

Narragansett Affordable Housing Trust Collaborative Committee

2023 Annual Report

To: Hon. Ms. Janet Tarro, Narragansett Town Clerk

Cc: Honorable Narragansett Town Council

From: Nick Edwards , Chair, Narragansett Affordable Housing Trust Collaborative Committee

Date: January 5, 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 2023.

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 6:00 -7:30 pm at the Narragansett Town Hall, in the large boardroom and are open to the public.

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 Council appointed members.

Chair- Nick Edwards

Vice Chair - Councilwoman Susan Cicilline Buonanno

Member – Secretary, Kathy Baptista

Member- Cliff Tyler

Member- Marybeth Young

Mike McLoughlin- Director of the Housing Authority, Ex-Officio Member

Mike DeLuca- Director of Community Development, Ex-Officio Member

Agendas for each meeting were prepared in accordance with State of Rhode Island General Laws (RIGL) and Town of Narragansett rules and regulations and ordinances. All meeting agendas, minutes, rules and regulations etc, are posted through and by the Narragansett Town Clerk's office. The Narragansett Town Clerk's office files all agendas with the Secretary of State's office pursuant to RIGL 42-46. All meetings are open to the public and are frequently attended.

I. Discussion topics in 2023 included:

- The committee discussed at length, investigating town owned, state owned, and federal owned parcels of land in Narragansett.
- Sent phases of letters to undeveloped private property owners to gauge interest in developing, donating, or selling property for Affordable Housing in Narragansett.
- Committee continued their work on the Town wide Mixed Use Ordinance and Accessory Dwelling Ordinance with the Community Development office.
- Voted and recommended several parcels of town owned land to the Town Council, including, Avise Street, Inez Street, and Boston Neck Road.
- Worked with the Town Council to procure a consultant for a Housing Study in Town, \$25,000.00 was awarded and the committee worked with consultant.
- Continued discussions pertaining to community outreach events, and forums.
- Met and worked with members of the Planning Board to discuss Town wide Mixed Use Ordinance and Accessory Dwelling Ordinance.
- Created a working group to discuss mixed use ordinance and accessory dwelling ordinance.
- Hosted a community meeting with procured housing study consultants. Various guests from the community attended to speak and served on the panel.
- Worked with the Community Development office for a Vacant Property List.
- Committee worked to discuss and review 2023 legislation passed by the Rhode Island General Assembly. In depth discussion and testimony was provided on legislation passed and is now RIGL.
- Discussed new initiatives, such as the “Welcome Home, Boston” initiative to increase affordable housing in Narragansett.
- Meeting with South Kingstown Affordable Housing Collaborative – Meeting/discussion of shared housing affordability issues with the AHC’s peers in South Kingstown. Excellent meeting which included several members of the community in South County.
- Discussion with Invited Affordable Housing Groups – Discussion of housing affordability issues with representatives from Habitat for Humanity and the Women’s Development.

- Began working with Housing Works RI on an affordable housing facilitation session, which was paid for with a grant from RI Housing.
- Members attended Town Council Meetings to testify.

II. Members of the Committee had strong attendance in 2023, if a member was not able to attend, as the Chair I attest that all reasons were credible and were notified to the Chair in advance of the meeting.

January 25, 2023

All Members Present- Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, Cliff Tyler, Marybeth Young, Mike DeLuca and Mike McLoughlin

February 22, 2023

All Members Present - Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, Cliff Tyler, Marybeth Young, Mike DeLuca and Mike McLoughlin.
Town Manager Jim Tierney was in attendance.

March 22, 2023

Members Present:- Nick Edwards, Cliff Tyler, Marybeth Young, Mike DeLuca

Members Absent: Kathy Baptista, Susan Cicilline Buonanno, Mike McLoughlin

April 26, 2023

Members Present: Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, Cliff Tyler

Members Absent: Marybeth Young, Mike DeLuca, Mike McLoughlin

June 28, 2023

All Members Present: Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, Cliff Tyler, Marybeth Young, Mike DeLuca and Mike McLoughlin

July 26, 2023 - canceled due to lack of quorum / guest speaker postponed.

August 23, 2023

All Members Present: Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, Cliff Tyler, Marybeth Young, Mike DeLuca and Mike McLoughlin

September 27, 2023 - canceled, due to a guest speaker having to postpone.

October 30, 2023

Members Present: Nick Edwards, Susan Cicilline Buonanno, Cliff Tyler, Marybeth Young

Members Absent: Kathy Baptista, Mike DeLuca, Mike McLoughlin

November, 22 2023 – no meeting due to Thanksgiving holiday

December 6, 2023

All Members Present: Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, Cliff Tyler, Marybeth Young, Mike DeLuca and Mike McLoughlin

III. With that said, that concludes the 2023 Annual Report of the Narragansett Affordable Housing Trust Collaborative Committee. As the Chair, I can attest this is a very hard working committee which is encompassed of members of the community who truly care for the well being and advancement of Narragansett. I would like to thank each and every one of them for their time each month and beyond. This is a great deal of work and we are proud every day to serve our community in this capacity.

Respectfully submitted by Nick Edwards Chairman, Narragansett Affordable Housing Trust Collaborative Committee



TOWN OF NARRAGANSETT
Town Hall • 25 Fifth Avenue • Narragansett, RI 02882
www.narragansettri.gov

Town Clerk's Office
Tel. (401) 782-0624 Fax (401) 783-9637

Board of Canvassers
(401) 782-0625

BOARD OF CANVASSERS 2023 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: Katherine M. Hohman, Chair – Democrat Member
Philippe Cote - Republican Member
Nancy A DeNuccio – Unaffiliated Member
David Matrullo – Republican Alternate Member
Melissa Crawford – Democrat Alternate Member

NCOA was a process that was completed in June 2023. Narragansett had approximately 300 addresses that needed to be validated.

Daily updates to the CVRS took place throughout the year. Updates include, change of address, change of party, change of name with notifications sent to the voter upon completion.

Having no elections in 2023 the BOC did not meet.

Respectfully submitted,

Janet Tarro
Town Clerk

**COASTAL ACCESS IMPROVEMENT COMMITTEE
TOWN OF NARRAGANSETT
ANNUAL REPORT 2023**

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:

All Regular Business Meetings of the CAIC were held on the third Wednesday of the month at 6:15 pm in the Large Boardroom at Narragansett Town Hall except for the November Meeting which was held in the Small Boardroom.

**COASTAL ACCESS IMPROVEMENT COMMITTEE
TOWN OF NARRAGANSETT
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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 are as follows: Cynthia Zerquera-Martin - Chairman, JA Macfarlan - Vice Chairman, Kallie Longval - Secretary (replacing Michael Millen - resigned), Deb Kopech - Town Council Representative (replacing Jesse Pugh as Town Council Representative), Mark Brady - Planning Board Representative (replacing Robin Plaziak - not reappointed), Brian Grieve - Conservation Commission Representative (replacing the late Richard Nassa), Rachel Weisz-Smith, Anthony Colombo, and Jesse Pugh. Nominations and Elections of Chairman, Vice Chairman, and Secretary were held on June 21, 2023, all Officers unanimously reelected.

Attendance:

Ten (10) Regular Business Meetings were held from January 2023 to December 2023. No Meetings were held in February and March 2023 due to lack of Quorum (awaiting new Appointments by Town Council). Minutes to all Meetings were posted within 48 hours to Town and State websites. Meeting attendance is listed below:

Cynthia Zerquera-Martin - Chairman	Present at 9 meetings, absent at 1
JA Macfarlan - Vice Chairman	Present at 8 meetings, absent at 2
Kallie Longval - Secretary	Present at 9 meetings, absent at 1
Deb Kopech - Town Council	Present at 9 meetings, absent at 1
Mark Brady - Planning	Present at 6 meetings, absent at 3 (nonconsecutive - 1 st meeting April 2023)
Brian Grieve - Conservation	Present at 5 meetings, absent at 3 (nonconsecutive - 1 st meeting May 2023)
Rachel Weisz-Smith	Present at all 10 meetings
Anthony Colombo	Present at 8 meetings, absent at 2
Jesse Pugh	Present at 7 meetings, absent at 2 (1 st meeting April 2023)
Richard Nassa - Conservation	Present at 1 meeting, passed away
Robin Plaziak - Planning	Present at 1 meeting, not reappointed by Town Council
Michael Millen	Resigned effective January 2023

**COASTAL ACCESS IMPROVEMENT COMMITTEE
TOWN OF NARRAGANSETT
ANNUAL REPORT 2023**

Highlights and Accomplishments:

The Coastal Access Improvement Committee began the year with 3 (three) vacant seats due to the resignation of Michael Millen, the nonreappointment of Robin Plaziak to the Planning Committee, and the death of Richard Nassa on the Conservation Commission which made Quorum troublesome, but CAIC commenced at fully capacity effective April 2023 with the Town Council appointments of Jesse Pugh (Committee Member), Mark Brady (Planning Representative) and Brian Grieve (Conservation Commission Representative).

- Shoreline Access Bill

Although not a CAIC Accomplishment directly, many Committee Members worked to ensure that the Shoreline Access Bill was passed by the General Assembly which clarifies where the public can access the Rhode Island Shoreline - up to 10 feet landward of latest high tide swash line. The Shoreline Access Bill was signed into law by Governor Dan McKee in June 2023.

- CRMC ROWs Stewardship

Jun. '23 - CAIC installs CRMC signage at CRMC C3 - Calef at Louise Avenues as per the executed Memorandum of Understanding and Letter of Permission from the CRMC Adopt An Access Program to CAIC. Despite CRMC designation in 1981, this CRMC ROW lacked physical marking as a Public Access point for 42 years.

Jul. '23 - DPW installs new CRMC signage at CRMC C2 - Pilgrim Avenue as per the executed Memorandum of Understanding and Letter of Permission from the CRMC Adopt An Access Program to Surfrider Foundation. Previous signage was vandalized/removed.

Oct. '23 – CRMC C12 Foddering Farm Road Extension adopted by CAIC through the CRMC Adopt An Access Program, Memorandum of Understanding and Letter of Permission submitted to CRMC for execution. Request made to Town Manager Jim Tierney to add parking next to this CRMC ROW. Currently, there is no street parking allowed on Harbour Island.

- Narragansett Indian Tribe of Rhode Island Town Beach Coastal Access

Jan. '23 - CAIC recommends continuation of this program in perpetuity, Recommendation is read by Town Council into record, Town adopts policy in perpetuity, Town website updated with new policy.

- Accessibility at Town Beach

Jun. '23 - Ms. Wheelchair Rhode Island Autumn Rain Johnson speaks to Town Council, IDEA Committee, and CAIC about lack of accessibility at Town Beach. Better equipment and better trained staff are requested from Parks and Recreation.

Nov. '23 - CAIC champions for better Accessibility at Town Beach for Town Beach Workshop in December 2023.

**COASTAL ACCESS IMPROVEMENT COMMITTEE
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- Affordability at Town Beach

Jan. '23 - Town Council Representative to CAIC Deb Kopech works with Finance Director Christine Wilson and Parks and Recreation Director Michelle Kershaw to examine Town Beach Enterprise Fund as it applies to Town Beach fee increases. Enterprise Fund is adequately funded. No Town Beach fee increases were made for the Summer 2023 season.

Nov. '23 - CAIC proposes a program to Town Council to offer reduced fee/free walk on passes to Town Beach for Low Income Town Residents.

Dec. '23 - Town Council Representative to CAIC Deb Kopech to advance Low Income Town Resident Beach Fee Proposal to Town Council during January 2024 Beach Policies and Fees Town Council Agenda Item.

- Jerusalem Coastal Access

Jul. '23 - Private beach signs and hand constructed barriers reported in Jerusalem despite passage of Shoreline Access Bill.

Sep. '23 - Jerusalem residents request clarification of public access location, CAIC investigates status of application to CRMC for Designation of CRMC ROW at Ocean Avenue Extension (under review), CAIC requests dune signage be placed by DEM to discourage dune foot traffic. Newly hired CRMC Coastal Geologist Emily Hall is drafting policy on snow fencing for dune protection and restoration to be published some time in 2024.

- Narragansett ROW Database Development

Aug. '23 - Discussion regarding multiple Town owned and private ROWs and the need to centralize ROWs data into a single source for reference. Currently, this information is segmented into CRMC ArcGIS, RI Coastal Access, plat maps, DEM publications.

Dec. '23 - Data collection tools will further this initiative into 2024.

- CAIC Recognition by CRMC

Dec. '23 - CRMC creates Community Leader Advisory Group for Equitable Shoreline Access, Chairman Cynthia Zerquera-Martin is appointed by CRMC to serve on this statewide 12 member team.

**COASTAL ACCESS IMPROVEMENT COMMITTEE
TOWN OF NARRAGANSETT
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Ongoing Projects:

- Rose Nulman Park

2022 to present - Rose Nulman Park closed by private owner. DEM/CRMC to explore options. CAIC will continue to monitor.

- Mumford Road Application for CRMC ROW Designation

2022 to present - Application to CRMC for ROW Designation response still pending with CRMC, Plat ROW still blocked by abutting resident former Town Councilor Rick Lema. CAIC will continue to monitor.

- Camp Cronin

Apr. '23 - City of Providence Capital Improvements Project Manager issues Project Summary Report for Camp Cronin, much of the land parcel has been given to DEM, retaining only the buildings.

Exterior repairs are complete, continuation of this project is dependent on the new administration.

May. '23 - Correspondence received from Robert Egan, abutter to Camp Cronin, voicing concerns about further development. Egan correspondence deferred to Town Manager to resolve with City of Providence. CAIC will continue to monitor.

- State Pier #5 Monahan's Dock

May. '23 - DEM State Pier #5 Monahan's Dock still in disrepair, Town Manager to work with DEM to resolve. CAIC will continue to monitor.

- Mouth of the Narrow River

Nov. '23 - Foth Engineering presents initial findings to Narragansett Town Council for relief of channel constriction at the Mouth of the Narrow River, had delivered only 3 of the 10 parts of the requirements of the RFP.

Dec. '23 - Sediment sampling results expected in January 2024, Town Council to determine next steps based on the report. CAIC will continue to monitor.

