u>9/2</u>	TAXES PAID: <u>---</u>	EMER. CONTACT: <u>---</u>
BOARD OF HEALTH CERTIFICATE: <u>---</u>	PERMIT TO MAKE SALES: <u>---</u>	VEHICLE REGIS. & INSURANCE: <u>---</u>	
APPROVALS: POLICE: _____	FIRE: _____	INSPECTION: _____	
COUNCIL MEETING: _____	DATE GRANTED: _____	DATE ISSUED: _____	

TOWN OF PORTSMOUTH, RHODE ISLAND



PEDDLER LICENSE APPLICATION

RECEIVED PORTSMOUTH, R.I. 2016 SEP -6 1 A 11: 27 JOANNE M. MOWER TOWN CLERK

To The Town Council: The applicant, whose signature appears below, respectfully petitions your Honorable Body for a Peddler License.

DATE: Sept 2, 2016

ANNUAL LICENSE: [checked] SPECIFIC EVENT LICENSE: [] EVENT DATE: 9/17/2016

EVENT TYPE: Firefly Yoga Festival

EVENT LOCATION: Glen Park Portsmouth R.I.

OWNER/CORP/ENTITY NAME: Joan Woodward

CONTACT PERSON: Joan Woodward DOB: 1/19/57

OWNER/CORP/ENTITY ADDRESS: 977 Robeson Street, F.R. Ma. 02880

OWNER PHONE: 6176971390 BUSINESS PHONE: (same)

EMAIL ADDRESS: bellybreath@gmail.com

BUSINESS NAME D/B/A/: monkey mind Belly Breath

BUSINESS ADDRESS: P.O. Box 7915.3 Waverley Ma 02479

TYPE OF BUSINESS: Yoga & products (books/eye relaxing pillows)

LICENSE PLATE #: 396R0D STATE TAX #: MA FEDERAL ID #: []

AUTHORIZED SIGNATURE: [Signature] TITLE: owner

FOR OFFICE USE ONLY: FEE: DATE PAID: TAXES PAID: EMER. CONTACT: BOARD OF HEALTH CERTIFICATE: PERMIT TO MAKE SALES: VEHICLE REGIS. & INSURANCE: APPROVALS: POLICE: FIRE: INSPECTION: COUNCIL MEETING: DATE GRANTED: DATE ISSUED:

TOWN OF PORTSMOUTH, RHODE ISLAND



PEDDLER LICENSE APPLICATION

To The Town Council: The applicant, whose signature appears below, respectfully petitions your Honorable Body for a Peddler License.

DATE: 8/24/16

ANNUAL LICENSE: SPECIFIC EVENT LICENSE: EVENT DATE: _____

EVENT TYPE: _____

EVENT LOCATION: _____

OWNER/CORP/ENTITY NAME: FRESKIE FACES, LLC

CONTACT PERSON: TOM WRIGHT DOB: 10/22/71

OWNER/CORP/ENTITY ADDRESS: 751 HARTFORD AVE, JOHNSTON RI 02919

OWNER PHONE: 401-617-0196 BUSINESS PHONE: _____

EMAIL ADDRESS: freskiefaces@gmail.com

BUSINESS NAME D/B/A: FRESKIE FACES, LLC

BUSINESS ADDRESS: 751 HARTFORD AVE JOHNSTON, RI 02919

TYPE OF BUSINESS: Food Truck / Fast Food

LICENSE PLATE #: FRESKIE STATE TAX #: 473585296 FEDERAL ID #: 473585296

AUTHORIZED SIGNATURE: [Signature] TITLE: owner

FOR OFFICE USE ONLY: FEE: <u>50</u>	DATE PAID: <u>9/6</u>	TAXES PAID: <u>—</u>	EMER. CONTACT: <u>✓ rect # 53604</u>
BOARD OF HEALTH CERTIFICATE: _____	PERMIT TO MAKE SALES: _____	VEHICLE REGIS. & INSURANCE: _____	
APPROVALS: POLICE: _____	FIRE: _____	INSPECTION: _____	
COUNCIL MEETING: <u>9/14/16</u>	DATE GRANTED: _____	DATE ISSUED: _____	

PORTSMOUTH TOWN COUNCIL MEETING
AUGUST 22, 2016
DRAFT

MEMBERS PRESENT: Keith E. Hamilton, James A. Seveney, Kevin M. Aguiar,
David M. Gleason, Elizabeth A. Pedro

Members Absent: Michael A. Buddemeyer and Joseph W. Robicheau

6:30 PM – TOWN COUNCIL CHAMBERS, TOWN HALL, 2200 EAST MAIN ROAD

EXECUTIVE SESSION

1. RIGL 42-46-5(a)(2) – Litigation: RI Nurseries
2. RIGL 42-46-5(a)(2) – Litigation: A&R Marine Rate Change Application (R.I. Public Utilities Commission)

A motion by Mr. Seveney, seconded by Mr. Gleason, to go into Executive Session under RIGL 42-46-5(a)(2) – Litigation: RI Nurseries and RIGL 42-46-5(a)(2) – Litigation: A&R Marine Rate Change Application (R.I. Public Utilities Commission). All voted in favor of the motion.

TIME: 6:31 PM – Break

TIME: 7:01 PM - Return

7:01 PM – TOWN COUNCIL CHAMBERS, TOWN HALL, 2200 EAST MAIN ROAD

PLEDGE OF ALLEGIANCE

A moment of silence for our men and women around the world in harm's way.

SITTING AS THE PORTSMOUTH TOWN COUNCIL

PRESENTATIONS/RECOGNITIONS

1. Portsmouth Fire Department Swearing-In Ceremony for Promotion of Officers:

Dominic Lautieri – to Captain
Allen Levesque – to Lieutenant
Andrew Jones – to Lieutenant

Town Clerk Joanne Mower administered the oath of office to Portsmouth Fire Department's Captain Dominic Lautieri, Lieutenant Allen Levesque and Lieutenant Andrew Jones.

CONSENT AGENDA

1. Portsmouth Canvassing Authority Notice of New Election Equipment:

The Canvassing Authority Will Demonstrate the New Rhode Island Voting Machine, DS-200, in the South Lobby of Town Hall on Monday, August 22, 2016 from 5:30 to 7:30 PM. Voters will be able to Cast their Ballot in a Mock Election and Staff will be Available to answer Questions. / J. Schulz, Registrar of Voters

A motion by Mr. Seveney, seconded by Ms. Pedro, to receive and place on file. All voted in favor of the motion.

SITTING AS THE BOARD OF LICENSE COMMISSIONERS

1. Peddler License – Annual

Ryan Connors & Max Reeves, d/b/a Red's, 133 Farm Drive, Cumberland, RI 02864

A motion by Mr. Seveney, seconded by Mr. Gleason, to approve. All voted in favor of the motion.

A motion by Ms. Pedro, seconded by Mr. Seveney, to adjourn as the Board of License Commissioners. All voted in favor of the motion.

ADJOURN

MINUTES

TCM 7/11/16 and Exec.
TCM 7/30/16

A motion by Mr. Gleason, seconded by Mr. Seveney, to approve all minutes from 7/11 and 7/30. All voted in favor of the motion.

BILLS

1. FY 2016 – Prepaid from 7/27/16

A motion by Mr. Seveney, seconded by Mr. Gleason, to pay all just and due bills in the amount of \$179,157.04. All voted in favor of the motion.

2. FY 2017 – Prepaid from 7/27/16

A motion by Mr. Seveney, seconded by Ms. Pedro, to pay all just and due bills in the amount of \$350,906.22. All voted in favor of the motion.

3. FY 2016 – Prepaid from 8/10/16

A motion by Mr. Seveney, seconded by Mr. Gleason, to pay all just and due bills in the amount of \$110,002.67. All voted in favor of the motion.

4. FY 2017 – Prepaid from 8/10/16

A motion by Mr. Seveney, seconded by Ms. Pedro, to pay all just and due bills in the amount of \$182,577.12. All voted in favor of the motion.

5. 8/22/16

A motion by Ms. Pedro, seconded by Mr. Seveney, to pay all just and due bills in the amount of \$49,155.07. All voted in favor of the motion.

PRESIDENT’S EXECUTIVE SUMMARY

President Hamilton announced that prior to this meeting, the Council met in Executive Session and had a discussion and update on litigation in terms of the RI Nurseries lawsuit and voted 5-0 to direct our legal staff in a direction that the Council hopes it will go and we had a discussion on the A& R Marine update and we have actually recessed that meeting and will be continuing that discussion after tonight’s meeting.

TAX VOUCHERS

Request Approval for Tax Vouchers #20160822-01 to #20160822-10. / M. Helfand

A motion by Ms. Pedro, seconded by Mr. Gleason, to approve. All voted in favor of the motion.

TOWN ADMINISTRATOR’S REPORT

1. Update on RFP’s:

Glen Farm Stables- RFP was released August 15th, that property is under lease until August 15, 2017. We are looking to consider unique and innovative ways to best use the property once that current lease expires. A non-mandatory meeting for those interested in bidding and making proposals is schedule for 9/20/16 and proposals will be due no later than close of business October 10th.

Elmhurst Park, - RFP was issued August 17th. We are looking for bids for a new parking lot and landscape improvements for Elmhurst Park at the Glen Manor House. There is a mandatory pre-bid conference on September 1st at the Glen Manor House and response for those RFPs are due by close of business on September 16th.

DPW Salt Shed – RFP almost finished and will be issued this week. For a new salt shed over at the DPW complex. Our goal is to have the salt shed completed before the next winter season.

2. New Employee Update: Welcome to our four new employees
Gareth Eames – Building Inspector
Timothy Gardiner – Assistant Building Inspector
Nancy Poletti – DPW Office Assistant
Elizabeth Futoma – Animal Control Officer
3. Dog Park Update – In preparation for construction, the contractor has begun to remove trees and clear vegetation and construction will continue throughout the rest of the summer and grass will be planted in the fall growing season so as to have the Dog Park ready to open next Spring.
4. Wind Turbine Update – A Ribbon Cutting was held last Friday marking the commissioning of the new Portsmouth wind turbine. The turbine is in the final stages of testing and is operational and capable of supplying electricity to the Grid.

Ms. Pedro announced that Officer Scott Sullivan was listed as one of the Top ten groundbreakers in the August issue of Newport Life.

REMOVALS, RESIGNATIONS AND APPOINTMENTS

1. Removal Requests:

- a. Juvenile Hearing Board – M. Auerbach, E. Jordan

A motion by Mr. Seveney, seconded by Mr. Gleason, to approve the removal of Marsha Auerbach and Elizabeth Jordan. All voted in favor of the motion.

2. Resignations:

- a. Agriculture Committee – H. Chase, M. Haynes

A motion Ms. Pedro, seconded by Mr. Gleason, to accept with regret the resignations of Harry Chase and Martha Haynes. All voted in favor of the motion.

- b. Solid Waste/Recycling Committee – A. Corcoran

A motion by Mr. Seveney, seconded by Mr. Gleason, to accept with regret the resignation of Alan Corcoran. All voted in favor of the motion.

c. Portsmouth Citizens Interested in the Comprehensive Community Planning Process
Committee – H. W. Wilson

A motion by Mr. Seveney, seconded by Mr. Gleason, to accept with regret the resignation of H. W. Wilson. All voted in favor of the motion.

3. Appointments:

a. Glen Manor House Authority (Re-Appt.) – J. Elste, D. Warren, B. Doran, N. Hall

A motion by Mr. Seveney, seconded by Mr. Gleason, to reappoint Judith A. Elste, Deare Warren, Brenda Doran and Nancy Hall. All voted in favor of the motion.

b. Glen Park Working Committee (Re-Appt.) – R. Davidson

A motion by Mr. Seveney, seconded by Mr. Gleason, to reappoint Rosemary Davidson. All voted in favor of the motion.

c. Melville Park Committee (Re-Appt.) – L. Lesinski

A motion by Mr. Seveney, seconded by Mr. Gleason, to reappoint Leon Lesinski. All voted in favor of the motion.

d. Juvenile Hearing Board (Re-Appt.) – K. Gleason, L. Nalle

A motion by Mr. Seveney, seconded by Mr. Gleason, to reappoint Karen Gleason and Linda Nalle. All voted in favor of the motion.

e. Agriculture Committee – (1 Applicant / 1 Vacancy)

A motion by Mr. Seveney, seconded by Mr. Gleason, to appoint Dave Reise. All voted in favor of the motion.

f. Juvenile Hearing Board – (1 Applicant / 2 Alternate Vacancies)

A motion by Ms. Pedro, seconded by Mr. Seveney, to appoint John C. Ferreira. All voted in favor of the motion.

g. Economic Development Committee – (2 Applicants / 3 Vacancies)

A motion by Mr. Seveney, seconded by Mr. Gleason, to appoint Courtney Ward and Frederick J. Marano. All voted in favor of the motion.

h. Aquidneck Island Planning Commission – (3 Applicants / 2 Vacancies)
1. AIPC Recommendation

A motion by Mr. Gleason, seconded by Mr. Seveney, to appoint Keith Humphreys. All voted in favor of the motion.

A motion by Mr. Seveney, seconded by Mr. Gleason, to appoint Sara Churgin. All voted in favor of the motion.

OLD BUSINESS

OB 1 - Award of Contract to the Lowest Qualified Bidder for Roadway Improvements to Narragansett Avenue on Prudence Island. / J. Pisano, VHB & B. Woodhead (10)

Brian Woodhead, Deputy Public Works Director, stated that the work would be for Narragansett Avenue from Broadway to Rafael. Work will begin right after Labor Day with a projected completion date of November 15th. If, after November 15th, there is still extra money, we will come back to the Council to request additional work be authorized.

Jamie Pisano, VHB, stated that it would take about three months to get permitting and they should be ready to do that work in the spring of 2017.

A motion by Mr. Seveney, seconded by Ms. Pedro, to award the contract to P. J. Keating Co. for a bid of \$1,826,955. All voted in favor of the motion.

