

# Narragansett Affordable Housing Trust Collaborative Committee

## 2022 Annual Report

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To: Ms. Janet Tarro, Narragansett Town Clerk

From: Susan Cicilline Buonanno , Chair, Narragansett Affordable Housing Trust Collaborative Committee

Date: January 3, 2023

In accordance with the Narragansett Town Council's Rules and Regulations for Commission, Committee and Board Appointments, Section II, No. 5 which states, "the chairperson of each commission, committee or board shall submit an *Annual Report* including attendance record to the Town Clerk", the following is the Annual Report of the Narragansett Affordable Housing Trust Collaborative Committee for the calendar year 2022.

The members of the Narragansett Affordable Trust Housing Committee met in accordance with the Narragansett Town Council's Rules and Regulations for Commissions, Committee and Board appointments, Section II, No. 5 as well as all State of Rhode Island General Laws governing meetings of town Boards, Committees and Commissions. Compliance includes meeting notices, meeting agendas, meeting minutes, annual schedule, annual reporting, and public input.

The monthly meetings are held on the fourth Wednesday of each month from 6:00PM-7:30pm at the Narragansett Town Hall, in the large boardroom.

The Narragansett Affordable Housing Trust Collaborative is comprised of seven members: one member of the Town Council, the Directors of the Housing Authority and Community Development Director, and four other members.

Chair- Susan Cicilline Buonanno-Narragansett Town Council member

Vice Chair Member- Nick Edwards

Member – Kathy Baptista

Member- Cliff Tyler

Member- Marybeth Young

Mike McLaughlin- Director of the Housing Authority

Mike DeLuca- Director of Community Development

Agendas for each meeting were prepared in accordance with the State of Rhode Island General Laws and Town of Narragansett ordinances, Rules and Regulations and posted through the Narragansett Town Clerk's office.

Topics for discussion for this year included:

- Review the Boon Street District and Middle Town mixed use ordinance and do a comparison study on the ordinances. The Community Developer created a draft for mixed use for Narragansett to present to committee that represents a combination of the two ordinances.
- Submitted a letter to the Narragansett Town Council requesting a fee for the Affordable Housing Collaborative Housing Study to use ARPA funds/ and or other funding source to hire a consultant to study the Narragansett housing stock and make recommendations to the committee which will increase affordable housing opportunities.
- Reviewed the protected parcels of town owned and privately own land in Narragansett
- Review vacant land list in the town of Narragansett to determine what land can be used for the sole purpose of affordable housing.
- Review, discuss and draft a mixed-use ordinance using the Middletown and the old 2008 Narragansett mixed-use ordinance. Do a compare /contrast study on the ordinances. The AHC will work on a draft for mixed use for Narragansett to present to the Planning Board.
- Review and update existing Assessor and Inclusionary ordinances
- Supported Boon Street District as a separate district and send a letter to the Planning Board in support of the district

- Guest Speakers- Brenda Clements Housing Works, Barbara Fields,-Former Executive Dir. Of R.I. Housing ,Aaron Gostein -Poah, James Comer- Deputy Director of RI Housing , Habitat for Humanity -Colin Penney
- Vote to approve/reject to include the following properties in the letter of recommendations to the Planning Board for single family homes. First priority lot# N-L 23 Boston Neck Road. Second priority lot# O-17 + O-103 + O-18 Avice Street and Inez Street. For the Multi-Family Housing: First Priority lot#: W-82-A Upper Pond and Seaport. Second priority lot #'s C- 425-A + C-181-3 (library):
- Discuss and vote to send a letter to the Planning Board recommending possible properties for Affordable Housing: Fort Greene, Christian Brothers, North End Properties, South Pier Road.
- Reviewing tax credits for year-round rentals and discussing waivers for rental registration fees.

Most members on the AHTC attended the meetings. Attendance at the AHTC in 2022 were as follows:

### **April 27, 2022**

**Members Present-** Susan Cicilline Buonanno, Mike Deluca, Kathy Baptista, Nick Edwards

**Members Absent:** Marybeth Young and Mike McLaughlin

### **May 25, 2022**

**Members Present -** Susan Cicilline Buonanno, Mike McLaughlin, Kathy Baptista, Nick Edwards, and Marybeth Young

**Members Absent:** Mike Deluca

### **June 22, 2022.**

**Members Present:-** Susan Cicilline Buonanno, Mike McLaughlin, Mike Deluca, Kathy Baptista, Nick Edwards,

**Members Absent:** Marybeth Young

**July 27, 2022.**

**Members Present:** Susan Cicilline Buonanno, Mike McLaughlin, Mike Deluca, Kathy Baptista, Nick Edwards, and Marybeth Young

**Members Absent:** none

**August 31 2022**

**Members Present:** Susan Cicilline Buonanno, Mike McLaughlin, Mike Deluca, Kathy Baptista, Nick Edwards, and Marybeth Young

**Members Absent: none**

**September 28<sup>th</sup>, 2022**

**Members Present:** Susan Cicilline Buonanno, Mike McLaughlin, Nick Edwards, and Marybeth Young

**Members Absent:** Mike Deluca, Kathy Baptista,

**October 26, 2022**

**Members Present:** Susan Cicilline Buonanno, Mike Deluca, Kathy Baptista, Nick Edwards, Marybeth Young, Elizabeth Gallagher

**Members Absent:** Cliff Tyler

**November, 23 2022**– no meeting due to Thanksgiving holiday

**December 28<sup>th</sup>, 2022**

**Members Present:** Susan Cicilline Buonanno, Mike Deluca, Kathy Baptista, Nick Edwards, and Marybeth Young,

**Members Absent:**

This completes the Annual Report of the Narragansett Affordable Housing Collaborative Committee for the calendar year 2022

Submitted by Susan Cicilline Buonanno Chair, Narragansett Affordable Housing Trust Collaborative Committee



**TOWN OF NARRAGANSETT**  
Town Hall • 25 Fifth Avenue • Narragansett, RI 02882  
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Town Clerk's Office  
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Janet Tarro  
Town Clerk

## **BOARD OF CANVASSERS 2022 ANNUAL REPORT**

The Board of Canvassers oversees all elections conducted in the town of Narragansett. There are three (3) board members, two (2) of which represent a major political party and one (1) that is unaffiliated, and two alternate members, one from each major political party. The Town Council appoints members that are recommended by the respective chairpersons of the town political committee.

### Members:

Gerald Reynolds, Republican Member (Chair- resigned 3/24/2022)  
Richard Bourbonnais, Democrat Member (appointed Chair 7/14/2022, resigned 11/10/2022)  
Philippe Cote, Republican Member (appointed full member 3/2/2022)  
Nancy A. DeNuccio, Unaffiliated Member (appointed 4-5-2021)  
Katherine H. Hohman, Democrat Member (alternate member as of 8/2/2022, appointed permanent 11/22/2022, appointed Chair 11/29/2022)

### Alternate Members:

Jay G. Wegimont, Democrat Alternate Member (appointed 4/5/2021, terminated 8/1/2022, having missed 3 consecutive meetings)  
Katherine H. Hohman, Democrat Alternate Member (appointed 8/2/2022)  
Philippe S. Cote, Republican Alternate Member (appointed 4/5/2021)  
David F. Matrullo, Republican Alternate Member (appointed 9/6/2022)

The board met in person for a total of 13 times in 2022. The year started off redistricting with the consulting firm Election Data Services. Based on the 2020 census it was determined the population decreased in Narragansett resulting in a reduction of districts from five (5) to four (4) and a decrease to only one (1) Senate district. The redistricting started in the North end and ended in the South end to make the numbering easier and more efficient. Once the redistricting was complete, residents were notified by mail, an advertisement was placed in the local newspapers, and the information was posted on our website.

A primary election was held on Tuesday, September 13, 2022. St. Mary's Star of the Sea Church was unavailable for the primary election due to construction; therefore, it was voted on to combine polling locations of St. Mary's Star of the Sea Church with the Narragansett Pier School. The other 2 polling locations were St. Veronica's Chapel and Mettatuxet Yacht Club. Voting went as follows:

Day of: 1895  
Mail In: 352  
Early Voting: 382  
Total votes: 2,629

A general election was held on Tuesday, November 8, 2022. St. Mary's Star of the Sea Church was still unavailable for the general election due to construction; therefore, it was voted on to move the District 4 polling place to the Narragansett Community Center. Postcards were mailed to all voters in District 4, advertisement was published in the local newspaper, notice was posted on the town website informing the voters of the change. Signs were also placed at St. Mary's. The four polling places were: St. Veronica's Chapel, Mettatuxet Yacht Club, Narragansett Pier School, and Narragansett Community Center. Voting went as follows:

Day of: 4385  
Mail In: 857  
Early Voting: 2086  
Total votes: 7,328

Below is the attendance report for the year:

March 10, 2022	Jay Wegimont Absent
July 14, 2022	Jay Wegimont Absent
July 21, 2022	Jay Wegimont Absent
August 3, 2022	All present
August 17, 2022	All present
September 13, 2022	All present
September 14, 2022	All present
September 23, 2022	David Matrullo Absent
October 14, 2022	Philippe Cote Absent, David Matrullo Absent
November 8, 2022	All present
November 10, 2022	Philippe Cote Absent
November 18, 2022	All present
November 29, 2022	Philippe Cote Absent

Respectfully Submitted,



Janet Tarro  
Town Clerk

**COASTAL ACCESS IMPROVEMENT COMMITTEE  
TOWN OF NARRAGANSETT  
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**Mission Statement:**

The Coastal Access Improvement Committee (CAIC) was established January 19, 2021. The CAIC serves as an advisory body to the Town Council on matters concerning both preservation of existing shoreline access and the expansion of physical access by the public. The Committee focuses on the identification of public Rights of Way to the water and works to improve accessibility, create maintenance plans, and upgrade public infrastructure around coastal access sites.

**Duties and Responsibilities:**

1. Advise and make policy recommendations to the Town Council regarding improvements and management of coastal access sites.
2. Maintain a working relationship with the Planning Board regarding developmental impacts within coastal areas and adherence of the Town Comprehensive Plan.
3. Identify, catalog, and develop areas of public access to the shoreline through the investigation of the legal status of existing and potential public access sites and ROWs.
4. Maintain a working knowledge of the jurisdiction of the Rhode Island Coastal Resources Management Council and its authority under the Coastal Zone Management Act.
5. Maintain constant awareness of the importance and value of the coastal regions within the Town and the need for expanded and improved access as a right of Town residents and visitors to the Town.
6. Communicate and work with the Rhode Island Coastal Resources Management Council and the Department of Environmental Management to maintain existing facilities, physical conditions, safety, and aesthetic qualities of public access sites in Narragansett.
7. Work with State Agencies to ensure that public access sites are protected from environmental degradation, overdevelopment, and privatization.
8. Seek funding assistance for the improvement and expansion of public access sites and surrounding areas.

**Regular Business Meeting Time and Location:**

The Regular Business Meeting Time was first established as the third Wednesday of the month at 6:00 pm. The first Meeting was held on April 21, 2021. Regular Business Meeting Time was changed to the third Wednesday of the month at 6:15 pm by Committee Vote on March 16, 2022. The January 2022 and February 2022 Regular Business Meetings were held remotely via Zoom. The March 2022 through December 22 Regular Business Meetings were held in the Large Boardroom, Narragansett Town Hall.

**COASTAL ACCESS IMPROVEMENT COMMITTEE  
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**Membership:**

The Coastal Access Improvement Committee (CAIC) is comprised of nine (9) Members, including one (1) Member of the Town Council, one (1) Representative from the Planning Board, one (1) Representative from the Conservation Commission and six (6) Members of the public, appointed in three-year staggered terms. All Members are voting Members.

The Members of the Committee that were appointed by the Narragansett Town Council on March 15, 2021 are as follows: Anthony Colombo, Sydney Gozzi, Cynthia Zerquera-Martin, Michael Millen, Rachel Weisz-Smith, JA Macfarlan, Robin Plaziak (Planning Board Representative), and Jesse Pugh (Town Council Representative). Nominations and Elections of Chairman and Secretary were held, with Cynthia Zerquera-Martin as Chairman and Michael Millen as Secretary, at the first Regular Business Meeting on April 21, 2021. A Conservation Commission Representative was not yet appointed at this Meeting but Richard Nassa would join CAIC in May 2021. Nomination and Election of Vice Chairman was held on October 20, 2021, with JA Macfarlan as Vice Chairman. One member, Sydney Gozzi, resigned from the Committee on April 27, 2022. Kallie Longval was appointed to the Committee by the Town Council on June 6, 2022.

**Attendance:**

Eleven (11) Regular Business Meetings were held from January 2022 to December 2022. No Meeting was held in May 2022 due to lack of Quorum. Minutes to all Meetings are posted to Town and State websites. Meeting attendance is listed below:

Cynthia Zerquera-Martin, Chairman	Present at all 11 meetings
JA Macfarlan, Vice Chairman	Present at 10 meetings, absent at 1
Michael Millen, Secretary	Present at 7 meetings, absent 2 consecutive, 2 nonconsecutive
Anthony Colombo	Present at 9 meetings, absent 2 nonconsecutive
Sydney Gozzi	Present at 2 meetings, resigned
Kallie Longval	Present at 5 meetings, absent 2 nonconsecutive (first meeting June 2022)
Rachel Weisz-Smith	Present at all 11 meetings
Richard Nassa (Conservation)	Present at all 11 meetings
Robin Plaziak (Planning)	Present at 9 meetings, absent 2 nonconsecutive
Jesse Pugh (Town Council)	Present at 10 meetings to end of Town Council Term
Deb Kopech (Town Council)	Present at 2 meetings (first meeting in November 2022)

**COASTAL ACCESS IMPROVEMENT COMMITTEE  
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**Highlights and Accomplishments:**

- Black Point Auxiliary Parking Lot

**Jan. '22** – CAIC/TM sends Black Point Proposal to DEM to reopen auxiliary parking lot, supported and championed by RI Surfcasters.

**Jul. '22** – Black Point auxiliary parking lot opens thanks to the collaboration of CAIC, Town of Narragansett, Narragansett Surfcasters, Friends of Black Point, DEM, and DOT.

- CRMC ROWs Stewardship

**Jan. '22** – CAIC notes overlap of CRMC Adopt An Access and Narragansett Conservation Commission Adopt A Spot programs. Compiled CRMC ROWs Stewardship Report master list from various sources of all Narragansett CRMC ROWs and associated adopting entities. Site visits to 4 (four) unclaimed CRMC ROWs scheduled to determine the best option for CAIC to adopt.

**Apr. '22** – CAIC voted to Adopt An Access at CRMC C3 – Calef at Louise Avenues.

**Aug. '22** – Concerns about abandonment of Town property located near coastal access points raised, citing 0 Wilson Drive which abuts CRMC C10 Pettaquamscutt Avenue.

**Oct. '22** – Town property/road abandonment process discussed, Voter Initiative prohibits sale, Town Council sent Resolution to General Assembly to sell Town Property, response and legislation still pending.

- Narragansett Indian Tribe of Rhode Island Town Beach Coastal Access

**Jan. '22** – CAIC opens discussion with Narragansett Indian Tribe of Rhode Island (NITRI) regarding coastal access issues.

**Feb. '22** – Roundtable discussion with NITRI and IDEA Committee to further discuss the Tribe's views on coastal access within the Town of Narragansett.

**Mar. '22** – Work Session with NITRI and IDEA Committee scheduled to draft proposal for NITRI no-cost season passes to Town Beach for the 2022 season.

**Apr. '22** – Second Work Session with NITRI and IDEA Committee to discuss no-cost season passes to Town Beach for the Tribe. IDEA Committee withdraws support. CAIC sends Recommendation to Town Council to offer no-cost Narragansett Town Beach walk-on to card carrying NITRI Members.

**May '22** – Narragansett Town Council votes in favor of this Recommendation. Sixty-six (66) Members of the Tribe participated.

**Dec. '22** – CAIC to recommend continuation of this program for Summer 2023.

- Land Acknowledgement

**Apr. '22** – Drafted Land Acknowledgement for possible incorporation into CAIC Regular Business Meeting Procedure.

**Jun. '22** – Land Acknowledgement Draft sent to NITRI for review.

**Aug. '22** – Land Acknowledgement edited by NITRI, Draft endorsed by CAIC.

**Sept. '22** – Land Acknowledgement incorporated into CONVENE portion of Meeting, wampum pendant gifted by NITRI to CAIC.

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- CAIC Recognition by CRMC

**May '22** – CRMC presents its first Summer 2022 Webinar Series, Public Shoreline Access in Narragansett, featuring speakers Jesse Pugh and Cynthia Zerquera-Martin to discuss the creation, role, and ongoing work of the Coastal Access Improvement Committee.

- Off Season Town Beach Parking Lot usage

**Sept. '22** – CAIC notes usage of Town Beach parking lots for non-coastal events during ‘shoulder’ seasons, Recommendation to Town Manager to be drafted.

**Oct. '22** – Recommendation finalized, sent to Town Manager.

**Nov. '22** – Town Manager connects with Parks & Recreation and DPW for Summer 2023 scheduling.

- Requirement for Advisory Board Minutes

**Oct. '22** – CAIC notes Attorney General’s Opinion of Advisory Committee Meeting Minutes (Solas v. Narragansett IDEA Committee). AG opines that Advisory Committee Meeting Minutes are not required by the State. CAIC votes to continue practice of recording and publishing Minutes. Town Ordinance change regarding Advisory Committee Meeting requirement proposed, Town Council Representative Jesse Pugh to advance to next Town Council Meeting.

**Oct. '22** – Ordinance requiring all Advisory Committee Meeting Minutes to be recorded and published passed by the Town Council.

**Ongoing Projects:**

- Rose Nulman Park

**Jan. '22** – Rose Nulman Park closed by private owner. CAIC handed off to CRMC/DEM.

- Mumford Road Application for CRMC ROW Designation

**Jan. '22** – CRMC Mumford Road ROW application for designation continues.

**Apr. '22** – Plat residents write in their support of the CRMC designation.

**Oct. '22** – Additional evidence for Mumford Road ROW gathered and sent to CRMC, response still pending, ROW still blocked by abutting resident former Town Councilor Rick Lema.

- Shoreline Access Signage at CRMC C3 Calef at Louise Aves

**Mar. '22** – Narragansett CRMC ROW sign design continues.

**Sep. '22** – Memorandum of Understanding and Letter of Permission received from CRMC for CAIC’s Adopt An Access at CRMC C3 Calef at Louise Aves, final design of ROW signage approved by CRMC. Additional CRMC signage necessary as well as installation poles.

- Mouth of Narrow River

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**Mar. '22** – CAIC notes the rapidly shrinking navigation channel at the Mouth of the Narrow River.

**Apr. '22** – Town, State, and Federal representatives performed site visit to Narrow River mouth, discussed possibilities for relief of channel constriction.

**Aug. '22** – Contract signed with Foth Infrastructure & Environment, LLC for Professional Engineering Services to mitigate the narrowing of the channel at the mouth of the river.

- State Pier #5 Monahan's Dock

**Jul. '22** – CAIC notes damage and sand infiltration of DEM State Pier #5 Monahan's Dock, notified Town Manager, efforts to repair coordinated with Town and State Agencies.