**COASTAL ACCESS IMPROVEMENT COMMITTEE
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**TOWN OF NARRAGANSETT
CRMC DESIGNATED RIGHTS-OF-WAYS
STEWARDSHIP AND PARKING
AS OF DECEMBER 2023**

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 – RI Surfriders Foundation
- 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 – Vetted unsuitable 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
- Conservation Commission Adopt A Spot – Narragansett Surfcasters
- Parking Available 5 am to 9 pm

**COASTAL ACCESS IMPROVEMENT COMMITTEE
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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 Extension

- CRMC Adopt An Access – Coastal Access Improvement Committee
- Conservation Commission Adopt A Spot – Vetted unsuitable for program
- No 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

**COASTAL ACCESS IMPROVEMENT COMMITTEE
TOWN OF NARRAGANSETT
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**TOWN OF NARRAGANSETT
CRMC DESIGNATED RIGHTS-OF-WAYS
OPEN APPLICATIONS ON FILE WITH CRMC
AS OF DECEMBER 2023**

There are eight (9) open Applications for CRMC ROW Designation Under Review by CRMC:

- Glenwood Avenue
- Succotash Road
- Mollusk Road
- Island Road
- Ocean Avenue
- 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
TOWN OF NARRAGANSETT
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**COASTAL ACCESS IMPROVEMENT COMMITTEE
REGULAR BUSINESS MEETING SCHEDULE FOR 2024**

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

- Wednesday, January 17, 2024 at 6:15 pm
- Wednesday, February 21, 2024 at 6:15 pm
- Wednesday, March 20, 2024 at 6:15 pm
- Wednesday, April 17, 2024 at 6:15 pm
- Wednesday, May 15, 2024 at 6:15 pm
- Wednesday, June 19, 2024 at 6:15 pm
- Wednesday, July 17, 2024 at 6:15 pm
- Wednesday, August 21, 2024 at 6:15 pm
- Wednesday, September 18, 2024 at 6:15 pm
- Wednesday, October 16, 2024 at 6:15 pm
- Wednesday, November 20, 2024 at 6:15 pm
- Wednesday, December 18, 2024 at 6:15 pm

Respectfully submitted,

Cynthia Zerquera-Martin
Chairman
Coastal Access Improvement Committee
Town of Narragansett
January 17, 2024

Town of Narragansett Conservation Commission/Tree Board
2023 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	Brian Wagner – Vice Chair
Polly Pedersen - Secretary	John DiPanni
Patricia Federico	Richard Nassa
Larry Vranka	Dyann Boudreau

The CC/TB is comprised of 7 members and has an annual budget of \$500.00. Brian Grieve remained Chair, Brian Wagner returned to his role as Vice Chair following the resignation of Andrew Boruta, and Polly Pedersen was re-appointed as Secretary. The CC/TB welcomed two new members in November as Larry Vranka and Dyann Boudreau replaced Andrew Boruta and Richard Nassa. We look forward to their contributions to the board and community in 2024 and beyond.

HIGHLIGHTS

- Richard Nassa Memorial Tree: Sadly, the CC/TB lost a long-time member when Richard Nassa passed away in March. CC/TB has been working with Parks and Recreation to plant a memorial tree in Domenic Christafaro Park. It is slated to be planted on Arbor Day 2024.
- Advisory Review of Wetland Development Projects: The CC/TB provided an advisory review concerning the potential environmental impacts of a proposed subdivision on Old Boston Neck Road. The CC/TB expressed several concerns about wetland destruction, OWTS capacity and placement, direction of water flow, and the density of units on the proposed property. These concerns were brought to the attention of the Planning Board.

Additionally, the CC/TB conducted a review of a freshwater wetland alteration application on Baltimore Avenue. The project had yet to be reviewed by the Town’s engineer and lacked an OWTS permit. CC/TB had major concerns about inconsistencies in the application and the submitted plans; lack of OWTS capacity, OWTS proximity to wetlands, and groundwater depth; and lack of flood buffering. These concerns were presented to Town Council, who agreed that the project adversely affected freshwater wetlands and subsequently formally objected to the project.

- Review of salt marsh restoration application: Save The Bay applied for RIDEM permission to begin a marsh restoration project in the Narrow River. The project would excavate shallow channels in stagnate areas of the marsh, reducing mosquito breeding areas and enhancing juvenile fish habitat.

This is a well-established technique conducted in other Rhode Island marshes and Save the Bay has extensive experience with this type of work. The CC/TB supports the project.

- Idling Guidelines: The CC/TB began discussing the issuance of guidelines to reduce pollution and emissions of idling vehicles. There are a variety of laws and ordinances in other towns and states in New England, including resolutions in South Kingstown and Jamestown. However, the CC/TB is likely to only pursue guidelines at this time due to the believed lack of enforcement options. These guidelines will serve to raise awareness of the deleterious effects of idling internal combustion engines in public areas.
- Arbor Day Proclamation: The CC/TB recommended the adoption of the 2023 Arbor Day Proclamation declaring that the Town recognize Arbor Day and maintain their status as a Tree City USA
- Adopt-A-Spots: Potential Adopt-A-Spot sites were vetted and approved by CC/TB members.
- Committee Representation: Brian Wagner continued his role on the Land Conservancy Trust. Brian Grieve joined the Coastal Access Improvement Commission in place of Richard Nassa. This keeps the CC/TB informed and influential on commissions with similar public conservation objectives.

ATTENDANCE

1/3/2023: No meeting due to lack of quorum

2/7/2023: Brian Grieve, Brian Wagner, Richard Nassa, Polly Pedersen, Patricia Federico (Absent: John DiPanni)

3/7/2023: Brian Grieve, Richard Nassa, John DiPanni, Polly Pedersen (Absent: Brian Wagner, Patricia Federico)

4/4/2023: Brian Grieve, Brian Wagner, Polly Pedersen, John DiPanni, Patricia Federico

5/2/2023: Brian Grieve, Brian Wagner, Polly Pedersen, John DiPanni, Patricia Federico

6/6/2023: Brian Grieve, Brian Wagner, Polly Pedersen, John DiPanni, Patricia Federico

7/5/2023: No meeting.

7/24/2023: Brian Grieve, Brian Wagner, Polly Pedersen, Patricia Federico (Absent: John DiPanni)

8/1/2023: No meeting.

9/5/2023: Brian Grieve, Brian Wagner, John DiPanni, Patricia Federico, Polly Pedersen

10/3/2023: No meeting due to lack of quorum

11/7/ 2023: Brian Grieve, Brian Wagner, John DiPanni, Patricia Federico, Larry Vranka, Dyann Boudreau (Absent: Polly Pedersen)

12/5/2023: Brian Grieve, Brian Wagner, Polly Pedersen, John DiPanni, Patricia Federico, Larry Vranka, Dyann Boudreau

Respectfully Submitted,



Brian Grieve

Chair, Conservation Commission/ Tree Board

**TOWN OF NARRAGANSETT CITIZENS FINANCE COMMITTEE
ANNUAL REPORT – CALENDAR YEAR 2023**

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
 Steven Ferrandi - Town Council Representative
 Christine Wilson - Finance Director

The finance committee met seven (7) times during the 2023 calendar year.

March 27
 May 22
 June 26
 August 28
 September 19
 October 23
 November 27

Finance Committee Attendance Matrix 2023							
Attendee	Mar 27	May 22	Jun 26	Aug 28	Sep 19	Oct 23	Nov 27
Mark D. Abrahams (Chair)		x	x	x	x	x	
James P. Plattner (Vice Chair)	x	x	x	x	x	x	x
Richard Vangermeersch	x	x	x	x	x	x	x
Ronald Catanzaro	x	x		x	x	x	x
Thomas Mann (Secretary)	x	x		x	x	x	x
Rick McQuarrie (Alternate)				x	x	x	
Steven Ferrandi		x	x	x		x	x
Christine Wilson (Staff)	x	x	x	x	x	x	x

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
- Discussed water and sewer finances
- Developed the enterprise fund balance policy
- Discussed several financial matters.

Submitted by: Mark Abrahams, committee chair
 December 2023



GALILEE ADVISORY COMMITTEE

2023 Annual Report

2023 Accomplishments:

- Monitor Lighthouse Inn property developments
- Additional sidewalk planters and flower plantings
- Continued flags on island at entrance to Galilee
- Continued banners on light poles throughout the port
- Continued hanging flower baskets on Galilee light poles
- Perennial planting bed along Town Dock parking lot at end of Escape Road

2023 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 listed on the left of this report were regularly present.

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

GALILEE ADVISORY COMMITTEE

Chair

Kevin M. Kosko

Secretary

Linda J. McArthur

Members

Drew Magee
Patrick Rogers
William G. Shepherd
Harvey Cataldo
Janice Holly
Gerald Aubin
Douglas McLaughlin
Steven Marasco

Town Council

Liaison

Ewa Dzwierzynski

Narragansett Harbor Commission

25 Fifth Avenue

Narragansett, Rhode Island

January 2, 2024

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 has made progress with various projects. 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 2024, the commission will continue implementing a water quality testing and remediation plan with town staff, will continue working on 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 Couture

Chairman

Cc: Harbor Commission members

Narragansett Harbor Management Commission, Attendance 2023

Note: 10 regularly scheduled meetings were held, plus 1 extra (December-11) to work on Harbor Management Plan. In each of July and August, no meeting was scheduled.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	5-Dec	11-Dec	Total
Bryan Couture	1	1	1	1	1	1	1		1	1	1	1	1	11
Ray Morocco	1	1	1	1	1	1	1		0	1	1	1	1	10
John Thompson	1	1	0	0	1	0	0		0	1	0	0	0	4
Jeff Berry	1	1	1	1	1	1	1		1	1	1	1	1	11
Rick Black	1	0	1	1	1	1	1		1	1	1	1	1	10
Don Vivenzio	1	1	1	1	1	1	1		1	1	1	1	1	11
John Hughes	1	1	1	1	0	1	1		1	1	1	1	1	10
Harvey Cataldo	0	1	1	0	0	0	0		0	0	1	0	0	3
Steven Marasco	1	1	0	1	1	1	1		1	1	1	1	0	9
Jill Sabo	1	1	1	1	1	1	1		1	1	1	1	1	11
Kevin Connors	1	1	0	1	1	1	1		1	0	1	1	1	9
Total	10	10	8	9	9	9	9	0	8	9	10	9	8	

Narragansett Historical Cemetery Commission

2023 Annual Report

The Narragansett Historical Cemetery Commission (NHCC) had 4 scheduled meetings during 2023, 1 canceled due to lack of quorum, and 3 cemetery clean ups during the year.

The NHCC also continued to work and research information and ownership of cemetery properties and their continued maintenance.

The NHCC met on the following dates with those in attendance.

March 28, 2023

Present Michael J Millen Sr; Josephine Carubia; Peter Feketie; Tony Jones

Fifth seat not filled.

June 27, 2023

Present Michael J Millen Sr; Peter Feketie; Tony Jones

Absent Josephine Carubia

Fifth seat not filled.

September 26, 2023

No Quorum, no meeting held.

November 28, 2023

Present Michael J Millen Sr; Peter Feketie; Tony Jones

Fourth and Fifth seat not filled.

Clean up Projects.

The NHCC Cleaned up NG002 Greene Kenyon lot during done by Narragansett Public Works clearing large tree limbs and brush during April and May 2023. Michael Millen Sr and Peter Feketie worked on May 21 removing brush and cutting field.

Michael Millen Sr and Josephine Carubia attended History Hike at Gibson Avenue Cemetery NG003 May 21, 2023.

Michael Millen Sr and his son Alexander Millen cut grass at Lucky Star NG002 in June.

Narragansett Historical Cemetery Commission

2024 meeting dates

TBD by new Commission

Only 1 seat filled as of January 1, 2024



Town of Narragansett Historic District Commission 2023 Annual Report

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 seven 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 seven (7) 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 2023 calendar year, the Commission held sixteen (16) public hearings and Staff completed twenty-eight (28) 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 Regulations

HDC drafted several text revisions to the local historic regulations. These amendments were proposed to expand the type of project work that may be approved administratively.

New Historic District

The HDC petitioned the TC to establish a new local historic district located at 170 Clarke Road, which is the home of the Town's Parks and Recreation Department. Following debate over the extent of the site to be designated, the TC approved a hybrid plan designating the four on site buildings and a specified area around each one as a regulated district. The remainder of the site has been designated a voluntary district.

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 2023.

HISTORIC DISTRICT COMMISSION 2023 STATISTICS

A total of 10 meetings were held in 2023. The following is a list of the HDC members and activities in those meetings.

2023 LIST OF COMMISSION MEMBERS/ATTENDANCE

- Keith Lescarbeau: Chairman / Restoration Specialist – 0 Absences
- Karen Catuogno: Vice Chairman / Realtor, Attorney – 1 Absence: 7/11
- Nanci Adams: Historic Homeowner – 2 Absences: 5/9, 12/12
- Richard Campbell: Real Estate Agent – 3 Absences: 2/13, 7/11, 9/12
- Francis Figueroa: Surgeon – 1 Absence: 11/14
- John Tyburski: Division Director of Operations – 0 Absences

TASKS UNDERTAKEN

- 10 Regular Meetings – 2 meetings cancelled due to lack of public hearings.
- 4 Pre-Application Reviews
- 16 Public Hearings – see attached list.
- 28 Administrative Approvals – see attached list.
- 1 Advisory Comment – 15 Memorial Square, “The Post Office”

HISTORIC DISTRICT COMMISSION 2023 PUBLIC HEARINGS

ADDRESS	WORK DONE	HDC DATE	Motion	KL	KC	NA	RC	FF	JT
21 Atlantic Avenue	Windows Replacement	1/10/2023	ModAPP	A	A	A	A	A	A
65 Robinson Street	Deck addition	3/14/2023	APPROVE	A	A	R	A	A	A
57B Rodman Street	fence installation	2/13/2023	APPROVE	A	A	A	absnt	A	A
8 Fifth Avenue	Window replacement	HOLD							
86 Robinson Street	Windows and siding	3/14/2023	APPROVE	A	A	A	A	A	A
19 Rockland Street	Addition	3/14/2023	APPROVE	A	N	N	A	A	A
12 Sea Gate Drive	2022 Approval Amendment	4/25/2023	APPROVE	A	A	A	A	A	A
73 Central Street	Addition	4/25/2023	APPROVE	A	A	A	A	A	A
44 Robinson Street	expand roofline	4/25/2023	APPROVE	A	N	A	A	A	A
41 Robinson Street	Construction of Addition	6/13/2023	APPROVE	A	A	A	A	A	A
15 Rockland Street	Rear addition and garage	7/11/2023	APPROVE	A	absnt	A	absnt	A	A
366 Ocean Road	Window Replacement	9/12/2023	APPROVE	A	A	A	absnt	A	A
366 Ocean Road	Garage Addition	9/12/2023	APPROVE	A	A	A	absnt	A	A
16 Rockland Street	Rear addition	11/14/2023	APPROVE	A	A	A	A	absnt	A
93 Central Street	Expand Kitchen	12/12/2023	APPROVE	A	A	absnt	A	A	A
13A Robinson Street	Dormer Expansion	12/12/2023	APPROVE	A	A	absnt	A	A	A

HISTORIC DISTRICT APPLICATIONS 2023 EXPEDITED REVIEWS

DATE	ADDRESS	WORK DONE
1/13/2023	83 ROBINSON STREET	Re-roofing
1/19/2023	22 BROWN STREET	Roofing
2/6/2023	383 OCEAN ROAD	Roofing
3/3/2023	27 CASWELL STREET	Stairs
3/8/2023	106 CENTRAL STREET	Generator
3/10/2023	20 FIFTH AVENUE	Siding
3/28/2023	27 CASWELL STREET	Roofing
3/30/2023	366 OCEAN ROAD	Roofing
3/31/2023	356 OCEAN ROAD	Roofing
5/3/2023	49 NARRAGANSETT AVENUE	HVAC
5/8/2023	22 BROWN STREET	Decking
6/12/2023	68 CASWELL STREET	Generator
6/13/2023	5 BROWN STREET	HVAC
6/16/2023	75 ROBINSON STREET	Roofing
6/28/2023	57 RODMAN STREET	Fencing
7/19/2023	57B RODMAN STREET	Fencing
8/3/2023	56 ROCKLAND STREET	Roofing
8/29/2023	79 CASWELL STREET	Roofing
9/26/2023	21 NEWTON AVENUE	Roofing
9/27/2023	19 FIFTH AVENUE	Outdoor Shower
10/16/2023	18 MATHEWSON STREET	Propane tank
10/17/2023	72 CENTRAL STREET	Garage repair
10/20/2023	68 CASWELL STREET	Siding repair
10/30/2023	9 MANSION AVENUE	Rear window
11/8/2023	105 RODMAN STREET	Roof replacement
11/30/2023	119 BOON STREET	Front door repair
11/30/2023	119 BOON STREET	Front landing
12/12/2023	114 BOON STREET	Generator

I.D.E.A 2023 Summary Report

January 4, 2023 – 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 2022 and what we looked forward to in 2023. We began planning out Taste Around the World event and confirmed Big Lux would donate a performance.