OB 2 - Discussion/Action – East Main Road RIDOT Accessibility Improvement Project. / G. Crosby (20)

Kate Wilson, Civil Highway Engineer for the RI DOT and Project Manager provided an update on the project. Regarding the intersection of Park Avenue and Basin. Since the last meeting they have:

- “T’d” up the intersection and extended the Chase roadway onto Park Avenue.
- Realigned the section of Chase Road based on a 25 MPH speed design and accessible by a single unit truck or school bus.
- The two diagonal cuts will be changed to be accessible to fire department radii.
- The changes are needed in order to make the intersection ADA accessible.
- Park Avenue will have governance over the traffic light.
- 40 feet is required to put in a right turn lane where the turn lane is now.
- They will be able to put in the five-foot sidewalks with very few problems with utility poles and hydrants.

Ms. Pedro stated that the plans for the intersection of Chase Road and Boyd’s Lane were not in the Council packet.

- The State needs the land north of Park Avenue to put in a bio-retention area to comply with regulations of CRMC.
- The plans for the reconstruction of East Main Road at Boyd's Lane will be emailed as a PDF to Gary Crosby to forward to the Council.
- The chatter strip will be removed and smaller granite islands with a pedestrian signal will be put in with a pedestrian crosswalk through them.

Mr. Crosby stated he only included the changes made by DOT since the last meeting.

Ms. Wilson asked for an okay from the Town Council to start the permitting process and the right of way process. They hope to advertise in December and be ready for spring.

President Hamilton stated that he hopes DOT will reconsider adding the right turn lane similar to the one at the Mount Hope Bridge and Bristol Ferry Road.

Ms. Wilson stated that the cost of this project for East Main Road from Turnpike to Boyd's Lane, the intersection of Boyd's Lane resurfacing, sidewalks and ADA accessible wheelchair ramps and the section of Park Ave from Norseman to East Main Road is \$4,420,749.85.

In response to Ms. Pedro, Ms. Wilson stated that the TIP for East Main Road from Hedly to the Middletown town line or further is slated to be an in house project and slated to come in 2021.

In response to Mr. Aguiar, Ms. Wilson stated that the State cannot pave East Main Road without making it ADA compliant.

Mr. Crosby stated that the Sprague Street construction is scheduled to start in 2018.

A motion by Mr. Seveney, seconded by Mr. Gleason, to approve the plan contingent upon the DOT coming back and updating the Council as to whether we can have the right turn lane. All voted in favor of the motion.

OB 3 - Request to Advertise for a Public Hearing for an Amendment to Chapter 101 of the Portsmouth Town Code - Animals. / B. Miller & K. Gavin (5)

A motion by Mr. Seveney, seconded by Mr. Gleason, to advertise and have a Public Hearing on September 14th. All voted in favor of the motion.

Chief Lee introduced the Town's new Animal Control Officer, Elizabeth Futoma.

NEW BUSINESS

NB 1 - Request Approval of Glen Farm Special Events Fields Applications. / T. Dunbar (5)

- a. BankNewport, Ryan Camara, 184 John Clarke Road, Middletown, RI for an Employee Soccer League 8/31/16, 9/7/16, 9/14/16, 9/21/16, 9/28/16, 10/5/16

Tim Dunbar, Recreation Director, corrected the amount on the bill as it will be six days for a total of \$300. He stated he has spoken with Soccer Manager Carlos Williams, and as BankNewport will be bringing in their own goals, they will be set up further down the field and will not disturb the Soccer people at all.

In response to Mr. Seveney, about a generalized scheduling mechanism for the leagues, Mr. Dunbar stated that the schedule is posted on the website under meetings and he looking for a computer program to set up the fields and a summer registration catalog.

A motion by Mr. Seveney, seconded by Mr. Gleason, to approve. All voted in favor of the motion.

- b. Fee Waiver Requested: Portsmouth Firefighters Local 1949, Steven Lynch, 2300 East Main Road, Portsmouth, RI for a 5K Road Race, September 25, 2016

A motion by Mr. Seveney, seconded by Mr. Gleason, to approve with fee waiver. All voted in favor of the motion.

NB 2 - Request Sponsorship for Portsmouth Public Education Foundation's Fall Social Fundraiser on October 1, 2016 at Carnegie Abbey Country Club. / K. Brockway, K. Updegrave, & K. Brandariz (5)

A motion by Mr. Seveney, seconded by Mr. Aguiar, to approve the \$500 donation with the funds coming from the Town Council Contingency Fund. All voted in favor of the motion.

A motion by Ms. Pedro, seconded by Mr. Gleason, to donate the ticket back so they can give it to a family or auction it off. All voted in favor of the motion.

NB 3 - Request Letter of Support for Newport County Prevention Coalition Grant. / R. Davis & M. Rayno, Portsmouth Prevention Coalition (5)

Mr. Davis requested a letter of support for a response for a funding proposal that has been issued by the Department of Behavioral Health, Developmental Disabilities and Hospitals. The intent is to regionalize the Prevention Coalitions in the state (34 are active). The coordinators of Newport County have asked that Newport County be made a region by itself.

A motion by Mr. Seveney, seconded by Mr. Gleason, to approve the letter and sign it and wish Ray and Maryann all the luck in getting the funding for the region. All voted in favor of the motion.

NB 4 - Discussion/Action – Removal of the Amphenol Cell Tower on Kirduglyn Road. / C. Clifford (10)

Geraldine Beebe, Carol Clifford and Diane Martin, residents/property owners on Kirduglyn Road addressed the Council concerning the noise emanating from an attachment placed last December on a utility pole situated between four houses on the private dirt road that they live on. They asked for the Council's assistance in seeking a remedy to this nuisance. They addressed concerns about the noise, the radio waves exposure being a health hazard and their quality of life being ruined.

President Hamilton suggested asking Senator Pagliarini and Representative Riley to write letters to National Grid inquiring under whose authority the item was attached to the pole.

A motion by Ms. Pedro, seconded by Mr. Seveney, to have the Town Administrator contact National Grid to ascertain who placed the device there and if it was done with proper approvals. All voted in favor of the motion.

NB 5 - Request to Advertise for a Public Hearing for a Sound Variance. / R. Lantz, Bill's Sales Firewood & A. Thayer, Sayer, Regan & Thayer (5)

A motion by Mr. Seveney, seconded by Mr. Gleason, to advertise for a Public Hearing on October 3rd at 7 PM. All voted in favor of the motion.

NB 6 - Discussion/Action - Mt Hope Bridge Improvement Project. / E. Offenber, Director of Engineering, RI Turnpike and Bridge Authority & G. Crosby (20)

Eric Offenber provided a power point on the planned painting, steel repairs and concrete repairs.

No action.

NB 7 - Discussion/Action – Town Council Approval of New Honor Roll Guidelines. / D. Crow (10)

David Crow requested the Town Council go back to the original rules for the Veterans Honor Roll. The Honor Roll was to "honor" those going into the military service from Portsmouth. He stated that names rolling on a television screen would be like seeing the credits after a movie.

President Hamilton stated that research would be done to see what criteria other towns use.

No action.

NB 8 - Request Town of Portsmouth Draft an Ordinance for the Elimination of Single-Use Carryout Check Out Bags. / D. McLaughlin, Clean Ocean Access (10)

President Hamilton suggested this be placed on an agenda in late October or early November.

NB 9 - Request Approval of the Bylaws of the Portsmouth Citizens Interested in the Comprehensive Community Planning Process Committee. / J. Staven, Chair (5)

A motion by Ms. Pedro, seconded by Mr. Seveney, to change Sec. 1-4 from “advise” to “provide comments and/or input”. All voted in favor of the change.

Mr. Seveney asked why the recording secretary was a paid position and requested an accounting of what has been spent.

Mr. Gleason suggested that a committee by-laws template be prepared and given to newly formed committees.

Chair Judith Staven stated she would present the Council’s suggestions to the Committee for discussion.

A motion by Mr. Seveney, seconded by Ms. Pedro, to table this item until after the committee can meet to discuss the Council’s proposed changes. All voted in favor of the motion.

NB 10 - Request to Participate and Purchase an Ad in the Newport Daily News Special Section on First Responders. / J. Seveney (5)

A motion by Mr. Seveney, seconded by Mr. Gleason, to spend \$399 to take out a ½ page ad recognizing our first responders.

Ms. Pedro stated that not everybody reads the Daily News.

The motion carried 4-0 with Ms. Pedro abstained.

NB 11 - Event Notification and Request Approval– Bike to the Beach for Autism, September 3, 2016. / R. Walsh, Autism Speaks (5)

A motion by Mr. Seveney, seconded by Mr. Gleason, to approve. All voted in favor of the motion.

CORRESPONDENCE

1. The Newport County Branch of the National Association for the Advancement of Colored People (NAACP) will Host a Ceremony at Patriots Park on August 28, 2016 at 3:00 PM Celebrating the 238th Anniversary of the Battle of Rhode Island in Honor of the First Rhode Island Regiment, “The Black Regiment”. / A. Triplett, Chairperson, Black Regiment Committee
2. Request to Purchase Ad Space in a Yearbook to Benefit the Adaptive Program and Special Olympics Teams. / D. Glenning, Newport County YMCA Special Olympics Booster Club
3. Request Resolution in Support of Senate Resolution 2016-S 3039 Commemorating the 226th Anniversary Celebration “Hope Day: Birth of Our Nation”. / L. Swistak, Newport City Clerk

4. Update on National Grid's Aquidneck Island Reliability Project, which has been Renamed OnIsland. / E. Gryniak, National Grid Stake Holder Relations
5. Invitation to the 2016 Housing Fact Book Luncheon Hosted by HousingWorks RI on September 14, 2016 at the Providence Hilton

A motion by Mr. Seveney, seconded by Mr. Gleason, to receive all and place on file. All voted in favor of the motion.

FUTURE MEETINGS

September 14 7:00 PM – Town Council Meeting (Wednesday)

Public Hearing Dog Ordinance (Dog park Rules)

September 26 7:00 PM – Town Council Meeting

October 3 7:00 PM - Special Town Council Meeting – Public Hearing – Sound Variance

October 11 7:00 PM – Town Council Meeting (Tuesday)

A motion by Mr. Seveney, seconded by Mr. Gleason, to return to Executive Session under RIGL 42-46-5(a)(2) – Litigation: A&R Marine Rate Change Application (R.I. Public Utilities Commission). All voted in favor of the motion.

TIME: 10:50 PM – Break

TIME: 11:00 PM – Return

President Hamilton announced that there was further discussion on the A & R Marine rate. No votes were taken.

A motion by Mr. Seveney, seconded by Ms. Pedro, to adjourn. All voted in favor of the motion.

ADJOURN

Time: 11:01 PM

Joanne M. Mower, Town Clerk

Bill List Expenditures
Town of Portsmouth 2016-2017

Vendor	Account Number		Date	Description	Amount
Line Item 10002 Town Admin					
BETA GROUP INC	1-01-305-10002-00 *	GF\Prof/Contact Serv\Town Admin\	9/13/2016	TRANSFER STATION	\$1,050.00
RICOH USA INC	1-01-324-10002-00 *	GF\Printing\Town Admin\	9/13/2016	2ND FLOOR COPIER	\$204.07
				Sub Total:	<u>\$1,254.07</u>
Line Item 10003 Town Clerk					
XEROX BUSINESS SERVICES LLC	1-01-413-10003-00	GF\Land Evid/Vital Stat\Town Clerk	9/13/2016	TOWN CLERK: LAND EVIDENCE	\$2,040.50
				Sub Total:	<u>\$2,040.50</u>
Line Item 10004 Canvassing					
EAST BAY NEWSPAPERS	1-01-326-10004-00	GF\Advertising\Canvassing\	9/13/2016	CANVASSING: ADVERTISING	\$25.20
EAST BAY NEWSPAPERS	1-01-326-10004-00	GF\Advertising\Canvassing\	9/13/2016	CANVASSING: ADVERTISING	\$126.00
W B MASON CO INC	1-01-330-10004-00	GF\Office Supply & Eq\Canvassing\	9/13/2016	CANVASSING: OFFICE SUPPLIES	\$134.88
				Sub Total:	<u>\$286.08</u>
Line Item 10005 Legal					
CHAPPELL & CHAPPELL	1-01-301-10005-00	GF\General Legal Serv\Legal\	9/13/2016	LEGAL: JULY 2016	\$1,562.50
MARILYN ZUCKERMAN	1-01-303-10005-00	GF\Labor Arb & Negotiation\Legal\	9/13/2016	LEGAL: LABOR ARBITRATION	\$779.25
URSILLO, TEITZ & RITCH, LTD.	1-01-303-10005-00	GF\Labor Arb & Negotiation\Legal\	9/13/2016	LEGAL: LABOR MATTERS	\$4,366.00
				Sub Total:	<u>\$6,707.75</u>
Line Item 20001 Finance/Personnel					
EAST BAY NEWSPAPERS	1-01-326-20001-00	GF\Advertising\Finance/Personnel\	9/13/2016	ADVERTISING: ACO EMPLOYMENT	\$151.20
NEWPORT COUNTY CHAMBER	1-01-353-20001-00	GF\Membership & Sub\Finance/Per	9/13/2016	DUES: 10/1 - 9/30	\$7,875.00
OCCUPATIONAL HEALTH CENTER	1-01-214-20001-00 *	GF\Vaccines & Immu\Finance/Pers	9/13/2016	FINANCE: VACCINES	\$381.00
OCCUPATIONAL HEALTH CENTER	1-01-214-20001-00 *	GF\Vaccines & Immu\Finance/Pers	9/13/2016	FINANCE: VACCINES	\$381.00
THE ANGELL PENSION GROUP IN	1-01-305-20001-00	GF\Prof/Contact Serv\Finance/Pers	9/13/2016	PROF SERV: FLEXIBLE BENEFITS PLAN	\$375.00
W B MASON CO INC	1-01-330-20001-00	GF\Office Supply & Eq\Finance/Per	9/2/2016	FINANCE: OFFICE SUPPLIES	\$44.41
				Sub Total:	<u>\$9,207.61</u>
Line Item 20002 Tax					
W.E. JACKSON & COMPANY	1-01-353-20002-00 *	GF\Membership & Sub\Tax\	9/13/2016	Tax Books	\$440.00
W.E. JACKSON & COMPANY	1-01-353-20002-00 *	GF\Membership & Sub\Tax\	9/13/2016	1 Set Tabs	\$7.00
W.E. JACKSON & COMPANY	1-01-353-20002-00 *	GF\Membership & Sub\Tax\	9/13/2016	1 Certificate Tab	\$3.00
VISION GOVERNMENT SOLUTION	1-01-315-20002-00	GF\Prop Reval Serv\Tax\	9/13/2016	REVALUATION CONTRACT PAYMENT	\$17,574.25
				Sub Total:	<u>\$18,024.25</u>