- Ocean Road CRMC ROWs Parking

**Jul. '22** – Surveys of the five (5) CRMC ROWs along Ocean Road received and distributed to CRMC.

**Aug. '22** – BETA Group to work with surveys to create improved/increased parking.

**Oct. '22** – BETA Group redesign for parking not practical.

**Nov. '22** – BETA Group second redesign for parking still not practical.

- Camp Cronin

**Aug. '22** – City of Providence announces reopening of Camp Cronin.

**Oct. '22** – City of Providence announces redevelopment plans for Camp Cronin. No word since.

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**TOWN OF NARRAGANSETT  
CRMC DESIGNATED RIGHTS-OF-WAYS  
STEWARDSHIP AND PARKING  
AS OF DECEMBER 2022**

CRMC C1 – Knowlesway Extension

- CRMC Adopt An Access – Narragansett Conservation Commission
- Conservation Commission Adopt A Spot – Manny Andrews
- Limited parking

CRMC C2 – Pilgrim Avenue

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – RI Surfriders Foundation
- Parking available 5 am to 9 pm

CRMC C3 – Calef at Louise Avenue

- CRMC Adopt An Access – Narragansett Coastal Access Improvement Committee
- Conservation Commission Adopt A Spot – Not considered for program
- Parking available 5 am to 9 pm

CRMC C4 – Under Investigation

- CRMC has not yet found record of this designation, possibly Mumford Road

CRMC C5 – Black Point

- CRMC Adopt An Access – Not considered for program, DEM owned
- Conservation Commission Adopt A Spot – Not considered for program, DEM owned
- DEM/DOT Collaboration with Friends of Black Point/Narragansett Surfcasters
- Parking available 24 hours a day

CRMC C6 – Bass Rock Road

- CRMC Adopt An Access – Coastal Society, URI
- Conservation Commission Adopt A Spot – Coastal Society, URI
- Parking available 24 hours a day

CRMC C7 – Conant Avenue – Parking available 5 am to 9 pm

- CRMC Adopt An Access – Narragansett Surfcasters

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- Conservation Commission Adopt A Spot – Narragansett Surfcasters
- Parking Available 5 am to 9 pm

CRMC C8 – South Ferry Road

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – Two Brothers Quality Painting
- Parking available 24 hours a day

CRMC C9 – Hazard Avenue

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – Middlebridge School
- Parking available 24 hours a day

CRMC C10 – Pettaquamscutt Avenue

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – Vetted unsuitable for program
- Development concerns at 0 Wilson Drive ongoing
- Limited parking

CRMC C11 – Conanicus Road

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – Teresa Guido
- Limited parking

CRMC C12 – Foddering Farm Road

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – Vetted unsuitable for program
- Limited parking

CRMC C13 – Newton Avenue

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – Two Brothers Quality Painting
- Parking available 24 hours a day

CRMC C14 – Wandsworth Street

- CRMC Adopt An Access – Not currently adopted
- Conservation Commission Adopt A Spot – Vetted unsuitable for program
- Limited parking

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**TOWN OF NARRAGANSETT  
CRMC DESIGNATED RIGHTS-OF-WAYS  
OPEN APPLICATIONS ON FILE WITH CRMC**

There are eight (8) open Applications for CRMC ROW Designation Under Review by CRMC:

- Glenwood Avenue
- Succotash Road
- Mollusk Road
- Island Road
- East Shore Road #1
- East Shore Road #2
- East Shore Road #3
- Mumford Road

There are an additional seven (7) open Applications for CRMC ROW Designation Under Review by CRMC for which more information is necessary to process:

- Cedar Island Road
- Sand Hill Cove – southerly side
- Ocean Road
- Boston Neck Road
- Josephs Ramble
- Anawan Drive
- North Cliff Drive Extension

**COASTAL ACCESS IMPROVEMENT COMMITTEE  
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**COASTAL ACCESS IMPROVEMENT COMMITTEE  
REGULAR BUSINESS MEETING SCHEDULE FOR 2023**

**ALL MEETINGS HELD IN LARGE BOARDROOM  
NARRAGANSETT TOWN HALL**

- Wednesday, January 18, 2023 at 6:15 pm
- Wednesday, February 15, 2023 at 6:15 pm
- Wednesday, March 15, 2023 at 6:15 pm
- Wednesday, April 19, 2023 at 6:15 pm
- Wednesday, May 17, 2023 at 6:15 pm
- Wednesday, June 21, 2023 at 6:15 pm
- Wednesday, July 19, 2023 at 6:15 pm
- Wednesday, August 16, 2023 at 6:15 pm
- Wednesday, September 20, 2023 at 6:15 pm
- Wednesday, October 18, 2023 at 6:15 pm
- Wednesday, November 15, 2023 at 6:15 pm

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- Wednesday, December 20, 2023 at 6:15 pm

Respectfully submitted,

Cynthia Zerquera-Martin

Chairman  
Coastal Access Improvement Committee  
Town of Narragansett  
January 31, 2023

**Town of Narragansett Conservation Commission/Tree Board**  
**2022 Annual Report**  
**Submitted by Brian Grieve, Chair, CC/TB**

**OVERVIEW**

The Narragansett Conservation Commission/Tree Board (CC/TB) is a Town advisory body providing conservation recommendations to the Town Council and the Planning Board for the promotion and conservation of natural resources, protection of watershed resources, and preservation of natural aesthetic areas. The Conservation Commission also serves as the Town's Tree Board and oversees the Town of Narragansett's Adopt-A-Spot Program. The CC/TB is a member of the Rhode Island Association of Conservation Commissions (RIACC) a municipal organization devoted to fostering cooperation and coordination among municipal and non-profit conservation commissions on a regional and statewide basis.

**MEMBERSHIP**

Brian Grieve – Chair	Andrew Boruta – Vice Chair
Polly Pedersen - Secretary	John DiPanni
Patricia Federico	Richard Nassa
Brian Wagner	

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The CC/TB is comprised of 7 members and has an annual budget of \$500.00. Members remained the same as 2021, however Brian Grieve replaced Brian Wagner as Chair, Andrew Boruta became Vice Chair, and Polly Pedersen was appointed Secretary.

**HIGHLIGHTS**

- Plastic Waste Reduction Ordinance:
  - After many years of work, the Town Council approved the CC/TB's ordinance to prohibit the distribution of plastic bags in Narragansett retail establishments, therefore reducing the amount of single-use plastics in Narragansett's streets, waterways, and landfills. It also brings the Town's requirements in line with North Kingstown and South Kingstown, easing compliance for businesses present across South County Rhode Island. The CC/TB continues to discuss enhancements to the ordinance.
  - At the June meeting, CC/TB members met with representatives from the South Kingstown Conservation Commission to discuss collaboration on an ordinance to prohibit the sale of 50mL plastic alcohol containers ("nips") in each respective community.
  - Additionally, the CC/TB began to investigate the effects of polystyrene and how other communities are working towards reducing its impact.
- Adopt-A-Spots: CC/TB members approved applicants for available Adopt-A-Spot sites at Knowlesway Extension and Crooked Brook Trail. Additionally, other potential Adopt-A-Spot sites were vetted and approved by CC/TB members.
- Advisory Review to Planning Board: The CC/TB provided an advisory review to the Planning Board concerning the potential environmental impacts of a proposed subdivision on Boston Neck Road. The CC/TB expressed several concerns about wetland destruction, septic system placement, and legal size requirements of each proposed property. The Planning Board rejected the application.

- Committee Representation: Brian Wagner and Richard Nassa continued their roles on the Land Conservancy Trust and Coastal Access Improvement Commission. This keeps the CC/TB informed and influential on commissions with similar public conservation objectives.

#### ATTENDANCE

**1/4/2022**: Brian Wagner, Richard Nassa, Patricia Federico, Polly Pedersen (Absent: Brian Grieve, John DiPanni, Andrew Boruta)

**2/1/2022**: Brian Wagner, Brian Grieve, John DiPanni, Andrew Boruta, Polly Pedersen, Patricia Federico (Absent: Richard Nassa)

**3/1/2022**: Brian Grieve, Brian Wagner, Richard Nassa, John DiPanni, Patricia Federico, Polly Pedersen (Absent: Andrew Boruta)

**4/5/2022**: Brian Grieve, Brian Wagner, Richard Nassa, Polly Pedersen, Andrew Boruta (Absent: John DiPanni, Patricia Federico)

**5/3/2022**: Brian Grieve, Brian Wagner, Polly Pedersen, Andrew Boruta, John DiPanni, Patricia Federico (Absent: Richard Nassa)

**6/7/2022**: Brian Grieve, Brian Wagner, Polly Pedersen, Andrew Boruta, Richard Nassa (Absent: John DiPanni, Patricia Federico)

**7/2022**: No meeting.

**8/2022**: No meeting.

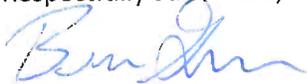
**9/6/2022**: Brian Grieve, Brian Wagner, Andrew Boruta, John DiPanni (Absent: Patricia Federico, Richard Nassa, Polly Pederson)

**10/4/2022**: Brian Grieve, Brian Wagner, Polly Pedersen, Andrew Boruta, Richard Nassa (Absent: John DiPanni, Patricia Federico)

**11/1/ 2022**: Brian Grieve, Brian Wagner, Polly Pedersen, Richard Nassa, John DiPanni (Absent: Patricia Federico, Andrew Boruta)

**12/6/2022**: Brian Grieve, Brian Wagner, Polly Pedersen, John DiPanni, Patricia Federico (Absent: Andrew Boruta, Richard Nassa)

Respectfully Submitted,



Brian Grieve

Chair, Conservation Commission/ Tree Board

## Economic Development Committee (EDC) 2022 Annual Report

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To: Ms. Janet Tarro, Narragansett Town Clerk

From: Breta Combs, 2022 Chairperson Narragansett Economic Development Committee (EDC)

In accordance with the Narragansett Town Council's Rules and Regulations for Commission, Committee and Board Appointments, Section II, No. 5 which states, "the chairperson of each commission, committee or board shall submit an *Annual Report* including attendance record to the Town Clerk", the following is the Annual Report of the EDC Committee for 2021. This 2022 annual report was prepared and respectfully submitted by Breta Combs.

The members of the Narragansett EDC met in accordance with the Narragansett Town Council's Rules and Regulations for Commissions, Committee and Board appointments, Section II, No. 5 as well as all State of Rhode Island General Laws governing meetings of town Boards, Committees and Commissions. Compliance includes meeting notices, meeting agendas, meeting minutes, annual schedule, annual reporting, and public input.

The monthly meetings are held during the first or second week of the month typically on Tuesdays if meeting space was available. Meetings were typically held at 6pm at the Narragansett Town Hall.

The EDC Committee worked to engage in discussion across a wide range of topics. The EDC Committee is comprised of five members; one Town Council member; one member of the Chamber of Commerce. The composition of the EDC fluctuate over the calendar year with vacancies in the Chamber of Commerce rep position and a vacant member seat for a meeting before one was appointed. Generally speaking, members of the EDC Committee include the following:

- Breta Combs - Chair
- Amy Marcello - Secretary
- Kaprece Ransaw - Chamber of Commerce Rep, seat vacant for 6 months.
- Patrick Murray - Town Council Member
- Patricia Goldstein replacing Joseph Lembo III in June- Member
- Paul Zonfrillo - Member
- Win Hames - Member

Agendas for each meeting were prepared in accordance with the State of Rhode Island General Laws and Town of Narragansett ordinances, Rules and Regulations and posted through the Narragansett Town Clerk's office.

Topics for 2021 Included:

- EDC Committee members leadership
- Galilee Development
- Social Media
- Business Engagement with EDC

- New Business Updates on Town Website
- New Business Flowchart
- Pop up for small businesses
- Set 2023 meeting dates

Meetings are attended by the members of the Board as outlined below:

**January**

Present - Paul Zonfrillo, Kaprece Ransaw, Amy Marcello, Joseph Lembo, Win Hames, Breta Combs, Patric Murray, Dan Holland

**February**

Present - Paul Zonfrillo, Kaprece Ransaw, Joseph Lembo (by phone), Win Hames, Breta Combs, Patric Murray.

**March**

Present - Paul Zonfrillo, Kaprece Ransaw, Amy Marcello, Joseph Lembo, Win Hames, Breta Combs, Patric Murray.

**April**

Present - Kaprece Ransaw, Amy Marcello, Joseph Lembo, Win Hames, Breta Combs, Patrick Murray.

Absent - Paul Zonfrillo

**May**

Present – Breta Combs, Kaprece Ransaw, Amy Marcello, Joseph Lembo, Win Hames

Absent - Paul Zonfrillo, Patrick Murray

**June**

Present – Paul Zonfrillo, Breta Combs, Patricia Goldstein, Amy Marcello, Win Hames.

Absent - Patrick Murray

**July**

Present - Amy Marcello, Patricia Goldstein, Breta Combs, Patrick Murray

Absent - Paul Zonfrillo, Win Hames

**August**

Present- Paul Zonfrillo, Breta Combs, Kaprece Ransaw, Amy Marcello, Patricia Goldstein, Win Hames, Patrick Murray.

**September**

Present – Patrick Murray, Breta Combs, Amy Marcello, Patricia Goldstein

Absent - Paul Zonfrillo, Win Hames

**October**

Present - Amy Marcello, Patricia Goldstein, Win Hames,

Absent - Paul Zonfrillo, Breta Combs, Patrick Murray

**November** - Meeting not held due to not having a quorum.

**December**

Present- Paul Zonfrillo, Amy Marcello, Patricia Goldstein, Win Hames.

TOWN OF NARRAGANSETT CITIZENS FINANCE COMMITTEE  
ANNUAL REPORT – CALENDAR YEAR 2022

The Finance Committee members are:

Mark D. Abrahams - Chair  
James P. Plattner – Vice Chair  
Richard Vangermeersch - Member  
Ronald R. Catanzaro - Member  
Thomas A. Mann, Jr. – Member  
Rick McQuarrie- Alternate  
Deborah A. Kopech - Town Council Representative  
Christine Spagnoli - Finance Director

The finance committee met eight (8) times during the 2022 calendar year.

January 24  
February 28  
March 28  
April 25  
June 27  
July 25  
September 20  
November 28

Finance Committee Attendance								
	1/24/2022	2/28/2022	3/28/2022	4/25/2022	6/27/2022	7/25/2022	9/20/2022	11/28/2022
Mark Abrahams - Chair	√	√			√	√	√	√
James Plattner - ViceChair	√	√	√	√	√	√	√	√
Thomas Mann, Jr. - Secretary		√	√			√	√	
Richard Vangermeersch	√	√	√	√	√	√	√	√
Ron Catanzaro		√	√	√		√	√	√
Rich McQuarrie - Alternate	√		√	√	√		√	√
<i>Advisory</i>								
Deborah Kopech - Town Council	√	√	√	√		√	√	
Christine Wilson - Finance Director	√	√	√	√	√	√	√	

The Committee addressed the following during the calendar year:

- Reviewed and commented on monthly Statement of Budget Operations presented by the finance director
- Reviewed and commented on updated financial indicators
- Submitted to the finance director sample financial policies
- Assisted in the development of a general fund investment policy
- Discussed water and sewer finances
- Discussed several financial matters.

Submitted by: Mark Abrahams, committee chair  
January 2023



# GALILEE ADVISORY COMMITTEE

## 2022 Annual Report

---

### 2022 Accomplishments:

**Narragansett Town Hall**  
**25 Fifth Avenue**  
**Narragansett, RI 02882**  
**www.narragansettri.gov**  
**(401) 789-1044**

- Lighthouse Inn property
- Tree planting at the end of the Galilee escape road
- Additional sidewalk planters and flower plantings
- Tree plantings at the end of the Escape Road & Great Island Road
- Continued flags on island at entrance to Galilee
- Continued banners on light poles throughout the port
- Continued hanging flower baskets on Galilee light poles
- Solar & recycle trash cans throughout port
- Perennial planting bed along Town Dock parking lot at end of Escape Road
- Increase Galilee Landing Fee to \$.75 to cover town police & maintenance costs

### **GALILEE ADVISORY COMMITTEE**

#### Chair

Kevin M. Kosko

#### Secretary

Linda J. McArthur

#### Members

Raymond DeRosa  
Barry L. Keinard  
Drew Magee  
Patrick Rogers  
William G. Shepherd  
Harvey Cataldo  
Janice Holly  
Gerald Aubin  
Douglas McLaughlin

#### Town Council

#### Liaison

Ewa Dzwierzynski

### 2022 Topics Monitored & Discussed:

- Next phases of trees & shrubbery at end of Galilee Escape Road proposed
- Commercial Fishing Only parking ordinance
- Island & tree Maintenance
- Ongoing bulkhead repair project
- Fund 43 Landing Fees distribution
- Galilee parking & blocking traffic issues
- Additional ideas for Galilee improvement projects

### Attendance:

The Committee met every second Tuesday of every month in 2022 except July & August for summer recess.

All members but one listed on the left of this report were regularly present the exception being Barry Keinard excused due to illness.

Narragansett Harbor Commission  
25 Fifth Avenue  
Narragansett, Rhode Island

January 3, 2023

Ms. Ewa Dzwierzynski, President, Narragansett Town Council  
Members of the Narragansett Town Council  
Narragansett, Rhode Island

RE: Annual Report

Honorable Town Council,

I would like to start by saying it is a privilege to serve with the members of this commission. Each member brings his own skillset and ideas for the many topics that arise throughout the year. The members are knowledgeable and experienced with town waters and shoreside matters.

It has been a productive year for the commission with a very busy schedule. Our attendance is exceptional and had a quorum for every scheduled meeting. See attached attendance record.

Our planning department liaison Jill Sabo does an outstanding job of coordinating all our emails, correspondence and materials which allows our meetings to run so well. Jill is always well prepared, helpful and knowledgeable of the topics to be discussed.

Our Harbor Master Kevin Connors is very knowledgeable about our waters and does an outstanding job for the Town. He has many duties on and off the water and is excellent to work with.

The Harbor Commission had a productive year with many topics being covered. They included meeting and working with CRMC, DEM and other agencies. Topics varied from aquaculture, docks, water quality and rights of way among others. Looking forward to 2023, the commission is currently planning a water quality action plan with town staff, will continue to discuss the renewal of the Harbor Management Plan and keep communication with South Kingstown Waterfront Advisory Committee.

If the Council has any questions or comments, please feel free to contact us or join us at one of our meetings.

Respectfully,



Bryan Coerture

Chairman

Cc: Harbor Commission members

## Narragansett Harbor Management Commission, Attendance 2022

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Brian Couture	1	1	1	1		1			1	1	1	1	9
Ray Morocco	1	1	1	1	1	1			1	1	1	1	10
John Thompson		1		1		1							3
Joe Hart	1	1			1								3
Jeff Berry	1	1	1	1	1	1			1	1	1	1	10
Rick Black		1		1	1	1				1	1	1	7
Don Vivenzio	1	1	1	1	1	1			1	1	1	1	10
John Hughes	1	1	1	1	1	1			1	1	1	1	10
													0
Jill Sabo	1	1	1	1	1	1			1	1	1	1	10
Kevin Connors		1		1	1	1				1	1	1	7
Total	7	10	6	9	8	9	0	0	6	8	8	8	



# Town of Narragansett Historic District Commission 2022 Annual Report

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## Overview

The following report provides a description of the key activities and accomplishments of the Narragansett Historic District Commission (HDC), through the past calendar year.

## Mission

The Historic District Commission's primary goal is to maintain the historic architecture located within the six historic districts of Narragansett. We preserve the seaside character of Narragansett by use of a review and approval process subject to specific guidelines tailored to the needs and requirements of Narragansett. The Commission is an assistive resource to the community and aids citizens in the process of preservation and restoration of its architecture.

## Guidelines

The Standards & Guidelines adopted and put into immediate usage in 2010 are the foundation of all decisions by the Commission as they relate to requests to alter, construct or demolish structures in the Town's six (6) local Historic Districts. These seventy-eight (78) guidelines, which parallel performance manuals throughout the State along with the Department of Interior Standards, were tailored to fit specific needs and environmental concerns of the Narragansett locality.

## Hearings

During the 2022 calendar year, the Commission held twenty-three (24) public hearings and Staff completed seven (7) Administrative Reviews. See details on the attached lists.

## Assistive Resources

*Pre-application Process:* Applicants may informally present their intended renovations to the Commission in a round table format to achieve an insight as to the appropriateness of their project.

*Liaison Staff Guidance:* Community Development is always available during business hours to guide homeowners and answer their questions.

*Website:* The NHDC page is maintained by Community Development and is linked to the Town of Narragansett website. All of the available requirements and resources can be found there.

*Guidelines:* A list of seventy-eight guidelines has been created and can be viewed on our website. Also provided are descriptions of specific do's and don'ts to preserve your property along with photos and drawings.

*Property Owner's Guide:* A brief step-by-step guide describes the entire process which is also available on our website

*Narragansett Historic District Commission House Doctor Consultant:* The N.H.D.C./H.D.C. provides direct consultation for any problem that a homeowner may have with their property. This includes free site visits and analysis when necessary.

*ADVISORY ASSISTANCE:* The HDC will provide comment on any project or program that the Town Council or other board may request and on specific issues of rare impact will consider commenting on situations in Non-historic districts.