We discussed the beach and fees. It was decided that the Committee would like to encourage the Town to consider free/reduced parking passes for members of our community who receive SNAP benefits. We also voted to send a letter that opposes any fee increases to the beach.

February 1, 2023 - Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Xia Whitaker, SRO Kevin O’Connor, School Committee Liaison Alex Menzies

The committee held a roundtable discussion on the video “The Dangers of A Single Story”. We all agreed and commented on how important it is that we continue to hold conversations that bring multiple and diverse perspectives to the table.

We finalized tickets and plans for the Taste Around the World that will be held on March 23, 2023. We have confirmed donations from food vendors. There will be international food, music and Big Lux.

March 2023 – No meeting Taste Around the World

April 5, 2023 - Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Xia Whitaker, NPD Liaison SRO Kevin O’Connor, School Committee Liaison Alex Menzies

We debriefed our Taste Around the World event. It was a great turnout, and there are a lot of things we would like to improve on in the future. We will send out thank you notes to business. We would like more opportunity for cultural interaction and plan smaller, more diverse and less expensive cultural showcases moving forward.

We discussed writing a letter to suggest the Town invite Big Lux to play at Summer Music series at the Gazebo.

The Committee opened a discussion on how we could support Affordable Housing Initiatives. We spoke about increasing awareness about facts of Affordable Housing so incorrect or misleading information doesn’t lead the discussion. We will continue the discussion and find ways to bring awareness to the community about what Affordable Housing really means.

May 10, 2023 - Susan Cicilline-Buonanno, Alicia Vignali Henry, Adrienne Hazard, Michael Monroe, Xia Whitaker

The Committee opened the meeting with a discussion on International Education Week at URI. We will continue to think of possible ways to interact with international students who live in our community.

Alicia Vignali Henry spoke about Caribbean Heritage Month in June and the Jamacian Association of Rhode Island. The Committee discussed some dates in late July to possible hold a beach event with international visitors.

The Committee continued their conversation about Affordable Housing and how to bring awareness to the community. We talked about creating fact sheets and securing a speaker for a lecture series on the issue

June 7, 2023- Alicia Vignali Henry, Susan Cicilline Buonanno, Adrienne Hazard, Michael Monroe, Alex Menzies

We welcomed Ms. Autumn Rain, 2023 Ms. Wheelchair Rhode Island. Ms Rain spoke to the Committee on her experiences at the Narragansett Town beach as a individual who uses a wheelchair. She spoke about her advocacy o bringing attention to coastal and beach access to other persons with limited mobility, and what suggestions she had from her valuable, lived perspective. The discussion that followed included ideas for additional awareness to be brought to the RI and Narragansett community.

August 7, 2023 – Meeting Cancelled no Quorum

September 7, 2023 – No Meeting

October 4, 2023 - Susan Cicilline Buonanno, Alicia Vignali Henry, Michael Monroe, Adrienne Hazzard, Liaison Alex Menzies

The Committee began a conversation about a Land Acknowledgement. We spoke about reaching out to the Narragansett Tribe and student groups to help us craft the Acknowledgement. We also discussed speaking to other Towns about how they incorporated the Land Acknowledgement into their official procedures.

We discuss the upcoming cultural holidays we could highlight in town including Dawali and Hanukkah.

November 1, 2023 - Alicia Vignali Henry, Susan Cicilline Buonanno, Michael Monroe, Adrienne Hazzard, Xia Whitaker, Liaison Alex Menzies

We continued our conversation about a Land Acknowledgment and Alicia Vignali Henry said she would continue to outreach and get information for 2024.

The committee also voted to make a recommendation to the Park and Recreation Committee that they implement policy that provides Free Beach Passes to Narragansett Families that receive SNAP benefits.

December 2023 – No meeting

Juvenile Hearing Board Meetings 2023

<u>Case Number(s)</u>	<u>Date</u>	<u>Board Members in Attendance</u>
23-113-AR/23-116-AR 23-117-AR	May 9 th 2023	Victoria Hathaway Joan Ricci
23-113-AR/23-116-AR	May 30 th 2023 (Review)	Victoria Hathaway Joan Ricci
23-117-AR	June 13 th 2023 (Review)	Victoria Hathaway

Narragansett Land Conservancy Trust

Annual Report – 2023

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.

In addition to the information concerning activities for 2023, summary information for the previous six years is provided given that many of those trustees who were on the Land Trust during this period will no longer be on the Trust going forward. Two of the at-large trustees are term limited on 1/1/2024, one of the at-large trustees is term limited on 11/1/2024, two at-large trustees are up for renewal on 1/1/2024, the Planning Board liaison is term limited on 11/1/2023 and the Conservation Commission liaison is term limited on 4/30/2024.

2023 Land Acquisition

- On 1/9/2023, the Town acquired plat K lot 281 0.23 acres which was donated by the Palmisciano Estate. On 3/14/2023, the Town Council declared this parcel to be held in the Public Trust by Resolution 2023-03
- The Trust began discussions with a property owner abutting K-281 to expand the protection to a natural storm water control area.
- The Trust continued discussion with a property owner for a parcel in a generally undisturbed condition

Previous Years

2022

- 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 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.

2021

- The Trust worked to acquire a 4.4-acre parcel on South Pier Road for \$115,000. This property is adjacent to Town conservation property and near the large group of conserved parcels in the Crooked Brook area. The purchase and sales agreement was approved by the Town Council on January 19, 2020 and the sales closed on March 3, 2021
- The Trust considered two parcels which were on the market, but declined to make an offer. Through the brokers, the Trust suggested that the property be donated to the Town. One property was sold and the Trust never heard back from the second broker.
- After an extensive of all undeveloped parcels in town, several trustees recommended follow-up on two parcels. The Trust encouraged these trustees to look at four additional parcels.
- 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 20/21, 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.

2020

- The Trust worked to acquire a 4.4-acre parcel on South Pier Road for \$115,000. This property is adjacent to Town conservation property and near the large group of conserved parcels in the Crooked Brook area. The purchase and sales agreement was approved by the Town Council on January 19, 2020.
- The Trust made an offer for a parcel on Narrow River, but the offer was rejected.

- Lots Y-3 176 & 177 on Daytona Avenue were donated to the Town, closing on 2/17/2020 and 4/29/2020.
- 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 20/21, but that the Trust would receive the deposit in future years.
- A property donation policy was developed and approved by the Trust on September 17, 2020.
- Members of the Trust completed a detailed review of all parcels in Town which identified possible acquisitions against an established criterion.

2019

- The Trust worked in 2018 to acquire a significant group of privately held parcels but it went under contract to a Connecticut developer. As part of this effort the Trust, working through DEM, submitted a grant application to the USFWS Coastal Wetland Conservation Fund. In February, 2019, we were notified that the state did not receive the grant, were close, but needed more bird population survey information. The Connecticut developer refused to let the Trust on the property to conduct the surveys.
- Several members of the Trust worked to compare properties identified in the 2018 possible parcel compilation against a selection criterion. This work will be continued into 2020.
- The Town was offered a parcel in Bonnet Shores as a donation as part of an estate settlement. The Trust referred the property to the Bonnet Shores Land Trust
- The Town was offered two parcels on Daytona Avenue. The Trust compared these parcels against the acceptance criteria and voted to accept the donations with a waiver of accrued taxes less than \$500. The Trust forwarded its recommendation to the Town Council for action.
- RIDOT continues to be non-responsive on the Town's request to acquire 7.25 acres of state property on Boston Neck Road (N-1-10).

2018

- To acquire a significant group of privately held parcels, working with DEM, submitted a grant application to the USFWS Coastal Wetland Conservation Fund. Submitted a letter to the RIDEM Land Acquisition committee. Received letters of support from Salt Pond Coalition, The Nature Conservancy, Save the Bay, et al.
- Completed a detailed review of all parcels within the Green Belt and identified possible parcels for further consideration. Develop a set of working criteria to be used to prioritize parcels using the acquisition criteria as a starting point for the next steps.
- Accepted a donation of two parcels from the Armenian Education Foundation on Rhode Island Avenue
- Approached RIDOT to acquire 7.25 acres of state property on Boston Neck Road (N-1-10)

2017

- Developed a set of criteria to be used to guide the Trust in its evaluation of potential properties to acquire. This set was developed from existing criteria combined with others from other land trusts

- Conducted a detailed map survey of all potential ‘target’ properties in the Town. Next steps include prioritizing these targets, developing a strategy for the highest priority properties and ensuring that the Town is ‘in line’ for any state or federal properties which may become surplus
- Conducted discussions with several other land trust leaders, representatives of conservation funding organizations and consultants to learn about the process and funding sources and partnerships
- Began detailed investigations of several high priority parcels

Protection of Conserved Properties

- On March 14, 2023, the Town Council deemed that parcel K-281 be held in the Public Trust by Resolution 2023-03.

Previous Years

2022

- 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.

2021

- The Trust on December 17, 2020 approved to recommend that the Town Council approve two resolutions to protect Town-owned conserved properties in perpetuity. These resolutions are to deem the properties as have having a ‘conservation restriction’ and as being held in the ‘public trust.’” These resolutions were approved unanimously by Town Council on February 16, 2020. Through these two resolutions, agenda items on February 1, 2021, 51 parcels comprising 352.60 acres, most notably Canonchet Farm have now been protected. 17 parcels comprising 203.55 acres had been protected earlier by conservation and recreation easements, predominantly Sunset Farm. The laborious task of recording these new restrictions is underway and should be completed in the first quarter, 2022.
- On February 18, 2021, the Trust unanimously passed a Resolution asking the Town Council to approve a Resolution in support of Senate bill 172 and House bill 5259 enabling legislation for declaring conservation properties to be held in the public trust. The Town Council unanimously approved this Resolution on March 1, 2021. Using Narragansett’s Town Council resolution along with Tiverton’s, the bill sponsors were able to show interest in the community. The Bill passed on June 30, 2021 and forwarded to the Governor for signature. This Bill gives the State of Rhode Island protections for conservation which occur in only one other state, Pennsylvania.

2020

- The Trust on December 17, 2020 approved to recommend that the Town Council approve two resolutions to protect Town-owned conserved properties in perpetuity. These resolutions are to deem the properties as have having a ‘conservation restriction’ and as being held in the ‘public trust.’ These resolutions are planned to be Town Council agenda items on February 1, 2021.

2018

- The Trust recommended to the Town Council to approve a resolution protecting the independence of municipal land trusts in the state, subsequent to a legislative proposal to acquire the Smithfield Land Trust properties. The Town Council approved this resolution on July 12, 2018. Met with the RI Land Trust Alliance, trustees of other land trusts and the RIAG office to discuss means to protect public conservation land to preclude a reoccurrence of this legislative proposal.

2023 Existing Properties

Middlebridge Conservation Land

- Construction has begun to relocate the entrance of the Middlebridge Conservation land. On 8/17/2023 the Trust voted in support of using up to \$30,000 from the Middlebridge Enterprise Fund as the Town match to DEM additional funding needed to meet the CRMC permit conditions.
- The third photographic survey of the development of the conservation portion of the property was conducted on December 1, 2023.

Sunset Farm & Trail

- Trail reconnaissance from Foddering Farm Road to the north intersection of the Sunset Farm trail was conducted on several days by trustees. Work on identifying the trail route will continue during the winter of 2024.
- The Trust formed a subcommittee of Terry Fleming, Brian Wagner, and Dave Avedisian to develop an updated Conservation Farm Management Plan. It was decided to engage a consultant to support the subcommittee.

Kinney Bungalow

- On 5/18, the Trust voted to recommend to the Town Council to proceed with the negotiations to form a preservation easement for Kinney Bungalow with Preserve Rhode Island as the grantee.
- On 6/19/2023, the Town Council directed the Town Manager, Assistant Town Solicitor and the Chair of the Trust to complete negotiations for a preservation easement for Kinney Bungalow before 10/31/2023. The easement was successfully negotiated by November 30, 2023. On December 14, 2023, the Land Trust passed a recommendation that the Town Council place the easement on the ballot in November 2024, and that the Town Council direct the Town Manager to sign an acknowledgement of the terms in the September 19, 2023 letter from Preserve RI.
- Work has begun to develop an RFP for an HVAC system in Kinney Bungalow

Crooked Brook Trail

- The trail map has been uploaded to both ExploreRI and AllTrails
- The DPW mowed the trail in September
- A 16-foot-long footbridge was installed across a creek on Westmoreland about 1000 feet to the East of the trail intersection. The work was performed by Troop 44 under the leadership of Logan Selwyn, Eagle Scout candidate. The work was completed on 9/16/2003.
- A tour of the Crooked Brook Trail was hosted by the Trust on 9/16/2023 as part of 'Gansett Days and Land Trust Days of the Rhode Island Land Trust Council.

Harbour Island Trail

- The trail map has been uploaded to ExploreRI and AllTrails

Gansett Trails

- The "Gansett Loop Trail" and "Gansett Trails" were announced during the tour on 9/16/2023. The Gansett Loop Trail comprises Crooked Brook Trail, Canonchet Farm Trail, the school complex bike path, the Town beach and seawall into a 5.25-mile loop trail.
- The Gansett Trails comprises the Loop Trail, Sunset Farm Trail, Harbour Island Trail and a future Foddering Farm trail. It will be able to walk from Harbour Island on Long Cove to the Town Beach on trails and scenic roads.
- A letter to the editor has been approved by the Land Trust on December 14, 2023, but the Trust recommended discussion with Jim Tierney, and whether the submittal should be a letter to the editor, or a press release. It was also suggested that an interview would be the best way to communicate.
- The map has been submitted to the Land Trust Council for uploading onto ExploreRI.com
- A GIS map was created by walking the full loop. This KMZ file has been submitted to AllTrails.com for uploading

Previous Years

Middlebridge Conservation Land

2022

- 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.

2021

- The renovation of the Middlebridge marina building to replace siding, doors, windows and trim was completed in 2021.
- Planning continues to relocate the entrance of the Middlebridge Conservation Land working with the Town, CRMC, DEM and Save the Bay.

2020

- A photographic comparison of the establishment of the wetlands and upland meadows in the Conservation Area was completed two years after the baseline photographs were taken in 2018. Wenley Ferguson of Save the Bay toured the property and provided expert observations. A report of observations and recommendations were submitted to the Town Manager and Director of Parks & Recreation.
- The renovation of the Middlebridge marina building is underway to replace siding, doors, windows and trim before Spring 2021
- Planning continues to relocate the entrance of the Middlebridge Conservation Land working with the Town, CRMC, DEM and Save the Bay.