Vendor	Account Number		Date	Description	Amount
Line Item 20003 IT					
OSHEAN	1-01-310-20003-00	GF\IT Serv\IT\-	9/13/2016	IT: 7/1 - 6/30	\$12,000.00
SHI INTERNATIONAL CORP	1-01-337-20003-00	GF\IT Equipment\IT\-	9/13/2016	IT EQUIPMENT	\$390.00
				Sub Total:	\$12,390.00
 Line Item 31001 Police					
24 TRAUMA	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: BLDG/GROUNDS	\$125.00
CROSSBAR VOICE & DATA	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: BLDG/GROUNDS	\$217.50
DASH MEDICAL GLOVES	1-01-499-31001-00	GF\Misc Exp\Police\-	9/2/2016	POLICE: MEDICAL GLOVES	\$121.80
GM REFRIGERATION CO. INC.	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: BLDG MAINT	\$233.36
HANDCUFF WAREHOUSE	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: SAFETY BLANKETS	\$364.00
LL DATA DESIGNS LLC	1-01-314-31001-00	GF\Software Support\Police\-	9/13/2016	POLICE: SOFTWARE SUPPORT	\$590.00
PMAM CORPORATION	1-01-314-31001-00	GF\Software Support\Police\-	9/13/2016	POLICE: SOFTWARE SUPPORT	\$900.00
POWER EQUIPMENT CO.	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: BLDG MAINT	\$975.00
SHREDFAST LLC	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: BLDG/GROUNDS	\$120.00
STATE OF RHODE ISLAND	1-01-420-31001-00	GF\Fingerprinting Serv\Police\-	9/2/2016	POLICE: 14 LIVESCAPS	\$420.00
TASER INTERNATIONAL	1-01-335-31001-00	GF\Prof Equipment\Police\-	9/13/2016	POLICE: PROF EQUIPMENT	\$1,467.51
TJ RUSSELL CO., INC.	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: BLDG/GROUNDS	\$199.20
ULINE, INC.	1-01-345-31001-00	GF\Bldgs/Grounds Repair\Maint\Po	9/13/2016	POLICE: BLDG/GROUNDS	\$583.23
W B MASON CO INC	1-01-330-31001-00	GF\Office Supply & Eq\Police\-	9/13/2016	POLICE: OFFICE SUPPLIES	\$1,282.06
W B MASON CO INC	1-01-330-31001-00	GF\Office Supply & Eq\Police\-	9/13/2016	POLICE: OFFICE SUPPLIES	\$284.19
				Sub Total:	\$7,882.85

Vendor	Account Number		Date	Description	Amount
Line Item 31003 Fire					
CLEMENTS' MARKETPLACE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016		\$4.99
CLINICAL ONE HOME MEDICAL	1-01-334-31003-00	GF\Med Supply & Eq\Fire\	9/13/2016	Medical supplies, defib pads, splints, gloves, airways, bandafes, head immobilizers, trodes, scissors, OPA s, Water etc.	\$520.20
CLINICAL ONE HOME MEDICAL	1-01-334-31003-00	GF\Med Supply & Eq\Fire\	9/13/2016	medical supplies	\$608.32
CLINICAL ONE HOME MEDICAL	1-01-334-31003-00	GF\Med Supply & Eq\Fire\	9/13/2016	Oxygen	\$31.50
CLINICAL ONE HOME MEDICAL	1-01-334-31003-00	GF\Med Supply & Eq\Fire\	9/13/2016	Medical Supplies	\$374.83
DOMINA'S AGWAY	1-01-342-31003-00	GF\Equip Repair/Maint\Fire\	9/13/2016	Speedy Dry	\$33.72
FIRE PROTECTION PUBLICATIONS	1-01-352-31003-00	GF\Professional Dev\Fire\	9/13/2016	3 essentials of firefighting books for new firefighters	\$217.50
FIREMATIC SUPPLY CO. INC.	1-01-221-31003-00	GF\Clothing/Work Gear\Fire\	9/13/2016	gregg Carcieri new bunker pants and coat	\$2,336.69
FIREX, INC.	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	Test portable extinguishers in station, hydro test	\$103.00
GREENWOOD EMERGENCY VEHI	1-01-340-31003-00	GF\Vehicle Repair/Maint\Fire\	9/13/2016	Sensor for ladder jack	\$134.37
GREENWOOD EMERGENCY VEHI	1-01-340-31003-00	GF\Vehicle Repair/Maint\Fire\	9/13/2016	wheel Chock Holder	\$198.00
GREENWOOD EMERGENCY VEHI	1-01-340-31003-00	GF\Vehicle Repair/Maint\Fire\	9/13/2016	Door latch for E-1	\$52.95
INTERSTATE ALL BATTERY CENT	1-01-330-31003-00	GF\Office Supply & Eq\Fire\	9/13/2016	Batteries for the Mi-Fi devices	\$112.80
NAPA AUTO PARTS	1-01-340-31003-00	GF\Vehicle Repair/Maint\Fire\	9/13/2016	Oil Filter for R3	\$90.20
NAPA AUTO PARTS	1-01-340-31003-00	GF\Vehicle Repair/Maint\Fire\	9/13/2016	Air Filter for Rescue 3	\$85.09
NEW ENGLAND BOATWORKS, INC	1-01-376-31003-00	GF\Gasoline\Fire\	9/13/2016	PPD apparently used 80.6 gallons of fuel on the PPD boat	\$274.80
NEW ENGLAND PRINTING SOLUTI	1-01-330-31003-00	GF\Office Supply & Eq\Fire\	9/13/2016	Printer at Newport Hospital	\$197.99
PHIL'S PROPANE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	Cooking Propane	\$67.60
PHIL'S PROPANE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	Cooking Propane	\$12.84
PORTSMOUTH ACE HARDWARE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	WD-40	\$4.99
PORTSMOUTH ACE HARDWARE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	Cleaner (Kaboom)	\$6.99
PORTSMOUTH ACE HARDWARE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	BUILDING MAINT, open PO	\$3.99
PORTSMOUTH ACE HARDWARE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	BUILDING MAINT, open PO	\$30.07
PORTSMOUTH ACE HARDWARE	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	BUILDING MAINT, open PO	\$145.06
PORTSMOUTH ACE HARDWARE	1-01-340-31003-00	GF\Vehicle Repair/Maint\Fire\	9/13/2016	Dieelectric grease	\$5.99
PORTSMOUTH AUTO SALES AND	1-01-340-31003-00	GF\Vehicle Repair/Maint\Fire\	9/13/2016	Car 2 inspection, Air filter, ball joint, O2 sensor, spark plug, brakes, front rotors	\$1,277.27
ROGER WILLIAMS UNIVERSITY	1-01-352-31003-00	GF\Professional Dev\Fire\	9/13/2016	MPO Summer Class	\$1,458.45
SHIPMAN'S FIRE EQUIP CO	1-01-342-31003-00	GF\Equip Repair/Maint\Fire\	9/13/2016	new big water self-leveling strainer	\$580.50
SHIPMAN'S FIRE EQUIP CO	1-01-342-31003-00	GF\Equip Repair/Maint\Fire\	9/13/2016	Air quality test for compressor	\$174.95
SHIPMAN'S FIRE EQUIP CO	1-01-342-31003-00	GF\Equip Repair/Maint\Fire\	9/13/2016	3 hydrant gates with wheel handles	\$617.50
SHIPMAN'S FIRE EQUIP CO	1-01-342-31003-00	GF\Equip Repair/Maint\Fire\	9/13/2016	Foam, 5gallons Class A, 5 gallons Class B	\$1,194.95
SOUTHCOAST HOSPITALS GROUP	1-01-334-31003-00	GF\Med Supply & Eq\Fire\	9/13/2016	Pharmacy Supplies	\$4.38
STAPLES CREDIT PLAN	1-01-330-31003-00	GF\Office Supply & Eq\Fire\	9/13/2016	Printer toner for Fire Marshal	\$91.99
STEWARD SAINT ANNE'S HOSPIT	1-01-334-31003-00	GF\Med Supply & Eq\Fire\	9/13/2016	Medical supplies	\$26.50
THE DAWSON GROUP	1-01-316-31003-00	GF\Ambulance Billing\Fire\	9/13/2016	FIRE: AMBULANCE BILLING	\$2,952.32
TOM'S LAWN & GARDEN EQUIP	1-01-342-31003-00	GF\Equip Repair/Maint\Fire\	9/13/2016	New carburetor for echo chain saw	\$171.43
UNIFIRST CORPORATION	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	Station cleaning supplies	\$51.61

Bill List Expenditures
Town of Portsmouth 2016-2017

Vendor	Account Number		Date	Description	Amount
UNIFIRST CORPORATION	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	Cleaning supplies	\$22.55
UNIFIRST CORPORATION	1-01-345-31003-00	GF\Bldgs/Grounds Repair/Maint\Fir	9/13/2016	Cleaning supplies for station	\$103.35
UNIVERSITY SURGICAL ASSOCIAT	1-01-334-31003-00	GF\Med Supply & Eq\Fire-	9/13/2016	trauma Conference, MPO, MMC, KPT, ANJ, BHP	\$475.00
Sub Total:					\$14,857.23

Line Item 31004 Animal Cont

POTTER LEAGUE FOR ANIMALS IN	1-01-488-31004-00	GF\Animal Shelter\Animal Cont\-	9/6/2016	ANIMAL CONTROL: MAY SHELTER EXP	\$103.25
POTTER LEAGUE FOR ANIMALS IN	1-01-488-31004-00	GF\Animal Shelter\Animal Cont\-	9/6/2016	ANIMAL CONTROL: JUNE SHELTER EXP	\$270.40
POTTER LEAGUE FOR ANIMALS IN	1-01-488-31004-00	GF\Animal Shelter\Animal Cont\-	9/6/2016	ANIMAL CONTROL: JULY SHELTER EXP	\$15.40
Sub Total:					\$389.05

Line Item 31005 Harbormaster

A&R MARINE CORP	1-01-375-31005-00	GF\Boat Fuel\Harbormaster\-	9/2/2016	HARBORMASTER: FERRY	\$62.20
DON'S MARINE, INC.	1-01-341-31005-00 *	GF\Boat Repair/Maint\Harbormaste	9/13/2016	HARBORMASTER: BOAT	\$4,750.59
DON'S MARINE, INC.	1-01-341-31005-00 *	GF\Boat Repair/Maint\Harbormaste	9/13/2016	HARBORMASTER: BOAT	\$3,333.00
Sub Total:					\$8,145.79

Vendor	Account Number	Date	Description	Amount	
Line Item 33001 DPW					
A&R MARINE CORP	1-01-350-33001-00	9/13/2016	GF\PI Transport-ferry\DPW\-	FERRY: DPW \$280.10	
ALUMITANK INC	1-01-342-33001-00	9/13/2016	GF\Equip Repair\Maint\DPW\-	DPW: EQUIPMENT MAINT \$1,989.91	
CONTRACTORS SUPPLY, INC.	1-01-387-33001-00 *	9/13/2016	GF\Calcium Chloride\DPW\-	DPW: CALCIUM CHLORIDE \$1,030.70	
CONTRACTORS SUPPLY, INC.	1-01-397-33001-00 *	9/13/2016	GF\Road Maintenance\DPW\-	DPW: ROAD MAINT \$2,011.68	
CONTRACTORS SUPPLY, INC.	1-01-397-33001-00 *	9/13/2016	GF\Road Maintenance\DPW\-	DPW: ROAD MAINTENANCE \$266.22	
CONTRACTORS SUPPLY, INC.	1-01-397-33001-00 *	9/13/2016	GF\Road Maintenance\DPW\-	DPW: ROAD MAINTENANCE \$1,098.24	
ELECTRONIC ALARMS	1-01-345-33001-11	9/13/2016	GF\Bldgs/Grounds Repair\Maint\DP	TOWN HALL: 9/1-11/30 MONITORING \$251.70	
GRAINGER INC	1-01-335-33001-00	9/13/2016	GF\Prof Equipment\DPW\-	DPW: EQUIPMENT \$243.80	
GRAINGER INC	1-01-335-33001-00	9/13/2016	GF\Prof Equipment\DPW\-	DPW: EQUIPMENT \$49.90	
GRAINGER INC	1-01-335-33001-00	9/13/2016	GF\Prof Equipment\DPW\-	DPW: EQUIPMENT \$27.90	
GRAINGER INC	1-01-335-33001-00	9/13/2016	GF\Prof Equipment\DPW\-	DPW: EQUIPMENT \$3.85	
LAWSON PRODUCTS, INC.	1-01-335-33001-00	9/13/2016	GF\Prof Equipment\DPW\-	DPW: PROF EQUIPMENT \$115.46	
MUTT MITT	1-01-345-33001-11	9/13/2016	GF\Bldgs/Grounds Repair\Maint\DP	TOWNWIDE: MUTT MITTS \$1,029.50	
NORTH-EASTERN TREE SERVICE,	1-01-392-33001-00	9/13/2016	GF\Tree Maint\DPW\-	DPW: TREE MAINT \$600.00	
NORTH-EASTERN TREE SERVICE,	1-01-392-33001-00	9/13/2016	GF\Tree Maint\DPW\-	DPW: TREE MAINT \$400.00	
P.J. KEATING COMPANY	1-01-397-33001-00 *	9/13/2016	GF\Road Maintenance\DPW\-	DPW: ROAD MAINT \$2,480.80	
PARVO'S PAINT & WALLPAPER	1-01-345-33001-00	9/13/2016	GF\Bldgs/Grounds Repair\Maint\DP	DPW: BLDG/GROUNDS \$347.31	
PORTSMOUTH ACE HARDWARE	1-01-345-33001-00	9/13/2016	GF\Bldgs/Grounds Repair\Maint\DP	DPW: BLDG/GROUNDS \$7.99	
PORTSMOUTH AUTO SALES AND	1-01-342-33001-00	9/13/2016	GF\Equip Repair\Maint\DPW\-	DPW: EQUIPMENT MAINT \$128.25	
SEALCOATING, INC.	1-01-396-33001-00	9/13/2016	GF\Paving-Current\DPW\-	Crack sealing for FY 17 \$23,999.82	
STAPLES BUSINESS ADVANTAGE	1-01-345-33001-11	9/13/2016	GF\Bldgs/Grounds Repair\Maint\DP	DPW: TOWNWIDE \$111.98	
TRAFFIC SIGNS & SAFETY INC	1-01-386-33001-00	9/13/2016	GF\Street Signs\DPW\-	DPW: STREET SIGNS \$50.00	
TRAFFIC SIGNS & SAFETY INC	1-01-386-33001-00	9/13/2016	GF\Street Signs\DPW\-	DPW: STREET SIGNS \$175.00	
TRI-COUNTY CONTRACTORS SUP	1-01-342-33001-00	9/13/2016	GF\Equip Repair\Maint\DPW\-	DPW: EQUIPMENT MAINT \$387.05	
TRI-COUNTY CONTRACTORS SUP	1-01-342-33001-00	9/13/2016	GF\Equip Repair\Maint\DPW\-	DPW: EQUIPMENT MAINT \$1,587.05	
W B MASON CO INC	1-01-330-33001-00	9/13/2016	GF\Office Supply & Eq\DPW\-	DPW: OFFICE SUPPLIES \$137.98	
WASTE MANAGEMENT OF RI, INC	1-01-345-33001-11	9/13/2016	GF\Bldgs/Grounds Repair\Maint\DP	TOWNWIDE: TOWN HALL \$19.36	
				Sub Total:	\$38,831.55
Line Item 33002 Bldg Inspection					
A&R MARINE CORP	1-01-350-33002-00	9/13/2016	GF\PI Transport-ferry\Bldg Inspecti	FERRY: BLDG INSP \$11.00	
TIMOTHY GARDINER	1-01-351-33002-00 *	9/13/2016	GF\Travel-local mileage\Bldg Inspe	BLDG INSP: 42 MILES \$22.68	
W B MASON CO INC	1-01-330-33002-00	9/13/2016	GF\Office Supply & Eq\Bldg Inspec	BLDG INSP: OFFICE SUPPLIES \$57.06	
W B MASON CO INC	1-01-330-33002-00	9/13/2016	GF\Office Supply & Eq\Bldg Inspec	BLDG INSP: OFFICE SUPPLIES \$159.99	
				Sub Total:	\$250.73