## Special Projects

### Text Revisions to the Ordinance:

The HDC considered several text revisions to the ordinance that would transfer certain responsibilities to the Administrative Officer. These include approval of small exterior site additions such as HVAC units, propane tanks, generators etc. Discussed in June, September and October. HDC sent recommendation to Town Council for approval in November.

### Text Revision to the Tax Credit Ordinance

The HDC considered a series of text revision proposed to update the tax credit ordinance. These changes were suggested by the Finance Department in order to better incorporate the process of issuing an approved tax credit to follow internal procedures. Discussed in September and recommended for approval to the Town Council in October.

### New Historic District

In September the HDC was provided a presentation by the Narragansett Historical Society (NHS), on the progress of repairs to the “Windmill Building” located at 170 Clarke Road. This building was authorized a year or so earlier by the Town Council to become the future home of the NHS. As a part of this presentation Dr. Robert O’Neill, NHS chair, noted the historic value of the entire property including 3 additional buildings onsite. It was also noted that the site is home to the Town’s Parks and Recreation Department. Discussion ensued on the prospect of establishing the property as a new local Historic District. In the following months the chair discussed this idea with the P&R Director who had no objection as long as it would not interfere with periodic repairs to the facility. In November the HDC discussed this property at length and voted to send a recommendation to the Town Manager and Town Council to initiate the process of declaring the property at 170 Clarke Road the Town’s 7<sup>th</sup> historic district.

- The Chairman of HDC notes the repairs underway for rehabilitation of the “Windmill Building” were significantly supported by the NHDC/House Doctor Consultant who provided onsite guidance related to design, fabrication and installation of historic elements of the building.

## Future Projects

Grants: As a Certified Local Government, the Narragansett Historic District Commission is currently considering various projects to explore grant funding for planning and engineering. No CLG grant applications were submitted in 2022.

## Historic District Commission 2022 Statistics

A total of 12 meetings were held in 2022. Following is a list of the HDC activities in those meetings.

### 2022 List of Commission Members

- Keith Lescarbeau: Chairman / Restoration Specialist – 0 Absences
- Karen Catuogno: Vice Chairman / Realtor, Attorney – 1 Absence: 11/8
- Nanci Adams: Historic Homeowner – 4 Absences: 4/5, 9/13, 11/8, 12/13
- Americo Mallozzi: Architect – 6 Absences: 1/11, 4/5, 5/10, 6/14, 6/28, 10/11
- Richard Campbell: Real Estate Agent – 1 Absence: 6/14
- Francis Figueroa: Surgeon – 3 Absence: 4/12, 6/14, 10/11
- John Tyburski: Division Director of Operations – 4 Absences: 4/12, 5/10, 6/28, 9/13,
- Danielle Fians: Resigned

## Tasks Undertaken

- 12 Regular Meetings – 2 meetings in June due to lack of quorum, no meeting in August.
- 5 Pre-Application Reviews
- 24 Public Hearings – see attached list
- 7 Administrative Approvals – see attached list
- 1 Tax Credit Request – Brunetto, 82 Kingstown Road

## Historic District Commission 2022 Public Hearings

OWNER	ADDRESS	DESCRIPTION	HDC DATE	MOTION
<b>1 PUBLIC HEARING IN JANUARY CONTINUED TO FEBRUARY</b>			<b>1/11/2022</b>	
Benck	16 Mathewson Street	rear addition	2/8/2022	APP
Crocker	309 Ocean Rd	pool installation		APP
Wong	312 Ocean Road	windows shingles chimney		APP
Holmes	83 Narragansett Avenue	generator and outdoor fridge	4/5/2022	APP
Pruzan	27 Brown Street	windows and shingles		APP
Pruzan	14 Robinson Street	windows and shingles		APP
Ashford	356 Ocean Road	outdoor generator		APP
Schofield	9 Atlantic Avenue	Remove & Replace roof		APP
Marian Farrell	364 Ocean Road	install windows	4/12/2022	APP
Donovan	116 Central St	Generator and propane tanks		APP
Benck	65 Narragansett Avenue	Shed Roof Shingles Driveway HVAC		APP
Donovan	59 Newton Avenue - Lion Head	Generator and Propane Tank		APP
Crocker	309 Ocean Rd	New Construction - Pool Cabana		APP
Mullaney	12 Sea Gate Drive	Demo Rebuild	5/10/2022	APP
Peck-Fainberg	119 Boon Street	Pedestal & plaque		APP
<b>NO QUORUM - PUBLIC HEARINGS MOVED TO NEXT MEETING</b>			<b>6/14/2022</b>	
McKee	450 Ocean Rd	generator	6/28/2022	APP
Zackroff & Hufnagel	120 Central Avenue-Linden Hall	new porch		APP
Pruzan	14 Robinson St / 27 Brown St	demo garage, generators	7/26/2022	APP D-fails
Haggerty	85 Narragansett Ave	mini splits		APP Gen
<b>1 PUBLIC HEARING IN SEPTEMBER - MOVED TO OCTOBER</b>			<b>9/13/2022</b>	
Surf Sahck - Holmes	83 Narragansett Avenue	rain chains, shade sail, fence	10/11/2022	APP
Boon Street Holdings	110 Boon Street	Generator Shower Outside Grill Splash Pool & Fence		APP
Pruzan	14 Robinson St	Garage Door	11/8/2022	APP
Menard	48 Robinson Street	Generator	12/13/2022	APP
Osborne	386 Ocean Road	Windows Replacement		APP

## Historic District Applications 2022 Expedited Reviews

OWNER	ADDRESS	DESCRIPTION
Fogel	11 Brown Street	Replace Roofing
Fogel	19 Brown Street	Replace Roofing
Sullivan	107 Narragansett Avenue	Replace Roofing
Avedesian	18 Brown Street	Replace Roofing
O'Neill	370 Ocean Road	Replace Roofing
Shea	108 Caswell Street	Replace Roofing
Bell	366 Ocean Road	Replace Porch Decking

# **Narragansett Historical Cemetery Commission**

## **2022 Annual Report**

**The Narragansett Historical Cemetery Commission (NHCC) held 4 meetings during 2022 and had 4 clean updates at historical cemeteries in Narragansett.**

**The NHCC took great work and research to find out who might own each historical cemetery and whom might be responsible for yearly maintenance. We still have a lot of work to do on these 2 issues and ask the town council or lawyer to assist us in this manner somehow.**

**The NHCC, with the assistance of Avery-Story funeral home, used the Peter Davis Burial Funds to clean the five Davis Family monuments of lot 96-A and 96-B.**

**The NHCC chair bought Christmas wreaths from Troop 1 Narragansett and displayed them on NG006 and NG005.**



**Our Commission met on the following dates with the following in attendance.**

**March 29, 2022**

**Present Michael J Millen Sr., Joesphine Carubia, Peter Feketie, Lindsay McGovern**

**Absent Elaine Stannard**

**June 28, 2022**

**Present Michael J Millen Sr., Joesphine Carubia, Peter Feketie, Lindsay McGovern**

**Absent Elaine Stannard**

**September 27, 2022**

**Present Michael J Millen Sr., Joesphine Carubia, Peter Feketie**

**Absent Lindsay McGovern (stepped down at end of term)**

**Removed by Town Council Elaine Stannard**

**November 29, 2022**

**Present Michael J Millen Sr., Joesphine Carubia, Peter Feketie**

**Appointed new member Tony Jones, Jeff Nigrelli**

**Stepped down Jeff Nigrelli**

**One seat Vacant**

The NHCC had 4 different cemeteries clean up dates.

Saturday May 14, 2022. The commission, with the help of half a dozen residents, spent over 30-man hours clearing brush, down trees, and vines from NG010 and NG011 located in front and behind the South Ferry Church. Some time was spent to research the people interred at these cemetery sites and a history sheet was developed on Sarah Franklin.

During the summer Michael Millen and Peter Feketie cleared and mowed NG006 Luck Star Cemetery next to Stop and Shop.

November 11, 2022, Collin Morgan of Troop 1 Narragansett conducted his Eagle Project and lead a dozen adults and Scouts to clear out NG004 near the intersection of Foddering Farm Road and Pt Judith Road.





**NARRAGANSETT HOUSING AUTHORITY**  
*Town Hall, 25 Fifth Avenue, Narragansett, RI 02882*  
*Telephone (401) 789-9489 \*TDD (401) 782-0610 \*Fax (401) 782-0150*

February 1, 2023

Ms. Janet Tarro, Town Clerk  
Town of Narragansett  
25 Fifth Avenue  
Narragansett, Rhode Island 02882

Re: Annual Report and Attendance Record

Dear Janet:

I am pleased to report that monthly meetings were held for the calendar year of 2022 for the Narragansett Housing Authority. There was not severe absenteeism to report by any of our board members.

Also, attached is the Narragansett Housing Authority's audit for the Fiscal Year Ended June 30, 2021.

If you should have any further questions feel free to reach me via e mail at [mike@nha-housing.com](mailto:mike@nha-housing.com) or via telephone at 401-789-9489. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Michael C. McLoughlin'.

Michael C. McLoughlin  
Executive Director



*Ronald Carmark*

*Certified Public Accountant*

---

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

**FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA  
WITH INDEPENDENT AUDITOR'S REPORT  
FOR THE YEAR ENDED JUNE 30, 2021**

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

**FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA  
WITH INDEPENDENT AUDITOR'S REPORT  
FOR THE YEAR ENDED JUNE 30, 2021**

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA  
JUNE 30, 2021

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## **Independent Auditor's Report**

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

### **Report on the Basic Financial Statements**

I have audited the accompanying basic financial statements of the Town of Narragansett Housing Authority, which comprise the statement of net assets as of June 30, 2021, and the related statements of revenues, expenses and changes in net assets, and cash flows for the year then ended, and the related notes to the basic financial statements.

### **Management's Responsibility for the Basic Financial Statements**

Management is responsible for the preparation and fair presentation of these basic financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

My responsibility is to express an opinion on these basic financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the basic financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, I express no such opinion.

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### **Opinion**

In my opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Town of Narragansett Housing Authority as of June 30, 2021, and changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Report on Supplementary Information**

My audit was performed for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying supplementary information includes the combining statement of net assets - financial data schedule, the combining statement of revenues and expenses - financial data schedule, as required by the U.S. Department of Housing and Urban Development and the schedule of expenditures of federal awards as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance), *Audits of States, Local Governments, and Non-Profit Organizations*, and are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*. In my opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements taken as whole.

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

**Report Issued in Accordance with *Government Auditing Standards***

In accordance with *Government Auditing Standards*, I have also issued a report dated July 31, 2022 on my consideration of the Town of Narragansett Housing Authority's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. The report is an integral part of an audit performed in accordance with government auditing standards in considering the Authority's internal control over financial reporting and compliance.

**Other Matter**

The Management's Discussion and Analysis on pages 4-7 is not a required part of the basic financial statements but is information required by the Governmental Accounting Standards Board. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required information. However, I did not audit the information and express no opinion on it.

*Ronald Carmark, CPA*

Rumford, Rhode Island  
July 31, 2022

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2021**

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As the management of the Town of Narragansett Housing Authority, we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the year ended June 30, 2021. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements.

**FINANCIAL HIGHLIGHTS**

The net assets of the Authority at the close of the most recent fiscal year was \$303,795.

The Authority had intergovernmental revenues of \$1,915,107 from HUD grants. An increase of \$84,594 from the previous year due to increases in Housing Choice Voucher income and HUD Capital Grant income.

The Authority fixed asset acquisition were from tenant apartment renovations and new administrative flooring.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The financial statements included in this annual report are those of a special-purpose government engaged only in a business-type activity. The following statements are included:

Statement of Net Position - reports the Authority's current financial resources (short-term spendable resources) with capital assets and long-term debt obligations.

Statement of Revenues, Expenses and Changes in Fund Net Position - reports the Authority's operating and non-operating revenues, by major source along with operating and non-operating expenses and capital contributions.

Statement of Cash Flows - reports the Authority's cash flows from operating investing, capital and non-capital activities.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2021 (CONTINUED)**

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

Comparative Balance Sheets June 30, 2021 and 2020:

	<u>2021</u>	<u>2020</u>	<u>NET CHANGE</u>
Cash	\$ 219,946	\$ 215,308	\$ 4,638
Other current assets	17,003	22,370	(5,367)
Capital assets	158,680	146,989	11,691
Other assets	76,742	89,656	(12,914)
Deferred amount on pension and refunding	<u>27,812</u>	<u>21,139</u>	<u>6,673</u>
Total assets and deferred outflow of assets	<u>500,183</u>	<u>495,462</u>	<u>4,721</u>
Current liabilities	22,954	14,047	8,907
Long-term liabilities	<u>102,120</u>	<u>103,606</u>	<u>(1,486)</u>
Total liabilities	<u>125,074</u>	<u>117,653</u>	<u>7,421</u>
Deferred amount on pension	<u>71,314</u>	<u>78,547</u>	<u>(7,233)</u>
Net assets invested in capital assets	158,680	146,989	11,691
Restricted net assets	0	7,241	(7,241)
Unrestricted net assets	<u>145,115</u>	<u>145,032</u>	<u>83</u>
Total net assets	<u>\$ 303,795</u>	<u>\$ 299,262</u>	<u>\$ 4,533</u>

The increase in long-term liabilities was mainly due to an increase in accrued long-term compensated absences.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2021 (CONTINUED)

**FINANCIAL ANALYSIS OF THE AUTHORITY**

Comparative Statement of Revenues and Expenses For The Years Ended June 30, 2021 and 2020:

	<u>2021</u>	<u>2020</u>	<u>NET CHANGE</u>
Revenue:			
Tenant rental revenue	\$ 24,996	\$ 26,952	\$ (1,956)
HUD PHA operating grants	1,915,107	1,830,516	84,591
Other revenue	11,946	4,938	7,008
Total revenue	<u>1,952,049</u>	<u>1,862,406</u>	<u>89,643</u>
Operating Expenses:			
Administrative	306,155	315,837	(9,682)
Tenant services	0	5,771	(5,771)
Utilities	8,064	6,412	1,652
Maintenance	18,345	17,191	1,154
Other general	40,932	37,120	3,812
Housing assistance payments	1,556,490	1,455,908	100,582
Depreciation	28,742	28,600	142
Total expenses	<u>1,958,728</u>	<u>1,866,839</u>	<u>91,889</u>
Change in net assets	<u>\$ (6,679)</u>	<u>(4,433)</u>	<u>\$ (2,246)</u>
Net assets - beginning	299,262	303,695	
Prior period adjustment	11,212	0	
Net assets - ending	<u>\$ 303,795</u>	<u>\$ 299,262</u>	

Total revenue increased mainly due to an increase in revenue from Housing Choice Voucher and Capital Grants. Other revenue increased due to an increase in fraud recovery income.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2021 (CONTINUED)

**BUDGETS**

The Authority adopts a consolidated annual operating budget for all programs. The budget for Low Rent Housing is adopted on the basis of accounting practices prescribed by the U.S. Department of Housing and Urban Development, which differ in some respects from generally accepted accounting principles. Program budgets for the Housing Assistance Payments (HAP) funds are approved by the U.S. Department of Housing and Urban Development on a basis consistent with the grant applications covering HAP Programs.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

*Capital Assets*

The following table summarizes the changes in capital assets between fiscal years 2021 and 2020:

	<u>2021</u>	<u>2020</u>	<u>NET CHANGE</u>
Land	\$ 63,741	\$ 63,741	
Building	856,983	816,550	\$ 40,433
Furniture & Equipment	43,565	43,565	
Total	964,289	923,856	40,433
Accumulated depreciation	(805,609)	(776,867)	(28,742)
Net capital assets	\$ 158,680	\$ 146,989	\$ 11,691

*Debt*

The Authority had no outstanding long-term debt as of June 30, 2021 and 2020, relative to capital assets. The fixed asset acquisitions were for tenant apartment renovations and new administrative flooring.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2021 (CONTINUED)

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**BALANCES AND TRANSACTIONS OF FUNDS**

The Authority's net assets are committed to the funds in which they were created. All funds have some restrictions placed upon their net assets. Low-Rent Public Housing's net assets are designated for operations, major repairs and capitalized improvements not provided by Capital Fund Programs. Section Eight net assets may be used for other housing purposes requiring the Authority's Board of Commissioners' approval.

**ECONOMIC FACTORS**

The Authority expects the financial position of the Authority to improve. Occupancy rates continue to remain extremely high and the Authority's absence of long-term debt do not leave it financially vulnerable to a widely anticipated increase in long-term interest rates or problems in the credit market.

**CONTACTING NARRAGANSETT HOUSING AUTHORITY**

This financial report is designed to provide a general overview of the Narragansett Housing Authority's finances and to demonstrate accountability for the money it receives. Requests for additional information should be directed to Michael C. McLoughlin, Executive Director, Narragansett Housing Authority, 25 Fifth Avenue, Narragansett, Rhode Island 01771. The phone number of the Narragansett Housing Authority is 401-789-9489.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

STATEMENT OF NET POSITION  
JUNE 30, 2021

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ASSETS

**CURRENT ASSETS:**

Cash and cash equivalents, including short-term investments	\$ 143,920
Cash - other restricted, including short-term investments	76,026
Accounts receivable	10,494
Prepaid expenses	<u>6,509</u>
<b>Total current assets</b>	<u>236,949</u>

**CAPITAL ASSETS:**

Land, structures and equipment	964,289
Less accumulated depreciation	<u>(805,609)</u>
<b>Net land, structures and equipment</b>	<u>158,680</u>

**OTHER ASSETS:**

Net pension asset	<u>76,742</u>
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**DEFERRED OUTFLOW OF RESOURCES:**

Deferred amount on pension and refunding and deferred outflow of resources	<u>27,812</u>
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**Total assets and deferred outflow of resources**      \$ 500,183

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

STATEMENT OF NET POSITION  
JUNE 30, 2021 (CONTINUED)

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**LIABILITIES AND NET POSITION**

**CURRENT LIABILITIES:**

Accounts payable	\$ 11,316
Unearned income	14
Accrued expenses	457
Accrued compensated absences - current portion	4,605
Tenant security deposits	<u>6,562</u>

**Total current liabilities** 49,048

**NONCURRENT LIABILITIES:**

Escrow payable - F.S.S.	76,026
Accrued compensated absences - long-term	<u>26,094</u>

**Total noncurrent liabilities** 102,120

**Total liabilities** 125,074

**DEFERRED INFLOW OF RESOURCES:**

Deferred amount on pensions	<u>71,314</u>
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**NET POSITION:**

Invested in capital assets, net of related debt	158,680
Restricted net assets	0
Unrestricted net assets	<u>145,115</u>

**Total net position** 303,795

**Total liabilities, deferred inflow of resources and net position** \$ 500,183

The notes to the financial statements are an integral part of these statements.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

STATEMENT OF INCOME, EXPENSES AND CHANGES IN NET POSITION  
FOR THE YEAR ENDED JUNE 30, 2021

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<b>Operating Income:</b>	
Tenant rentals	\$ 24,996
H.U.D. P.H.A. Operating Grants	1,901,637
Fraud recovery income	9,590
Miscellaneous income	2,352
<b>Total operating income</b>	<u>1,938,575</u>
 <b>Operating expenses:</b>	
Administration	306,155
Utilities	8,064
Ordinary maintenance and operations	18,345
General expense	35,309
Payments in lieu of taxes	1,822
Housing assistance payments	1,556,490
Depreciation expense	28,742
Covid expenses	3,801
<b>Total operating expenses</b>	<u>1,958,728</u>
<b>Total operating income(loss) before other income and expenses</b>	<u>(20,153)</u>
 <b>Other income:</b>	
H.U.D. P.H.A. Capital Grant	13,470
Investment income-unrestricted	0
<b>Total other income</b>	<u>13,474</u>
<b>Change in net position before extraordinary item</b>	(6,679)
<b>Beginning net position</b>	299,262
<b>Prior period adjustment</b>	<u>11,212</u>
<b>Ending net position</b>	<u><u>\$ 303,795</u></u>

The notes to the financial statements are an integral part of these statements.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2021

<b>Cash flows from operating activities:</b>	
Cash received from tenants	\$ 25,167
Cash received from H.U.D. operating grants	1,898,882
Cash received from fraud recovery	9,590
Cash received from miscellaneous income	2,352
Cash paid for administration expenses	(287,936)
Cash paid for utilities	(7,788)
Cash paid for general expenses	(33,835)
Cash paid for housing assistance payments	(1,556,490)
Cash paid for maintenance	<u>(18,345)</u>
<b>Net cash flows from operating activities</b>	<u>31,597</u>
 <b>Cash flows from capital and related financing activities:</b>	
Cash receipts from H.U.D. capital grants	13,470
Purchase of capital assets	<u>(40,433)</u>
	<u>(26,963)</u>
 <b>Cash flows from investing activities:</b>	
Receipt of interest	<u>4</u>
<b>Net change in cash</b>	4,638
<b>Cash and cash equivalents at beginning of year</b>	<u>215,308</u>
<b>Cash and cash equivalents at end of year</b>	<u><u>\$ 219,946</u></u>

The notes to the financial statements are an integral part of these statements.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2021  
(CONTINUED)

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<b>Reconciliation of operating income to net cash flows from operating activities:</b>	
Operating income(loss)	\$ (20,153)
Add depreciation expense	28,743
 (Increase)/Decrease in assets:	
Accounts receivables	3,197
Prepaid expenses	2,170
 Increase/(Decrease) in liabilities:	
Accounts payable	9,261
Unearned income	(7)
Accrued liabilities	14,170
Tenant security deposit	178
F.S.S. escrow	<u>(5,962)</u>
 <b>Net cash flows (used by) from operating activities</b>	 <b>\$ <u>31,597</u></b>

The notes to the financial statements are an integral part of these statements.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021

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**Note 1 - Summary of Significant Accounting Policies**

Organization - The Town of Narragansett Housing Authority was organized in accordance with the housing statutes of the State of Rhode Island. The Authority was organized to provide low-income housing. The governing body of the Authority consists of a Chairperson and a Board of Commissioners. The Authority is not considered a component unit of the town.