2019

- The roof on the Marina building was completed February 9, 2019 by Abcore Restoration Co., Inc. at a cost of \$7,290.
- A quote of \$56,740 was received from Abcor Restoration to replace the siding, trim, doors and windows on the Marina building. \$60,000 for this work has been included in the FY 2020/2021 CIP budget.
- Save the Bay wrote a grant on behalf of the Town for the relocation of the entrance. \$18,000 in matching funds have been included in the FY 2020/2021 CIP budget. \$90,000 has been included in the FY 2021/2022 CIP budget for construction, if required.

2018

- In accordance with the Middlebridge Management Plan approved on December 18, 2017, worked with town staff to prepare a building repair Request for Proposal (RFP) and a Request of Interest (ROI) for any non-residential which would be interested in renting from the Town. No entity responded to the ROI. Town staff prepared a recommendation to renovate 95 and 95D Middlebridge Road (“yellow building” and “marina building”, respectively) and to demolish the three cottages, 95 A, B and C. On August 6, the Town Council approved the renovation of the two buildings but did not approve the demolition on a 2/3 vote. The status of these three buildings remain in limbo since acquisition in 2012.
- Under the direction of Professor Richard Sheridan, the junior class of the URI Landscape Architecture program studied the Middlebridge waterfront and prepared recommendations.
- Also, in accordance with the Middlebridge Management plan, the Trust convened a group of conservation stakeholders and experts to include the Narrow River Preservation Association, the Narrow River Land Trust, the US Fish and Wildlife Service, the Narragansett Conservation Commission and Save the Bay. As a result of this collaborative effort, the Conservation Plan was prepared and approved by the Trust on October 18, 2018 and by the Town Council on December 3, 2018.

2017

- Completed an update to the Middlebridge Management Plan which was received and approved by the Town Council on December 18, 2017
- Reviewed the non-commercial section of the five-year paddle sports business contract
- Supported the recommendation to extend the caretaker lease for another five years

- Provided concurrence that the Town should consider extending the lease for the URI Women's Rowing Team
-

Sunset Farm & Trail

2022

- 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. Please call me if you actually read this.
- 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 been numerous complaints on AllTrails and ExploreRI the trail is overgrown. The Town will review the maintenance schedule.

2021

- Trail maintenance trail applications for two lateral trails were approved by CRMC: one connecting the loop trail to Island View Road (on Foddering Farm Road about ¼ mile from Harbour Island trail) and the second down to a quiet area on Point Judith Pond.
- Joseph Lavalley, a Town resident and member of Boy Scout Troop 44, volunteered to widen these two trails. On April 30, the troop camped out on the Pond bluff (following 'Leave No Trace' protocols, of course) and cut the two trails on May 1. A bench was subsequently placed in the area on the Pond for quiet contemplation.
- Joseph presented his completed project to the Town Council on June 21, 2021, and donated \$215 of surplus funds to the Trust.
- There have been several negative comments left on AllTrails and ExploreRI left by visitors concerned about the condition of the farm, its road, and a lack of timely trail cutting. These issues will be addressed in 2022.

2020

- On October 3, 2020, Frances Topping, a local educator and naturalist, guided a Land Trust Days tour of the trail.
- A CRMC maintenance trail application was completed for two lateral trails off of the Sunset Farm Trail: one to Island View Road and the other down to Point Judith Pond. The application was prepared after a tour of the trails with two biologists from CRMC.

2019

- At the February meeting, the Trust approved a draft resolution for the Town Manager to work with the Sunset Farm tenant farmer and the Trust to open up the public trails to the public. The Town Council approved the resolution on March 4, 2019.
- After several tours of the Sunset Farm trails, modified the plan to include a new trail and avoided a large expense for new fencing.
- Jeff Farrell, the tenant farmer, cut the new ¼ mile trail on May 16, 2019 using equipment he had on site
- The sign shop of the Town's DPW department provided the trail signage, hung by people from the sign shop and members of the Trust
- A new trail head sign for the existing kiosk was designed by the Trust working with iCopy which produced the aluminum laminated sign. The sign was placed in the kiosk inside of a cedar frame by Chris Wilkens, former town councilor and former trustee.
- The trail was mapped by town staff using a GPS application
- Information about the trails, to include a download pdf, was placed on the RILTC's ExploreRI website and on the phone app, AllTrails.
- Toured the trail with Frances Topping, a local naturalist, and Chelsey Frost, a volunteer local graduate student converted notes into a draft for future use.
- On July 2, local Scouts from Troop 1 Narragansett BSA and Southgansett Girl Scout Troop 80 cleared the debris from the new trail left over from the heavy equipment, under the direction of Mike Millen, Sr and Kristen Moricas, respectively.
- Escorted Phil Cozzolino, The Narragansett Times, on the trail. He wrote a great article about the trail on September 11, 2019, just in time for 'Gansett Days
- Opened the trails during 'Gansett Days' on September 14 and 15, 2019 during which Trust members gave guided tours. These tours were also advertised as part of the RILTC's 'Land Trust Days' and several people came from around the state for the tours
- Members of the Trust partially cleared and marked two spur trails to Island View Road and down to Point Judith Pond. It is anticipated that these spur trails will be cleared by hand by Scouts

2018

- Working with town staff and a town council member, updated a set of expectations for the management of Sunset Farm to be in compliance with the lease. This effort essentially repeated a similar effort conducted in early 2017.
- Filed a formal complaint with the Town Manager about the accumulation of discarded equipment and building materials on the property.

- Reviewed and approved a recommendation to the Planning Board on July 19, 2018 for the rezoning of Sunset Farm to be in compliance with the Town Comprehensive Plan. Updated this recommendation and resubmitted it to the Planning Board on October 18, 2018.
- In response to several questions about the accessibility of the public to the public trails on Sunset Farm, members of the Trust toured the trails with Susan Buonanno, Mike Deluca, and Jeff Farrell, the tenant farmer, on June 21, 2018. During the subsequent Trust meeting on June 21, 2018, three trustees volunteered to work on developing a plan to open up the trails to the public
- On July 30, 2018 while walking on the public trails at Sunset Farm, these three trustees were accosted by Mr. Farrell, the tenant farmer, who called the police charging that the trustees were trespassing. Several articles in the press resulted.
- On August 16, 2018, the Trust reviewed and approved a plan to open the trails to the public.
- As of the end of the year, the trust has been requested to stay off of Sunset Farm since around August until a remediation plan can be agreed to for damage done by Mr. Farrell to Town conservation land adjacent to Sunset Farm. The trails remain inaccessible to the public.

2017

- Working with town staff and a town council member, developed a set of expectations for the management of Sunset Farm

Kinney Bungalow

2022

- 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 Lesarbeau (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.

2018

- On April 10, 2018, the Town Council did not approve the installation of a \$400,000 HVAC system for Kinney Bungalow on a 2 to 3 vote. The Trust had approved a recommendation to the Town Council on Analyzed the proposed \$400k HVAC system and recommended installation on a 6-3 vote of trustees on July 20, 2017.

2017

- Analyzed the proposed \$400k HVAC system and recommended installation on a 6-3 vote of trustees
- Developed a new occupancy and use report

- Completed a preliminary design of large lighted signs at the entrance to the property. Siting has been decided upon. Detailed design is underway
- Installed a bronze plaque by the entrance to the Bungalow declaring its placement on the Registry of Historic Places

Crooked Brook Trail

2022

- 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.

2021

- The Crooked Brook trail was opened from Gibson Avenue to South Pier Road, crossing Kinney Avenue. New signs and blazes have been added. The trail has been digitized, and a map will be added to AllTrails and ExploreRI.

Harbour Island Trail

2022

- 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.

2021

- The trails on Harbour Island have been digitized. Signs and blazes will be added in 2022. A map of these trails will be added to AllTrails and ExploreRI.

Foddering Farm Trail

2022

- 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

2022

- There is a 5.25-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

2020

- Concept discussions were continued to better connect Trust and other conserved properties at Sunset Farm, Harbour Island, Crooked Brook, Town conservation property and Canonchet Farm trail. The aforementioned spur trail to Island View Road will connect Sunset Farm to Harbour Island trails.

Property Monitoring

2021

- Beginning in November 2021, trustees visited all Land Trust properties to check that the properties are not being used for non-conservation activities. The results of this effort will be completed and a report prepared.

2023 Administrative

- Tom Rogers attended the 2023 Land and Water Conservation Summit on April 8, 2023
- The Trust received \$75,000 allocation in 2023; \$50,000 in accordance with the Charter and \$25,000 as the second of two allocations from those funds deferred FY 20/21 in response to the COVID-19 emergency.

Previous Years

2022

- 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.

2021

- The Trust participated in the 2021 Massachusetts & Rhode Island Land Conservation Conference held on Zoom on March 19 and 20, 2021. This conference was a replacement for the RI Land Trust Council's annual Land & Water Summit, but combined with Massachusetts due to COVID 19.
- At the Special Meeting on January 28, 2021, the Trust unanimously approved a proposed study of fishers at Sunset Farm and Crooked Brook trail by Laken Ganoë, a URI PhD candidate. After several iterations, approval to trap animals was never given Ms Ganoë. She did provide summaries of trail cameras surveys in the winter 202-2021 and summer 2021 showing fishers, bobcats, coyotes, a red fox, et al.

2020

- The Trust participated in the annual Land & Water Summit sponsored by the Rhode Island Land Trust Council ("RILTC") pm March 7. 2020.

2019

- On January 4, 2019, met with a group from Harbour Island Improvement Association, Salt Pond Coalition, and town staff to discuss a feasibility study for a culvert under Foddering Farm Road to allow flushing between Champlin and Long Coves of Point Judith Pond.
- The Trust participated in the annual Land & Water Summit sponsored by the Rhode Island Land Trust Council ("RILTC"). Thomas Rogers, chair of the Trust, was elected to the board of the RILTC during the Summit

2018

- Established a new Trust web presence within the Town web site. Current information about Trust properties have been added; links to other sites about trails in the region are planned. The web presence has been coordinated with Town.
- Several trustees attended the annual Land and Water Conservation Summit at URI
- The Trust supported the ballot item for Open Space bonds.
- The Trust had a tent at the Environmental Awareness Day at the Town Beach on July 14, 2018.
- The Trust participated in 'Gansett Days to a limited extent.
- Members of the Trust participate in two public meetings on the RI Comprehensive Outdoor Recreation Plan (SCORP) update.

2017

- Established an ad hoc communication subcommittee with three tasks: to define the message about the mission of the Trust; to establish webpages within the Town's website; to identify

alternative means to communicate the mission to the community. To date, the subcommittee, working with Community Development, has developed an information brochure and has established a webpage which will be expanded in 2018

2023 Meetings, Membership and Attendance

Trustee	Name	Status	Term	Term Dates
#1	Thomas Hoagland		1st	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

- Tom Hoagland replaced Jason Colonies by Town Council vote on 3/6/2023
- Two of the at-large trustees are term limited on 1/1/2024, one of the at-large trustees is term limited on 11/1/2024, two at-large trustees are up for renewal on 1/1/2024, the Planning Board liaison is term limited on 11/1/2023 and the Conservation Commission liaison is term limited on 4/30/2024.
- Trustee attendance is show in the following table

Approval

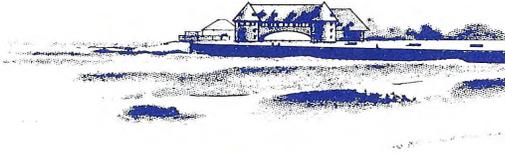
A motion was made by Deb Kopech, seconded by Dave Avedisian, to approve the Annual Report for 2023.

That motion passed 7-0 during the December 14, 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 2023:

Narragansett Land Conservancy Trust		1/19/2023	2/16/2023	3/16/2023	4/20/2023	5/18/2023	5/23/2023	6/15/2023	7/20/2023	8/17/2023	9/21/2023	10/19/2023	11/16/2023	12/14/2023
2023 Trust Meeting Attendance		Monthly	Monthly	Monthly	Monthly	Monthly	Special	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly
		Annual Report; Fisher Study; RILTC dues; K-281 public trust	Kinney HVAC; Middlebridge Resilience; Marina Fees; MB caretaker lease	MB Resilience; KB HVAC; KB preservation easement go-ahead; 2023 Goals;	KB Preservation Easement holders; Crooked Brook; 2023 Goals; LT days	Preserve RI presentation; LT Days; SSF Management	Kinney Bungalow Preservation Easement Holder	Executive Session on possible acquisition	Cancelled	Funding for MB Resilience; SSF Mgmt plan; KB preservation easement surveyor funds	Preservation Easement Updage; Executive Session possible acquisitions	Cancelled	Preservation Easement update; HVAC; RILTC membership	Preservation Easement approval; 2024 schedule; annual report; LTE; Middlebridge photos; 2024 goals
Thomas Rogers	Chair		X	X	X	X	X	X		X	X		X	X
Terence Fleming	Vice Chair / Planning	X	X	X	X	X	X			X	X		X	
Tom Hoagand		vacant	vacant	X	X	X	X			X	X		X	X
Jerry Brunetto		X	X	X	X					X				X
Dave Avedisian	Secretary	X	X	X	X		X	X		X	X		X	X
Pati Sylvia		X	X	X	X					X			X	
Brian Wagner	Conservation Comm	X	X	X	X	X		X		X	X			X
Ewa Dzwierzynski	Town Council			X				X						X
Deb Kopech	Town Council	X		X	X	X	X	X		X	X		X	X



Maury Loontjens Memorial Library

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

Date: February 15, 2024

To: Narragansett Town Council

The year 2023 saw the creation of the beautiful new Maury Loontjens Memorial Library building. This project, which was driven by patron demand starting in 2008, finally, against all odds, succeeded. In Nov 2022, The contract with EW Burman (a local contractor) was signed, and the construction of the new library began, with essential completion of the project by the end of 2023.

In February, the library added a new Patron Services staff member, after having gone with the position vacant for about 6 months. Also in February, we recorded 6,949 visits by patrons, a strong uptick from the pandemic years. The Friends of the Narragansett Library were able to hold the annual Stone Soup event in person for the first time in 2 years, and collected donations of 726 lbs. of food, and almost \$1,000 in cash to our local food pantry. In March, Jane Columbo was celebrated for 50 years of employment at the Library (as a Town employee); she continues to work in the Children's Room to this day. In June, Champlin announced that our second grant application was awarded \$250,000 - making a total of \$650,000 from the Champlin Foundation.

In August, after working with the Office of Energy Resources and the RI Infrastructure Bank, as well as a technical consultant since April of 2022, the library put a solar project on the town council agenda where it was approved. This project will cover the new roof with solar panels, and provide electricity for 2 EV chargers in our parking lot. We were awarded a low interest rate loan by the State, and solicited bids for the project. We expect to accept the bid and commence the project in the first quarter of 2024. The State of RI and OLIS are very excited about this project as it will be the first for a Library in the state to have embraced solar as an energy source for a library. Once the project is installed, the library will apply to both State and Federal institutions for grants that are estimated to pay off approximately one half of the loan. The remaining loan payments will be paid by the library, instead of making payments to RI Energy for electricity.