Vendor	Account Number		Date	Description	Amount
Line Item 54002 Melville Park					
CONNOR RENTALS LLC	1-01-461-54002-00 *	GF\Pond 8\Melville Park\	9/13/2016	MELVILLE PARK: POND 8	\$495.00
SOLITUDE LAKE MANAGEMENT	1-01-460-54002-00 *	GF\Pond 1\Melville Park\	9/13/2016	MELVILLE: POND MGMT SERVICES	\$3,475.00
WALTER WESNER	1-01-464-54002-00	GF\Trail Maint\Melville Park\	9/13/2016	MP: REIMBURSEMENT TRAIL MAINT	\$37.14
Sub Total:					\$4,007.14
Line Item 54003 Glen Park Comm					
BETH MARTIN	1-01-345-54003-00	GF\Bldgs/Grounds Repair\Maint\GI	9/13/2016	GLEN PARK: 16 HOURS	\$400.00
GRACE KINNUNEN	1-01-345-54003-00	GF\Bldgs/Grounds Repair\Maint\GI	9/13/2016	GLEN PARK: 4 KEYS	\$7.96
GRACE KINNUNEN	1-01-345-54003-00	GF\Bldgs/Grounds Repair\Maint\GI	9/13/2016	GLEN PARK: BLDG MAINT	\$27.97
REPUBLIC SERVICES #097	1-01-380-54003-00 *	GF\Waste Disposal\Glen Park Com	9/13/2016	GLEN PARK: WASTE DISPOSAL	\$142.76
Sub Total:					\$578.69
Line Item 54004 GMH					
BLACKBURN RESTORATION	1-90-345-54004-00 *	GMH\Bldgs/Grounds Repair\Maint\	9/13/2016	MANOR HOUSE: BLD MAINT	\$459.63
NEWPORT COUNTY PROPANE, IN	1-90-378-54004-00 *	GMH\Propane\GMH\	9/13/2016	MANOR HOUSE: PROPANE	\$71.17
NEWPORT LIFE MAGAZINE	1-90-326-54004-00 *	GMH\Advertising\GMH\	9/13/2016	MANOR HOUSE: ADVERTISING	\$1,895.00
Sub Total:					\$2,425.80
Line Item 54005 Recreation					
J.A.M. CONSTRUCTION & MATERIA	1-01-345-54005-00 *	GF\Bldgs/Grounds Repair\Maint\Re	9/13/2016	RECREATION: PLAYGROUNDS	\$405.00
J.A.M. CONSTRUCTION & MATERIA	1-01-345-54005-00 *	GF\Bldgs/Grounds Repair\Maint\Re	9/13/2016	RECREATION: PLAYGROUNDS	\$405.00
THIELSCH ENGINEERING, INC.	1-01-345-54005-00 *	GF\Bldgs/Grounds Repair\Maint\Re	9/13/2016	BEACH: WATER TESTING	\$190.00
THIELSCH ENGINEERING, INC.	1-01-345-54005-00 *	GF\Bldgs/Grounds Repair\Maint\Re	9/13/2016	BEACH: WATER TESTING	\$190.00
Sub Total:					\$1,190.00
Line Item 71016 15-16 Town CIP					
MOUNT HOPE ENGINEERING, INC.	1-99-750-71016-00 *	Town CIP\Town CIP\15-16 Town CI	9/13/2016	15/16 CIP: 3S PROPERTY/SOCCER FIELDS	\$360.00
VANASSE HANGEN BRUSTLIN INC	1-99-750-71016-00 *	Town CIP\Town CIP\15-16 Town CI	9/13/2016	15-16 CIP: PI ROADWAY #72730.00	\$19,553.89
Sub Total:					\$19,913.89
Line Item 73500 Special Rev					
THE DAWSON GROUP	1-52-900-73500-00 *	Fire Alarm Maint\Transfer to/from G	9/13/2016	Dawson Groups 6% for radio box billing	\$228.00
Sub Total:					\$228.00

Vendor	Account Number	Date	Description	Amount
Line Item 75000 TS				
A&R MARINE CORP	1-88-380-75000-83 *	9/13/2016	Transfer Station\Waste Disposal\T FERRY: PI SOLID WASTE	\$2,977.20
A&R MARINE CORP	1-88-381-75000-83 *	9/13/2016	Transfer Station\Recycling Remova FERRY: PI RECYCLING	\$3,132.30
COASTAL ELECTRIC INC.	1-88-345-75000-00 *	9/13/2016	Transfer Station\Bldgs/Grounds Re TRANSFER STATION: BLDG	\$430.60
J. R. VINAGRO CORPORATION	1-88-380-75000-00 *	9/13/2016	Transfer Station\Waste Disposal\T TRANSFER STATION: JUNE	\$23,607.44
J. R. VINAGRO CORPORATION	1-88-380-75000-00 *	9/13/2016	Transfer Station\Waste Disposal\T TRANSFER STATION: JULY	\$22,858.63
J. R. VINAGRO CORPORATION	1-88-380-75000-00 *	9/13/2016	Transfer Station\Waste Disposal\T TRANSFER STATION: MIXED C&D	\$265.80
J. R. VINAGRO CORPORATION	1-88-380-75000-00 *	9/13/2016	Transfer Station\Waste Disposal\T TRANSFER STATION: MIXED C&D	\$1,057.80
WASTE MANAGEMENT OF RI, INC	1-88-380-75000-83 *	9/13/2016	Transfer Station\Waste Disposal\T DPW: PI SOLID WASTE	\$2,004.84
WASTE MANAGEMENT OF RI, INC	1-88-381-75000-83 *	9/13/2016	Transfer Station\Recycling Remova DPW: PI RECYCLING	\$1,858.38
Sub Total:				\$58,192.99
Batch BILL LIST912				\$206,803.97

Bill List Expenditures
Town of Portsmouth 2016-2017

Vendor	Account Number	Date	Description	Amount
Line Item 10003 Town Clerk				
RI TOWN & CITY CLERKS ASSOCI	1-01-352-10003-00 *	9/6/2016	GF\Professional Dev\Town Clerk\-	TOWN CLERK: PROF DEVELOPMENT
				\$30.00
				Sub Total: \$30.00
Line Item 10004 Canvassing				
RI TOWN & CITY CLERKS ASSOCI	1-01-353-10004-00 *	9/6/2016	GF\Membership & Sub\Canvassing	CANVASSING: 9/23 MEETING
				\$30.00
				Sub Total: \$30.00
Line Item 10005 Legal				
LAW OFFICE OF KEVIN GAVIN	1-01-300-10005-00	9/6/2016	GF\Solicitor\Legal\-	SOLICITOR: AUGUST 2016
				\$11,860.00
				Sub Total: \$11,860.00
Line Item 20001 Finance/Personnel				
FUNG Y. CHAN	1-01-323-20001-00	9/6/2016	GF\Postage\Finance/Personnel\-	FINANCE: FED EX POSTAGE
				\$44.00
				Sub Total: \$44.00
Line Item 31001 Police				
NATIONAL ANIMAL CARE & CONTR	1-01-352-31001-00	9/6/2016	GF\Professional Dev\Police\-	ANIMAL CONTROL: PROF DEVELOPMENT
				\$525.00
				Sub Total: \$525.00
Line Item 73500 Special Rev				
NEW ENGLAND ASSOCIATION	1-53-870-73500-00 *	9/6/2016	Fire Plan Review\Exp-Sp Rev\Speci	FIRE: ANDREW WHITE
YARDWORKS, INC.	1-65-870-73500-00 *	9/6/2016	Dog Park\Exp-Sp Rev\Special Rev\	DOG PARK: APP #2
				\$150.00
				\$29,050.00
				Sub Total: \$29,200.00
Line Item 75000 TS				
RI RESOURCE RECOVERY CORPO	1-88-380-75000-00 *	9/6/2016	Transfer Station\Waste Disposal\T	TRANSFER STATION
				\$14,206.06
				Sub Total: \$14,206.06
			Batch PREPAY 9+12	\$55,895.06

PRE-PAID

Vendor	Account Number		Date	Description	Amount
Line Item 20001 Finance/Personnel					
NEW YORK UNIVERSITY	1-01-352-20001-00	GF\Professional Dev\Finance/Person	8/26/2016	PROF. DEVELOPMENT: LATHROP, JAMES	\$7,740.00
Sub Total:					\$7,740.00
Line Item 33002 Bldg Inspection					
GARETH EAMES	1-01-350-33002-00	GF\PI Transport-ferry\Bldg Inspecti	8/26/2016	BLDG INSP: PI FERRY	\$73.00
Sub Total:					\$73.00
Line Item 54004 GMH					
CATHERINE WILKINSON	1-90-330-54004-00 *	GMH\Office Supply & Eq\GMH\	8/26/2016	MANOR HOUSE: SUPPLIES	\$212.93
CATHERINE WILKINSON	1-90-345-54004-00 *	GMH\Bldgs/Grounds Repair/Maint\	8/26/2016	MANOR HOUSE: GROUNDS	\$39.85
Sub Total:					\$252.78
Batch PREPAY 9-12					\$8,065.78



Bill List Expenditures
Town of Portsmouth 2016-2017

Vendor	Account Number	Date	Description	Amount
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Grand Total: \$272,264.81

Reviewed



Richard A. Rainer

From: James Lathrop
Sent: Wednesday, September 07, 2016 5:08 PM
To: Richard A. Rainer
Subject: Fwd: Message for the Town Council

See below

Sent from my iPhone

Begin forwarded message:

From: "Korey Mendes" <kmendes@jkstechnologies.com>
To: "James Lathrop" <jlathrop@portsmouthri.com>
Subject: Message for the Town Council

Jim,

Below is the update that you requested for the Town Council.

OSHEAN internet and Navisite Backup and Disaster Recovery

The Town of Portsmouth Rhode Island is now utilizing the best-in-class fiber optic closed network (meaning not directly accessible from the internet) through the OSHEAN B-TOP network. This network provides a number of technological advantages to the Town that were unavailable prior to this upgrade.

First, the OSHEAN network provides the Town with access to internet speeds as high as 1 Gbps, which means the Town could expand its internet requirements for anything the future may bring in tech.

Second, and perhaps most importantly, with the addition of the closed OSHEAN network, the Town of Portsmouth now utilizes the Navisite Cloud Backup and Disaster Recovery platform. This platform allows Portsmouth to backup all of its servers and data to a secure, off-site facility located in Andover, MA, with other locations around the world. This state of the art facility is constantly under 24/7 guard and surveillance as well as has provisions in place to withstand a

number of major catastrophes. You can see the Navisite facility below:



New Antivirus and Security measures

In addition to OSHEAN and Navisite, Portsmouth has also invested in the Microsoft Office 365 platform to save on the cost of purchasing updated Office products as well as maintaining an on-premise email server. Portsmouth has also made steps in bolstering its internal security by purchasing a new antivirus for all of the Town's systems as well as beginning the processes of reviewing the Town's current technology safeguards and where they can be improved.

Regards,



Korey Mendes
Founder
JKS Technologies
t: 1.800.742.0924
c: 508.493.0747
e: kmendes@jkstechnologies.com
<http://www.jkstechnologies.com>



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

August 19, 2016

James Lathrop
Deputy Town Administrator / Director of Finance
Town of Portsmouth
2200 East Main Road
Portsmouth RI 02871

Dear Mr. Lathrop:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2015, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. As the designated individual we have enclosed your AFRA.

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will find a certificate enclosed with these results followed by a plaque in about 10 weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.



A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by December 31, 2016.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith (dsmith@gfoa.org or (312) 578-5454).

Sincerely,

Government Finance Officers Association

A handwritten signature in cursive script that reads "Stephen J. Gauthier". The signature is written in dark ink and is positioned above the typed name.

Stephen J. Gauthier, Director
Technical Services Center

SJG/ds



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Town of Portsmouth
Rhode Island**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2015

Executive Director/CEO

Ali Khorsand
76 King Philip St
Portsmouth, RI 02871

President, Portsmouth Town Council
2200 East Main Rd
Portsmouth, RI 02871

Mr. President,

I hope you are well. I write to you to inform you that I wish to resign my position as a member of the Town's Economic Development Committee due to professional commitments.