Reporting Entity - In evaluating the Town of Narragansett Housing Authority as a reporting entity, management has addressed all potential component units for which the Authority may or may not be financially accountable and, as such, be includable within the Authority's general purpose financial statements. In accordance with GASB Statement #14, the Authority is required to consider other entities for which the nature and significance of their relationship are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Therefore, the financial statements of the Authority include in addition to its Low Income Housing Assistance Program, a Section 8 Housing Choice Voucher Program, a Public Housing Capital Fund Program and a Family Self-sufficiency Program. These programs are financed by the United States Department of Housing and Urban Development (HUD).

Income Taxes - The Town of Narragansett Housing Authority is a non-profit corporation and is not subject to federal or state income taxes.

Cash and Cash Equivalents - The Authority considers repurchase agreements and money market accounts with a maturity of three months or less when purchased to be cash equivalents.

Basis of Accounting - The Authority utilizes the accrual basis of accounting. For financial reporting purposes the Authority follows the pronouncements of the Government Accounting Standard Board. In accordance with GASB Statement No. 20, in the absence of specific guidance from GASB pronouncements, pronouncements of the Financial Accounting Standard Board issued on or before November 30, 1989 have been followed.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 1 - Summary of Significant Accounting Policies (continues)**

Investments - Investments are stated at fair value as required by GASB Statement No.31. Short-term investments are valued at cost which approximates fair value.

Revenue Recognition - The statement of net assets and the statement of income, expenses and changes in net assets of the Authority are presented on the accrual basis of accounting. Under this method of accounting, revenues are recognized when earned and expenses are recorded when liabilities are incurred without regard to receipt or disbursement of cash. The Authority distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the Authority's principal ongoing operations. The principal operating revenues of the Authority are rental revenue, charges for services and intergovernmental operating grants. Operating expenses for the Authority include the cost of services, administrative expenses, housing assistance payments and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Accrued Compensated Absences - The Authority records accumulated unpaid vacation and associated employee-related costs as the benefits accrue to the employee.

Use of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Capital Assets - Capital assets are stated at cost. Ordinary maintenance and repair expenses are charged directly to operations as incurred. Depreciation is computed using the straight-line method over the estimated useful lives of the respective assets. Upon retirement or other disposition of capital assets the cost and related depreciation are removed from the program accounts. Any gain or loss is included in the Program's current year operations. The Authority defines capital assets with an initial cost of more than \$500 and an estimated life of at least three years.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

**Note 1 - Summary of Significant Accounting Policies (continues)**

Subsequent Events - The Housing Authority has evaluated events through July 31, 2022; which is the date the financial statements were available to be issued.

Pensions - In accordance with GASB #68, for purposes of measuring the net pension liability (asset), deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Municipal Employees' Retirement System (MERS) of Rhode Island and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Note 2 - Changes in Capital Assets**

Changes in capital assets during the year were as follows:

	<u>June 30, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2021</u>
Land	\$ 63,741			\$ 63,741
Building & Improvements	816,550	40,433		856,983
Furniture & Equipment	43,565			43,565
<b>Total</b>	<u>\$ 923,856</u>	<u>40,433</u>		<u>\$ 964,289</u>
Accumulated Depreciation	<u>\$ (776,867)</u>	<u>\$ (28,742)</u>		<u>\$ (805,609)</u>
Net Capital Assets	<u>\$ 146,989</u>	<u>\$ 11,691</u>		<u>\$ 158,680</u>

All capital assets are encumbered by a Declaration of Trust in favor of the United States of America as security for obligations guaranteed by the federal government and to protect other interests of the government.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 3 - Land, Structures and Equipment**

Land, structures and equipment consisted of the following at June 30, 2021:

			<u>Estimated Useful Life</u>
Land	\$	63,741	
Building & building improvements		856,983	5 to 40 years
Furniture, equipment & machinery-administration		43,565	3 to 7 years
		<u>964,289</u>	
Less accumulated depreciation		<u>(805,609)</u>	
<b>Total</b>	<b>\$</b>	<b><u>158,680</u></b>	

**Note 4 - Cash, Cash Equivalents and Investments**

At June 30, 2021, the carrying amount of the Authority's deposits was \$219,896. As of June 30, 2021, \$0 of deposits were exposed to custodial credit risk, because of the FDIC insurance of \$250,000.

The Authority's deposits are categorized to give an indication of the level of risk assumed by the Authority at year end.

Category 1 - includes deposits that are insured or registered or for which the securities are held by the Authority or its agent in the Authority's name.

Category 2 - includes uninsured and unregistered deposits for which the securities are held by the counterparty's trust department or agent in the Authority's name.

Category 3 - includes uninsured and unregistered deposits for which the securities are held by the counterparty, or by its trust department or agent but not in the Authority's name.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 4 - Cash, Cash Equivalents and Investments (continues)**

Cash for cash flows purposes is cash on hand and demand deposits at financial institutions.

<u>Description</u>	<u>Category</u>	<u>Carrying Amount</u>	<u>Market Value</u>
Checking & Demand Deposit Accounts	1	\$ 219,896	\$ 219,896

All deposits in excess of federal depository insurance limits are fully collateralized by Citizens Bank.

**Note 5 - Budgeting and Budgetary Control**

An annual budget is adopted on a basis of accounting practices prescribed by HUD, which differs in some respects from generally accepted accounting principles for the general fund and all the other programs. The budget is approved by the Board of Commissioners. The funding portion of the federal budget known as Performance Funding Reports are submitted to and approved by HUD.

**Note 6 - Restricted Net Worth**

Restricted net worth equals the balance remaining of the excess of funds received by the Authority from HUD for HAP payments less funds expended as of the balance sheet date from December 31, 2005.

**Note 7 - Concentration of Risk**

The Authority receives most of its funding from HUD. These funds and grants are subject to modification by HUD depending on the availability of funding.

**Note 8 - Prior Period Adjustment**

The prior period adjustment relates to a prior period adjustment to the MERS pension.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan**

Plan Description - The Municipal Employees' Retirement System (MERS) - and agent multiple-employer defined benefit pension plan - provides certain retirement, disability and death benefits to plan members and beneficiaries. MERS was established under Rhode Island General Law and placed under the management of the Employee's Retirement System of Rhode Island (ERSRI) Board to provide retirement allowances to employees of municipalities, housing authorities, water and sewer districts, and municipal police and fire persons that have elected to participate. Benefit provisions are subject to amendment by the General Assembly.

MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the ERSRI website at [www.ersri.org](http://www.ersri.org).

Benefits provided - General employees, police officers and firefighters employed by electing municipalities participate in MERS. Eligible employees become members at their date of employment. Anyone employed by a municipality at the time the municipality joins MERS may elect not to be covered. Elected officials may opt to be covered by MERS. Employees covered under another plan maintained by the municipality may not become members of MERS. Police officers and/or firefighters may be designated as such by the municipality, in which case the special contribution and benefit provisions described below will apply to them, or they may be designated as general employees with no special benefits. Members designated as police officers and/or firefighters are treated as belonging to a unit separate from the general employees, with separate contribution rates applicable.

Salary: Salary includes the member's base earnings plus any payments under a regular longevity or incentive plan. Salary excludes overtime, unused sick and vacation leave, severance pay, and other extraordinary compensation. Certain amounts that are excluded from taxable wages, such as amounts sheltered under a Section 125 plan or amounts picked up by the employer under IRC Section 414(h), are not excluded from salary.

Service: Employees receive credit for service while a member. In addition, a member may purchase credit for certain periods by making an additional contribution to purchase the additional service. Special rules and limits govern the purchase of additional service and the contribution required.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan (continues)**

Final Compensation: Prior to July 1, 2012 and for general employee members eligible to retire as of June 30, 2012, the average was based on the member's highest three consecutive annual salaries. Effective July 1, 2012, the average was based on the member's highest five consecutive annual salaries. Once a member retires or is terminated, the applicable FAC will be the greater of the member's highest three year FAC as of July 1, 2012 or the five year FAC as of the retirement/termination date. Monthly benefits are based on one-twelfth of this amount.

***General employees***

Members with less than five years of contributory service as of June 30, 2012 and members hired on or after that date are eligible for retirement on or after their Social Security normal retirement age (SSNRA).

Members who had at least five years of contributory service as of June 30, 2012 will be eligible for retirement at an individually determined age. This age is the result of interpolating between the member's prior Retirement Date, described below, and the retirement age applicable to members hired after June 30, 2012 in (a) above. The interpolation is based on service as of June 30, 2012 divided by projected service at the member's prior Retirement Date. The minimum retirement age is 59.

Members with 10 or more years of contributory service on June 30, 2012 may choose to retire at their prior Retirement Date if they continue to work and contribute until that date. If this option is elected, the retirement benefit will be calculated using the benefits accrued as of June 30, 2012, i.e., the member will accumulate no additional defined benefits after this date, but the benefit will be paid without any actuarial reduction.

Effective July 1, 2015, members will be eligible to retire with full benefits at the earlier of their current Rhode Island Retirement Security Act (RIRSA) date described above or upon the attainment of age 65 with 30 years of service, age 64 with 31 years of service, age 63 with 32 years of service, or age 62 with 33 years of service.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan (continues)**

A member who is within five years of reaching their retirement eligibility date and has 20 or more years of service, may elect to retire at any time with an actuarially reduced benefit.

Prior to July 1, 2012, members were eligible for retirement on or after age 58 if they had credit for 10 or more years of service or at any age if they had credit for at least 30 years of service. Members eligible to retire before July 1, 2012 were not impacted by the changes to retirement eligibility above.

The annual benefit is equal to 2.00% of the member's monthly FAC for each year of service prior to July 1, 2012 and 1.00% of the member's monthly FAC for each year of service from July 1, 2012 through June 30, 2015. For all service after June 30, 2015, the annual benefit is equal to 1.0% per year unless the member had 20 or more years of service as of June 30, 2012 in which case the benefit accrual is 2.0% per year of service after June 30, 2015. The benefit cannot exceed 75% of the member's FAC. Benefits are paid monthly.

***Other benefit provisions***

Death and disability benefits are also provided to members. A member is eligible for a disability retirement provided he/she has credit for at least five years of service or if the disability is work-related. Members are not eligible for an ordinary disability benefit if they are eligible for unreduced retirement.

Joint and survivor benefit options are available to retirees. For some employees, a Social Security Option is also available where an annuity is paid at one amount prior to age 62, and at a reduced amount after age 62, designed to provide a level total income when combined with the member's age 62 Social Security benefit. Benefits cease upon the member's death.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan (continues)**

Post-retirement benefit increases are paid to members who retire after June 30, 2012. Members will be eligible to receive cost of living increases at the later of the member's third anniversary of retirement and the month following their SSNRA (age 55 for members designated as police officers and/or firefighters). When a municipality elects coverage, it may elect either COLA C (covering only current and future active members and excluding members already retired) or COLA B (covering current retired members as well as current and future active members).

- a.* The COLA will be suspended for any unit whose funding level is less than 8-%; however, an interim COLA may be granted in four-year intervals while the COLA is suspended. The first interim COLA may begin January 1, 2018.
- b.* Effective July 1, 2015, the COLA is determined based on 50% of the plan's five-year average investment rate of return less 5.5% limited to a range of 0.0% to 4.0%, plus 50% of the lesser of 3.0% or last year's CPI-U increase for a total maximum increase of 3.50%. Previously, it was the plan's five-year average investment rate of return less 5.5% limited to a range of 0.0% to 4.0%.
- c.* The COLA will be limited to the first \$25,000 of the member's annual pension benefit. For retirees and beneficiaries who retired on or before July 1, 2015, years in which a COLA is payable based on the every fourth year provision described in (i) above will be limited to the first \$30,000. These limits will be indexed annually to increase in the same manner as COLAs, with the known values of \$25,000 for 2013, \$25,000 for 2014, \$25,168 for 2015, \$25,855 for 2016, and \$26,098 for 2017.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan (continues)**

**Employees covered by benefit terms.**

At the June 30, 2020 valuation date, the following employees were covered by the benefit terms:

	From GRS Employer Specific Valuation
Retirees and Beneficiaries	0
Inactive, Nonretired Members	0
Active Members	4
<b>Total</b>	<u>4</u>

Contributions - The amount of employee and employer contributions have been established under Rhode Island General Law Chapter 45-21. General employees with less than 20 years of service as of June 30, 2012 are required to contribute 1% of their salaries. General employees with more than 20 years of service as of June 30, 2012 are required to contribute 8.25%. The Town of Narragansett Housing Authority contributes at a rate of covered employee payroll as determined by an independent actuary on an annual basis. The General Assembly can amend the amount of these contribution requirements. The Town of Narragansett Housing Authority contributed \$6,222 in the year ended June 30, 2020 which was 3.20% of annual covered payroll.

Net Pension Liability (Asset) - The total pension liability was determined by actuarial valuations performed as of June 30, 2019 and rolled forward to June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan (continues)**

**Summary of Actuarial Assumptions Used in the Valuations to determine the Net Pension Liability at the June 30, 2020 measurement date (June 30, 2019 valuation rolled forward to June 30, 2020)**

Actuarial Cost Method	Entry Age Normal - the individual Entry Age Actuarial Cost methodology is used.
Amortization Method	Level Percent of Payroll - Closed
Actuarial Assumptions	
Investment Rate of Return	7.0%
Projected Salary Increases	General Employees - 3.50% to 7.50%; Police & Fire Employees - 4.00% to 14.00%
Inflation	2.5%
Mortality	Variants of the PUB (10) Tables for Healthy and Disabled Retirees, projected with Scale Ultimate MP16.
Cost of Living Adjustments	A 2.1% COLA is assumed for all MERS units with the COLA provision.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan (continues)**

The actuarial assumptions used in the June 30, 2019 valuation rolled forward to June 30, 2020 and the calculation of the total pension liability at June 30, 2020 were consistent with the results of an actuarial experience study performed as of June 30, 2019.

The long-term expected rate of return best-estimate on pension plan investments was determined by the actuary using a building-block method. The actuary started by calculating best-estimate future expected real rates of return (expected returns net of pension plan investment expense and inflation) for each major asset class, based on a collective summary of capital market expectations from 39 sources. The June 30, 2020 expected arithmetic returns over the long-term (20 years) by asset class are summarized in the following table:

Asset Class	Long-term Target Asset Allocation	Long-term Expected Arithmetic Real Rate of Return
<b>Global Equity</b>		
US Equity	23.00%	6.31%
International Developed Equity	12.10%	6.71%
Emerging Markets Equity	4.90%	8.69%
<b>Private Growth</b>		
Private Equity	11.25%	9.71%
Non-Core RE	2.25%	5.66%
OPP Private Credit	1.50%	9.71%

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

**Note 9 - Pension Plan (continues)**

Asset Class	Long-term Target Asset Allocation	Long-term Expected Arithmetic Real Rate of Return
<b>Income</b>		
High Yield Infrastructure	1.00%	3.88%
REITS	1.00%	5.66%
Liquid Credit	2.80%	3.88%
Private Credit	3.20%	3.88%
Equity Options	2.00%	6.04%
EMD (50/50 Blend)	2.00%	2.28%
<b>Crisis Protection Class</b>		
Treasury Duration	5.00%	0.10%
Systematic Trend	5.00%	3.84%
<b>Inflation Protection</b>		
Core Real Estate	3.60%	5.66%
Private Infrastructure	2.40%	6.06%
TIPs	2.00%	0.74%
<b>Volatility Protection</b>		
IG Credit Corp.	3.25%	1.54%
Securitized Credit	3.25%	1.54%
Absolute Return	6.50%	3.84%
Cash	2.00%	0.10%

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

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**Note 9 - Pension Plan (continues)**

These return assumptions are then weighted by the target asset allocation percentage, factoring in correlation effects, to develop the overall long-term expected rate of return best-estimate on an arithmetic basis.

Discount Rate - The discount rate used to measure the total pension liability of the plans was 7.0 percent. The projection cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and the contributions from the employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

**Note 9 - Pension Plan (continues)**

**Changes in the Net Pension Liability (Asset)**

From GRS Employer specific valuation	Total Pension Liability	Plan Fiduciary Net Position	Net Position Liability (Assets)
Balances as of June 30, 2019	\$ 632,041	\$ 721,697	
Changes for the year:			
Service cost	18,195		
Interest on the total pension liability	44,880		
Changes in the benefits			
Difference between expected and actual experience	(4,760)		
Changes in assumptions	(8,329)		
Employer contributions		6,222	
Employee contributions		3,913	
Net investment income		27,701	
Benefit payments, including employee refunds			
Administrative expense		(763)	
Other changes			
Net changes			
Balances as of June 30, 2020	<u>\$ 682,027</u>	<u>\$ 758,769</u>	<u>\$ (76,742)</u>

Sensitivity of the Net Pension Liability to Changes in the Discount Rate - The following presents the net pension liability (asset) of the employers calculated using the discount rate of 7 percent, as well as what the employers' net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower or 1- percentage-point higher than the current rate.

1.00% Decrease (6.0%)	Current Discount Rate (7.0%)	1.00 Increase (8.0%)
\$(18,838)	\$76,742	\$146,650

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021 (CONTINUED)

**Note 9 - Pension Plan (continues)**

Pension Plan Fiduciary Net Position - Detailed information about the pension plan's fiduciary net position is available in the separately issued ERSRI financial report.

**Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

For the year ended June 30, 2021 the employer recognized pension expense of \$6,222 reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred outflows of resources	Deferred inflows of resources	Net deferred outflows/inflows of resources
Difference in experience		\$ 56,412	\$ (56,412)
Assumption changes	\$ 7,804	7,209	595
Net difference between projected and actual earnings on pension plan investments	20,008	7,693	12,315
<b>Total</b>	<u>\$ 27,812</u>	<u>\$ 71,314</u>	<u>\$ (43,502)</u>

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30,	Net Deferred Outflows of Resources
2022	\$ (11,821)
2023	(4,945)
2024	(3,772)
2025	(4,793)
2026	(9,423)
Thereafter	(8,748)
<b>Total</b>	<u>\$ (43,502)</u>

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

SCHEDULE OF MODERNIZATION PROJECTS COMPLETED  
JUNE 30, 2021

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	<u>Funds approved and advanced</u>	<u>Funds expended</u>	<u>Excess of funds approved and advanced</u>
Modernization Grant No. RI43P02650114	\$ <u>15,258</u>	\$ <u>15,258</u>	\$ <u>0</u>
FSS 21 RI3044-01-00	\$ <u>76,039</u>	\$ <u>76,039</u>	\$ <u>0</u>

The Actual Cost Certificate related to the above project was submitted to HUD for approval and is in agreement with the Town of Narragansett Housing Authority's record.