In October the Maury Loontjens Memorial Obelisk was moved to 25 Pier Market Place, as part of the construction project. November saw 7,712 patrons using the old library, even as we packed materials for the move. The end of the year saw a busy time of moving from the old building -shelving installed, books, furniture and office equipment making the trek to our new location. December did not see our building officially open- but it is slated for early January when all inspections are due to be completed. Throughout the entire year, the Friends of the Narragansett Library diligently ran restaurant fundraisers, book sales, jewelry sales and other events to keep our building project in the news, and spur donations. The Friends also acted as our bank for the project, holding the donations off the Town's balance sheet in a 501(c)3 account where they were

segregated for the capital project of the library buildout. In the end, the new Maury Loontjens Memorial Library building cost approximately \$9 million. But the Narragansett taxpayers will pay less than \$3 million for their brand new library. The Library Board applied to the RI State Office of Library and Information Services and received a grant of \$3,143,522 which will be applied to the outstanding bond of \$5.8 million (reducing the taxpayer debt to approximately \$2.7 million). All other costs were covered by the \$2 million raised by the Friends of the Narragansett Library, (through generous donors in the community and across the nation), the total of \$650,000 in grants from the Champlin Foundation, and others funds, such as the remainder of the old MLM Fund (previous fundraising).

The Library Board wishes to thank all those Narragansett voters who supported the library in the long battle to create this building that the State of RI has since called” a jewel” in the library system. We are sure this library will continue to be a much loved destination for the town residents and visitors alike; and will enrich all who visit.

Sincerely,

Laurie Kelly, Chair
MLM Library Board of Trustees

Committee Work for 2023:

At the first meeting of the year, the committee elected officers as follows: Lindsay Tanner Bush, Interim Chair; Susan DiMasi, Interim Vice-Chair; and Michelle Kershaw volunteered to be Interim Secretary. All nominations were moved, seconded, voted and unanimously approved.

Membership was also updated at the June, 2023 meeting following pandemic interruptions, new Town Council appointments and individual interest.

The committee reviewed its mission statement. Town officials for both towns on the committee felt the mission statement reflected the committee's work well and aligned with agreements in place between the two towns.

The committee reviewed systems in place to support seniors at both senior centers. The two towns use different systems and procedures however, the systems work in both municipalities for the centers and the senior residents.

As health and aging-in-place are major concerns for senior residents, a suggestion was made that a representative from South County Health be asked to join the committee in the future. That is a work in progress.

The committee began the work of identifying a resource guide for use at town offices, the senior centers, with nonprofits serving seniors and for the seniors themselves that would be comprehensive and identify housing, food security and transportation resources as well as other resources that may be of interest and beneficial to older citizens and their family members. That work is continuing and a compilation of the resources is expected to be completed in early 2024.

The committee has also been in discussion phases on a survey for seniors that will be one survey with both towns using this document to query seniors regarding current services and their knowledge and use of the same, services they feel they need and that are lacking, as well as other questions related to individual concerns and thoughts. This document is expected to be distributed in 2024.

The committee hosts guest presenters at each meeting. These presenters highlight a nonprofit, business or group that assists senior residents of the towns. The presenter is asked to share information on their mission/business services, access points, eligibility if pertinent, and availability.

During 2023, presentations/discussions were:

MySenior Center Management System used by the Narragansett Community Center, a one-on-one interaction procedure/system used by the Center for Senior Services in South Kingstown, and Special Needs Registry for SK and Code Red for Narragansett systems used to support senior residents. Information was provided by town officials for each town.

Megan Corey, RSVP/Programs Director for Southern Rhode Island Volunteers presented information about services available to seniors aging-in-place available at SRIV such as transportation to healthcare appointments, grocery stores, pharmacies and other essential services; delivery of Meals on Wheels for both towns, delivery of grocery foods and food pantry items for senior residents 60 plus who no longer have the physical strength or stamina to do shopping; companionship, visitation and safety checks. All services for seniors at SRIV are to promote aging-in-place with dignity, independence and safety in mind. SRIV also provides opportunities to volunteer throughout the communities for individuals 13 plus years of age with concentration on mature volunteers 50 plus years of age.

Beth LeConte, Executive Director for Osher Lifelong Learning Institute (OLLI) was scheduled to present information on OLLI classes and volunteer opportunities. However, an unexpected event forced cancellation. Old Mountain Lanes, South Kingstown stepped up to cover for the December meeting providing information for active participation in senior bowling leagues for healthy aging and activity. The committee meeting was held at the Old Mountain Lanes, Kingstown Road, Wakefield, RI.

Calendar:

The committee meets quarterly on the 4th Thursday of the month at 6 pm. Locations vary. 2024 meetings will be held in March, June, September, and November or early December. March and September will be at Narragansett locations and June and November or December will be at South Kingstown locations. The schedule will be determined at the December, 2024 meeting. Proposed locations and topics will be included on the schedule. Agendas including location and topic will be provided to town government for public access through town webpages approximately 2 weeks prior to meetings. The agenda is emailed to committee members and town clerks directly. Public access to information is provided by town government through town webpages.

The general public is welcome to attend as guests, each meeting agenda will provide a time for public comment.

Submitted by,

Lindsay Bush

Lindsay Bush
Interim Chair
December 30, 2023



NARRAGANSETT HOUSING AUTHORITY

Town Hall, 25 Fifth Avenue, Narragansett, RI 02882

*Telephone (401) 789-9489 *TDD (401) 782-0610*

March 7, 2024

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

Re: Annual Report and Attendance Record

Dear Janet:

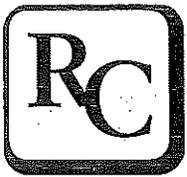
I am pleased to report that monthly meetings were held for the calendar year of 2023 for the Narragansett Housing Authority. There was not severe absenteeism to report by any of our board members.

Also, attached is the Narragansett Housing Authority's audit for the Fiscal Year Ended June 30, 2022.

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

Sincerely,

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, 2022**

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

FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA
WITH INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED JUNE 30, 2022

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

FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA
JUNE 30, 2022

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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 Town of Narragansett Housing Authority, which comprise the statement of net assets as of June 30, 2022, 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 opinions 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. 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 opinions.

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, 2022, 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.

Other Matters

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4-9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Other Information

My audit was conducted for the purpose of forming an opinion on the basic financial statements that collectively comprise the Town of Narragansett Housing Authority's basic financial statements. The supplementary information, as listed in the table of contents, and the Schedule of Expenditures of Federal Awards, required by *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, are presented for purposes of additional analysis and are not required part of the basic financial statements.

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

The supplementary information and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the supplementary information and the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation of the basic financial statements as a whole.

The Management's Discussion and Analysis on pages 4-9 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 Calmark, CPA

Rumford, Rhode Island
March 20, 2023

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

**MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

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, 2022. 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 \$392,049.

The Authority had intergovernmental revenues of \$1,988,554 from HUD grants. An increase of \$86,917 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 including electrical work.

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, 2022 (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, 2022 and 2021:

	<u>2022</u>	<u>2021</u>	<u>NET CHANGE</u>
Cash	\$ 263,880	\$ 219,946	\$ 43,934
Other current assets	10,452	17,003	(6,551)
Capital assets	145,265	158,680	(13,415)
Other assets	229,988	76,742	153,246
Deferred amount on pension and refunding	<u>19,366</u>	<u>27,812</u>	<u>(8,446)</u>
Total assets and deferred outflow of assets	<u>668,951</u>	<u>500,183</u>	<u>168,768</u>
Current liabilities	18,944	22,954	(4,010)
Long-term liabilities	<u>80,155</u>	<u>102,120</u>	<u>(21,965)</u>
Total liabilities	<u>99,099</u>	<u>125,074</u>	<u>(25,975)</u>
Deferred amount on pension	<u>177,803</u>	<u>71,314</u>	<u>106,489</u>
Net assets invested in capital assets	145,265	158,680	(13,415)
Restricted net assets	31,230	0	31,230
Unrestricted net assets	<u>215,554</u>	<u>145,115</u>	<u>70,439</u>
Total net assets	<u>\$ 392,049</u>	<u>\$ 303,795</u>	<u>\$ 88,254</u>

The decrease in long-term liabilities was mainly due to a decrease in accrued long-term compensated absences. The increase in other assets was an increase in pension assets.

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

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022 (CONTINUED)

FINANCIAL ANALYSIS OF THE AUTHORITY

Comparative Statement of Revenues and Expenses For The Years Ended June 30, 2022 and 2021:

	<u>2022</u>	<u>2021</u>	<u>NET CHANGE</u>
Revenue:			
Tenant rental revenue	\$ 36,599	\$ 24,996	\$ 11,603
HUD PHA operating grants	1,988,554	1,915,107	73,447
Other revenue	12,231	11,946	285
Total revenue	<u>2,037,384</u>	<u>1,952,049</u>	<u>85,335</u>
Operating Expenses:			
Administrative	268,249	306,155	(37,906)
Utilities	6,718	8,064	(1,346)
Maintenance	35,233	18,345	16,888
Other general	46,021	40,932	5,089
Housing assistance payments	1,572,925	1,556,490	16,435
Depreciation	19,984	28,742	(8,758)
Total expenses	<u>1,949,130</u>	<u>1,958,728</u>	<u>(9,598)</u>
Change in net assets	<u>\$ 88,254</u>	<u>(6,679)</u>	<u>\$ 94,933</u>
Net assets - beginning	303,795	299,262	
Prior period adjustment	0	11,212	
Net assets - ending	<u>\$ 392,049</u>	<u>\$ 303,795</u>	

Total revenue increased mainly due to an increase in revenue from Housing Choice Voucher Grants. Maintenance increased due to the increase of maintenance contracts and materials.

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

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022 (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 2022 and 2021:

	<u>2022</u>	<u>2021</u>	<u>NET CHANGE</u>
Land	\$ 63,741	\$ 63,741	
Building	863,552	856,983	\$ 6,569
Furniture & Equipment	43,565	43,565	
Total	<u>970,858</u>	<u>964,289</u>	<u>6,569</u>
Accumulated depreciation	<u>(825,593)</u>	<u>(805,609)</u>	<u>(19,984)</u>
Net capital assets	<u>\$ 145,265</u>	<u>\$ 158,680</u>	<u>\$ (13,415)</u>

Debt

The Authority had no outstanding long-term debt as of June 30, 2022 and 2021, 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, 2022 (CONTINUED)**

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, 2022

ASSETS

CURRENT ASSETS:

Cash and cash equivalents, including short-term investments	\$ 182,449
Cash - other restricted, including short-term investments	81,431
Prepaid expenses	<u>10,452</u>

Total current assets 274,332

CAPITAL ASSETS:

Land, structures and equipment	970,858
Less accumulated depreciation	<u>(825,593)</u>

Net land, structures and equipment 145,265

OTHER ASSETS:

Net pension asset	<u>229,988</u>
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DEFERRED OUTFLOW OF RESOURCES:

Deferred amount on pension and refunding and deferred outflow of resources	<u>19,366</u>
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Total assets and deferred outflow of resources \$ 668,951

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

STATEMENT OF NET POSITION
JUNE 30, 2022 (CONTINUED)

LIABILITIES AND NET POSITION

CURRENT LIABILITIES:

Accounts payable	\$ 3,068
Unearned income	2
Accrued expenses	4,516
Accrued compensated absences - current portion	5,286
Tenant security deposits	<u>6,072</u>
Total current liabilities	<u>18,944</u>

NONCURRENT LIABILITIES:

Escrow payable - F.S.S.	50,201
Accrued compensated absences - long-term	<u>29,954</u>
Total noncurrent liabilities	<u>80,155</u>

Total liabilities

99,099

DEFERRED INFLOW OF RESOURCES:

Deferred amount on pensions	<u>177,803</u>
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NET POSITION:

Invested in capital assets, net of related debt	145,265
Restricted net assets	31,230
Unrestricted net assets	<u>215,554</u>

Total net position

392,049

Total liabilities, deferred inflow of resources and net position \$ 668,951

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, 2022

Operating Income:

Tenant rentals	\$ 36,599
H.U.D. P.H.A. Operating Grants	1,988,554
Fraud recovery income	9,744
Miscellaneous income	<u>2,485</u>
Total operating income	<u>2,037,382</u>

Operating expenses:

Administration	268,249
Utilities	6,718
Ordinary maintenance and operations	35,233
General expense	42,953
Payments in lieu of taxes	3,068
Housing assistance payments	1,572,925
Depreciation expense	<u>19,984</u>
Total operating expenses	<u>1,949,130</u>

Total operating income(loss) before other income and expenses 88,252

Other income:

Investment income-unrestricted	<u>2</u>
Total other income	<u>2</u>

Change in net position before extraordinary item 88,254

Beginning net position 303,795

Ending net position \$ 392,049

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, 2022

Cash flows from operating activities:	
Cash received from tenants	\$ 36,097
Cash received from H.U.D. operating grants	1,973,223
Cash received from fraud recovery	9,744
Cash received from miscellaneous income	2,485
Cash paid for administration expenses	(310,379)
Cash paid for utilities	(6,013)
Cash paid for general expenses	(49,852)
Cash paid for housing assistance payments	(1,572,925)
Cash paid for maintenance	<u>(31,879)</u>
Net cash flows from operating activities	<u>50,501</u>
Cash flows from capital and related financing activities:	
Purchase of capital assets	<u>(6,569)</u>
	<u>(6,569)</u>
Cash flows from investing activities:	
Receipt of interest	<u>2</u>
Net change in cash	43,934
Cash and cash equivalents at beginning of year	<u>219,946</u>
Cash and cash equivalents at end of year	<u><u>\$ 263,880</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, 2022
(CONTINUED)

Reconciliation of operating income to net cash flows from operating activities:

Operating income(loss)	\$ 88,252
Add depreciation expense	19,984
 (Increase)/Decrease in assets:	
Accounts receivables	10,494
Prepaid expenses	(42,254)
 Increase/(Decrease) in liabilities:	
Accounts payable	(8,248)
Unearned income	(12)
Accrued liabilities	8,600
Tenant security deposit	(490)
F.S.S. escrow	<u>(25,825)</u>
 Net cash flows (used by) from operating activities	 <u>\$ 50,501</u>

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, 2022

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, 2022 (CONTINUED)

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, 2022 (CONTINUED)

Note 1 - Summary of Significant Accounting Policies (continues)

Subsequent Events - The Housing Authority has evaluated events through March 20, 2023; 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, 2021</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2022</u>
Land	\$ 63,741			\$ 63,741
Building & Improvements	856,983	6,569		863,552
Furniture & Equipment	43,565			43,565
Total	<u>\$ 964,289</u>	<u>6,569</u>		<u>\$ 970,858</u>
Accumulated Depreciation	<u>\$ (805,609)</u>	<u>\$ (19,984)</u>		<u>\$ (825,593)</u>
Net Capital Assets	<u>\$ 158,680</u>	<u>\$ (13,415)</u>		<u>\$ 145,265</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, 2022 (CONTINUED)

Note 3 - Land, Structures and Equipment

Land, structures and equipment consisted of the following at June 30, 2022:

			<u>Estimated Useful Life</u>
Land	\$	63,741	
Building & building improvements		863,552	5 to 40 years
Furniture, equipment & machinery-administration		43,565	3 to 7 years
		<u>970,858</u>	
Less accumulated depreciation		<u>(825,593)</u>	
Total	\$	<u>145,265</u>	

Note 4 - Cash, Cash Equivalents and Investments

At June 30, 2022, the carrying amount of the Authority's deposits was \$263,830. As of June 30, 2022, \$13,830 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, 2022 (CONTINUED)

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	\$ 263,830	\$ 263,830

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, 2022 (CONTINUED)

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.