Best,



Ali Khorsand Esq.

RECEIVED
PORTSMOUTH, R.I.

2016 AUG 29 P 2:12

JOANNE M. MOWER
TOWN CLERK

TOWN OF PORTSMOUTH, RI
BOARDS/COMMISSIONS/COMMITTEES
APPLICATION FORM

RECEIVED
PORTSMOUTH, R.I.

2016 AUG 25 | A 11: 10

JOANNE M. MOWER
TOWN CLERK

Date: 8/24/16 New Appointment: _____ Re-Appointment

Board/Commission/Committee Being Applied For: Glen Manor House Board

(PLEASE PRINT) NAME: Frank Wyatt

FULL STREET ADDRESS: 131 Ferry Landing Cir

MAILING ADDRESS (if different): _____

TELEPHONE NUMBERS:

HOME: 294-6456 BUSINESS: _____ CELL: 264-7469

E-MAIL ADDRESS: FEWyatt@cox.net

PRESENT EMPLOYER NAME AND ADDRESS:

retired
LENGTH OF EMPLOYMENT: _____

IF LESS THAN TWO YEARS, PREVIOUS EMPLOYER (Name and address):

EDUCATIONAL BACKGROUND: Wentworth Institute BS Aeronautical Design
URS BS Oceanography Roger William U BS Marine Science
Masters Degree Ocean Engineering

WORK EXPERIENCE RELATED TO POSITION BEING APPLIED FOR:

20yrs in position

RE-APPOINTMENT MUST INCLUDE DATA ON ATTENDANCE OF
PREVIOUS TERM: 80% attendance

PROVIDE A BRIEF EXPLANATION OF YOUR INTEREST IN THIS
POSITION: I was born in Portsmouth 1931 I want to

support the town and give something back

SIGNATURE OF APPLICANT: Frank Wyatt

TOWN OF PORTSMOUTH, RHODE ISLAND



BOARDS/COMMISSIONS/COMMITTEES
APPLICATION

RECEIVED
PORTSMOUTH, R.I.

2016 SEP - 11 P 12:39

JOANNE M. MOWER
TOWN CLERK

DATE: 8-29-2016 NEW APPOINTMENT:

RE-APPOINTMENT:

BOARD/COMMISSION/COMMITTEE: Providence Island Planning Commission

NAME: EDWARD S. Aldrich, Jr

ADDRESS: 0306 Narragansett Ave, Box 33 Providence Isl RI 02872

MAILING ADDRESS (if different): _____

TELEPHONE NUMBERS: HOME: _____ WORK: _____ CELL: 401-924-2293

EMAIL ADDRESS: Ed.Aldrich@me.com

PRESENT EMPLOYER NAME & ADDRESS: IE, INC 5 PENN PL NY, NY 10001

LENGTH OF EMPLOYMENT: 10 yrs

IF LESS THAN 2 YEARS, PREVIOUS EMPLOYER: _____

EDUCATIONAL BACKGROUND: AS

WORK EXPERIENCE RELATED TO THE POSITION BEING APPLIED FOR:

20 yrs USN; 4 yr INCUMBENT ON PIPC

IF RE-APPOINTMENT: PERCENTAGE OF MEETINGS ATTENDED DURING PREVIOUS TERM: 100%

PROVIDE A BRIEF EXPLANATION OF YOUR INTEREST IN THIS POSITION:

KEEN INTEREST IN ALL ISSUES AFFECTING MY LOCAL COMMUNITY

SIGNATURE OF APPLICANT:

TOWN OF PORTSMOUTH, RHODE ISLAND



BOARDS/COMMISSIONS/COMMITTEES

APPLICATION

RECEIVED
PORTSMOUTH, R.I.
2016 SEP - 11 A 10:43

DATE: 8/28/16 NEW APPOINTMENT: RE-APPOINTMENT:

BOARD/COMMISSION/COMMITTEE: _____

NAME: LUKE J. HARDING

ADDRESS: 884 UNION STREET PORTSMOUTH

MAILING ADDRESS (if different): _____

TELEPHONE NUMBERS: HOME: 847-2497 WORK: 847-2497 CELL: 862-4407

EMAIL ADDRESS: LUKE@UGNABOUS.COM

PRESENT EMPLOYER NAME & ADDRESS: U.G. NABOUS INC 30501 PITMAN
LAKEWOOD

LENGTH OF EMPLOYMENT: 40 YEARS 1410050000

IF LESS THAN 2 YEARS, PREVIOUS EMPLOYER: _____

EDUCATIONAL BACKGROUND: 2 years college, 2 year Tech school

WORK EXPERIENCE RELATED TO THE POSITION BEING APPLIED FOR:
Have been in the construction world
for over 40 years

IF RE-APPOINTMENT: PERCENTAGE OF MEETINGS ATTENDED DURING PREVIOUS TERM: 95%

PROVIDE A BRIEF EXPLANATION OF YOUR INTEREST IN THIS POSITION:
I FEEL I'VE BROUGHT A BALANCE TO THE
BOARD AND AN ADVOCATE OF AFFORDABLE
HOUSING

SIGNATURE OF APPLICANT: Julie Harding

TOWN OF PORTSMOUTH, RHODE ISLAND

RECEIVED
PORTSMOUTH, R.I.
2016 AUG 17 P 1:57



BOARDS/COMMISSIONS/COMMITTEES

APPLICATION

JOANNE M. MOWER
TOWN CLERK

DATE: 8/17/2016 NEW APPOINTMENT: RE-APPOINTMENT:

BOARD/COMMISSION/COMMITTEE: Lower Glen Park Preservation Ctr.

NAME: Stephen Walk

ADDRESS: 96 Glen Farm Rd., Portsmouth

MAILING ADDRESS (if different): _____

TELEPHONE NUMBERS: HOME: 849-2052 WORK: - CELL: -

EMAIL ADDRESS: swalknpt@gmail.com

PRESENT EMPLOYER NAME & ADDRESS: none

LENGTH OF EMPLOYMENT: _____

IF LESS THAN 2 YEARS, PREVIOUS EMPLOYER: ceo, Blanche P. Field, LLC

EDUCATIONAL BACKGROUND: MBA

WORK EXPERIENCE RELATED TO THE POSITION BEING APPLIED FOR:

general management; Facilities improvement
- attached

IF RE-APPOINTMENT: PERCENTAGE OF MEETINGS ATTENDED DURING PREVIOUS TERM: _____

PROVIDE A BRIEF EXPLANATION OF YOUR INTEREST IN THIS POSITION:

Reside in middle of Glen Farm and avidly
interested in preserving and improving it.

SIGNATURE OF APPLICANT: Stephen Walk

Stephen G.W. Walk

Background

Following a stint in the New York investment banking world, Steve acquired and operated small companies that made and marketed the highest quality products in their niche. Also active in the nonprofit world, he served as Chairman of the Board of the Sea Research Foundation, which owns the Mystic, CT. Aquarium and other ocean research entities, as well as that of The Redwood Library and Athenaeum, a Newport landmark and the oldest lending library in the United States. During his tenure at these institutions both successfully undertook the largest capital campaigns and expansions in their histories. He is former chairman of the Economic Advisory Commission for the City of Newport, RI and has served on numerous corporate and nonprofit boards.

TOWN OF PORTSMOUTH, RHODE ISLAND



BOARDS/COMMISSIONS/COMMITTEES
APPLICATION

DATE: 09/01/2016

NEW APPOINTMENT:

RE-APPOINTMENT:

BOARD/COMMISSION/COMMITTEE: Melville Park Committee

NAME: Stephen Luce

ADDRESS: 2 Maple Terrace Middletown, RI 02842

MAILING ADDRESS (if different): n/a

TELEPHONE NUMBERS: HOME: _____ WORK: 401-845-5341 CELL: 401-662-2376

EMAIL ADDRESS: newportluce@yahoo.com

PRESENT EMPLOYER NAME & ADDRESS: City of Newport-43 Broadway Newport, RI 02840

LENGTH OF EMPLOYMENT: 8 Years

IF LESS THAN 2 YEARS, PREVIOUS EMPLOYER: n/a

EDUCATIONAL BACKGROUND: B.A. Psychology/Minor History; Portsmouth High Graduate

WORK EXPERIENCE RELATED TO THE POSITION BEING APPLIED FOR:

Eleven years in the Army provided many opportunities to go "down range" in order to work and live in

"the field". Seventeen years of customer service positions could help with promoting Melville Park.

IF RE-APPOINTMENT: PERCENTAGE OF MEETINGS ATTENDED DURING PREVIOUS
TERM: n/a

PROVIDE A BRIEF EXPLANATION OF YOUR INTEREST IN THIS POSITION:

I'm hoping i can learn a lot from the committee members concerning the current and future plans for the

park. I've enjoyed this park at least since the town acquired it in 1978, and perhaps even before that. It's

a great asset for the island. I want to help protect, preserve and promote the park for all to enjoy.

SIGNATURE OF APPLICANT: _____

8/4/2016

Kathy Inch

From: Kevin Gavin <kevingavinlaw@gmail.com>
Sent: Tuesday, August 16, 2016 10:35 AM
To: Joanne Mower; Kathy Inch
Cc: bunnym@cox.net; Thomas Lee
Subject: Ordinance / Dog Park Rules
Attachments: Dog Park Rules Ordinance draft rev 8 15 16 #2.docx

This is the current draft of the ordinance, for inclusion in the backup for the 8/22/16 council meeting. Thanks.

Kevin

Kevin P. Gavin
Portsmouth Town Solicitor
Law Office of Kevin P. Gavin
31 Harrington Avenue
Portsmouth, RI 02871
401-683-2044 Telephone
401-682-2122 Fax
kevingavinlaw@gmail.com Email

TOWN OF PORTSMOUTH, RI

Ordinance # 2016 --

AN ORDINANCE AMENDING CHAPTER 101 OF THE PORTSMOUTH CODE OF ORDINANCES ENTITLED "ANIMALS"

Be it ORDAINED by the Town Council of the Town of Portsmouth:

WHEREAS, the Portsmouth Dog Park Committee was established by the Portsmouth Town Council in June 2013 to explore the potential for an off-leash dog park within the Town, garner community support for the dog park, select a site for the park, produce a design suitable for the designated site, raise adequate funding for the venture, oversee the development and construction of the dog park, and finally to set in place guidelines for its use and ongoing maintenance, all of the above to be accomplished under the auspices of the Town Council and with its approval at each phase; and

WHEREAS, the Dog Park Committee's mission has been to establish an off-leash dog park for the Town of Portsmouth that is accessible to all residents and will promote education, training and safe recreational activities that facilitate responsible dog ownership and well-behaved dogs through the use of volunteers and with the support of the community; and

WHEREAS, in April 2014 a site was selected for the dog park at Melville Park and subsequently cleared and prepared for construction of the park; and

WHEREAS, the Dog Park Committee has prepared and recommended proposed rules for users of the dog park.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE TOWN OF PORTSMOUTH:

Section 1. Chapter 101, Article I, sections 101-12 and 101-13 are hereby amended as follows:

Article I: General Animal Regulations

§ 101-12. Restraint of dogs required.

The owner or keeper of any dog shall keep such dog under restraint at all times and shall not permit such dog to run or be at large within the Town of Portsmouth, [except when such dog is within the designated enclosed boundary of the Portsmouth Dog Park.](#)

§ 101-13. Dogs running at large; violations and penalties.

No person, being the owner or keeper of a dog or having the charge or custody of a dog, shall allow such dog to run loose off its owner's or keeper's property within the Town of Portsmouth, [except when such dog is within the designated enclosed boundary of the Portsmouth Dog Park,](#) unless such dog is properly leashed and said leash is controlled by the owner or keeper of such

dog. Any dog found not properly leashed and off its owner's or keeper's property running loose shall be impounded by the Animal Control Officer, and such dog shall be held at the area pound until said owner or keeper is located. Any owner or keeper of a dog that allows such dog to be at large within the Town of Portsmouth shall be punished by a fine not exceeding \$20 for the first offense, not exceeding \$30 for the second offense, and not exceeding \$50 for the third and any subsequent offense within a year.

Section 2. Chapter 101 is hereby amended to add the following:

Article V: Portsmouth Dog Park

§ 101-33. Dog park rules; violations and penalties.

The following rules shall be posted at, and followed by, all dog owners, keepers, guardians and other users of the Portsmouth Dog Park:

1. Only dogs that are currently vaccinated for rabies and licensed in the town in which they reside are allowed to enter the park.
2. No dog under 6 months old, or that has received its first rabies shot within the past 30 days, may enter the park.
3. All dogs must be spayed/neutered and free from disease and internal parasites.
4. All dogs must be removed from the park by their owner, keeper or guardian at the first sign of aggression.
5. All dogs must be leashed while entering and exiting the park.
6. No more than 3 dogs may be brought into the park by any one owner, keeper or guardian at any time.
7. Dogs must be under the control of the owner, keeper or guardian at all times.
8. The use of pinch, choke or electronic collars within the park is prohibited.
9. No dog that has been legally declared vicious is allowed in the park.
10. No food is allowed in the park.
11. The park is open from dawn to dusk and closed during maintenance.
12. All dog bites must be promptly reported to the Portsmouth Police (683-0300) or Animal Control (643-0136).
13. Owners, keepers and guardians of dogs are required to clean up after their dogs and properly dispose of all waste, and to repair any damage caused by their dogs.
14. The use of alcohol and/or tobacco is prohibited.
15. No children under the age of 16 may enter the park unless under adult supervision.
16. The park is for recreational use only and no attendant is on duty. All users of the park do so at their own risk. All owners, keepers and guardians of dogs and other users of the park agree to release and hold the Town of Portsmouth and its various departments, employees, volunteers and agents harmless from any and all liability, claims, and/or damages for personal injury, property damage, or injury to their pet(s).
17. The Portsmouth Police Department and Animal Control reserve the right to ban any owner, keeper, guardian, dog or other user from the park for violation of these rules.
18. Violation of any of these rules is punishable by a fine of \$100 for a first violation, \$200 for a second violation, and \$300 for a third or any subsequent violation.

Section 3. This Ordinance shall take effect upon passage.