It appeared that all modernization costs, reflected above, have been recorded properly and all related liabilities have been discharged through payment.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

**SCHEDULE OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2021**

<u>Federal grantor/program title</u>	<u>Federal CFDA Number</u>	<u>Pass- through Entity Number</u>	<u>Federal Expen- ditures</u>	<u>Questioned Costs</u>
<b>U.S. Department of HUD:</b>				
Low-income housing assistance program (NY-472)	14.850	N/A	\$ 52,225	
Voucher	14.871	N/A	1,718,337	
Public Housing Capital Program	14.872	N/A	13,470	
Public Housing Cares Act	14.PHC	N/A	5,412	
HCV Cares Act Funding	14.HCC	N/A	48,700	
Resident Opportunity and Supportive Services	14.870	N/A	<u>82,375</u>	
<b>Total U.S. Department of HUD</b>			<u>\$ 1,920,519</u>	<u>0</u>

**Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the Town of Narragansett Housing Authority under programs of the federal government for the year ended June 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Authority, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Authority.

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

**SCHEDULE OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2021**

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Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

The Authority has elected not to use the 10 percent *de minimis* indirect cost rate as allowed under the Uniform Guidance.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

I have audited, in accordance with auditing standards generally accepted in the United States of America and standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the basic financial statements, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which comprise the Town of Narragansett Housing Authority basic financial statements, and have issued my report thereon dated July 31, 2022.

**Internal Control Over Financial Reporting**

In planning and performing my audit, I considered the Authority's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the basic financial statements, but not for the purpose of expressing my opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis.

My consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial reporting that I consider to be material weaknesses, as defined above.

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

As part of obtaining reasonable assurance about whether the Authority's basic financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Ronald W. Garmark, CPA". The signature is written in a cursive style.

Rumford, Rhode Island  
July 31, 2022



**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND  
REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

**Report on Compliance for Each Major Federal Program**

I have audited the Housing Authority of the Town of Narragansett Housing Authority's compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the Town of Narragansett Housing Authority's major federal programs for the year ended June 30, 2021. The Town of Narragansett Housing Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditor's Responsibility***

My responsibility is to express an opinion on compliance for each of the Town of Narragansett Housing Authority's major federal programs based on my audit of the types of compliance requirements referred to above. I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Narragansett Housing Authority's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

I believe that my audit provides a reasonable basis for our opinion on compliance for each major federal program. However, my audit does not provide a legal determination of the Town of Narragansett Housing Authority's compliance.

***Opinion on Each Major Federal Program***

In my opinion the Town of Narragansett Housing Authority, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended June 30, 2021.

**Report on Internal Control Over Compliance**

Management of the Town of Narragansett Housing Authority is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing my audit, I considered the Town of Narragansett Housing Authority's internal control over compliance with the type of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Town of Narragansett Housing Authority's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of my testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purposes.

**Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

I have audited the financial statements of the Town of Narragansett Housing Authority as of and for the year ended June 30, 2021, and have issued my report thereon dated July 31, 2022, which contained an unmodified opinion on those financial statements. My audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purpose of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of the management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the schedule of expenditure of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

*Ronald Carmark, CPA*

Rumford, Rhode Island  
July 31, 2022

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
JUNE 30, 2021

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**Section I: Summary of Auditors' Report**

*Financial Statements*

Type of auditor's report issued - **unqualified opinion**

Internal control over financial reporting:

Material weakness(es) identified?	_____	yes	_____	X	no
Significant deficiency(ies) identified?	_____	yes	_____	X	none reported
Non-compliance material to financial statements noted?	_____	yes	_____	X	no

*Federal Awards*

Internal control over major programs

Material weakness(es) identified?	_____	yes	_____	X	no
Significant deficiency(ies) identified?	_____	yes	_____	X	none reported

Type of auditor's report on compliance for major programs - **unqualified opinion.**

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? \_\_\_\_\_ yes \_\_\_\_\_ X no

**Identification of Major Programs:**

<u>CFDA Number</u>	<u>Program</u>
14.871	Housing Choice Voucher

The dollar threshold used to distinguish between type A and type B programs is **\$750,000.**

The auditee qualified as low-risk as auditee \_\_\_\_\_ X yes \_\_\_\_\_ no

**TOWN OF NARRAGANSETT HOUSING AUTHORITY  
NARRAGANSETT, RHODE ISLAND**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
JUNE 30, 2021 (CONTINUED)**

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**Section II: Findings Related to Financial Statement:**

Prior year: There were no findings for the prior year.

Current year: There are no findings for the current year.

**Section III: Findings Related to Federal Award:**

There were no questioned costs for the current year.



**Independent Accountant's Report On  
Applying Agreed-Upon Procedure**

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

I have performed the procedure enumerated in the second paragraph, which was agreed to by the Town of Narragansett Housing Authority (the Housing Authority) and the U.S. Department of Housing and Urban Development, Real Estate Assessment Center (REAC), on whether the electronic submission of certain information agrees with related hard copy documents included within the Single Audit reporting package. The Housing Authority is responsible for the accuracy and completeness of the electronic submission. The sufficiency of the procedure is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

I compared the electronic submission of the items listed in the chart below under "UFRS Rule Information" column with the corresponding printed documents listed in the chart under the "Hard Copy Documents" column. The results of the performance of my agreed-upon procedure indicate agreement or non-agreement of electronically submitted information and hard copy documents as shown in the chart below.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. I was not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the electronic submission of the items listed in the "UFRS Rule Information" column in the chart below. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you. Further, I take no responsibility for the security of the information transmitted electronically to the U.S. Department of Housing and Urban Development, REAC.

To the Board of Commissioners  
 Town of Narragansett Housing Authority  
 Narragansett, Rhode Island

I was engaged to perform an audit in accordance with 2 CFR 200 Subpart F, Audit Requirements, for the Housing Authority as of and for the year ended June 30, 2021, and have issued my reports thereon dated July 31, 2022. The information in the "Hard Copy Documents" column was included within the scope, or was a by-product, of that audit. Further, my opinion on the fair presentation of the Housing Authority's Financial Data Schedule (FDS) dated July 31, 2022, was expressed in relation to the basic financial statements of the Housing Authority taken as a whole.

A copy of the reporting package required by OMB, which includes the auditor's reports, is available in its entirety from the Housing Authority. I have not performed any additional auditing procedures since the date of the aforementioned audit reports.

This report is intended solely for the information and use of the Housing Authority and the U.S. Department of Housing and Urban Development, REAC, and is not intended to be and should not be used by anyone other than these specified parties.

<u>Procedure</u>	<u>UFRS Rule Information</u>	<u>Hard Copy Documents</u>	<u>Agrees</u>	<u>Does Not Agree</u>
1	Balance Sheet and Revenue Expense	Financial Data Schedule, all CFDA's, if applicable	x	
2	Footnotes	Footnotes to audited basic financial statements	x	
3	Type of opinion on FDS	Auditor's supplemental report on FDS	x	
4	Basic financial statements and auditor reports required to be submitted electronically	Basic financial statements (inclusive of auditor reports)	x	

*Ronald Carmack* CPA

Rumford, Rhode Island  
 July 31, 2022



**Independent Auditors' Report On  
Supplemental Information**

To the Board of Commissioners  
Town of Narragansett Housing Authority  
Narragansett, Rhode Island

My report on my audit of the financial statements of the Town of Narragansett Housing Authority appears on Page 1. The audit was made for the purpose of forming an opinion on the financial statements taken as whole. The accompanying supplemental schedule of Financial Data (FDS) for the year ended June 30, 2021, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and in my opinion, is fairly stated in all material respects in relation to the financial statements taken as whole.

*Ronald Carmark, CPA*

Rumford, Rhode Island  
July 31, 2022

**Narragansett Housing Authority (RI026)  
NARRAGANSETT, RI**

Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 06/30/2021

	Project Total	14.PHC Public Housing CARES Act Funding	14.871 Housing Choice Vouchers	14.870 Resident Opportunity and Supportive Services	14.HCC HCV CARES Act Funding	Subtotal	Total
111 Cash - Unrestricted	\$2,514		\$134,844			\$137,358	\$137,358
112 Cash - Restricted - Modernization and Development							
113 Cash - Other Restricted			\$76,026			\$76,026	\$76,026
114 Cash - Tenant Security Deposits	\$6,562					\$6,562	\$6,562
115 Cash - Restricted for Payment of Current Liabilities							
100 Total Cash	\$9,076	\$0	\$210,870	\$0	\$0	\$219,946	\$219,946
121 Accounts Receivable - PHA Projects							
122 Accounts Receivable - HUD Other Projects	\$10,494					\$10,494	\$10,494
124 Accounts Receivable - Other Government							
125 Accounts Receivable - Miscellaneous							
126 Accounts Receivable - Tenants							
126.1 Allowance for Doubtful Accounts - Tenants							
126.2 Allowance for Doubtful Accounts - Other	\$0					\$0	\$0
127 Notes, Loans, & Mortgages Receivable - Current							
128 Fraud Recovery							
128.1 Allowance for Doubtful Accounts - Fraud							
129 Accrued Interest Receivable							
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$10,494	\$0	\$0	\$0	\$0	\$10,494	\$10,494
131 Investments - Unrestricted							
132 Investments - Restricted							
135 Investments - Restricted for Payment of Current Liability							
142 Prepaid Expenses and Other Assets	\$5,647		\$862			\$6,509	\$6,509
143 Inventories							
143.1 Allowance for Obsolete Inventories							
144 Inter Program Due From			\$0			\$0	\$0
145 Assets Held for Sale							
150 Total Current Assets	\$25,217	\$0	\$211,732	\$0	\$0	\$236,949	\$236,949

161 Land	\$63,741				\$63,741	\$63,741	\$63,741
162 Buildings	\$856,983				\$856,983	\$856,983	\$856,983
163 Furniture, Equipment & Machinery - Dwellings							
164 Furniture, Equipment & Machinery - Administration	\$43,565				\$43,565	\$43,565	\$43,565
165 Leasehold Improvements							
166 Accumulated Depreciation	-\$805,609				-\$805,609	-\$805,609	-\$805,609
167 Construction in Progress							
168 Infrastructure							
160 Total Capital Assets, Net of Accumulated Depreciation	\$158,680	\$0	\$0	\$0	\$158,680	\$158,680	\$158,680
171 Notes, Loans and Mortgages Receivable - Non-Current							
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due							
173 Grants Receivable - Non Current							
174 Other Assets	\$76,742				\$76,742	\$76,742	\$76,742
176 Investments in Joint Ventures							
180 Total Non-Current Assets	\$235,422	\$0	\$0	\$0	\$235,422	\$235,422	\$235,422
200 Deferred Outflow of Resources	\$27,812				\$27,812	\$27,812	\$27,812
290 Total Assets and Deferred Outflow of Resources	\$285,451	\$0	\$211,732	\$0	\$500,183	\$500,183	\$500,183
311 Bank Overdraft							
312 Accounts Payable <= 90 Days							
313 Accounts Payable >90 Days Past Due							
321 Accrued Wages/Payroll Taxes Payable							
322 Accrued Compensated Absences - Current Portion	\$461		\$4,144		\$4,605	\$4,605	\$4,605
324 Accrued Contingency Liability							
325 Accrued Interest Payable							
331 Accounts Payable - HUD PHA Programs			\$8,136		\$8,136	\$8,136	\$8,136
332 Account Payable - PHA Projects							
333 Accounts Payable - Other Government	\$3,180				\$3,180	\$3,180	\$3,180
341 Tenant Security Deposits	\$6,562				\$6,562	\$6,562	\$6,562
342 Unearned Revenue	\$14				\$14	\$14	\$14
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue							
344 Current Portion of Long-term Debt - Operating Borrowings							
345 Other Current Liabilities							
346 Accrued Liabilities - Other							
347 Inter Program - Due To							
348 Loan Liability - Current	\$457				\$457	\$457	\$457

310	Total Current Liabilities	\$10,674	\$0	\$12,280	\$0	\$0	\$22,954	\$22,954
351	Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue							
352	Long-term Debt, Net of Current - Operating Borrowings							
353	Non-current Liabilities - Other			\$76,026			\$76,026	\$76,026
354	Accrued Compensated Absences - Non Current	\$2,610		\$23,484			\$26,094	\$26,094
355	Loan Liability - Non Current							
356	FASB 5 Liabilities							
357	Accrued Pension and OPEB Liabilities							
360	Total Non-Current Liabilities	\$2,610	\$0	\$99,510	\$0	\$0	\$102,120	\$102,120
300	Total Liabilities	\$13,284	\$0	\$111,790	\$0	\$0	\$125,074	\$125,074
400	Deferred Inflow of Resources	\$71,314					\$71,314	\$71,314
508.4	Net Investment in Capital Assets	\$156,680					\$156,680	\$156,680
511.4	Restricted Net Position	\$45,173	\$0	\$99,942	\$0	\$0	\$145,115	\$145,115
512.4	Unrestricted Net Position	\$203,853	\$0	\$99,942	\$0	\$0	\$303,795	\$303,795
513	Total Equity - Net Assets / Position							
600	Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$288,451	\$0	\$211,732	\$0	\$0	\$500,183	\$500,183

**Narragansett Housing Authority (RI026)**  
**NARRAGANSETT, RI**  
 Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 06/30/2021

	Project Total	14.PHC Public Housing CARES Act Funding	14.871 Housing Choice Vouchers	14.870 Resident Opportunity and Supportive Services	14.HCC HCY CARES Act Funding	Subtotal	Total
70300 Net Tenant Rental Revenue	\$24,996					\$24,996	\$24,996
70400 Tenant Revenue - Other							
70500 Total Tenant Revenue	\$24,996	\$0	\$0	\$0	\$0	\$24,996	\$24,996
70600 HUD PHA Operating Grants	\$46,813	\$5,412	\$1,718,337	\$82,375	\$48,700	\$1,901,637	\$1,901,637
70610 Capital Grants	\$13,470					\$13,470	\$13,470
70710 Management Fee							
70720 Asset Management Fee							
70730 Book Keeping Fee							
70740 Front Line Service Fee							
70750 Other Fees							
70700 Total Fee Revenue							
70800 Other Government Grants							
71100 Investment Income - Unrestricted	\$4					\$4	\$4
71200 Mortgage Interest Income							
71300 Proceeds from Disposition of Assets Held for Sale							
71310 Cost of Sale of Assets							
71400 Fraud Recovery			\$9,590			\$9,590	\$9,590
71500 Other Revenue	\$696		\$1,656			\$2,352	\$2,352
71600 Gain or Loss on Sale of Capital Assets							
72000 Investment Income - Restricted							
70000 Total Revenue	\$85,979	\$5,412	\$1,729,583	\$82,375	\$48,700	\$1,952,049	\$1,952,049
91100 Administrative Salaries							
91200 Auditing Fees							
91300 Management Fee							
91310 Book-keeping Fee							
91400 Advertising and Marketing							
91500 Employee Benefit contributions - Administrative	\$4,596	\$5,412	\$71,197	\$63,951	\$48,700	\$205,006	\$205,006
			\$35,480	\$18,424		\$58,444	\$58,444

91600 Office Expenses	\$3,369	\$17,925	\$21,294	\$21,294
91700 Legal Expense	\$700	\$2,100	\$2,800	\$2,800
91800 Travel				
91810 Allocated Overhead				
91900 Other	\$2,814	\$15,801	\$18,615	\$18,615
91000 Total Operating - Administrative	\$27,165	\$142,503	\$306,155	\$306,155
	\$5,412	\$82,375	\$48,700	
92000 Asset Management Fee				
92100 Tenant Services - Salaries				
92200 Relocation Costs				
92300 Employee Benefit Contributions - Tenant Services				
92400 Tenant Services - Other	\$0	\$0	\$0	\$0
92500 Total Tenant Services	\$0	\$0	\$0	\$0
93100 Water	\$3,414		\$3,414	\$3,414
93200 Electricity	\$138		\$138	\$138
93300 Gas	\$404		\$404	\$404
93400 Fuel				
93500 Labor				
93600 Sewer	\$4,108		\$4,108	\$4,108
93700 Employee Benefit Contributions - Utilities				
93800 Other Utilities Expense				
93000 Total Utilities	\$8,064	\$0	\$8,064	\$8,064
94100 Ordinary Maintenance and Operations - Labor				
94200 Ordinary Maintenance and Operations - Materials and Other	\$289		\$289	\$289
94300 Ordinary Maintenance and Operations Contracts	\$18,056		\$18,056	\$18,056
94500 Employee Benefit Contributions - Ordinary Maintenance				
94000 Total Maintenance	\$18,345	\$0	\$18,345	\$18,345
95100 Protective Services - Labor				
95200 Protective Services - Other Contract Costs				
95300 Protective Services - Other				
95500 Employee Benefit Contributions - Protective Services				
95000 Total Protective Services	\$0	\$0	\$0	\$0
96110 Property Insurance	\$7,044		\$7,044	\$7,044
96120 Liability Insurance		\$1,550	\$1,550	\$1,550
96130 Workmen's Compensation	\$90	\$511	\$601	\$601



## I.D.E.A 2022 Summary Report

**January 5, 2022** – In Attendance Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Michael Monroe, NPD Liaison SRO Kevin O'Connor, School Committee Liaison Alex Menzies, (Xia) Whitaker

Our first meeting of the year covered success of 2021 and what we looked forward to in 2022. We spoke about how getting Sister Cities information via membership in the network would guide on getting the program started in Narragansett.

We also began our relationship with the Multicultural Unity Student Involvement Council (M.U.S.I.C) at URI. This is the governing body of the Multicultural Center for URI and shares similar goals for our communities. We voted to have an available seat for a M.U.S.I.C representative on the council. They are an asset to bring more student engagement into our community and we need to make sure the work is sustainable. Susan said she would put motion on the upcoming Town Council agenda.

**February 2, 2022** - Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Michael Monroe, Mitchell Asante, Xia Whitaker, Olivia Arukwe (M.U.S.I.C guest) SRO Kevin O'Connor, School Committee Liaison Alex Menzies,

We welcomed our new Committee member Mitchell Asante and did an introduction of the Committee and our personal introductions. We confirmed that a representative from M.U.S.I.C could apply for a specific seat on the I.D.E.A Committee and Olivia Arukwe would forward the information to them to go over in their March meeting. We voted to have the Town Council recognize Black History Month and Alicia Vignali Henry said she would present to the Town Council.

We were very excited to collaborate with the NPD and M.U.S.I.C to share information regarding school bus and road rules, particularly on Point Judith Road. The NPD has a graphic that they share and M.U.S.I.C shared the graphic across their social media accounts and encouraged the 30+ organizations they represent to do the same.

We continued to think of ways to host an event and a Block party in September was discussed.

**March 2, 2022** - Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Michael Monroe, Mitchell Asante, Xia Whitaker, SRO Kevin O'Connor, School Committee Liaison Alex Menzies,

We shared information on local recognition for the work we are doing, updated committee on historic Roundtable with Coastal Access Committee and Narragansett Tribe; it was a pleasure to introduce the two groups and hope to work together to increase access for Tribe through joint proposals and recommendations in future; Update on Black History Month events

in Town and at URI. The school Bus post joint effort was a success and thank you to NPD, M.U.S.I.C and community members who shared it!

We begin a conversation about equitable access to Narragansett Town Beach. Originally both tribal access and reduced cost access for members of the community who received SNAP benefits were on the same agenda. We realized these are two different issues and would like them to separate and discuss at another meeting. We did discuss what a joint effort would look like and that would include reaching out to Parks and Recreation for workshops and input from other groups and community members.

**April 6, 2022** - Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Michael Monroe, Xia Whitaker, NPD Liaison SRO Kevin O'Connor, School Committee Liaison Alex Menzies, Lulu Ayarti (M.U.S.I.C) (Guest)

The Committee began discussion on possible joint proposal with Narragansett Coastal Access Committee that would restore unrestricted access to the Narragansett Tribe. Alicia Vignali Henry updated the group on communication with Coastal Access Committee; thoughts and suggestions were discussed, and we opened the floor up to a member of the public who wanted to express some thoughts this agenda item. Alicia Vignali Henry made a motion to vote, "To attend a workshop with the Coastal Access Committee to discuss and review a proposal for a joint recommendation to the Town Council that would eliminate beach fees for Narragansett Tribe Members." A temporary date of April 20 was discussed, and we would confirm that date with Coastal Access and see if any alternatives were available.