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, 2022 (CONTINUED)

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, 2022 (CONTINUED)

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, 2022 (CONTINUED)

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, 2022 (CONTINUED)

Note 9 - Pension Plan (continues)

Employees covered by benefit terms.

At the June 30, 2021 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
Total	<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 \$5,500 in the year ended June 30, 2021 which was 2.67% of annual covered payroll.

Net Pension Liability (Asset) - The total pension liability was determined by actuarial valuations performed as of June 30, 2020 and rolled forward to June 30, 2021, 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, 2022 (CONTINUED)

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 7.25%; 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	The known COLA for certain MERS units in calendar years 2019 and 2020 were 1.88% and 1.56% respectively, and this was reflected in the June 30, 2019 valuation. All future COLAs were assumed to be 2.1% per annum for all MERS units with the COLA provision.

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022 (CONTINUED)

Note 9 - Pension Plan (continues)

The actuarial assumptions used in the June 30, 2020 valuation rolled forward to June 30, 2020 and the calculation of the total pension liability at June 30, 2021 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, 2021 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
Global Equity		
US Equity	23.20%	5.83%
International Developed Equity	11.80%	6.35%
Emerging Markets Equity	5.00%	8.04%
Private Growth		
Private Equity	11.25%	9.47%
Non-Core RE	2.25%	5.32%
OPP Private Credit	1.50%	9.47%

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022 (CONTINUED)

Note 9 - Pension Plan (continues)

Asset Class	Long-term Target Asset Allocation	Long-term Expected Arithmetic Real Rate of Return
Income		
High Yield Infrastructure	1.00%	3.19%
REITS	1.00%	5.32%
Equity Options	2.00%	5.59%
EMD (50/50 Blend)	2.00%	1.96%
Liquid Credit	2.80%	3.19%
Private Credit	3.20%	3.19%
Crisis Protection Class		
Treasury Duration	5.00%	-.32%
Systematic Trend	5.00%	3.39%
Inflation Protection		
Core Real Estate	3.60%	5.32%
Private Infrastructure	2.40%	5.81%
TIPs	2.00%	0.30%
Volatility Protection		
IG Credit Corp.	3.25%	1.14%
Securitized Credit	3.25%	1.14%
Absolute Return	6.50%	3.39%
Cash	2.00%	-.32%

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022 (CONTINUED)

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, 2022 (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, 2020	\$ 682,027	\$ 758,769	
Changes for the year:			
Service cost	19,014		
Interest on the total pension liability	48,407		
Changes in the benefits			
Difference between expected and actual experience			
Changes in assumptions	(30)		
Employer contributions		5,500	
Employee contributions		4,120	
Net investment income		211,834	
Benefit payments, including employee refunds			
Administrative expense		(807)	
Other changes			
Net changes			
Balances as of June 30, 2021	<u>\$ 749,418</u>	<u>\$ 979,416</u>	<u>\$ (229,998)</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 (6.00%)	Current Discount Rate (7.00%)	1.00% Increase (8.00%)
\$(168,603)	\$(229,998)	\$(308,397)

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022 (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, 2022 the employer recognized pension expense(income) of (\$32,821) 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		\$ 43,539	\$ (43,539)
Assumption changes	\$ 4,484	6,089	(1,605)
Net difference between projected and actual earnings on pension plan investments	14,882	128,175	(113,293)
Total	<u>\$ 19,366</u>	<u>\$ 177,803</u>	<u>\$ (158,437)</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
2023	\$ (36,631)
2024	(35,458)
2025	(36,479)
2026	(41,111)
2027	(7,983)
Thereafter	(775)
Total	<u>\$ (158,437)</u>

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

**SCHEDULE OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2022**

<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>
U.S. Department of HUD:				
Low-income housing assistance program (NY-472)	14.850	N/A	\$ 36,502	
Voucher	14.871	N/A	1,843,298	
Public Housing Capital Program	14.872	N/A	29,066	
Resident Opportunity and Supportive Services	14.870	N/A	<u>79,688</u>	
Total U.S. Department of HUD			<u>\$ 1,988,554</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, 2022. 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, 2022**

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, 2022, 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 March 20, 2023.

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.

Ronald Carmark, CPA

Rumford, Rhode Island
Mrch 20, 2023



**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, 2022. 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, 2022.

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, 2022, and have issued my report thereon dated March 20, 2023, 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
March 20, 2023

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

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2022

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	_____	<input checked="" type="checkbox"/>	no
Significant deficiency(ies) identified?	_____	yes	_____	<input checked="" type="checkbox"/>	none reported
Non-compliance material to financial statements noted?	_____	yes	_____	<input checked="" type="checkbox"/>	no

Federal Awards

Internal control over major programs

Material weakness(es) identified?	_____	yes	_____	<input checked="" type="checkbox"/>	no
Significant deficiency(ies) identified?	_____	yes	_____	<input checked="" type="checkbox"/>	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 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 _____ yes _____ no

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

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2022 (CONTINUED)**

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, 2022, and have issued my reports thereon dated March 20, 2023. 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 March 20, 2023, 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 CFDAs, 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 Carmalt, CPA

Rumford, Rhode Island
 March 20, 2023



**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, 2022, 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
March 20, 2023

Narragansett Housing Authority (RI026)
NARRAGANSETT, RI

Entity Wide Balance Sheet Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 06/30/2022

	Project Total	14.871 Housing Choice Vouchers	14.870 Resident Opportunity and Supportive Services	Subtotal	Total
111 Cash - Unrestricted	\$11,726	\$164,651		\$176,377	\$176,377
112 Cash - Restricted - Modernization and Development					
113 Cash - Other Restricted		\$81,431		\$81,431	\$81,431
114 Cash - Tenant Security Deposits	\$6,072			\$6,072	\$6,072
115 Cash - Restricted for Payment of Current Liabilities		\$0		\$0	\$0
100 Total Cash	\$17,798	\$246,082	\$0	\$263,880	\$263,880
121 Accounts Receivable - PHA Projects					
122 Accounts Receivable - HUD Other Projects					
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					
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	\$0	\$0	\$0	\$0	\$0
131 Investments - Unrestricted					
132 Investments - Restricted					
135 Investments - Restricted for Payment of Current Liability					
142 Prepaid Expenses and Other Assets	\$9,569	\$883		\$10,452	\$10,452

325	Accrued Interest Payable								
331	Accounts Payable - HUD PHA Programs								
332	Account Payable - PHA Projects								
333	Accounts Payable - Other Government	\$3,068				\$3,068			\$3,068
341	Tenant Security Deposits	\$6,072				\$6,072			\$6,072
342	Unearned Revenue	\$2				\$2			\$2
343	Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue								
344	Current Portion of Long-term Debt - Operating Borrowings	\$3,354				\$3,354			\$3,354
345	Other Current Liabilities	\$1,162				\$1,162			\$1,162
346	Accrued Liabilities - Other								
347	Inter Program - Due To								
348	Loan Liability - Current								
310	Total Current Liabilities	\$14,214	\$4,730	\$0		\$18,944			\$18,944
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		\$50,201			\$50,201			\$50,201
354	Accrued Compensated Absences - Non Current	\$3,149	\$26,805			\$29,954			\$29,954
355	Loan Liability - Non Current								
356	FASB 5 Liabilities								
357	Accrued Pension and OPEB Liabilities								
350	Total Non-Current Liabilities	\$3,149	\$77,006	\$0		\$80,155			\$80,155
300	Total Liabilities	\$17,363	\$81,736	\$0		\$99,099			\$99,099
400	Deferred Inflow of Resources	\$71,314				\$71,314			\$71,314
508.4	Net Investment in Capital Assets	\$145,265				\$145,265			\$145,265
511.4	Restricted Net Position		\$31,230			\$31,230			\$31,230
512.4	Unrestricted Net Position	\$43,244	\$133,999	\$0		\$177,243			\$177,243
513	Total Equity - Net Assets / Position	\$188,509	\$165,229	\$0		\$353,738			\$353,738
600	Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$277,186	\$246,965	\$0		\$524,151			\$524,151

Narragansett Housing Authority (RI026)
NARRAGANSETT, RI

Entity Wide Revenue and Expense Summary

Submission Type: Audited/Single Audit

Fiscal Year End: 06/30/2022

	Project Total	14.871 Housing Choice Vouchers	14.870 Resident Opportunity and Supportive Services	Subtotal	Total
70300 Net Tenant Rental Revenue	\$36,574			\$36,574	\$36,574
70400 Tenant Revenue - Other	\$25			\$25	\$25
70500 Total Tenant Revenue	\$36,599	\$0	\$0	\$36,599	\$36,599
70600 HUD PHA Operating Grants	\$65,568	\$1,843,298	\$79,688	\$1,988,554	\$1,988,554
70610 Capital Grants					
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	\$2			\$2	\$2
71200 Mortgage Interest Income					
71300 Proceeds from Disposition of Assets Held for Sale					
71310 Cost of Sale of Assets		\$9,744		\$9,744	\$9,744
71400 Fraud Recovery		\$2,485		\$2,485	\$2,485
71500 Other Revenue					
71600 Gain or Loss on Sale of Capital Assets					
72000 Investment Income - Restricted					
70000 Total Revenue	\$102,169	\$1,855,527	\$79,688	\$2,037,384	\$2,037,384

91100	Administrative Salaries	\$32,855	\$104,518	\$64,073	\$201,446	\$201,446
91200	Auditing Fees	\$1,067	\$6,044		\$7,111	\$7,111
91300	Management Fee					
91310	Book-keeping Fee					
91400	Advertising and Marketing					
91500	Employee Benefit contributions - Administrative	\$3,395	\$36,030	\$15,615	\$55,040	\$55,040
91600	Office Expenses	\$1,879	\$26,456		\$28,335	\$28,335
91700	Legal Expense	\$420	\$1,785		\$2,205	\$2,205
91800	Travel					
91810	Allocated Overhead					
91900	Other	\$3,307	\$9,116		\$12,423	\$12,423
91000	Total Operating - Administrative	\$42,923	\$183,949	\$79,688	\$306,560	\$306,560
92000	Asset Management Fee					
92100	Tenant Services - Salaries					
92200	Relocation Costs					
92300	Employee Benefit Contributions - Tenant Services					
92400	Tenant Services - Other					
92500	Total Tenant Services	\$0	\$0	\$0	\$0	\$0
93100	Water	\$2,812			\$2,812	\$2,812
93200	Electricity	\$46			\$46	\$46
93300	Gas	\$217			\$217	\$217
93400	Fuel					
93500	Labor					
93600	Sewer	\$3,643			\$3,643	\$3,643
93700	Employee Benefit Contributions - Utilities					
93800	Other Utilities Expense					
93000	Total Utilities	\$6,718	\$0	\$0	\$6,718	\$6,718
94100	Ordinary Maintenance and Operations - Labor					
94200	Ordinary Maintenance and Operations - Materials and Other	\$7,063			\$7,063	\$7,063
94300	Ordinary Maintenance and Operations Contracts	\$28,170			\$28,170	\$28,170

94500	Employee Benefit Contributions - Ordinary Maintenance								
94000	Total Maintenance	\$35,233	\$0	\$0	\$35,233	\$35,233			
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	\$0			
96110	Property Insurance	\$7,830			\$7,830	\$7,830			
96120	Liability Insurance	\$859	\$1,744		\$2,603	\$2,603			
96130	Workmen's Compensation	\$83	\$471		\$554	\$554			
96140	All Other Insurance								
96100	Total Insurance Premiums	\$8,772	\$2,215	\$0	\$10,987	\$10,987			
96200	Other General Expenses								
96210	Compensated Absences	\$815	\$31,151		\$31,966	\$31,966			
96300	Payments in Lieu of Taxes	\$3,068			\$3,068	\$3,068			
96400	Bad debt - Tenant Rents								
96500	Bad debt - Mortgages								
96600	Bad debt - Other								
96800	Severance Expense								
96000	Total Other General Expenses	\$3,883	\$31,151	\$0	\$35,034	\$35,034			
96710	Interest of Mortgage (or Bonds) Payable								
96720	Interest on Notes Payable (Short and Long Term)								
96730	Amortization of Bond Issue Costs								
96700	Total Interest Expense and Amortization Cost	\$0	\$0	\$0	\$0	\$0			
96900	Total Operating Expenses	\$97,529	\$217,315	\$79,688	\$394,532	\$394,532			
97000	Excess of Operating Revenue over Operating Expenses	\$4,640	\$1,638,212	\$0	\$1,642,852	\$1,642,852			

97100	Extraordinary Maintenance								
97200	Casualty Losses - Non-capitalized								
97300	Housing Assistance Payments		\$1,572,925					\$1,572,925	\$1,572,925
97350	HAP Portability-In								
97400	Depreciation Expense	\$19,984						\$19,984	\$19,984
97500	Fraud Losses								
97600	Capital Outlays - Governmental Funds								
97700	Debt Principal Payment - Governmental Funds								
97800	Dwelling Units Rent Expense								
90000	Total Expenses	\$117,513	\$1,790,240	\$79,688				\$1,987,441	\$1,987,441
10010	Operating Transfer In	\$29,066						\$29,066	\$29,066
10020	Operating transfer Out	-\$29,066						-\$29,066	-\$29,066
10030	Operating Transfers from/to Primary Government								
10040	Operating Transfers from/to Component Unit								
10050	Proceeds from Notes, Loans and Bonds								
10060	Proceeds from Property Sales								
10070	Extraordinary Items, Net Gain/Loss								
10080	Special Items (Net Gain/Loss)								
10091	Inter Project Excess Cash Transfer In								
10092	Inter Project Excess Cash Transfer Out								
10093	Transfers between Program and Project - In								
10094	Transfers between Project and Program - Out								
10100	Total Other financing Sources (Uses)	\$0	\$0	\$0				\$0	\$0
10000	Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	-\$15,344	\$65,287	\$0				\$49,943	\$49,943
11020	Required Annual Debt Principal Payments	\$0	\$0	\$0				\$0	\$0
11030	Beginning Equity	\$203,853	\$99,942	\$0				\$303,795	\$303,795
11040	Prior Period Adjustments, Equity Transfers and Correction of Errors								
11050	Changes in Compensated Absence Balance								
11060	Changes in Contingent Liability Balance								
11070	Changes in Unrecognized Pension Transition Liability								

11080	Changes in Special Term/Severance Benefits Liability								
11090	Changes in Allowance for Doubtful Accounts - Dwelling Rents								
11100	Changes in Allowance for Doubtful Accounts - Other								
11170	Administrative Fee Equity		\$133,999					\$133,999	\$133,999
11180	Housing Assistance Payments Equity		\$31,230					\$31,230	\$31,230
11190	Unit Months Available	108	1987				2095	2095	2095
11210	Number of Unit Months Leased	105	1987				2092	2092	2092
11270	Excess Cash								
11610	Land Purchases								
11620	Building Purchases								
11630	Furniture & Equipment - Dwelling Purchases								
11640	Furniture & Equipment - Administrative Purchases								
11650	Leasehold Improvements Purchases								
11660	Infrastructure Purchases								
13510	CFPP Debt Service Payments								
13901	Replacement Housing Factor Funds								

NARRAGANSETT-SOUTH KINGSTOWN SENIOR ADVISORY COMMITTEE

Annual Report 2023

Please note for this reporting period that the Covid pandemic adversely affected this committee as it disrupted many groups and public gatherings continuing over a couple of years due to restrictions and a third year as we all began to re-engage and figure out where we were at, at that moment in time.