**ADOPTED BY TOWN COUNCIL
ACTION ON _____**

Joanne Mower, Town Clerk

DRAFT

**TOWN OF PORTSMOUTH, RI
NOTICE OF PUBLIC HEARING
PROPOSED AMENDMENT TO CHAPTER 101 OF THE
PORTSMOUTH TOWN CODE OF ORDINANCES - ANIMALS**

The Portsmouth Town Council will hold a Public Hearing on Wednesday, September 14, 2016, at 7:00 PM in the Town Council Chambers, Town Hall, 2200 East Main Road, Portsmouth, RI to consider adoption of an amendment to the Town of Portsmouth Town Code Chapter 101 - Animals

Section 1. Chapter 101, Article I, sections 101-12 and 101-13 are hereby AMENDED as follows:

Article I: General Animal Regulations

§ 101-12. Restraint of dogs required.

The owner or keeper of any dog shall keep such dog under restraint at all times and shall not permit such dog to run or be at large within the Town of Portsmouth, except when such dog is within the designated enclosed boundary of the Portsmouth Dog Park.

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Section 2. Chapter 101 is hereby amended to ADD the following:

Article V: Portsmouth Dog Park

§ 101-33. Dog park rules; violations and penalties.

The following rules shall be posted at, and followed by, all dog owners, keepers, guardians and other users of the Portsmouth Dog Park:

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5. All dogs must be leashed while entering and exiting the park.
6. No more than 3 dogs may be brought into the park by any one owner, keeper or guardian at any time.
7. Dogs must be under the control of the owner, keeper or guardian at all times.
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14. The use of alcohol and/or tobacco is prohibited.
15. No children under the age of 16 may enter the park unless under adult supervision.
16. The park is for recreational use only and no attendant is on duty. All users of the park do so at their own risk. All owners, keepers and guardians of dogs and other users of the park agree to release and hold the Town of Portsmouth and its various departments, employees, volunteers and agents harmless from any and all liability, claims, and/or damages for personal injury, property damage, or injury to their pet(s).
17. The Portsmouth Police Department and Animal Control reserve the right to ban any owner, keeper, guardian, dog or other user from the park for violation of these rules.
18. Violation of any of these rules is punishable by a fine of \$100 for a first violation, \$200 for a second violation, and \$300 for a third or any subsequent violation.

The full text of the Animal Ordinance is available on the Town of Portsmouth website at portsmouthri.com. Those persons wishing to speak should plan to attend and express their views.

The Town Hall is handicap accessible. TDD/Voice/Hearing impaired, please call the Town Clerk's Office at 683-2101 three business days prior to the Hearing.

Joanne M. Mower, Town Clerk

NEWPORT
DAILY NEWS
9-6-2016

RHODE ISLAND MARINE ARCHAEOLOGY PROJECT

(featuring the Search for Capt. Cook's *Endeavour*)

Box 1492

Newport, RI 02840

401-253-2094

Website at www.rimap.org ~ and ~ E-mail at: rhodeislandmap@yahoo.com



September 6, 2016

Ms. Joanne Mower
Portsmouth Town Clerk
Portsmouth, RI
Via email to: jmower@portsmouthri.com

Dear Ms. Mower:

Please accept this letter as our application to address the Wednesday September 14, 2016, Portsmouth Town Council meeting. Our purpose will be to update the Council on RIMAP's progress regarding the plans for Butts Hill Fort, including the following items:

- RIMAP's proposal to work with the Roger Williams University CPC program in which students and faculty assist us with planning issues related to preservation and development of Butts Hill Fort.
- RIMAP's intention to submit a grant to the RI Heritage Harbor Foundation to begin the clearing and stabilization of Butts Hill Fort.
- RIMAP's current fieldwork (the "Search for *Endeavour*") and the potential that its success will be the financial support for RIMAP's long-term goals at Butts Hill Fort.

RIMAP first seeks confirmation of the Council's earlier approval that we pursue such plans for Butts Hill Fort, the RWU program, and the RI HH grant. RIMAP also asks that the Council now enter into discussions to create a formal a relationship between RIMAP and the Town of Portsmouth regarding Butts Hill Fort.

Our presentation will take about 15 minutes, but we have no way to gauge how long the discussion may take.

Thank you very much.

A handwritten signature in black ink that reads 'D. K. Abbass'.

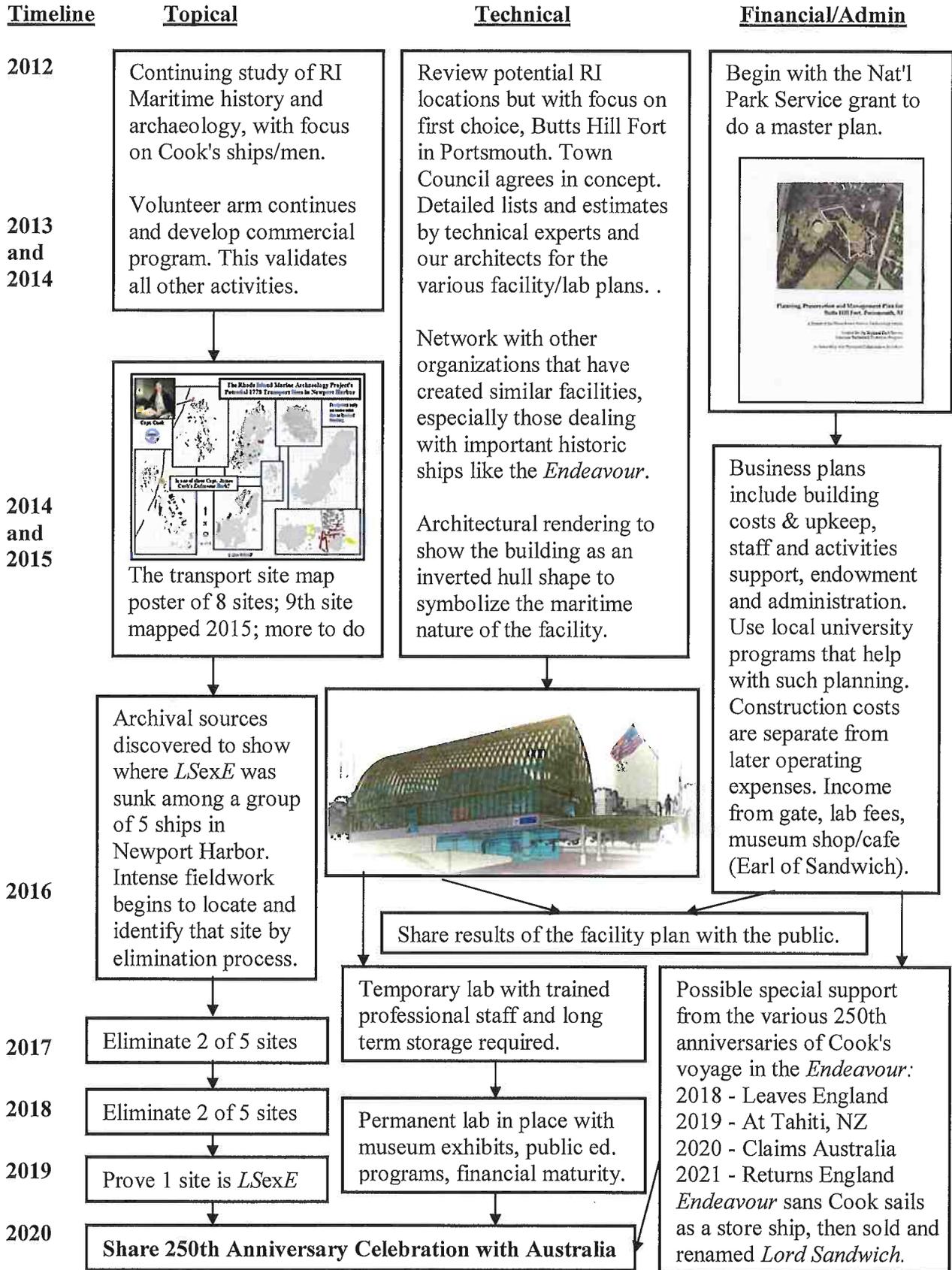
D. K. Abbass, Ph.D.

Encl:

Feb. 8, 2010 Portsmouth Town Council Approval

The 2016 "Plan at a Glance" that outlines the RIMAP process for Butts Hill Fort

THE STRATEGIES FOR A RIMAP FACILITY -- *L*Sex*E* AT BUTTS HILL



Please contact RIMAP for details at rhodeislandmap@yahoo.com

PORTSMOUTH TOWN COUNCIL MEETING
February 8, 2010

6:30 p.m. – Town Council Chambers, Town Hall, 2200 East Main Road

MEMBERS PRESENT: Peter J. McIntyre, Hubert E. Little, Keith E. Hamilton,
Jeffrey C. Plumb and James A. Seveney
Dennis M. Canario arrived at 7:00 p.m.
Karen J. Gleason arrived at 7:02 p.m.

TOWN COUNCIL

1. Planning, Preservation and Management Plan for Butts Hill Fort

Dr. D. K. Abbass, Director of the Rhode Island Marine Archaeology Project Foundation, gave a presentation on the Management Plan that is now being reviewed by the National Park Service and the Rhode Island Historic Preservation Commission. She said that once the plan is approved by those groups, she will be coming back to ask for a partnership with the Town. In order for her group to raise the large amounts of money needed there would have to be an agreement with the Town. She suggests either a long term lease or an outright gift.

A motion by Mr. Hamilton, seconded by Mr. Plumb, **to approve the Planning, Preservation and Management Plan for Butts Hill Fort**, Portsmouth, RI and accept it in a conceptual agreement between the Rhode Island Marine Archaeology Project and Portsmouth, RI.

All voted in favor of the motion.

TIME: 6:55 p.m. - Break

Kathy Inch

From: Joanne Mower
Sent: Tuesday, September 06, 2016 3:19 PM
To: Kathy Inch
Subject: FW: RIMAP at Town Council Meeting
Attachments: 20100208 Portsmouth Town Council Approval.pdf; Mower - Portsmouth Town Clerk.pdf; Plan at a Glance for a Facility with Graphics 20160622.pdf

From: DK Abbass [mailto:rhodeislandmap@yahoo.com]
Sent: Tuesday, September 06, 2016 3:03 PM
To: Joanne Mower <jmower@portsmouthri.com>
Cc: Gary R. Crosby <gcrosby@portsmouthri.com>; Richard A. Rainer <rrainer@portsmouthri.com>
Subject: RIMAP at Town Council Meeting

Hello Ms. Mower:

Thanks for your advice today about the agenda for next week's Council Meetings. Attached are my letter of request, plus a copy of the earlier Council's approval and our graphic to explain how we plan to go about the project at Butts Hill Fort. Please let me know if you need anything else.

Kathy Abbass

RHODE ISLAND MARINE ARCHAEOLOGY PROJECT
Sharing the Ocean State's Maritime Heritage

D. K. Abbass, Ph.D.
Executive Director

Box 1492
Newport, RI 02840

(401) 253-2094
www.rimap.org
rhodeislandmap@yahoo.com

OTHER RIMAP PROJECTS:

- Gen. A. Reported "Slave Ship"
- WW II - US Army Marine Railway
- Revolutionary War Royal Navy frigates
- The Steamship *Empire State*
- "Noe the Gaspee"

RIMAP's search for the
Lord Sandwich
ex Endeavour

Capt. Cook's ships & men in Rhode Island

Please place the following on the September 14, 2016 Town Council agenda:

Discussion/possible approval: bylaws for the Portsmouth Citizens Interested in the Comprehensive Community Planning Process Committee. The requested change is in red.
Thanks.

Judi Staven-Chair

Portsmouth Citizens Interested in the Comprehensive Community Planning Process

DRAFT BY-LAWS

Adopted by the Town Council September 14, 2016

SEC 1.0 Portsmouth Citizens Interested in the Comprehensive Community Planning Process

SEC 1-1 Number of Members

The Portsmouth Citizens Interested in the Comprehensive Plan Process Committee (an Ad-Hoc Committee) shall consist of an unlimited amount of residents of The Town of Portsmouth. Each member shall be appointed by the Town Council.

SEC 1-2 Compensation/Appointment/Term/Vacancies

Appointments to the Committee shall be without compensation and for a term of two years or when the Comprehensive Plan is approved by the Town Council, at which time the Committee will automatically dissolve. As terms of office expire, the Town Council shall appoint members for two years. Vacancies caused by resignation, death or for any other reason shall be filled by appointment for a two year term. Members shall hold office until their successors have been duly appointed.

The status of members who miss unexcused more than three consecutive regularly scheduled meeting will be reviewed to determine the advisability of their continued service on the Committee. A regularly scheduled meeting is defined as a meeting planned and agreed upon at a previous meeting with a majority of members in attendance.

SEC 1-3 Officers

The Committee shall elect a Chair and Vice-Chair from its membership for a term of office of one year. The Chair may not succeed themselves in office. Election of officers shall take place at the first regular meeting of the Committee each calendar year. Each officer shall continue in office until their successor is duly elected.

The Chair of the Committee shall preside over all meeting and in his/her absence, the Vice-Chair shall preside. The Chair shall have all of the powers granted in these by-laws and rules, and as further dictated by the Town Council. The Chair accepts the leadership responsibility to maintain contact with Town Officials and to guide the Committee's efforts in matters relating to the Comprehensive Plan. The Chair shall coordinate the Committee meetings and public filing requirements with the Town Clerk and shall submit all official documents generated by the Committee. The Chair may delegate such powers and duties as deem appropriate.

It shall be the duty of the appointed recording Secretary to keep minutes of all Committee meeting and records, or any of its transactions and authenticate the same.

SEC 1-4 Powers and Duties - Generally

The Committee shall **provide comments and/or input to the Planning Board, Town Planner and the Town Council** on all matters relevant and pertinent. The committee is authorized to initiate areas of inquiry and study on its own initiative.

SEC 1-5 Voting and Quorums

A quorum must be present at the time to vote to conduct any election or any business requiring a vote. A quorum consists of seven (7) Committee members at the time of the vote.

SEC 1-6 Assistance Rendered by Other Town Departments, etc.

The Committee for the purpose of investigation and in connection with the performance of its duties and with prior consent of the Town Administrator may call on other town departments, boards, or other agencies of the town for information, assistance or advice as may be conveniently rendered by such departments, boards or agencies.

SEC 1-7 Rules for Transaction of Business, Records of Resolution, Findings Determinations, etc.