Lulu Ayarti, the President of M.U.S.I.C updated up on the charter for their seat on the Narragansett I.D.E.A Committee, it will be up to the next leadership executive board to get the information out on how to apply and the responsibilities of the Committee member. We also welcome students who spoke about Ramadan and the significance of Ramadan. We discussed the Muslim community of southern Rhode Island, Mosque locations and events and future opportunities for awareness and education.

**May 4, 2022** - Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Michael Monroe, Xia Whitaker, Mitchell Asante, NPD Liaison SRO Kevin O'Connor

The Committee decided in lieu of a regular meeting in June we would open a public session for Sister Cities. Our goal is to get the community board started so they can start the process of evolving into a full Sister Cities program.

Alicia Vignali Henry spoke about the Peace Vigil that was held on April 13 at the Gazebo in collaboration with the International Center for Peace Studies department at URI. We hope to find more ways to collaborate with them in the future.

Alicia Vignali Henry and Susan Cicilline Buonanno updated the Committee on the workshop with Coastal Access. We discussed our conversations, agreements and concerns that were brought up during the workshop. It was established that we all agreed that the Narragansett Tribe should have unrestricted access to the Town Beach; the path to that outcome varied. Alicia stated that the I.D.E.A Committees Mission aligns with putting things in place to create awareness and ensure equitable, successful outcomes. We discussed cultural competency training, children's programming, signage, public educational opportunities, and other ways to compliment proposal if it passes through the TC.

**June 7, 2022-** Alicia Vignali Henry, Susan Cicilline Buonanno

Our Info Session was cancelled due to attendance, we decided to try a virtual session as Summer is very busy for so many in Narragansett.

**July 6, 2022** – Alicia Vignali Henry, Susan Cicilline Buonanno, Adrienne Hazard, Michael Monroe, Xia Whitaker, School Committee Liaison Alex Menzies, NPD Liaison SRO Kevin O'Connor, Kaprece Ransaw (Guest)

We began our meeting Celebrating our 1<sup>st</sup> year of service! We look forward to continuing important conversations and bring as many people into the important conversations as possible!

We welcome Kaprece Ransaw, a Narragansett resident who is interested finding a way to honor Narragansett Tribe member Tarzen Brown through a plaque or some other memorial. We heard history on Mr. Brown and brainstormed ways we could support her vision.

We voted to cancel our August meeting.

**September 7, 2022** - Susan Cicilline Buonanno, Alicia Vignali Henry, Michael Monroe, Adrienne Hazzard, Liaison Kevin O'Connor, Liaison Alex Menzies

Alicia Vignali Henry updated the Committee on the virtual info session for Sister Cities. It was very well attended and the process of starting the board has begun. Alicia said she will ask the Town manger for meeting to update him on the process and then work on getting the project out of the Town until fully established.

Alicia Vignali Henry and Susan Cicilline-Buonanno spoke about the possible collaboration between URI Language program and the library to create an immersive Spanish program for young children. This could incorporate student teachers, various depts etc. There is a shortage of Spanish teachers in general so the implantation of program may take time. Alicia Vignali Henry spoke about "Friendship Circle" held on Thursdays at Multicultural Center, hosted by President Marc Palange's wife and the International Student Center. Community is invited and we can work together to help the international students get more involved in our community.

The committee discussed the possibility of requesting a meeting with Park and Rec board to discuss a policy that students who attend Narragansett Schools and receive Free or Reduced Lunch have the option to obtain Free Beach Passes and Reduced Parking fees for themselves and their families. We will revisit this item, along with number 6 in early January.

**October 5, 2022** – Meeting Cancelled due to no quorum.

**November 2, 2022** - Alicia Vignali Henry, Susan Cicilline Buonanno, Michael Monroe, Adrienne Hazzard, Xia Whitaker, NPD Liaison Kevin O'Connor, SC Liaison Alex Menzies

This meeting was very exciting as we confirmed we will hold a “Taste Around the World” Event in Narragansett. This event will be in March.

We are planning and dividing tasks that include food, entertainment, and donation possibilities.

**December 7, 2022** – Alicia Vignali Henry, Susan Cicilline Buonanno, Michael Monroe, Adrienne Hazzard, Xia Whitaker, NPD Liaison Kevin O'Connor, SC Liaison Alex Menzies

We welcomed the Director of the Multicultural Center at URI, Jean Nsabumuremy. We invited him to go over the status of the M.U.S.I.C seat, talk about collaboration for our Taste Around the World and brainstorm ways to work together so students and community members have the opportunity for engagement. He stated a new executive board has been formed and after the new year he will meet with M.U.S.I.C. We also will meet after the new year to discuss how to collaborate for our event. We have confirmed we can raise money and donate it to a cause that will be determined. This money will come from ticket sales and be used for any costs that come with the event. Additional monies will be donated.

## **Juvenile Hearing Board Meetings 2022**

<b><u>Case Number(s)</u></b>	<b><u>Date</u></b>	<b><u>Board Members in Attendance</u></b>
Training/ Orientation	May 11 <sup>th</sup> 2022	William Behrends Victoria Hathaway Kathy Gardner Joan Ricci
22-272-AR/22-273-AR	August 23 <sup>rd</sup> 2022	William Behrends Victoria Hathaway Kathy Gardner
22-273-AR	October 19 <sup>th</sup> 2022 (Review)	Victoria Hathaway Kathy Gardner Joan Ricci

# Narragansett Land Conservancy Trust

Annual Report – 2022

## Overview / Support

The Land Conservancy Trust (“Trust”) is organized under the provisions of Division 3 of the Town Charter

Section 2-101. – Established; purpose

1. Acquiring land, development rights and easements within the town, affording priority to environmentally sensitive lands;
2. Preserving open spaces, farmlands, scenic vistas, wetlands, estuaries, adjoining uplands and critical habitats;
3. Preserving land providing access to coastal waters; and
4. Preserving land for future public recreational and educational use

In addition, Section 2-105 (5) gives the Trust the responsibility to “Administer and manage land and interests in land held by it in a manner which allows public use and/or enjoyment consistent with the natural, historic and scenic resources of such land.” Under this provision, the Trust is responsible for the Middlebridge property and the Sunset Farm / Kinney Bungalow properties.

The Trust is supported by the Community Development department. The Parks & Recreation department oversees the day-to-day operation of the Kinney Bungalow and Middlebridge properties.

## Land Acquisition

- The Trust authorized an appraisal on one of the parcels identified last year. The Trust defined the next steps which are pending.
- On April 21, 2022, the Trust conditionally accepted the donation of plat K lot 281 0.23 acres on Frances Avenue. The property met the Trust’s acquisition criteria as being a critical component of the storm water management of the neighborhood and there are no storm water facilities. The executrix of the Palmisciano estate paid to remove yard waste and other debris. The property was walked by a trustee who found no indication of hazardous waste. A title search was completed and the necessary legal documents created to allow the Town Council to approve the donation on January 3, 2023.

The Trust will be considering a recommendation to the Town Council to deem the property as held in the public trust and as having a conservation restriction

The Trust will also be reaching out to owners of adjacent parcels in the wetland to ask them to donate their parcels to the Town.

- The Charter §2-106 requires that the town council annually budget a minimum of \$50,000 to be deposited into a fund. Because of the fiscal emergency caused by COVID-19 the Trust was asked to defer this deposit. On May 18, 2020, the Trust voted not to object to the Town Council not depositing the funds for FY 2020/2021, but that the Trust would receive the deposit in future years.

On December 16, 2021, the Trust approved a Resolution to the Town Council requesting that it reinstate the \$50,000 from FY 20/21 given that COVID funds are now available. The vote was 7-0 in favor, with the Town Council liaisons abstaining.

On May 2, 2022, the Town Council agreed to split the \$50,000 between FY 2022/2023 and FY 2023/2024 providing \$75,000 for the first of the two.

On December 15, 2022, the Trust approved a resolution requesting the second \$75,000 for FY 2023/2024.

## Protection of Conserved Properties

- Given that the Rhode Island General Assembly passed Senate Bill 172 and House Bill 5259 on June 30, 2021, the two resolutions deeming properties held in the public trust and as having conservation restrictions needed to be updated.

On February 17, 2022, the Trust passed a resolution recommendation that the Town Council approve a superseding resolution. On March 21, 2022, the Town Council approved Resolution 2022-04 deeming that the 40 parcels of 135 acres are held in the public trust and that they have conservation restrictions.

As of this action, Narragansett becomes the first town in only the second state in the Country to deem conservation land as held in the public trust.

## Existing Properties

### Middlebridge Conservation Land

- Planning continues to relocate the entrance of the Middlebridge Conservation Land working with the Town, CRMC, DEM and Save the Bay.
- After three years of several trustees buying a fresh Christmas wreath for the Marina Building, these trustees purchased an artificial wreath from Balsam Hill. Matt Eddy mounted the wreath and will store it for future Christmases.

### Sunset Farm & Trail

- Narragansett Boy Scout Troop 1 under the leadership of Owen Cunning, an Eagle Scout candidate assisted the Land trust on projects in Town.
- New signage was installed to accommodate the trail changes with the new trail and puncheon bridge.
- Added signage was to clarify the direction of the trail at several points.
- Three portable 'bucket' signs were fabricated by Troop 44 under the direction of Troop Leader David Hannigan. One of these signs was placed near the left turn along the sheep wall and the other two are to be located by Jeff Farrell to guide walkers through the active farm area.
- The trail was geo-mapped to include the new lateral to Island View Road, the new trail mentioned above, and the new trail to the picnic area on Champlin Cove.
- On June 16, 2022, the Trust voted funds to update the kiosk sign with the updated trail graphic. On October 20, 2022, the Trust updated the appropriation. The sign was received in December, but it is too small and not according to the estimate. It is also much thinner than agreed to. A discussion with the vendor has begun.

- The pdf trail map was updated and uploaded to the ExploreRI web site. The text was also updated
- The KMZ file was uploaded to AllTrails and the text updated.
- Future possible trail work includes water bars on the south stretch.
- There have numerous complaints on AllTrails and ExploreRI the trail is overgrown. The Town will review the maintenance schedule.

### Kinney Bungalow

- The Trust has engaged in discussion with both Historic New England and Preserve Rhode Island about a *preservation easement* for Kinney Bungalow. The following meetings were held:
  - June 14, 2022 – Tom Rogers discussed the issue with the Historic District Commission.
  - June 16, 2022 – Historic New England presentation to the Trust.
  - June 22, 2022 – Site visit by Historic New England and some stakeholders (no quorum)
  - June 24, 2022 – Site visit by Preserve New England (no quorum)
- The stakeholders include Deb Kopech, Michelle Kershaw, Daisy MacLeod, Jill Sabo, Mike Deluca, Keith Lescarbeau (HDC), Sue Bush (NHS) and Jim Tierney. All trustees and Steve Marsella were involved in the planning and the discussions
- The effort was deferred until 2023 because there was not sufficient time to negotiate the easement and place it on the ballot for the November election.

### Crooked Brook Trail

- DPW mowed and widened the trail in August.
- A GIS map was created for the trail from Gibson Avenue to South Pier Road.
- A pdf trail map was created and uploaded to ExploreRI with the appropriate text describing the trail.
- A KMZ file has been created but there is a problem uploading it to AllTrails. This issue will be solved in 2023.
- Future trail improvements include small bridges over seasonal creeks where walkers have created large puddles in their attempts to add stones and logs. Troop 44 has expressed an interest in building these two bridges
- A future task may be to install an off-street parking pad on Kinney Avenue.

### Harbour Island Trail

- A geo-map was created of the main trail and two scenic side trails.
- Signage has been installed and the trails have been blazed
- A pdf trail map was created and uploaded to ExploreRI with the appropriate text describing the trail.
- A KMZ file has been created but there is a problem uploading it to AllTrails. This issue will be solved in 2023.

### Foddering Farm Trail

- A reconnaissance was made of a possible trail from Foddering Farm to Sunset Farm.
- Additional work must be done this winter to determine if a trail can be cut on Town property on dry land.

## Gansett Trails

- There is a 5.7-mile loop trail comprised of the Crooked Brook Trail, the bike path around the Middle and High Schools, Prospect Road, Canonchet Farm Trail and the beach and sea wall and Gibson Avenue.
- It is planned to create a GIS map of this trail system and to upload it to ExploreRI and AllTrails

## Administrative

- The Trust participated in the 2022 Land Conservation Conference held on Zoom on July 14-16, 2022. At this conference, Tom Rogers and Steve Marsella conducted a break out session on the use of the Public Trust protection to municipal conservation land.
- On March 21, 2022, the Trust voted to accept funds from Durkin Cottage Realty in response from a litigation settlement.
- On March 21, 2022, the Trust voted to allow the expenditure of up to \$250 to support future Eagle Scout projects.
- Two meetings were held with the Affordable Housing Collaborative Committee on April 27, 2022 and October 25, 2022.
- On November 17, 2022, the Trust submitted its comments for the 5-year Comprehensive Plan update
- On November 17, 2022, the Trust considered the recommended extension of the Kayak Center concession contract. The item was tabled with a request for more information. On December 15, 2022, the Trust approved a motion to recommend to the Town Council that the recommended rent be increased and that the books be reviewed to determine if this increased amount would be appropriate.
- On December 15, 2022, the Trust a resolution to the Town Council strongly recommending that it continue to engage Stephen Marsella, Esq., as the Assistant Town Solicitor.

## Meetings, Membership and Attendance

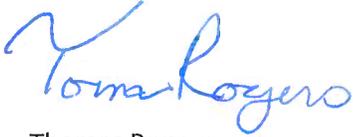
Trustee	Name	Status	Term	Term Dates
#1	Jason Colonies		2nd	1/2/2021-1/1/2024
#2	Thomas Rogers		2nd	1/2/2021-1/1/2024
#3	Jerry Brunetto		2nd	1/2/2021-1/1/2024
#4	Dave Avedisian		1st	1/2/2021-1/1/2024
#5	Pati Sylvia		2nd	11/2/2021-11/1/2024
Town Councilor	Deb Kopech			11/8/2023-11/7/2024
Town Councilor	Ewa Dzwierzynski			11/8/2023-11/7/2024
ConComm Rep	Brian Wagner	Renewed 4/30/2019		5/1/2022-4/30/2025
Planning Rep	Terry Fleming	Renewed 11/1/2018		11/2/2018-11/1/2023

- Note that four trustees-at-large are at the end of their second terms on 1/1/2024, the fifth on 11/1/2024.
- It is not understood which 'term' these trustees-at-large are in and when they are term limited
- Trustee attendance is show in the following table

## Approval

A motion was made by David Avedisian, seconded by Patricia Sylvia, to approve the Annual Report for 2022.

That motion passed 6-0 during the January 19, 2023 meeting of the Trust.



Thomas Rogers  
Chair, Narragansett Land Conservancy Trust

The following table presents the attendance of trustees of the Land Conservancy Trust for CY 2022:

Narragansett Land Conservancy Trust	1/20/2022	2/17/2022	3/17/2022	4/21/2022	5/19/2022	6/16/2022	7/21/2022	8/18/2022	9/15/2022	10/20/2022	11/17/2022	12/15/2022
<b>Trust Attendance</b>			Cancelled		Cancelled							
Thomas Rogers	X	X		X		X	X		X	X	X	X
Terence Fleming	X	X		X		X	X		X	X	X	X
Dave Avedisian	X	X				X			X	X	X	X
Jason Colonies	X	X				X			X			
Jerry Brunetto	X	X		X		X			X	X	X	X
Pati Sylvia	X	X					X		X	X	X	X
Brian Wagner	X	X				X	X		X	X	X	X
Jesse Pugh	X	X				X	X		X	X	X	X
Deb Kopech	X	X		X		X	X		X	X	X	X



## Maury Loontjens Memorial Library

35 Kingstown Road • Narragansett, RI 02882 Tel. (401) 789-9507

The year 2022 continued to be another good year for the Maury Loontjens Memorial Library, as we continued to work towards the goal of a new library in the old Belmont building. Early in the year, an Owner's Representative firm, Ray Keough, was hired to assist the Town with running the project and has aided the project since May. In March, the Board reviewed materials for construction (carpet, tile, and upholstery choices) and displayed the diagrams and materials at the library for a month, as well as hosted an Open House event for public review.

After an application to the Champlin Foundation, we received a generous award of \$400,000 in June, and the advice to reapply in the next calendar year. We also applied for OLIS construction Grant in April, and on September 1st, we received word that Narragansett was awarded a grant in the amount of \$3,143,522. This grant will be used to pay down the Town's issued \$5.8 million bond, reducing the Narragansett taxpayer obligation to less than \$3 million. The balance of the cost of the construction is funded by the donations and grants of big and small donors who have been in support of this project for years. In October, the groundbreaking ceremony was held, and the local construction firm of E.W. Burman officially signed an agreement with the town of Narragansett to renovate the old Belmont building into a new, state of the art library. Construction started in December, and the New Narragansett Library should be completed by December 2023.

The Friends continue to do hard work in fundraising for the new library, as well as many charitable events. Our traditional Stone Soup event was held as a virtual event to benefit the Food Pantry at St Peters - 1,126 lbs. of food and \$800 were turned over to benefit the less fortunate in our community.

The summer was busy with many events; a Bike Stop fundraiser with raffle items, the traditional Library Book Sale, and a very popular Harry Potter event on the library lawn. In August, Mary Ann Grintchenko and the Friends had a wildly successful Shout Out event at the Towers that brought many donations to the project. The Halloween Parade also was held in October, and attended by over 120 friends and family.

The library continues to expand programming for the residents, after 2 hard years of the pandemic. In 2022, the library hosted 233 in-person events in which 2002 people attended. Visits to the library were recorded as 76,782; and 379 bundles were prepared for those who requested curbside pickup. Computer access also remains critical for our community, there were 5,179 visits to the library to access our public computers in this past year, and innumerable Wi-Fi visits to our outside wireless network. Actual circulation of printed material is reported at 120,874 for the year.

The MLM Library former Adult services Librarian, Marilyn Sherman retired after 33 years of service to the Town of Narragansett.

### Board Attendance

Shields	16/16
Kooima	14/16
Mckenna.	10/16
Shabshelowitz	9/16
Sullivan.	13/16
Amoruso.	5/5
Kelly.	16/16

All absences were excused.

Sincerely,  
  
Laurie Kelly

Chair, MLM Library Board of Trustees

# NARRAGANSETT PENSION BOARD

## 2022 Annual Report

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Narragansett Town Hall  
25 Fifth Avenue  
Narragansett, RI 02882  
www.narragansettri.gov  
(401) 789-1044

### PENSION BOARD

#### Chair

Daniel G Holland

#### Vice Chair

Michael DeLuca

#### Members

Andrew Boruta  
Stacy Gorman  
Mary Jane Gray  
Brent Kuzman  
Ryan Saber  
John Dell'Erario

### Mission

The mission of the Pension Board is the investment of fund assets in accordance with our Investment Policy Statement, as well as the review and approval of pension and buyback requests in accordance with Town Ordinance Chapter 58, Articles 1 and 2 and any applicable Collective Bargaining Agreements (CBAs).

### 2022 Accomplishments

- The Pension Board met 11 times in 2021 for regular monthly meetings.
- Reviewed the FY 22 actuary report.
- Reviewed and approved 10 pension requests, 1 refund request, and 2 survivor requests.
- Met with our portfolio managers monthly. These updates included a portfolio status update, market updates and outlook, trends, fund allocations, and recommended changes.
- We started 2022 with assets of \$129,732,204 and finished with assets of \$109,885,019, an estimated \$19.8 million loss for the year. The loss resulted in a -15.27% return for calendar year 2022. The Pension Board maintains a well-diversified portfolio in accordance with our Investment Policy, but with current economic and ongoing market activities, not seen since 1926, have resulted in a net loss for the plan. As of the latest quarter, the outlook has changed showing a net return of +7.59%.
- Current funding level as of July 1, 2022 is 70.5%. Losses and gains are smoothed over a number of years by the Town actuary, this prevents large spikes and dips with funding levels and contributions.
- Current funding level of the Chapter 1666 Police Pension (Closed) is 77.6%
- Prior calendar year returns are as follows.
  - 2021 – 13.28%
  - 2020 – 10.24%
  - 2019 - 18.47%
  - 2018 – -5.38%
- Discussed the Pension Ordinance for needed updates and changes in relation to CBAs and language.
- Ongoing work on the Plan Document with NYHART to answer questions related to the document's creation and accuracy.
- Suggested to the Town Council a changed to Sec 58-25 of the Town ordinances to fix a discrepancy related to vesting with police and fire members. This was ultimately approved and adopted.