Committee Members:

Members for 2023 included: Steven Ferrandi, Patricia Alley, Theresa Murphy, Susan DiMasi, Michelle Kershaw, Lindsay Tanner-Bush, Diane Fasching, Anne Kotch, Karen Shabselowitz, Caroline Mulhern, Karen Flint, William Babcock, Steven Stewart, and Debra Tanner.

Attendance:

The committee generally meets quarterly however in 2023 met 3 times. The first meeting of the year was not held due to pandemic concerns.

June 21, 2023 Attendance: Steven Ferrandi, Patricia Alley, Theresa Murphy, Susan DiMasi, Michelle Kershaw, Lindsay Tanner, Diane Fasching (N), Caroline Mulhern (SK), Karen Shabselowitz (N), Anne Kotch, (N) and Karen Flint. Excused: Debra Tanner. Absent: William Babcock and Steven Stewart.

Public attendees: Gloria DiPrete (N), Ruth Cooper (N), Shirley Plante (N), and Susan Cicillini Buonnano (N).

October 26, 2023 Attendance: Steven Ferrandi, Patricia Alley, Lindsay Bush, Susan DiMasi, Karen Flint, Theresa Murphy, Michelle Kershaw, Debra Tanner, Anne Kotch and Maureen Martin. Excused: Carolyn Mulhern. Absent: William Babcock and Steven Stewart.

Public attendees: Megan Corey, Ruth Cooper and Shirley Plante.

This meeting was a work discussion to re-group after the pandemic disruptions to the committee.

December 29, 2023 Attendance: Lindsay Bush, Chairperson, Susan DiMasi, Vice Chairperson, Karen Flint, Acting Secretary, Steven Ferrandi, Terry Murphy and Debra Tanner.

Committee Work for 2023:

At the first meeting of the year, the committee elected officers as follows: Lindsay Tanner Bush, Interim Chair; Susan DiMasi, Interim Vice-Chair; and Michelle Kershaw volunteered to be Interim Secretary. All nominations were moved, seconded, voted and unanimously approved.

Membership was also updated at the June, 2023 meeting following pandemic interruptions, new Town Council appointments and individual interest.

The committee reviewed its mission statement. Town officials for both towns on the committee felt the mission statement reflected the committee's work well and aligned with agreements in place between the two towns.

The committee reviewed systems in place to support seniors at both senior centers. The two towns use different systems and procedures however, the systems work in both municipalities for the centers and the senior residents.

As health and aging-in-place are major concerns for senior residents, a suggestion was made that a representative from South County Health be asked to join the committee in the future. That is a work in progress.

The committee began the work of identifying a resource guide for use at town offices, the senior centers, with nonprofits serving seniors and for the seniors themselves that would be comprehensive and identify housing, food security and transportation resources as well as other resources that may be of interest and beneficial to older citizens and their family members. That work is continuing and a compilation of the resources is expected to be completed in early 2024.

The committee has also been in discussion phases on a survey for seniors that will be one survey with both towns using this document to query seniors regarding current services and their knowledge and use of the same, services they feel they need and that are lacking, as well as other questions related to individual concerns and thoughts. This document is expected to be distributed in 2024.

The committee hosts guest presenters at each meeting. These presenters highlight a nonprofit, business or group that assists senior residents of the towns. The presenter is asked to share information on their mission/business services, access points, eligibility if pertinent, and availability.

During 2023, presentations/discussions were:

MySenior Center Management System used by the Narragansett Community Center, a one-on-one interaction procedure/system used by the Center for Senior Services in South Kingstown, and Special Needs Registry for SK and Code Red for Narragansett systems used to support senior residents. Information was provided by town officials for each town.

Megan Corey, RSVP/Programs Director for Southern Rhode Island Volunteers presented information about services available to seniors aging-in-place available at SRIV such as transportation to healthcare appointments, grocery stores, pharmacies and other essential services; delivery of Meals on Wheels for both towns, delivery of grocery foods and food pantry items for senior residents 60 plus who no longer have the physical strength or stamina to do shopping; companionship, visitation and safety checks. All services for seniors at SRIV are to promote aging-in-place with dignity, independence and safety in mind. SRIV also provides opportunities to volunteer throughout the communities for individuals 13 plus years of age with concentration on mature volunteers 50 plus years of age.

Beth LeConte, Executive Director for Osher Lifelong Learning Institute (OLLI) was scheduled to present information on OLLI classes and volunteer opportunities. However, an unexpected event forced cancellation. Old Mountain Lanes, South Kingstown stepped up to cover for the December meeting providing information for active participation in senior bowling leagues for healthy aging and activity. The committee meeting was held at the Old Mountain Lanes, Kingstown Road, Wakefield, RI.

Calendar:

The committee meets quarterly on the 4th Thursday of the month at 6 pm. Locations vary. 2024 meetings will be held in March, June, September, and November or early December. March and September will be at Narragansett locations and June and November or December will be at South Kingstown locations. The schedule will be determined at the December, 2024 meeting. Proposed locations and topics will be included on the schedule. Agendas including location and topic will be provided to town government for public access through town webpages approximately 2 weeks prior to meetings. The agenda is emailed to committee members and town clerks directly. Public access to information is provided by town government through town webpages.

The general public is welcome to attend as guests, each meeting agenda will provide a time for public comment.

Submitted by,

Lindsay Bush

Lindsay Bush
Interim Chair
December 30, 2023

NARRAGANSETT PENSION BOARD

2023 Annual Report



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

John Dell'Erario
Stacy Gorman
Mary Jane Gray
Brent Kuzman
Brian Leite
Niles Roberts
Ryan Saber

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).

2023 Accomplishments

- The Pension Board met 11 times in 2023 for regular monthly meetings, and 2 executive sessions.
- Reviewed and approved 15 pension requests, 7 refund requests, 5 buybacks, 6 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 2023 with assets of \$109,898,421 and finished with assets of \$126,528,387, an estimated \$14.9 million gain for the year. After a rocky 2022, returns for 2023 have almost completely gained back the prior year losses. The Pension Board maintains a well-diversified portfolio in accordance with our Investment Policy Statement.
- The current funding level as of July 1, 2023 is 71.4%. 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 83.6%
- Prior calendar year returns are as follows.
 - 2022 – -15.27%
 - 2021 – 13.28%
 - 2020 – 10.24%
 - 2019 – 18.47%
- Ongoing work on the Plan Document with NYHART to answer questions related to the document's creation and accuracy. Also planning for a future "Summary" document for plan participants.
- Ongoing work related to a Risk Budget for the Pension System.

Attendance

- A quorum was met at each meeting in 2023, with no meeting in August (as planned).

Submitted by: Daniel G Holland, Pension Board Chair

2023	Holland	Saber	Dell'Erario	Gorman	Gray	Kuzman	Roosa	Leite
January	X	X	X	X	X	Absent	X	Vacant
February	X	Absent	X	X	X	X	X	Vacant
March	X	X	Absent	X	X	X	X	Absent
April	X	X	X	X	X	X	X	Absent
May	X	X	X	X	X	Absent	X	X
June	Absent	X	X	X	X	Absent	X	X
July	X	X	X	X	X	X	X	X
August	No meeting as scheduled							
September	X	X	X	Vacant	X	Absent	X	X
October	X	X	Absent		X	X	Absent	X
November	X	X	X		X	Absent	X	Absent
December	X	X	X		X	Absent	X	X

X = Present

Roberts

X new Appointment

X

X

Personnel Board of Appeals
2023 Annual Report

I checked the records for the Personnel Board of Appeals and found that we had no hearings or meetings during 2023.

Submitted by

John Kennedy
Chair, Personnel Board of Appeals
December 12, 2023



Town of Narragansett Community Development Department and Planning Board 2023 Annual Report

Overview:

The following report provides a description of the key accomplishments of the Department of Community Development for the 2023 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 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, the Zoning Board, 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.

2023 Key Highlights:

- A. **New Hire** – In June 2023 the Community Development Department welcomed Ryan DiPanni as the new Planning Technician. Ryan comes to the Town as a recent graduate from University of RI with a BS degree in Marine Affairs.
- 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, Planning Board and/or Town Council. In 2023 there were five (5) text changes to the Zoning Ordinance and one request for map zone change either initiated by town staff or on which the department and Board made comment. Notably, items #6 and #7 below were the result of actions taken at the General Assembly to amend the Zoning and Subdivision enabling laws. All are summarized below:

- 1. **Wetland Regulations** – The Town’s Coastal and Freshwater Wetlands Regulations have been in place for approximately 35 years, since 1986. During that time, the Planning and Zoning Boards have reviewed hundreds of applications for Variances and/or Special Use permits as they related to the proximity of the proposed project to the freshwater wetlands edge.

Rhode Island DEM and CRMC promulgated new Freshwater Wetlands Rules which took effect on July 1, 2022. Local municipalities that have been regulating development because of the proximity to a freshwater wetland lost the ability to locally regulate development located within proximity to a freshwater wetland. As part of these changes, municipalities are required to update their regulations to remove regulating authority in freshwater wetlands. Staff reviewed the Zoning Ordinance in its entirety and drafted several changes in order to comply with the State law. The Planning Board reviewed this draft at their April 18, 2023, meeting and voted unanimously to recommend approval with minor text revisions.

- 2. **Retail Sale of Cannabis Products** - On May 25, 2022, the RI General Assembly adopted the “Rhode Island Cannabis Act” (RIGL 21-28.11 et seq), which made recreational use of marijuana legal subject to local authorization. On November 8, 2022, Narragansett voters, passed a referendum approving the legal sales of cannabis and cannabis products. Under RIGL 21-28.11 local regulations may impose reasonable safeguards on the operation of cannabis establishments provided they are not unreasonable and impracticable and not in conflict with the statute. Municipalities are authorized to govern the time, place and manner of cannabis establishment operations

and any business dealing in cannabis accessories, which also includes regulation of signage and restrictions on smoking or vaporizing in public places. Local civil penalties for violation of an ordinance enacted pursuant to the statute are also authorized under the statute.

Community Development staff, working with the Building Official, Fire Marshal and Assistant Town Solicitor drafted an ordinance to allow retail cannabis establishments to be located in BB-General Business Zones, subject to a variety of restrictive criteria. The Town Council amended the draft and approved an ordinance to designate sales in IA or IB Industrial zones.

3. Three (3) Student / 3 unrelated ordinances – These ordinances were both revised in 2023 as a result of RI Supreme Court ruling related to regulation of student households in the City of Providence.

- a. In 2020 the Rhode Island Supreme Court’s ruling in Federal Hill Capital, LLC v. City of Providence upheld the city’s ordinance restricting the number of college students in rentals. On August 24, 2020, Narragansett’s Town Council approved ordinance amendments that would regulate the number of college students allowed per dwelling unit to 3 students when a dwelling is not owner-occupied. Narragansett modeled its ordinance after the Providence ordinance.

Due to procedural errors this ordinance was struck down twice in RI Superior Court. In early summer the Town Council revisited the issue with a new ordinance. The new three-student ordinance differs from the previous three-student ordinance as it is no longer town wide but prohibits more than three-student rentals in only certain zones: R-10, R-10A and R-20. The Planning Board opened its review of this revised ordinance language at a special meeting on June 1, 2023, and completed its review at their regular meeting on June 20, 2023. The proposed ordinance was heard by the Town Council on July 17, 2023, at which time the Council reviewed the revised text and received the Planning Board recommendation. The Town Council introduced, read, passed, and accepted the new ordinance in August 2023.

- b. The “3 unrelated” ordinance is regulated through the definition of a “household” in the Zoning Ordinance. State law has authorized communities in RI to set a limit on the number of unrelated individuals who can reside in a dwelling unit to any number not less than three since 1991. Narragansett’s definition which applied the limit of 3 was struck down by Superior Court in 1994. In 2016 the Town Council revisited this regulation and adopted a limit of 4 persons per household.

The Town recently passed a zoning ordinance limiting the number of College Students to a maximum of three per dwelling. Narragansett ordinances currently prohibit more than four unrelated persons from residing in a dwelling. For consistency and enforcement purposes, and for the reasons provided in the adoption of the three-college student ordinance, the Town Solicitor advised it is prudent to reduce the number of unrelated persons in a dwelling from four to three. Planning Board reviewed this proposal in November and rendered their recommendation that consistency between the two regulations is supported but did not recommend approval of the proposed change due to lack of supporting rationale or enforcement, process, or standards. The Town Council introduced, read, and adopted the revised ordinance in December 2023.

4. **New Historic District – The Camp** – The Board reviewed a proposal by the Historic District Commission to establish a new locally regulated historic district at 170 Clarke Road, the site of the parks and Recreation Department offices. The Historic District Commission researched this proposal, including a workshop conducted in September 2022 with the Narragansett Historical Society who strongly support this request. The Historic District Commission reviewed this proposal at its November 8, 2022, meeting and voted unanimously to recommend approval.

The Planning Board took this request under consideration at their February 15, 2023, meeting. Following a staff presentation and discussion the Planning board voted to recommend approval of this proposal.

5. **Historic District Regulations** – The Board took into consideration several text revisions to the HDC regulations proposed and supported by the Historic District Commission in early 2023. This draft ordinance addressed the following:

1. Revising the list of allowed administrative authorizations by expanding the range of projects that can be approved administratively, including installation of ancillary systems, placement of temporary structures onsite, installation of sheds and a variety of limited new installations that would not be detrimental to the historic character of the structure.
2. Reduce the number of votes needed to approve a project from a super majority of five (5) to a simple majority of four (4).
3. Update the number and names of Historic Districts to reflect the 2017 additions.
4. Acknowledge and authorize the Administrative Officer to issue certain administrative approvals via the Town’s recently created e-permitting platform.
5. Authorize extensions of time and permit renewals.

The Planning Board reviewed the draft at their January 24th meeting and voted to recommend approval.