The Committee shall keep permanent and accurate records of all its resolutions, transactions, findings, determinations and recommendations. The Town Clerk's office shall be the repository of all such material including Committee minutes, records, and reports.

SEC 1-8 Public Meetings: Right to be Heard

All meetings shall be open to the public and any person or his duly constituted representative shall be entitled to appear and be heard on any matter before the Committee. Notices of meetings shall be posted in accordance with the RI Open Meeting Law.

Ad hoc groups may be created by the Committee as it may deem necessary to expedite its work. The Chair shall appoint members of ad hoc groups. Ad hoc groups shall make reports at regularly scheduled meetings of the Committee. The Chair shall be a member ex officio of all ad hoc groups.

SEC 1-9 Public Meetings: Frequency

The Committee may schedule its regular meeting in monthly, bimonthly or quarterly intervals depending upon its anticipated workload.

SEC 1-10 Public Meetings: Voting and Conduct

All meetings and voting shall be conducted in accordance with Robert's Rule of Order, but the said Robert's Rule shall be liberally construed to promote a fair and orderly meeting free of surprise and confusion. All Committee business shall be stated in clear and unambiguous language.

SEC 1-11 Public Records/Annual Report

All records are permanent and public records. These records shall be available to the general public for inspection at the Town Clerk's officer.

The Committee shall file an annual report on or before the last day of June of each year with the Town Clerk. A copy shall be forwarded to the Town Council and the Town Administrator's Secretary.

The Committee may, at its discretion, submit other reports, letters, etc. to the Portsmouth Planning Board, the Portsmouth Town Council and/or the Town Planner providing information or recommendations on issues relating to the Comprehensive Plan.

September 7, 2016

TO: Town Council

FROM: Gary Crosby, Town Planner

RE: Agenda Item for September 14, 2016 meeting

Please place the following on the agenda September 14, 2016 Portsmouth Town Council meeting of under Old Business.

Title: Update - Mt. Hope Park Master Planning Consultant Selection (5 min)

Council Action Requested: none

Brief: Town Planner will give a short update on the selection process for a design / planning consultant to aid the Aquidneck Land Trust and the Town of Portsmouth in the development of a passive recreation park facility at the newly purchased Mt. Hope Park site. This consultant is fully funded through a grant obtained by the Land Trust.

No backup

NB

Aquidneck Land Trust

Preserving the Island's open spaces and natural character for the lasting benefit of our community.

790 AQUIDNECK AVENUE, MIDDLETOWN, RI 02842

TELEPHONE: 401-849-2799

www.aquidnecklandtrust.org

FAX: 401-851-8998

RECEIVED
PORTSMOUTH, RI
2016 SEP -6 1 P 1:58
JOANNE M. MOWER
TOWN CLERK

September 2, 2016

Portsmouth Town Council
c/o Joanne Mower, Town Clerk
Town of Portsmouth
2200 East Main Road
Portsmouth, RI 02871

Re: Race For Open Space - November 5, 2016

Dear President Hamilton and Members of the Town Council,

On Saturday, November 5th, the Aquidneck Land Trust will hold its 9th annual 5k Race for Open Space. The race loop will begin at Glen Farms in Portsmouth, passes across Sandy Point Avenue, along the Sakonnet Greenway Trail, Braman's Lane and loops back down Wapping Road to the Glen. I have attached a map of the course. I am in the process of scheduling a meeting with Major Peters of the Portsmouth Police Department as we did last year. We expect to establish a safety plan that will include four detail officers.

The event will bring approximately 300-350 participants who will run and/or walk the course and maybe another fifty spectators who will cheer them on. There will be volunteers to aid with parking within the utility field, as well as volunteers along the roadways at points deemed necessary by Major Peters.

Based on the language of the ordinance, I do not think a special event permit is necessary. However if it is, I would ask that the charges for such permit be waived as we are a 501(c)(3) nonprofit on Aquidneck Island doing business in Portsmouth. I also request this item be included on your September 14th or September 26th Town Council Meeting agenda.

Please let me know if an ALT representative needs to be present at the meeting. Thank you for your consideration of this matter.

Sincerely,

Charles B. Allott
Executive Director

p: 401.849.2799 x 12
f: 401.851.8998
callot@ailt.org

Aquidneck
Land Trust

25
YEARS

RACE FOR OPEN SPACE

5k run/walk

NOV. 5, 2016

The Glen - Portsmouth

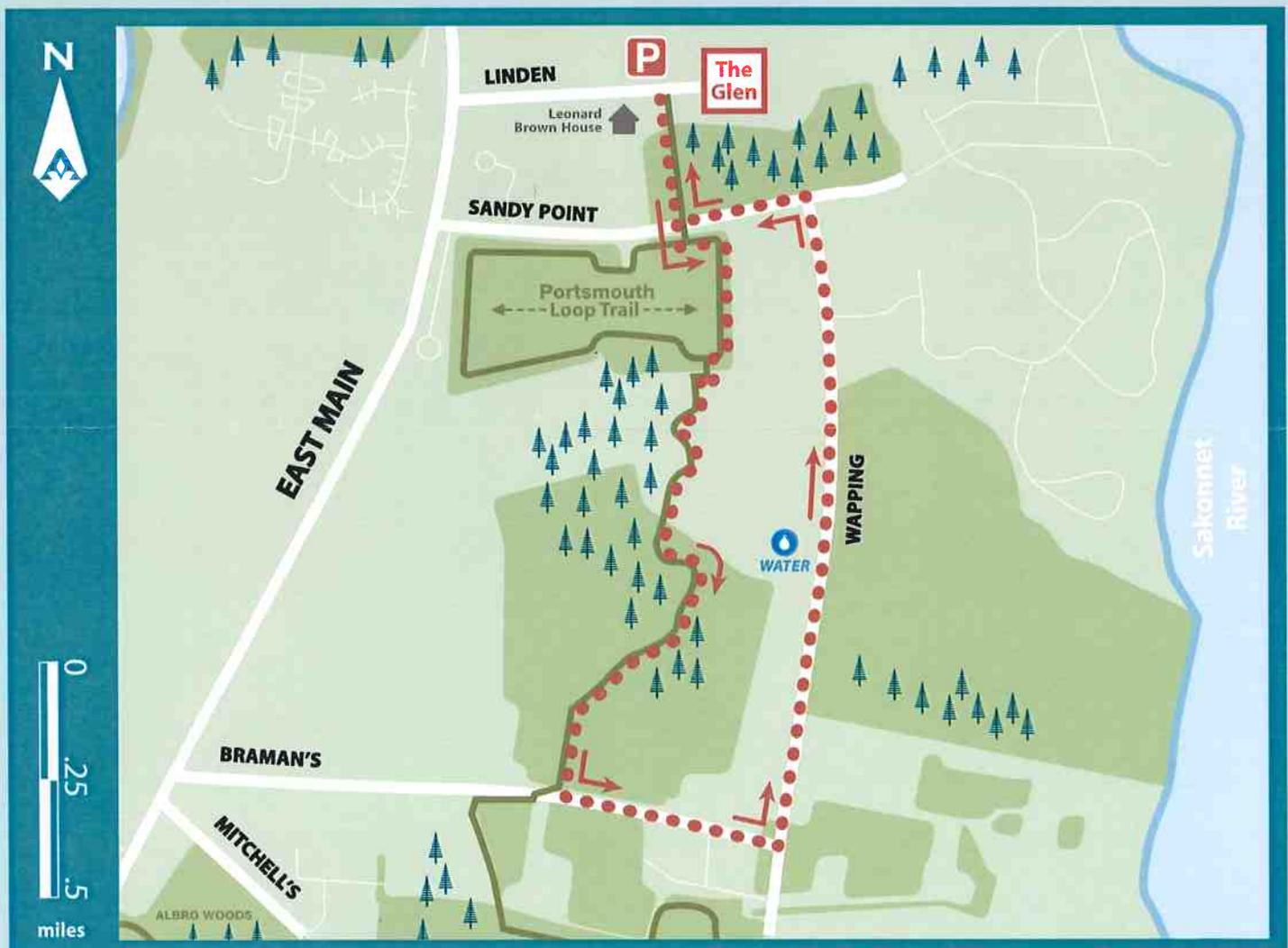
Register now at aitl.org

●●●● 5k course

P Parking

— ALT's Sakonnet
Greenway Trail

■ Land conserved
by ALT





Memo

To: Richard Rainer, Town Administrator

From: Jim Lathrop & Fung Chan

Subject: Portsmouth Fall Paving 2016

An RFP for Paving Services was issued on July 26, 2016 with a response date of August 26, 2016, to cover paving at Sea Meadow, Drive, Caiger Lane, Holman Street, Nina Road, and Lambie Circle.

The Town received ___ proposals.

Hartford Paving Corp.	\$298,210.00
D'Ambra Construction Co.	\$275,000.00
JP Lynch & Sons	\$269,325.00
Narragansett Improvement Company	\$262,788.00
T Miozzi, Inc.	\$255,224.96
Cardi Corporation	\$239,700.00
PJ Keating	\$182,976.00

In addition, cost per services were requested:

	Hartford	D'Ambra	Lynch	NI	Miozzi	Cardi	Keating
Grind & Reclaim	\$ 4.00	\$ 5.00	\$ 5.00	\$ 2.75	\$ 3.35	\$ 5.00	\$ 5.50
Excavate by Milling	\$ 4.00	\$ 5.00	\$ 4.00	\$ 4.50	\$ 3.05	\$ 4.00	\$ 4.50
Adjust Catch Basin							
Frame & Grate	\$ 250.00	\$ 250.00	\$ 350.00	\$ 250.00	\$ 400.00	\$ 250.00	\$ 260.00
Domestic Riser	\$ 180.00	\$ 225.00	\$ 100.00	\$ 175.00	\$ 150.00	\$ 150.00	\$ 200.00
Adjust gate Boxes	\$ 75.00	\$ 150.00	\$ 100.00	\$ 35.00	\$ 15.00	\$ 75.00	\$ 140.00
2" Binder	\$ 12.00	\$ 9.00	\$ 9.50	\$ 8.25	\$ 7.42	\$ 8.50	\$ 7.40
Binder Berm	\$ 10.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 1.45	\$ 1.00	\$ 3.00
2' Surface	\$ 11.75	\$ 10.00	\$ 9.50	\$ 8.50	\$ 7.82	\$ 9.75	\$ 7.85

1 1/2" Surface	\$ 10.25	\$ 8.00	\$ 7.40	\$ 6.45	\$ 5.87	\$ 7.75	\$ 6.00
Finish Berm 2"	\$ 10.00	\$ 2.00	\$ 3.00	\$ 2.00	\$ 1.65	\$ 1.50	\$ 3.00
Finish Berm 1 1/2"	\$ 10.00	\$ 1.75	\$ 3.00	\$ 1.50	\$ 1.45	\$ 1.50	\$ 3.00
Leveling	\$ 125.00	\$ 96.00	\$ 80.00	\$ 76.00	\$ 68.11	\$ 78.00	\$ 80.00
Tack Coat	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.40	\$ 0.20	\$ 0.40	\$ 0.26
1 1/2" Overlay	\$ 10.25	\$ 8.00	\$ 7.50	\$ 6.50	\$ 6.87	\$ 7.25	\$ 6.00
Cold Planning							
Curb to Curb	\$ 3.50	\$ 5.00	\$ 3.00	\$ 4.50	\$ 2.25	\$ 3.50	\$ 2.50
Gutter Lne	\$ 3.50	\$ 8.00	\$ 3.00	\$ 7.50	\$ 4.25	\$ 5.50	\$ 4.95
Loaming	\$ 5.00	\$ 2.00	\$ 3.00	\$ 12.00	\$ 2.66	\$ 4.00	\$ 4.00

It has been questioned if PJ Keating's proposal was responsive to the RFP as they listed in document a rate of \$6 per square yard and not the amount. The amount listed is the extrapolating by this office as to the total cost. At the bid opening at least one contractor brought this up. The Town's Solicitor he feels that the ~~JP~~ ^{PS} Keating bid is responsive and should be accepted.

There is concern that the ~~JP~~ ^{PS} Keating proposal is 34% below the next low proposal, and based on per service charge, other proposals have lower cost.

~~JP~~ ^{PS} Keating has performed work for the Town in the past and is highly regarded and recommended by the Director of Public Works.

It is the opinion that the Town should accept the ~~JP~~ ^{PS} Keating proposal, know that any additional fees will need prior approval by the Town Administrator, and that this bid should not be the basis of any additional work that the Town may perform. Planned spring paving will require another RFP.



Memo

To: Richard Rainer, Town Administrator

From: Jim Lathrop & Fung Chan

Subject: HR Consulting

An RFP for HR consulting services was issued on June 28, 2016 with a response date of July 28, 2016. The Town received 8 proposals. Fees ranged from \$12,000 to \$55,000.

The low proposal was not acceptable and we invited the next two low proposers to meet with and present to myself and the Town Administrator.

Both firms were extremely competent and made excellent presentations. Carter Consultants were the low bid of the two at \$19,000 but had no experience working with municipalities. Prior engagements had been with the private sector.

Randi Frank Consulting bid was \$23,150. They had significant experience with this type of work with municipalities.

It is the recommendation that the contract be awarded to Randi Frank Consultants.

This project is slightly above budgeted amount, but there will be savings in the project to look at space utilization in the Town Hall which can be used to cover the small overage.

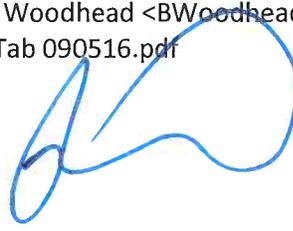
Kathy Inch

From: Joanne Mower
Sent: Wednesday, September 07, 2016 1:08 PM
To: Kathy Inch
Subject: FW: Emailing - Portsmouth Sr Ctr Recommendation Bid Tab 090516.pdf
Attachments: Portsmouth Sr Ctr Recommendation Bid Tab 090516.pdf

From: James Lathrop
Sent: Wednesday, September 07, 2016 12:47 PM
To: Joanne Mower <jmower@portsmouthri.com>
Cc: Richard A. Rainer <rrainer@portsmouthri.com>; Brian D. Woodhead <BWoodhead@portsmouthri.com>
Subject: Emailing - Portsmouth Sr Ctr Recommendation Bid Tab 090516.pdf

Joanne,

This is another item for agenda. Subject to TA approval.