### Attendance

- A quorum was met at each meeting in 2022, with no meeting in August (as planned). There was no excessive absenteeism by any member of the board. I thank all members of the board for their service.

**Submitted by:** Daniel G Holland, Pension Board Chair



# Narragansett Personnel Appeal Board Annual Report

## Memorandum

**To:** Jennifer Beck, Clerk, Narragansett Town Clerks Office

**From:** John W. Kennedy, Chairman

**Date:** December 6, 2022

**Re:** Personnel Board of Appeals Annual Report 2022

**Comments:** As follows

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The Narragansett Personnel Appeals Board met once in 2022 to hear the case between the Town of Narragansett and the International Association of Firefighters, Local 1589. This case was heard on March 30, 2022.

As requested, the following board members were in attendance:

\*John W. Kennedy, Chair

\*Thomas Hines

\*Joseph A Notarantonio

\*Sharon Delfino McGreen

\*Deborah Kopech.

I am attaching a copy of the decision for reference. This was the only hearing of the Narragansett Personnel Board of Appeals during 2022.

**PERSONNEL APPEAL BOARD  
TOWN OF NARRAGANSETT  
25 Fifth Avenue  
Narragansett, RI 02882**

**PERSONNEL APPEALS BOARD**

March 30, 2022 Meeting Minutes

Present:

Personnel Appeals Board:

John Kennedy, Chair  
Thomas Hines  
Joseph A. Notarantonio  
Sharon Delfino McGreen  
Deborah Kopech, Council Member

Town of Narragansett:

James Tierney, Narragansett Town Manager  
Fire Chief Scott Partington, Narragansett Fire Department  
James Callaghan, Narragansett Town Solicitor  
Vincent Ragosta, Narragansett Town Solicitor – Labor  
Susan Fairhurst, Narragansett Human Resources Director,

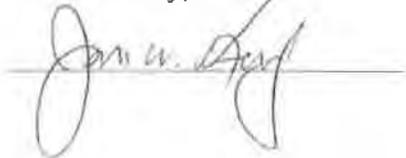
International Association of Firefighters, Local 1589

Dylan Navauskas, Narragansett Fire Department  
Kevin Tuthill, Narragansett Fire Department  
Joseph Andriole, Business Manager, Local 1589

**GREIVANCE HEARING: “International Association of Fire Fighters, Local 1589, Termination”**

Motion made by Chair Kennedy to hold hearing and decision in abeyance due to pre-hearing negotiations between Town of Narragansett and International Association of Fire Fighters, Local, 1589, “Termination”. Motion seconded by Board Member McGreen. Unanimously voted.

Minutes Presented By:  
John Kennedy, Chair

A handwritten signature in cursive script, appearing to read "John W. Kennedy", is written over a horizontal line.

PERSONNEL APPEAL BOARD  
TOWN OF NARRAGANSETT  
25 Fifth Avenue  
Narragansett, RI 02882

March 30, 2022

DECISION - Continued

Present:

Personnel Appeals Board:

John Kennedy, Chair  
Thomas Hines  
Joseph A. Notarantonio  
Sharon Delfino McGreen  
Deborah Kopech, Council Member

Town of Narragansett:

James Tierney, Narragansett Town Manager  
Fire Chief Scott Partington, Narragansett Fire Department  
James Callaghan, Narragansett Town Solicitor  
Vincent Ragosta, Narragansett Town Solicitor – Labor  
Susan Fairhurst, Narragansett Human Resources Director,

International Association of Firefighters, Local 1589

Dylan Navauskas, Narragansett Fire Department  
Kevin Tuthill, Narragansett Fire Department  
Joseph Andriole, Business Manager, Local 1589

The above-referenced grievance was processed to the second step of the grievance procedure before the Town of Narragansett Personnel Appeal Board ("Board") in person held in the small meeting room at town hall. By agreement, the Board duly convened on March 30, 2022 at 7 p.m. in person to hear and weigh the merits of the grievance. The Rhode Island State Association of Fire Fighters' were represented by Joseph Andriole.

Both parties involved, the Union and the Town, deliberated by themselves to attempt to reach a compromise to this grievance. They reached a tentative settlement agreement, but this agreement requires formal approval by Lt. Lonngren and Mr. Andriole needs to review the details of this tentative settlement with him.

The Personnel Board of Appeals then voted to hold this grievance in abeyance, whereby the hearing and time limit will be held in abeyance including the decision date. This motion was approved by this Board unanimously.

SIGNATURE AND DISTRIBUTION LIST ON NEXT PAGE

Town of Narragansett  
Personnel Appeal Board  
By



John W. Kennedy, Chair

Copies:

Town Manager, James R. Tierney  
Scott M. Partington, Fire Chief/EMA Director  
James Callaghan, Esq., Town Solicitor  
Vincent F. Ragosta, Jr., Esq., Labor Counsel  
Joseph Andriole, IAFF Representative  
Benjamin Lonngren, Grievant



# Town of Narragansett Community Development Department and Planning Board 2022 Annual Report

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## **Overview:**

The following report provides a description of the key accomplishments of the Department of Community Development for the 2022 calendar year. By extension, it also addresses the actions of the Planning Board (as required under RIGL 45-22-8). The Department of Community Development also provides administrative support to the Zoning Board of Review, the Historic District Commission, the Conservation Commission/Tree Board, the Land Conservancy Trust, and the Harbor Management Commission. Their annual reports are drafted and submitted separately.

## **Staff Responsibilities and Duties:**

Organizationally, the Community Development Staff has the following primary duties:

**Director** – Provides administrative supervision of all staff activities including direction of projects to undertake in furtherance of the Town Comprehensive Plan. Drafts, reviews, and updates selected provisions of the town Comprehensive Plan; Drafts and reviews proposals for zoning text and map changes; Reviews and reports to Planning Board on subdivisions and land development projects. Serves as Administrative Officer for both Planning Board and Historic District Commission. Oversees work of the Planning Technician in review and reporting on applications to the HDC. Assists the Historic District Commission to review and comment on historic building repairs. Attends all meetings of Town Council, Planning Board and Historic District Commission and several meetings of other boards noted above.

**Environmental Planning Specialist** – Focuses on two primary duties: conducts Environmental Planning Projects and oversees the use, expansion, and improvement of the Town's GIS mapping system. The position also serves as liaison to other departments (Fire, Assessor, Finance etc.) to aid in their use of GIS (Pier Parking Area Map, Blessing of the Fleet Map, Gansett Days Map, Sunset Farm Trails Map); Works with the general public in regards to FEMA Flood Insurance Rate Map determinations, policy, and building requirements; Assists with the management of the Town website and provides technical support to Town staff as needed. Oversees work of the Planning Technician to provide direct staffing support to the Planning and Zoning Boards by conducting and reporting on Site Reviews scheduled for public hearing; Aids the public in determining submittal requirements for Special Use Permits and Variances; Works closely with the Planning Technician and CD Administrative Assistant to arrange proper scheduling for each public hearing. The Environmental Planning Specialist is responsible for drafting and/or assisting with policy and regulatory plans including the Rules of Procedure for various boards, the Hazard Mitigation Plan, and the Harbor Management Plan amendments.

**Planning Technician** – Provides support to the Director & the Environmental Planning Specialist by reviewing building plans and zoning applications to ensure compliance with regulations; drafts reports of review for Historic District Commission; Drafts Staff Reviews, and Site Reviews for relief, provides administrative staffing to various boards and commissions as assigned by the Director, drafting of decision letters, preparing public notices and agendas and creating visuals including maps, charts, tables and other graphics for use at Planning and Zoning Board meetings. Conducts Planning Board package preparation, drafting of Planning & Zoning Board agendas and advertisements, and other office tasks as assigned. Works closely with the public on a regular basis to provide customer service to understand planning and zoning processes. The Planning Technician assists with historic district expansion analysis by drafting of GIS maps for use by the HDC as well as taking part in public meetings and workshops.

**Clerk** – Provides administrative assistance to the Director, Environmental Planning Specialist, and Planning Technician, serves as the Clerk to the Board for the Planning Board and Zoning and Platting Board of Review, as well as the Clerk to the Historic District Commission to include the duties of, but not limited to: processing advertisements for public hearings at related meetings, coordinating and formatting agendas for the previously noted meetings, posting meeting agendas in accordance with all requirements, drafting meeting minutes and posting them in accordance with all requirements, preparation/distribution of meeting packets and of Applicant Planning/Zoning Board scheduling letters, processing Site Review, Staff Review, Subdivision, and HDC applications, preparing Certificates of Completeness, processing and distributing decisions, file close out; assists the public to understand the administrative processes for planning and zoning and routing other inquires to the appropriate staff; responsible for completing weekly payroll, ordering of all needed office supplies and maintaining detailed records of all Purchase Orders; responsible for daily mail pick-up and distribution.

**2022 Key Highlights:**

- A. **New Hire** – In June 2022, The Community Development Department welcomed Jared Contrada as the Planning Technician. Jared comes to the Town newly graduating from Arizona State University with a degree in Planning.
- B. **Comprehensive Plan Amendments** – There were no proposals for amendment to the Comprehensive Plan submitted by staff, Town Council or by individuals this year.
- C. **Zoning Amendments** – The Community Development Department periodically reviews the Town’s Zoning Ordinance to consider changes in text that may relate to other regulatory provisions or need clarification in light of a real-world experience. Also, the staff will research and draft ordinances at the request of the Town Manager and/or Town Council. In 2022 there were three applications for text changes to the Zoning Ordinance and no requests for map zone change – one by Town Staff and one by private property owners. Those requests are summarized below:
  - a. **Section 4.5 High Watertable Limitations Overlay District** – At staff’s request the text of this section was recommended for amendment to the Town Council. This change was minor in scope, eliminating an obsolete subsection and adding a section heading to existing text.
  - b. **Personal Storage Facilities** – This proposal involved a request by a property owner to make text changes in Sections 2.2, 6.1 and 12 of the Zoning Ordinance to allow for personal storage facilities to be located in BB – General Business Zones. The board was skeptical of the potential for these facilities to be used for more than storage including residential activities. The applicant revised his request to install certain limitations but did not remove all concerns of the Board. Planning Board voted to recommend denial in March. The applicant subsequently withdrew the request.
  - c. **Bulk Zoning Regulations** – In December 2021 an applicant for residential expansion that would exceed the FAR for his parcel was reviewed by the Planning Board and recommended for denial. In response the applicant’s attorney submitted a request to revise the effective date of the Bulk Zoning regulations from June 21, 2021, to August 21, 2021, which would result in the property owner being exempt for the effect of these regulations. The Planning Board reviewed this request in May and submitted a recommendation for denial to the Town Council citing a lack of substantive reasoning for the revision and noting the confusion that would be created for others who applied during the 60-day window and were denied or who revised their plans to meet the new regulatory standards.

Additionally, the Planning Board and staff undertook action to amend several content elements of the bulk regulations as anticipated when the regulations were first adopted in 2021. In 2022, the CD staff attended a listening session with members of the public and professionals working in the development professions, (surveyors, architects, engineers). From this work session the staff drafted revisions to 2 definitions and 10 standards. Following in-depth discussion and review the Board voted in September to advance revised text to 7 of the 12 items considered.

- d. **Short-Term Rentals** – CD Staff has researched possible regulatory provisions for implantation to regulate short-term residential rentals. This issue arose from concerns raised by Council members and others who observed changes in how the rental of summer vacation homes has been affected by various internet platforms. Worked with Fire Marshal and building Inspector to draft an ordinance that would require a minimum stay, documentation of renters, establishment of local contact/managers, and notice of renter responsibilities etc. Conducted workshop with Town Council in October. Further action pending.
  - e. **Wetland Regulations** – Attended 3 RIDEM virtual workshops in which RIDEM staff instructed local representatives on the new State standards and procedures. Initiated work to remove local regulation of freshwater wetlands from the Zoning Ordinance in compliance with new State of RI wetland law. New State regulations became effective in July 2022. Completion of text revisions anticipated in 2023.
- D. **Hazard Mitigation Plan** – On January 7, 2019, Town Council adopted the new Hazard Mitigation Plan. Formal approval by FEMA was granted on January 14, 2019. The Environmental Planning Specialist has continued to work closely with the Local Hazard Mitigation Committee and has begun work on several action items identified within the Plan. The Town was previously awarded a FEMA grant to complete a concept study to determine alternative mitigation strategies to improve the resiliency and safety of the Harbour Island Causeway on Foddering Farm Road. As a result of that study, in 2022, the Town sought additional funding to further complete a scoping study on two alternatives for resiliency. Additionally, the Town will be exploring environmental grants to dovetail with the resiliency component of this project.
- E. **FEMA Community Rating System (CRS)** – The Environmental Planning Specialist worked with the Building Inspections Department ensure compliance with the CRS Program including completing activities for a yearly progress report to FEMA. By participating in the CRS program with a rating of 7, Town property owners who are located within the Special Flood Hazard Area (SFHA) receive a 15% discount on flood insurance through FEMA.
- F. **GIS Improvements** – General improvements to GIS data are continually made and data is updated in an effort to provide more accurate and accessible information. In the autumn of 2018, the Town went live with the online Mapping Tool (GIS) hosted by MapGeo. This tool is invaluable for users interested in identifying property in Town as it relates to local, state, and federal mapped information e.g., wetlands, flood zones, historic districts, etc. In 2020, the Town's internal GIS System was linked to the CAMA (tax assessment information), allowing Staff to instantly know the ownership and other CAMA details of any given property. Staff is working with ESRI, the Towns GIS platform company, to enhance the use of and provide more capabilities to Town Staff.

**G. Adopt-A-Spot** – During the 2022 Calendar year, the Planning Technician continued to work with the Conservation Commission in managing and expanding the Adopt-a-Spot Program. Three new contracts were signed for two years:

- a. Crooked Brook Trail North (South Pier Road to Westmoreland Street).
- b. Pilgrim Avenue
- c. Knowles Way Extension

The latter two of these sites will require CRMC approval and a memorandum of understanding addressing the adopters' limitations at waterfront sites. These are pending.

**H. Bike Path Projects** – At the direction of the Town Council, new action pursuing the completion of the William C. O'Neill Bike Path was initiated in 2022. Staff was instructed to solicit for a consultant to conduct a broad-based study of all options, both on-road and off-road, to provide the Town with a range of alternatives for the final segment of the bike path. DiPrete Engineering with 2 subconsultants was hired in the late summer. Their first task to complete an environmental analysis of the Canonchet Farm site to possibly find an off-road alignment that directly connects to the Town Beach West Lot. That study is still underway. Anticipated future tasks include on-road analysis of traffic and other site constraints. Full report is due in 2023.

Completion of punch list items for the Safe Routes to School multi-use path project was completed in 2021. Final paving and installation of new sidewalks of the Central Street cul-de-sac was completed in 2022.

**I. Gansett Days Mapping** – For the last several years in a row, Staff has assisted the Parks & Recreation Department by preparing a Town-Wide Map of all the activities scheduled over the three-day event. Mapping was completed by CD Staff for the 2022 event.

**J. Sunset Farm Trail & Mapping** – Staff and the Land Conservancy Trust continued mapping of the Sunset Farm trail. A local Boy Scout Troop (1) was instrumental a bridge installation and new signage was installed along the trail with the help of Boy Scout Troop 44. Digital trail maps were uploaded to the AllTrails website for Sunset Farm as well as Crooked Brook and Harbour Island Trail.

**K. Historic Preservation** – The CD staff advised the Historic District Commission in review of 24 public hearings for approval of property alterations in the Towns 6 historic districts. Staff processed 7 administrative approvals and 1 tax credit application. Additionally, staff and the HDC initiated discussions for consideration of the “Camp” at 170 Clarke Road to be designated a new local historic district. More action is anticipated in 2023.

**L. Property Acquisition** – In 2022, the Land Conservancy Trust completed the majority of work for acquisition of Assessors Plat K, Lots 281 & 282 (281) and this was approved by Town Council on January 3, 2023. It is anticipated this land will be added to the inventory of protected land held by the Town under the guardianship of the Land Trust.

**M. Site Review/Staff Review Applications** – During the 2021 calendar year, the Community Development Department processed forty-one (41) new Staff Review applications, forty-eight (48\*) new Site Reviews, and twenty-four (24\*\*) Site Review applications carried over from previous years for the Planning Board and Zoning Board review. (See statistical analysis below)

**N. Middlebridge Site** –The CD Director worked with Engineering Director and Parks and Recreation Director to approve final draft of GZA site design. GZA application to CRMC for coastal site alterations was approved. Received construction drawings and specifications from GZA staff. Sent project out to bid in late December. Expect to hire a contractor by March with construction to commence in early 2023.

- O. **Pier Parking Study** – The CD staff provided the Planning Board with its suggestions for action to address the parking problems in the Pier Area. These suggestions were directly responsive to the many options proposed by John Burke in his November 2021 report to the Town and followed a series of three focus group meetings from which several recommendations were vetted. In December, the Planning Board reviewed these staff suggestions and voted to advance several recommendations to the Town Council. The primary tool encouraged by both staff and the Board is implementation of time-limited parking on the various roads that are unregulated today, thus reinforcing the transient value of on-street parking to the Towns many businesses. Memorandum drafted and submitted in December.
- P. **Affordable Housing** – CD Director has continued to serve as ex-officio member of the Affordable Housing Collaborative Trust (AHCT). He has researched various possible town-owned sites for consideration by the AHCT. Other members of the Trust have submitted their own suggestions for possible AH sites. CD Director led a field survey of various sites in August. AHCT has requested the Planning Board weigh in on the top 2-3 sites under consideration. More in-depth analysis of optional sites is expected in 2023.
- Q. **Municipal Resilience Program Plan** – Staff completed an application to participate in a process to create a Municipal Resilience Plan, offered through the Rhode Island Infrastructure Bank in partnership with the Nature Conservancy, and was awarded the opportunity to participate. In October of 2022, the Staff and Advisory Committee participated in a focused workshop with other town stakeholders to discuss assets and vulnerabilities in town with regarding to environmental hazards. The TNC facilitated the meeting and has submitted a draft of the plan to the Town for final review and approval. Once approved this Plan will become another guiding document for climate change and will open funding opportunities from the RIIB.
- R. **Community Choice Aggregation Program** – CD Director served as Town liaison to Good Energy LP, the Town’s consultant hired to create a program that will provide all Town residents the opportunity to purchase electricity as part of a town-wide consortium, thereby having the benefit of negotiating better pricing than the standard fees charged by RI Energy. Assisted the Good Energy staff in drafting of the Town aggregation plan and assisted in crafting of documents for presentation to the Town Council.
- S. **Promotional Town Videos** – CD Director worked with CGI Digital of Rochester, NY, to create the Town’s 3<sup>rd</sup> set of promotional videos for use on the Town website. This included development of 6 two-minute scripts and the selection of various areas for the CGI videographer to film. Conducted 2 days in the field filming over 20 different locations and activities. Reviewed the draft videos and provided final approval of their content. Videos went live on Town website in mid-December.