I will have one more item regarding acceptance of bid for HR consulting.

Jim



James Lathrop, CPA
Deputy Town Administrator/Finance Director
Town of Portsmouth, Rhode Island

401 643-0308 office
401 533-4899 cell

www.studiojaed.com

September 5, 2016

Brian Woodhead
Town of Portsmouth
Department of Public Works
143 Hedley Street
Portsmouth, RI 02871

RE: Senior Center Masonry Repair
Letter of Recommendation

Dear Mr. Woodhead,

Bids were received for the above referenced project by the Town of Portsmouth on August 26, 2016 from the following three contractors:

- Alpha Omega Construction
- Cornerstone Restoration, Inc.
- All Island Landscape

Due to the project budget constraints and to ensure the contract would be awardable, the bidding documents included a base bid and seven alternates including the following:

- Base Bid – South Elevation Repointing & Repair
- Alternate 1 - Front Elevation Repair
- Alternate 2 – South Chimney Repair
- Alternate 3 – North Chimney Repair
- Alternate 4 – North Elevation Cleaning
- Alternate 5 – Prep & Paint Soffits
- Alternate 6 – Replace Plywood Infill
- Alternate 7 – Repair Soffit and Fascia

The results for the base bid and the seven alternates are included on the attached bid tabulation. The base bid plus alternates 2- 5 closely represent the project budget while maintaining an allowance for any unforeseen conditions that may be required to be addressed during construction. Based on the base bid plus alternates 2-5 Alpha Omega Construction was the apparent low bidder with a total bid of \$58,800.00.

As a follow-up to determining Alpha Omega Construction the apparent low bidder we completed the following due diligence:

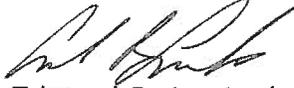
1. We reviewed their bidding documents and they appear to accurate and complete.

2. We contacted two references that they have completed similar scopes of work for and received positive recommendations from both.
3. We conducted a pre-award meeting with them at the project site and verified that they correctly understood the scope of work and the schedule.

Based on the above, it is our recommendation to award the base bid plus alternates 2-5 to Alpha Omega Construction as they are the lowest responsive and responsible bidder.

If you have any questions or need additional information with respect to the above please do not hesitate to contact me at your earliest convenience.

Very truly yours,



Edward R. Lupinek, CPE

Vice President

Studio JAED Architects & Engineers



LYNNE A. SWEENEY
Area Analyst

Algonquin Gas Transmission, LLC
M&N Operating Company, LLC
8 Wilson Way
Westwood, MA 02090

781 329-3750 x7712

781 329-3753 fax

lasweeney@spectraenergy.com

August 17, 2016

Re: Notification of U. S. Department of Transportation Mandated Public Liaison Meeting

To Whom It May Concern:

The officials of your community are cordially invited to attend a meeting with representatives of Algonquin Gas Transmission Company, M&N Operating Co., and other public officials from your area, to discuss responding to emergencies on Algonquin's natural gas pipeline, located in your area.

The U.S. Department of Transportation, Part 192.615, Emergency Plans, requires that:

Each operator shall establish and maintain liaison with appropriate fire, police, and other public officials to:

1. Responsibility & resources of each government organization that may respond to a gas pipeline emergency;
2. Acquaint the officials with the operator's ability in responding to a gas pipeline emergency;
3. Identify the types of gas pipeline emergencies of which the operator notifies the officials; &
4. Plan how the operator & officials can engage in mutual assistance to minimize hazards to life or property.

It is imperative that you attend this meeting so that public officials and emergency response members in your community, and Algonquin Gas Transmission, LLC can reach a greater understanding of what assistance would be required in case of an emergency situation on the pipeline.

The meeting will be held at the Westwood Area Office, 8 Wilson Way, Westwood, MA on **Wednesday, September 21, 2016**. The meeting will start at 1:30 p.m., till approximately 3:30 p.m.

Please email your response to tafagan@spectraenergy.com or fax the attached signup sheet back by **Monday, September 12, 2016**. List the names (no limit) of those who will attend and any changes that need to be made to your mailing information. If you receive this notice and feel someone other than you should attend (that would be called for an emergency situation), please pass this invitation along.

If you have any questions, please feel free to contact me.

Sincerely,



LYNNE A. SWEENEY
Area Analyst

Algonquin Gas Transmission, LLC
M&N Operating Company, LLC
8 Wilson Way
Westwood, MA 02090

781 329-3750 x7712

713 386-3147 fax

lasweeney@spectraenergy.com

Liaison Meeting: September 21, 2016
1:30-3:30 PM

Please fax or email response by **Monday, September 12, 2016**

(781) 329-3753 (fax)

tafagan@spectraenergy.com

Attendees:

Name: _____
Company: _____
Address: _____
Town, Zip: _____
Email: _____

Name: _____
Company: _____
Address: _____
Town, Zip: _____
Email: _____

Name: _____
Company: _____
Address: _____
Town, Zip: _____
Email: _____

Name: _____
Company: _____
Address: _____
Town, Zip: _____
Email: _____

(MA02-59)

Portsmouth Water and Fire District

RECEIVED
PORTSMOUTH, R.I.

2016 AUG 24 1 P 1: 58

JOANNE M. MOWER
TOWN CLERK

1944 East Main Road
P.O. Box 99
Portsmouth, Rhode Island 02871-0099

(401) 683-2090
Fax (401) 682-1550
E-mail: info@portsmouthwater.org

August 22, 2016

Keith Hamilton, President
Portsmouth Town Council
Town of Portsmouth
2200 East Main Road
Portsmouth, RI 02871

Re: Quarterly Financial Reports

Dear Mr. Hamilton:

Pursuant to Rhode Island General Laws Section 45-12-22.2, enclosed please find copies of the Portsmouth Water and Fire District's quarterly financial report for the periods ending July 31, 2016, for distribution to the members of the Portsmouth Town Council.

Sincerely,
Portsmouth Water and Fire District



N. John Larsen
Senior Accountant

NJL/njl

Enclosure

Quarterly Period Ending: 7/31/2016
Fiscal Year 2017
Pursuant to Rhode Island General Law Section 45-12-22.2

Fire District: Portsmouth Water and Fire District

Tiers I and II Fire Districts complete pages 1 and 2 of Form FD-3A and attach detail

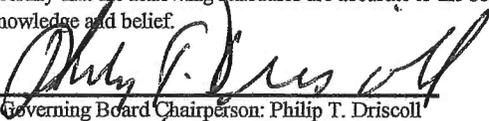
Please indicate accounting method for reporting: Cash Accrual

%

	Adopted Budget	Revised Budget	Actual Year To Date	Collected Expended YTD	Projected Total FY 2017	Projected Revenue Variance
Opening Surplus/(Deficit)	0		0	0.00%		
Revenues	4,670,493		1,177,898	25.22%		
Expenditures	4,670,434		1,103,852	23.63%		
* Projected Operating Surplus/(Deficit)	59		74,046			
* Projected Cumulative Surplus/(Deficit)						

*A correction action plan is required for deficits reported on lines marked with an asterisk.

I certify that the following schedules are accurate to the best of my knowledge and belief.


 Governing Board Chairperson: Philip T. Driscoll

8/19/2016
 Date

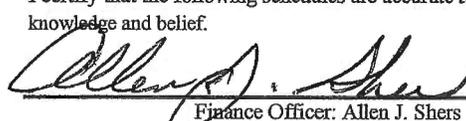
TOWNSARG169@COX.NET

Email Address

401-683-3081

Phone Number

I certify that the following schedules are accurate to the best of my knowledge and belief.


 Finance Officer: Allen J. Shers

8/22/2016
 Date

AJSHERS@AOL.COM

Email Address

401-846-4424

Phone Number

Please remit this report to the following offices on or before the 25th day of the month succeeding the end of each fiscal quarter to:

Fire District Governing Board

Members of the Town Council

kimberly.prasinos@dor.ri.gov
 Division of Municipal Finance
 One Capitol Hill, 1st Floor
 Providence, RI 02908

ag@oag.ri.gov
 Office of the Auditor General
 86 Weybosset Street
 Providence, RI 02903

Quarterly Report

Fire District: Portsmouth Water and Fire District

For the period ending 07/31/2016
(mm/dd/yyyy)

In accordance with Section 45-12-22.2 of the General Laws of Rhode Island, as amended, the following information must be submitted on or before the 25th day of the month following the end of each fiscal quarter to the Division of Municipal Finance and the RI Auditor General

FIRE DISTRICT REVENUES:	Adopted Budget	Revised Budget	Actual: Year to Date	% Collected YTD	Projected Total Revenues FY 2017	Projected Revenue Variance FY 2017
1 Local Property Taxes	600,500		-	0.00%		
2 Federal Funds	-		-			
3 Miscellaneous Fees	388,723		56,827	14.62%		
4 Payments from Other Fire Districts or Agencies	-		-			
5 Rescue Services	-		-			
6 Interest Income	300		133	44.33%		
7 Other Income	3,680,970		1,120,937	30.45%		
Total Fire District Revenue	4,670,493		1,177,897	25.22%		

FIRE DISTRICT EXPENDITURES: (attach detail)	Adopted Budget	Revised Budget	Actual: Year to Date	% Spent YTD	Projected Total Expenditures FY 2017	Projected Expenditures Variance FY 2017
1 Operating Disbursements or Expenditures	4,289,859		1,103,852	25.73%		
2. Capital Outlay*	5,000		-	0.00%		
3. Debt Service Payment						
Principal	286,170		-	0.00%		
Interest	89,405		-	0.00%		
4. Payments to Other Fire Districts	0		-			
5. Other (specify)	0		-			
Total Fire District Expenditures	4,670,434		1,103,852	23.63%		

*Please describe how the capital outlay expenditures were financed during the year (i.e. borrowing, lease, reserves, operations, or combination, etc.)

AQUIDNECK ISLAND
PLANNING COMMISSION

55 John Clarke Road, Middletown, RI 02842 (401) 845-9299
www.aquidneckplanning.org



6 September 2016

Pres. Keith E. Hamilton
Portsmouth Town Council
Portsmouth, RI 02871

Dear Mr. President and Members of the Council,

I am sending this letter in response to an email that was sent to the Island councils by a Mr. Grieb of Portsmouth. The purpose of this letter is to set the record straight by providing information on the work that AIPC is doing to update and improve its finance and governance procedures. Most important, the purpose of this letter is to ensure the Council that AIPC is fully committed to being wholly transparent in its governance and programming, including our financial management.

I will preface this note by saying that, thanks to the support of Newport, Middletown and Portsmouth, AIPC is once again making a significant positive impact on Aquidneck Island. Our Solarize Aquidneck program generated more than \$4.3 million in economic activity on the Island over the past year, and is providing participating homeowners an average of \$3000 annually in savings and income. We're planning several new "Smart Island" public forums for the fall, one on September 22 to help the Island communities reduce energy costs and increase renewables; and two more related to clean water. We are continuing to support the Island municipalities in transportation planning, storm water management, open space planning, economic development and other priorities. For 2016, we are on track to bring at least \$430,000 in private and public competitive funding to benefit the communities of Aquidneck Island – nearly eight times the \$54,000 that the three municipalities, together, contribute annually to AIPC.

Regarding our financial management, in June, with funding from the Rhode Island Foundation, AIPC hired the accounting firm KLR of Middletown to assist our staff and Finance Committee in reviewing and updating our financial systems and oversight. We will provide all three Island councils with a report of that work when complete, expected mid-September.

We are also updating our governance procedures to ensure compliance with all applicable laws and regulations: federal, state, and local. AIPC was incorporated as a Rhode Island non-profit corporation in 2003 and as a Federal IRS 501(c)3 non-profit organization in 2005. We are reviewing all of our operational policies and documents to ensure compliance under these laws. Moreover, we have updated our operations manual and accounting processes to meet very stringent Federal grant requirements. Taken together, these changes will ensure that AIPC is employing best non-profit practices throughout our operations and management. I will gladly share our extensive and detailed new governance documentation with you, or the Council, on request.

Pres. Keith E. Hamilton, 6 September 2016, Page 2/2

As regards the matter of public records, and our communication with the Attorney General – as part of our review of applicable laws and regulations, we have requested that the AG clarify AIPC’s responsibilities under the R.I. Access to Public Records Act and Open Meetings Act. There is no petition to change AIPC’s status – simply to clarify legal requirements under our existing status, which is unchanged since 2005 when we were incorporated as a 501(c)3 corporation. I am certain that the Council will agree that it is prudent to understand the legal requirements pertaining to AIPC, which is the sole purpose of our letter to the AG. I will be happy to share a copy of the AG’s determination with the Council at your request.

AIPC has not withheld any public documents, nor will we ever. Mrs. Grieb has repeatedly requested documents under APRA that we do not consider public, such as AIPC employee records and grants from private foundations. We informed her that we do not consider these documents to be subject to public records requirements; nor do I believe it would be in the best interest of AIPC, our employees, or the municipalities of Newport, Middletown and Portsmouth to share such documents with the public. Should the AG decide differently, we will, of course, comply with that determination.

To demonstrate AIPC’s commitment to transparency, I invite any municipal Council member or municipal employee to visit our office at 55 John Clarke Road, in Middletown, at any time. We’ll happily open our file cabinets and pull up our Quickbooks accounts, much as we did for Portsmouth’s finance director in May. I will not, however, distribute confidential employee or financial documents to the public, pending the AG determination described above.

I will not address the issue of employee pay raises; these were approved by our Board in an executive session at which I was not present. I’m sure that any of our Portsmouth Board appointees would be happy to discuss this matter with any Councilor who wishes to contact them directly. I will say, however, that our salaries are similar to municipal salaries for comparable positions, with fewer fringe benefits.

Thank you, President Hamilton, for the opportunity to address this matter. I hope I have sufficiently answered any questions that you, or other members of the Council may have as a result of Mr. Grieb’s latest email to the Councils. Should you need additional information, I will be happy to provide further documentation, or to meet with you at any time.

Sincerely,



Thomas C. Ardito, Executive Director

cc: *AIPC Board of Directors*

Thomas C. Ardito, Executive Director
Aquidneck Island Planning Commission
55 John Clarke Road, Middletown, RI 02842
Office: (401) 845-9299
Cell: (401) 575-6109
www.aquidneckplanning.org