**Statistical Highlights:**

**Meetings attended by Staff**

- Planning Board: 17 Meetings
- Zoning Board: 16 Meetings
- Conservation Commission/Tree Board: 10 Meetings
- Land Trust: 11 Meetings
- Harbor Management Commission: 10 Meetings
- Historic District Commission: 12 Meetings

**Planning Board Attendance**

- Terence Fleming, Chairman: 0 absences
- Joseph O’Neill, Vice – Chairman: 0 absences
- Robin Plaziak – Secretary: 1 absence, 5/17
- Mark Brady: 2 absences, 7/19, 10/18
- Jerry Brunetto: 0 absences, *joined June 2022*
- Vincent Indeglia: *resigned June 2022*

**Tasks Undertaken**

- 3 Pre-Application Reviews
  - ❖ \*500 Old Boston Neck Road – Santilli – *\*Major Land Development*
  - ❖ Summer Shore Haven – Pruzan
  - ❖ Goodwin subdivision
- 7 Administrative Subdivisions
  - ❖ DiClemente
  - ❖ DeSimone
  - ❖ Moniz
  - ❖ Middlebridge School
  - ❖ URI – South Ferry Road
  - ❖ Realty Revocable Trust
  - ❖ Lebrun
- 2 Major Subdivisions – MASTER PLAN
  - ❖ Konopelko – **Public Hearing ~ Denied**
  - ❖ Pruzan – **Public Hearing ~ Denied**
- 1 Major Subdivision – FINAL PLAN
  - ❖ Paglia/Lenihan – **Public Hearing ~ Approved**
- 2 Minor Subdivision – PRELIMINARY PLAN
  - ❖ South County Post & Beam – **Approved**
  - ❖ DeSimone – **Approved**
- 1 Minor Subdivision – FINAL PLAN
  - ❖ South County Post & Beam – **Approved**
- 6 Recommendations to Town Council
  - ❖ High Water Table Limitations Overlay District
  - ❖ Personal Storage Facilities
  - ❖ Revise Effective Date of Bulk Zoning Regulations
  - ❖ Narragansett Casino
  - ❖ Maury Loontjens Library
  - ❖ Partial Road Abandonments – Meadow Lane – rec for approval, Kathy Street – Pending
  - ❖ Parking Study

➤ 51 Total Site Reviews

- ❖ **43 Site Reviews** – *6 Carried Over, 26 New, 11 Yet to be Heard*
  - 21 Recommendations for Approval
  - 8 Recommendations for Denial
  - 2 Split Recommendations – *Slattery, Pickell*
  - 1 Continued – *Richards*
- ❖ **8 Commercial Site Reviews** – *5 Carried Over, 2 New, 1 Yet to be Heard*
  - 7 Recommendations for Approval

**Professional Development / Staff Training**

The following is a summary list of workshops, seminars, and conferences attended by Community Development staff:

- a. 2022 National APA Conference, May 18-19 - VIRTUAL (MD, JS)
- b. 2022 Southern New England Regional APA Conference, October 6-7, RI Convention Center (in person) (MD, JS, JC)

**2023 OUTLOOK**

In addition to the projections of staff activity noted in the highlights above, this department anticipates initiating /continuing work on the following projects and programs:

**Primary objectives**

- A. *Zoning Ordinance Text Update*: Continue actions to update the Zoning Ordinance to correct errors, clarify components or include additional language to assist the Town in regulating development in town.

Work with Staff, Planning Board and interested parties to make edits to the Ordinance. Present changes to Town Council in 2 to 3 segments

- I. Section 4/Various Sections – Staff will research potential changes to Section 4.3 and other relevant sections of the ordinance to address the recently enacted changes in State freshwater wetlands regulations, (effective July 1, 2022).
- II. Staff will research changes to Zoning Ordinance relative to recent State Law changes regarding Planning Board and Zoning Board quorums.
- III. Staff, with assistance of the Assistant Town Solicitor will update the Ordinance regarding the recent State Law change and local voter initiative to allow the sale of recreational marijuana products in Town.
- IV. Sections 4.5 & 6.4 – Lot Coverage – Study and draft an ordinance that eliminates the exemption of impervious driveways, walkways etc. from the coverage calculation in non-high water table areas.
- V. Section 6.4 – Setbacks – Address the issue of “average setback” with intent to improve the way in which it is applied.
- VI. Section 7A: Affordable Housing – Staff will draft an update of the Inclusionary Zoning regulations and draft new regulations for Accessory Dwelling Units and Mixed-use Development.
- VII. Section 7.6f - Revise the regulatory standards for retaining wall located on public rights of way.
- VIII. Section 7.7 – Supplementary Drainage Regulations – Complete the process of drafting an ordinance to improve this section in compliance with State regulations. This section may also be revised to include the calculation of impervious areas toward lot coverage.
- IX. New Regulations
  - Draft new regulatory standards for short-term residential rentals.
  - Reconsider the RV Storage ordinance to address a range of performance criteria for allowing larger RV’s to be parked on residential properties.

*B. Land Cover Update:* Implement Phase 2 of work with App-Geo Staff to generate new data layers and new applications. Phase II of the project will be initiated including departmental objectives regarding GIS.

- Supervise the work of the App-Geo Staff
- Ensure delivery of final product.

*C. State of RI Projects:*

• *South County Bike Path:*

- i. Continue work with DiPrete Engineering, Town Manager and Town Council to pursue opportunities for extension of the bike path to reach Route 1A / Town Beach area.

• *TIP roadway projects:*

- i. Work with RIDOT staff to transfer roadway improvements project for South Pier Road, and possibly others to Town control and management.
- ii. Work with RIDOT staff and consultant to complete the curb realignment and striping revisions for Boston Neck Road in front of the Town Beach.

*D. Canonchet Farm:*

- Work with Parks and Recreation Department and Friends of Canonchet Farm to advance the design for the Linear Park component and seek appropriate permits from RIDOT and CRMC to approve construction in the near future. RIDEM Grant application drafted by Parks and Recreation staff is pending.
- Revisit the possibility of South County Museum and Narragansett Lions Club coordinated project to complete the “6f conversion” to eliminate federal regulatory requirements and enable the construction of a Fireman’s Exhibit Hall.

*E. Trails:* Continue assisting the Land Conservancy Trust in design and enhancement to the Sunset Farm Trail without impact to farming operations.

*F. Affordable Housing* – Staff will continue to support the Affordable Housing Collaborative Trust in advancing options for development of affordable housing on publicly-owned parcels.

# Narragansett Recreation Advisory Board

## 2022 Annual Report

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To: Ms. Janet Tarro, Narragansett Town Clerk

From: Thomas N. Warren, Chair, Narragansett Recreation Advisory Board

Date: December 16, 2022

In accordance with the Narragansett Town Council's Rules and Regulations for Commission, Committee and Board Appointments, Section II, No. 5 which states, "the chairperson of each commission, committee or board shall submit an *Annual Report* including attendance record to the Town Clerk", following is the Annual Report of the Narragansett Recreation Advisory Board for the calendar year 2022.

The members of the Narragansett Recreation Advisory Board met in accordance with the Narragansett Town Council's Rules and Regulations for Commissions, Committee and Board appointments, Section II, No. 5 as well as all State of Rhode Island General Laws governing meetings of town Boards, Committees and Commissions. Compliance includes meeting notices, meeting agendas, meeting minutes, annual schedule, annual reporting, and public input. The Narragansett Recreation Advisory Board schedules public input through an Open Forum segment at the beginning of every meeting.

The monthly meetings are held on the second Monday of each month at 5:30 pm at the Narragansett Parks and Recreation office located at 170 Clarke Road, Narragansett, RI. Due to a Covid 19 spike in January, the January meeting was canceled. All meetings were held at the Parks and Recreation Office with the exception of the November 14, 2022 meeting which was moved to the Clarke Center (170 Clarke Road) in anticipation of high public attendance.

The Narragansett Recreation Advisory Board enjoys respectful discussions and exchange of ideas on a wide range of topics, providing the Director of Parks and Recreation and the Town Council with useful guidance to meet the mission of the Parks and Recreation Department. The Recreation Advisory Board listened to testimony from citizens at every meeting before voting on any agenda item, in addition to the Open Forum at the beginning of each meeting. Special presentations were also made to the Advisory Board on specific agenda items during the year.

The Recreation Advisory Board is comprised of seven members; the Director of Parks and Recreation; one Town Council member and one member of the School Committee. Members of the Narragansett Recreation Advisory Board include the following:

Chair---Thomas N. Warren

Vice Chair---Paul Roche

Joan Mulligan

Roberta Brady

Jan Maroney Kaseta

Deborah Ranaldi

Gina Giramma

Justin Skenyon---School Committee Liaison  
Susan Cicilline Buonanno---Town Council Liaison  
Michelle Kershaw---Director, Narragansett Parks and Recreation

Agendas for each meeting were prepared in accordance with the State of Rhode Island General Laws and Town of Narragansett ordinances, Rules and Regulations and posted through the Narragansett Town Clerk's office.

Topics for discussion for this year included:

- Ethics Training availability through the Rhode Island Ethics Commission.
- Prepare the Meeting Schedule for 2023.
- Non-athletic programming for winter, summer, fall and spring programming.
- Discuss and review Community Center programs and future program plans.
- Planning for fall/winter programs and sports leagues.
- Needs assessment of additional pickleball courts.
- Discussed and review financial status of the Town Beach.
- Discussed plans for HVAC at the Recreation Building.
- Discussed and review Town Beach policies, handicap parking and 2022 beach season plans.
- Review the Bradford Trout Basketball Program.
- Discussed repainting of the Galilee water tower with a Narragansett logo.
- Review the language on signs at town facilities.
- Discussed the 2022 Summer Camp and summer programs.
- Review possibilities for a winter pickleball program.
- Update Bike Path Extension planning.
- Assessed the Special Needs Equipment at Town Parks.
- Discussion regarding reinstating the Annual Fishing Derby.
- Promotion of professional development opportunities for Parks and Recreation staff.
- Discussion of cabana, changing room and locker turnover.
- Discussion regarding the construction of a natural ice rink at Veterans Park.
- Discussion of impacts of road races on the Town and its' residents.
- Review of Pickleball contracts.
- Development of a Parks and Recreation Strategic Plan and Mission Statement.
- Discussion of conducting a physical and social carrying capacity of the Narragansett Town Beach.
- Discussion regarding expanding parking at Thompson Park.
- Development of a bicycle safety program.
- Clarke Road Ice Rink status and future.
- Status of Skate Park at Christofaro Park.
- Report from the Director regarding the annual National Parks and Recreation conference.
- Discussion regarding the Community Center report to the Board.

Members of the Narragansett Advisory Board served as judges at the annual Scarecrow in the Pier event held at Gazabo Park on October 1, 2022. Members of the Narragansett Recreation Advisory Board members were part of all special events held through-out the year, as well as the annual Town Council Beach Workshop held on November 29, 2022.

All Recreation Advisory Board meetings are well attended by the members of the Board. There were no meetings canceled due to a failure to meet our quorum requirement. Attendance at Recreation Advisory Board meetings for 2022 is as follows:

**January**---Meeting canceled due to Covid 19 spike

**February**

*Present*---Thomas Warren, Jan Kaseta, Joan Mulligan, Deborah Ranaldi, Paul Roche, Roberta Brady, Gina Giramma, Michelle Kershaw, Justin Skenyon and Susan Cicilline-Buonanno

*Absent*---none

**March**

*Present*---Thomas Warren, Paul Roche, Jan Kaseta, Roberta Brady, Joan Mulligan, Deborah Ranaldi, Gina Giramma, Michelle Kershaw and Susan Cicilline-Buonanno

*Absent*---Justin Skenyon

**April**

*Present*---Thomas Warren, Paul Roche, Jan Kaseta, Joan Mulligan, Roberta Brady, Deborah Ranaldi, Gina Giramma, Michelle Kershaw, Susan Cicilline-Buonanno and Justin Skenyon

*Absent*---none

**May**

*Present*---Thomas Warren, Paul Roche, Jan Kaseta, Joan Mulligan, Deborah, Ranaldi, Roberta Brady, Gina Giramma, Michelle Kershaw, Susan Cicilline-Buonanno and Justin Skenyon

*Absent*---none

**June**

*Present*---Thomas Warren, Paul Roche, Jan Kaseta, Joan Mulligan, Deborah Ranaldi, Roberta Brady and Michelle Kershaw

*Absent*--- Susan Cicilline-Buonanno , Gina Giramma and Justin Skenyon

**July**--- Thomas Warren, Jan Kaseta, Roberta Brady, Joan Mulligan, Deb Ranaldi, Michelle Kershaw, Susan Cicilline-Buonanno and Justin Skenyon.

*Absent*---Paul Roche and Gina Giramma

**August**

*Present*--- Thomas Warren, Paul Roche, Jan Kaseta, Roberta Brady, Joan Mulligan, Deborah Ranaldi, Michelle Kershaw, Susan Cicilline-Buonanno and Justin Skenyon

*Absent*---Gina Giramma

**September**

*Present---* Thomas Warren, Paul Roche, Jan Kaseta, Roberts Brady, Deborah Ranaldi, Gina Giramma, and Michelle Kershaw

*Absent---* Joan Mulligan, Justin Skenyon and Susan Cicilline-Buonanno

**October**

*Present---* Thomas Warren, Jan Kaseta, Roberta Brady, Deborah Ranaldi, Joan Mulligan, Gina Giramma, Michelle Kershaw and Susan Cicilline-Buonanno

*Absent---* Paul Roche and Justin Skenyon

**November**

*Present---* Thomas Warren, Paul Roche, Jan Kaseta, Roberts Brady, Deborah Ranaldi, Gina Giramma, and Michelle Kershaw

*Absent---* Joan Mulligan, Justin Skenyon and Susan Cicilline-Buonanno

**December**

*Present---* Thomas Warren, Paul Roche, Jan Kaseta, Gina Giramma, Roberta Brady, Deborah Ranaldi, Susan Cicilline-Buonanno and Michelle Kershaw.

*Absent---* Joan Mulligan and Justin Skenyon.

This completes the Annual Report of the Narragansett Recreation Advisory Board for the calendar year 2022.

Respectfully submitted,

Thomas N. Warren

Chair, Narragansett Recreation Advisory Board.



## TOWN OF NARRAGANSETT

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### **Tax Assessment Board of Review**

John Sheil, Chairman  
Joseph Robenhymer  
David Archambault

## 2022 Annual Report

The Tax Assessment Board of Review held six (6) hearing dates for the calendar year 2022. One (1) of these meetings was scheduled as an organizational meeting for the upcoming Tax Appeals for 2022.

Each hearing date consisted of approximately zero (0) to five (5) appointments for taxpayer appeals to the Board.

A total of nine (9) appeals were heard in front of the Board in 2022.

### Meeting Date

### Members present

08/30/22	John Sheil, Joe Robenhymer & David Archambault
09/15/22	John Sheil, Joe Robenhymer & David Archambault <i>(Also present Erin Jacobs, Tax Assessor)</i>
10/04/22	Joe Robenhymer & David Archambault
10/18/22	John Sheil & Joe Robenhymer
11/22/22	John Sheil & Joe Robenhymer
12/13/22	John Sheil & Joe Robenhymer <i>(Also present, Erin Jacobs, Tax Assessor)</i>

Respectfully submitted,

A handwritten signature in blue ink that reads "John Sheil". The signature is written in a cursive style and is positioned above a horizontal line.

John Sheil, Chairman



# Town of Narragansett TOWERS COMMITTEE ANNUAL REPORT TO THE TOWN COUNCIL

January 16, 2023

Members of the Town Council:

There were 7 meetings of The Towers Committee in 2022. The attendance record of the committee members is as follows:

David Ousterhout	Attended 7	Absent 0
Earl Jackson	Attended 6	Absent 1
Jim Durkin	Attended 3	Absent 4
Linda O'Neill	Attended 6	Absent 1
Michelle Kershaw	Attended 7	Absent 0
Jim Tierney	Attended 0	Absent 7
Deb Kopech	Attended 4	Absent 3
Eva Dzwierznski	Attended 0	Absent 7
Terrie Quinn	Attended 4	Absent 3
Don Churnick	Attended 6	Absent 1

During 2022 the committee focused their attention on the following:

- Hosted a full schedule of over 116 private and public events in 2022.
- Completed planning for redecorating of second floor of the west tower bride's room and board room and approved contract with Abcore Restoration to complete.
- Worked on updates to the Towers Management & Operations Plan in preparation for submittal to the Town Council in early 2023.
- Revised schedule of fees for private events to increase net revenue and improve The Towers Fund balance which was significantly depleted during the pandemic.
- Approved purchase of 200 ballroom chairs with cushions to be used for private events instead of renting from a vendor.
- Approved the replacement of the 12 "up lights" that illuminate The Towers at night with energy saving LED fixtures.

The committee would like to recognize the work of Donna DiCicco and her part-time staff for managing day to day operations. Private event bookings for 2023 are strong. The Towers remains as a leading venue choice for private events.

Submitted by:  
David Ousterhout, Chair



## Overview

The Zoning Board of Review is empowered to hear and decide appeals, to grant special use permits, use variances and dimensional variances, in accordance with the specific provisions called out in the Narragansett Zoning Ordinance under RIGL 45-24 et seq. The members of this Board also serve as the Narragansett Platting Board of Review and the Building Code Board of Appeals. The following report provides a description of the Board's key accomplishments for the 2022 calendar year.

## Support Staff

The Zoning Board is supported by the Building Inspections Office and the Department of Community Development through administrative staff. Organizationally, the Building Inspections Office staff consists of six employees - the Building/Zoning Official, the Assistant Building Inspector, two (2) part-time Community Housing Officers, the Building Inspection Clerk, and a Rental Registration Clerk. The Community Development staff consists of four employees – the Director, the Environmental Planning Specialist, the Planning Technician, and the Community Development Clerk/Clerk of the Zoning Board. The Community Development staff provides primary assistance to the Zoning Board with application analysis, review and reports along with meeting arrangement, conduct, decisions, and minutes.

## 2022 Key Highlights

In the fall of 2021, Geraldine Citrone left the Board and Thomas Callahan joined the Zoning Board in January 2022 as the 2<sup>nd</sup> Alternate. During this shift, Christopher Almon moved from 1<sup>st</sup> Alternate to a full member. At the September 22, 2022, meeting, the Zoning Board welcomed new member, Ellen Corneau, as the 2<sup>nd</sup> Alternate, and Mr. Callahan moved to 1<sup>st</sup> Alternate. Mr. Kyle became a full member, replacing former Secretary Robert Ferraro who stepped down in August 2022 after 8 years on the Zoning Board.

In 2022, The Zoning Board held 40 separate Public Hearings over the course of 16 meetings as noted below.

**Residential Improvements** – The Zoning Board heard 33 separate applications for single family developments – new construction, additions or demolition/rebuild. Of those applicants, 27 were approved, 3 were denied, 1 partial approval (Pickell), 1 modified approval (Rollins), and 1 withdrawal (Joseph).

**Commercial Improvements** – The Zoning Board heard 7 commercial projects in 2022. Six (6) commercial projects were approved and 1 was a partial approval (TMG Management {formerly Charlie O's}) Pelly's, The Break, and The Surf Shack were granted a special use permit to expand their liquor license and the Middlebridge School, St. Mary's and St. Veronica's were also granted approvals.

**Approval Extension** – The Zoning Board granted 1 time extension for approval – *Camire*

**Appeals** – There were no appeals heard in 2022.

## Statistical Highlights

### 2022 Board Membership Attendance

James Manning, Chairman	Absences:	0
Anthony Brunetti, V. Chairman	Absences:	5 – 4/25, 9/22, 9/26, 10/20, 12/15
Robert Ferraro, Secretary		<b><i>Resigned August 2022</i></b>
Joseph Paglia	Absences:	3 – 2/24, 8/22, 9/22
Chris Almon	Absences:	2 – 1/27, 4/25
Keith Kyle	Absences:	2 – 2/17, 12/15
Tom Callahan	Absences:	0
Ellen Corneau	Absences:	0 <b><i>Since September 2022</i></b>

### Meetings

- 12 Regular Monthly Meetings
- 4 Special Meetings
  - ❖ 2/24, 3/31, 8/22, 9/26

### Agenda Items

- 40 Public Hearings
  - ❖ 33 approvals
  - ❖ 3 denials: ***Pereira, Evans, Manning***
  - ❖ 2 partial approvals: ***TMG Management, Pickell***
  - ❖ 1 modified approval: ***Rollins***
  - ❖ 1 withdrew: ***Joseph***
- 1 Time Extension
  - ❖ ***Camire***

## 2023 Outlook

The Board wishes to pursue two (2) administrative objectives in 2023.

1. Training programs to enhance efficiency in conducting public hearings, deliberations, and formulation of decisions. The Board is aware of the new State law requiring local board training and will seek opportunities from RI Statewide Planning, Grow Smart RI and other appropriate sources to take advantage of training opportunities.
2. The Board will update the Rules of Procedure and finalize the decision template, which will assist with making sound and thorough decisions.