6. **Mandatory Zoning Text Amendments** - In June 2023, ten (10) bills were passed into law by the Rhode Island General Assembly that impact city and town development-related regulations. An outline of the bills and their primary effects was provided to the Town Council in August. The Planning Board had several meetings to address the numerous provisions that required updating to the Town's Zoning Ordinance and Subdivision Regulations. The Staff identified areas of the ordinances that needed mandated revisions as well as to note areas of existing text to be deleted. The Board divided up into three sub-committees to draft the specific text changes and held meetings throughout the fall. On October 26, 2023, the Board deliberated on the draft text and made specific recommendations to the town Council changing the Zoning Ordinance to address the mandates from the State. The Town Council read and adopted the amendments on December 18, 2023.
7. **Discretionary Zoning Text Amendments** – In addition to addressing mandatory regulatory changes, the Planning Board considered various text amendments that could be enacted to bolster local autonomy. The members expressed strong concern for the required addition of “modification” provisions to the zoning ordinance. Particularly, the Board members expressed objection to relief of setback, lot coverage, and Floor Area Ratio standards being handled through an administrative process that would significantly reduce the exposure of such requests to public scrutiny. One subcommittee drafted changes to the ordinance to respond to the State mandated change "Special Provisions - Modification" (45-24-46) requiring towns to allow the

- permitting of a minimum of 15% dimensional modifications without the need for public hearing. The Planning Board wrote & recommended changes to various dimensional components of the Ordinance to address this mandate. They included:
- a. Dimensional Components – The Planning Board reviewed the entire Zoning Ordinance for all dimensional components impacted by the new law, and contemplated changes. The draft Zoning Ordinance was revised to incorporate these changes.
 - b. Inclusionary Zoning – The Board recommended removing the existing text referencing Inclusionary Zoning as it was their conclusion that the same goals could be met through the Comprehensive Permit process. The draft Zoning Ordinance was revised to incorporate these changes.
- 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. This plan is required to be updated every 5 years. In 2023, the Town hired a consultant to assist the Environmental Planning Specialist and the Local Hazard Mitigation Committee to review and update the plan in compliance with FEMA regulations.
- E. **Foddering Farm Scoping Study project:** The Town has identified the Foddering Farm Road causeway as an Action Item in the Hazard Mitigation Pan and the Staff has been diligently seeking funding to complete the scoping study for the project. In 2023, the Staff applied for 3 grants for this project. One from FEMA, (BRIC 2022), one from MRP, and one from the EPA/SNAEP. The town was not awarded the SNEP grant, was short-listed for the BRIC 2022 grant, and is awaiting a response for the MRP grant.
- F. **Grants:** The Planning Department has written several grants in 2023, for a variety of projects. Three grants were written for the Foddering Farm Road causeway, one grant was written to integrate the Urban Renewal Ordinance into the body of the Zoning Ordinance (this grant was awarded and the Staff are awaiting the next steps for implementation), and a grant was written to create a wayfinding/signage route to local trails in Town. In addition, staff secured a Municipal Technical Assistance Grant to initiate a public engagement and educational program designed to bring awareness to the need for affordable housing over a range of income levels as well as to enhance local support for housing developments that will provide needed housing.
- G. **FEMA Community Rating System (CRS)** – The Environmental Planning Specialist worked with the Building Inspections Department to 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.
- H. **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 valuable 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. Staff contracted with AppGeo to update the parcel polygon layer for GIS and the tax maps to incorporate the last ten years of subdivision changes.
- I. **Adopt-A-Spot** – During the 2023 Calendar year, the Planning Technician continued to work with the Conservation Commission in managing and expanding the Adopt-a-Spot Program. No new contracts have been submitted, however 2 new sites were located and deemed potentially appropriate for an Adopt-A-Spot application:
- a. Wheatfield Cove Road (Wheatfield Cove Beach).
 - b. Louise Avenue.

- J. **Bike Path Projects** – At the direction of the Town Council, a new action pursuing the completion of the William C. O’Neill Bike Path was initiated in 2022. DiPrete Engineering with 2 subconsultants was hired in the late summer. In 2023 Staff has worked with the 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. One sub-consultant (Pare Engineering) initiated study of on-road options in late summer. This included analysis of traffic volumes, circulation, congestion, and other site constraints. A full report is due in early 2024.
- K. **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 2023 event.
- L. **Trail Mapping** – Staff and the Land Conservancy Trust continued mapping of the Sunset Farm trail. A local Eagle Scout was instrumental in completing a bridge installation on Crooked Brook trail, and the Staff assisted the Land Conservancy trust with mapping a new/comprehensive trail loop, referred to as the “Gansett Loop Trail”. This trail was provided to the “AllTrails” website and, in January 2024, was featured in a Letter to the Editor in the local newspapers.
- M. **Historic Preservation** – The CD staff advised the Historic District Commission in review of 16 public hearings for approval of property alterations in the Towns 6 historic districts. Staff processed 28 administrative approvals and 1 advisory comment (Post Office repairs). Additionally, staff and the HDC provided support for consideration of the “Camp” at 170 Clarke Road to be designated a new local historic district. A proposal to designate the entire site was sent to the Planning Board which revised that with a recommendation to the Town Council for designation of the 4 main structures on the site and their immediate surroundings. The Town Council adopted the proposed hybrid designation in August 2023.
- N. **Site Review/Staff Review Applications** – During the 2023 calendar year, the Community Development Department processed thirty-one (31) new Staff Review applications (7 yet to be completed), thirty (30) new Site Review applications, and ten (10) Site Review applications carried over from 2022 for the Planning Board and Zoning Board of Review. See statistical analysis below.
- O. **Middlebridge Site** –The CD Director worked with Engineering Director and Parks and Recreation Director to approve hiring a contractor (DiCenzo) and construction commenced in summer 2023. Project is partially complete with the new driveway in place and the repaired rip-rap at the marina frontage also complete. Final site improvements and landscaping are due in early 2024. Staff and the Land Trust completed a bi-annual review of the Middlebridge Conversation Land, taking a series of photos to update the Plan.
- 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. More in-depth analysis of optional sites is expected in 2024. Additionally, CD Director has been working with the AHCT to devise a mixed-use ordinance that would authorize residential development in BB-Business zones under certain conditions and standards. This ordinance is expected to be ready for forwarding to the Town Council in 2024.
- Q. **Municipal Resilience Program Plan** – The Town’s MRP Plan was approved in 2023. This Plan will become another guiding document for local projects addressing climate change and will open funding opportunities from the RI Infrastructure Bank.

R. **Community Choice Aggregation Program** – CD Director serves as Town liaison to Good Energy LP, the Town’s consultant hired to create a program for Town residents 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. In 2023 the CD Director and Clerk assisted the Good Energy staff in communication with residents to provide clarity of the program and explaining the various options available to all.

S. **The Planning Board** held a hearing on mandated changes to the Subdivision Ordinance in November 2023 and adopted the Subdivision Ordinance at the December 13, 2023, Planning Board meeting. The Planning Board adopted a resolution sent to the Town Council regarding the need for additional staff and suggesting reviewing the ordinance changes after 1 year because they were adopted so quickly to meet state legislative implementation deadlines.

Statistical Highlights:

Meetings attended by Staff

- Planning Board: 21 Meetings
- Zoning Board: 15 Meetings
- Conservation Commission/Tree Board: 10 Meetings
- Land Trust: 11 Meetings
- Harbor Management Commission: 11 Meetings
- Historic District Commission: 10 Meetings

Planning Board Attendance - * denotes a special meeting

- Terence Fleming, Chairman: 0 absences
- Joseph O’Neill, Vice – Chairman: 0 absences
- Jerry Brunetto – Secretary: 9 absences, 4/18, **4/26***, 5/16, **5/24***, **6/1***, 6/20, 7/18, **7/27***, **10/23***, 11/15
- Mark Brady: 5 absences, 2/15, **5/24***, **7/27***, **10/12***, **10/23***
- Rupert Friday: 0 absences, *appointed 2/2023*
- Robin Plaziak: not re-appointed 2/2023

Tasks Undertaken

- 2 Pre-Application Reviews
 - ❖ Pier Ice Plant – Shumate
 - ❖ Westlakes/Indian Rock Farm Road – Carr
- 4 Administrative Subdivisions
 - ❖ DiClemente – **Recorded 2.8.2023**
 - ❖ DeSimone – **Recorded 2.8.2023**
 - ❖ NGP II – **Recorded 3.7.2023**
 - ❖ Moniz – **Recorded 8.30.2023**
- 1 Major Subdivision – MASTER PLAN
 - ❖ 500 Old Boston Neck Road – **Public Hearing ~ Denied**
- 1 Major Subdivision – PRELIMINARY PLAN
 - ❖ Clarke Road/Clarke LLC – **Ongoing**
- 2 Minor Subdivisions – PRELIMINARY PLAN
 - ❖ Windward Realty – **Approved**
 - ❖ Saltaire Avenue 154, LLC – **Approved**
- 2 Minor Subdivisions – FINAL PLAN
 - ❖ Windward Realty – **Approved (administratively)**
 - ❖ DeSimone/Sunset Boulevard – **Approved**

➤ 14 Recommendations to Town Council

- ❖ HDC Ordinance Amendments
- ❖ New Historic District
- ❖ Baron Road Partial Road Abandonment
- ❖ Section 4.3
- ❖ Retail Cannabis
- ❖ Definition of a College Student
- ❖ Definition of a Student Occupied Dwelling
- ❖ Narragansett Casino Limited Alcohol License
- ❖ Change of Use in UR Zone – Agave
- ❖ Stated Mandated Zoning Amendments
- ❖ Discretionary Zoning Amendments
- ❖ 2023 Hazard Mitigation Progress Report
- ❖ Definition of Household

➤ 40 Total Site Reviews

❖ **3 Commercial Site Reviews**

- Narragansett Pier Railroad, LLC – Approved
- Kellen, LLC/Ocean State Pickleball – Approved
- DMF Realty/Flood Ford – Approved structure – Denied sign

❖ **37 Site Reviews**

- 18 Recommendations for Approval
- 9 Recommendations for Denial
- 1 withdrawn during meeting
- 1 withdrawn before meeting
- 5 yet to be heard
- 3 heard by Planning Board in 2022 and heard by Zoning Board in 2023

➤ Miscellaneous Activities

- ❖ Main Street Grants Discussion
- ❖ Bond Reduction – Brookside Estates
- ❖ DeSimone Remand from Platting Board

➤ Five (5) Work Session meetings to address State mandated zoning amendments

Professional Development / Staff Training

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

- a. 5/3 Attended Roger Williams University Management/Leadership Institute (JS)
- b. 5/16 NEARC conference (JS)
- c. 5/24 RIFMA conference (JS)
- d. Completed ASFPM CEU's to maintain CFM Certification for CRS (JS)
- e. 8/18/23 CRMC Invasive Plant Management Recertification (JS)
- f. 2023 Southern New England Regional APA Conference, October 5-6, Yale-New Haven Omni Hotel Convention Center (in person) (MD, JS,)

2024 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. 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.

- II. Section 7A: Affordable Housing – Should the State enabling law to be revised in the 2024 General Assembly session, Staff will draft an update of the Inclusionary Zoning regulations and draft new regulations for Accessory Dwelling Units.
 - III. 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.
 - IV. New Regulations
 - Advance authorization of Mixed-use development in commercial zones.
- 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 ensure roadway improvements for South Pier Road, and possibly others in the near future.
- 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. *Grants:* Staff will continue to administer the various grants received (MTAP, Site Readiness, FEMA) and to apply for appropriate grants to achieve municipal resiliency, as well as other town objectives.
- G. *Affordable Housing:* Staff will continue to support the Affordable Housing Collaborative Trust in advancing options for the development of affordable housing on publicly owned parcels.
- H. *Staffing:* In light of the several additional areas of responsibility directed to staff through the 2023 General Assembly passage of housing-related statutes, CD Director intends to request additional staffing in the form of a full-time senior planner.

Narragansett Recreation Advisory Board

2023 Annual Report

To: Ms. Janet Tarro, Narragansett Town Clerk
From: Dennis F Lynch, Chair, Narragansett Recreation Advisory Board
Date: January 16, 2024

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 2023.

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.

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:

- Report on the December 2022 storm damage to the beach.
- Future plans for equipment upgrades at the town parks and playgrounds.
- Discussion of the Narrow River Dredging project.
- Planning for RI 250 celebration events.
- The initial discussion for establishing an Enterprise Fund Balance target for the beach.
- Review of the beach audit.
- Discussed and reviewed financial status of the Town Beach.
- Review of plans for basketball court striping and moveable nets to accommodate pickleball on basketball courts.
- Review of summer camp program and possible pickleball league development.
- Development of 2024 beach fee/policy recommendations for Town Council review.
- Recommend awarding of consulting contract for Beach Carrying Study.
- Discussion of ice rink issues on Clarke Road.

- Election of officers for 2023-2024.
- Report of 2023 summer events.
- Review of newly approved Enterprise Fund Balance Policy as it affected beach fund.

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 2023 is as follows:

Member in attendance for all meetings, unless noted by month

T Warren*

P Roche*

R Brady

G Giramma Oct Nov

J Kaseta

J Mulligan*

D Lynch

J Skenyon. Jan Feb Mar Apr July Oct Nov Dec

School Committee Liaison

*termed off in October 2023

D Ranaldi, T Kerns and P LaBlanc appointed to RAB November 2023.



TOWN OF NARRAGANSETT

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Tax Assessment Board of Review

David Archambault, Chairman
Joseph Robenhymer
John C. Ball

2023 Annual Report

The Tax Assessment Board of Review held five (5) hearing dates for the calendar year 2023. One (1) of these meetings was scheduled as an organizational meeting for the upcoming Tax Appeals for 2023. Two (2) of these meetings were cancelled due to no appeals.

Two (2) of the hearing dates consisted of approximately zero (0) to two (2) appointments for taxpayer appeals to the Board.

A total of three (3) appeals were heard in front of the Board in 2023.

Meeting Date

Members present

08/25/2023

David Archambault, Joe Robenhymer & John C. Ball

10/6/2023

David Archambault & John C. Ball
(Also present Erin Jacobs, Tax Assessor)

10/27/2023

Meeting cancelled, no appeals to be heard.

11/2/2023

David Archambault, Joe Robenhymer & John C. Ball

12/1/2023

Meeting cancelled, no appeals to be heard.

Respectfully submitted,

David Archambault, Chairman



Town of Narragansett TOWERS COMMITTEE ANNUAL REPORT TO THE TOWN COUNCIL

January 24, 2024

Members of the Town Council:

There were 9 meetings of The Towers Committee in 2023. The attendance record of the committee members is as follows:

David Ousterhout	Attended 9	Absent 0	
Earl Jackson	Attended 3	Absent 1 *	Term Expired 5/23
Jim Durkin	Attended 4	Absent 5 *	
Linda O'Neill	Attended 7	Absent 2 *	
Michelle Kershaw	Attended 6	Absent 3 *	
Jim Tierney	Attended 0	Absent 9 *	
Deb Kopech	Attended 6	Absent 3 *	
Terrie Quinn	Attended 4	Absent 0	Term Expired 5/23
Don Churnick	Attended 2	Absent 2 *	Term Expired 5/23
Gina Ankner	Attended 4	Absent 1 *	Appointed 6/23
Kelly Cartwright	Attended 4	Absent 1 *	Appointed 6/23
Gwen LaRiviere	Attended 5	Absent 0	Appointed 6/23
Mary Phillips	Attended 4	Absent 1 *	Appointed 6/23

*Excused Absence

During 2022 the committee focused their attention on the following:

- Hosted 117 public events in 2023.
- Acquired 200 new ballroom chairs with cushions to be used for all private events instead of renting from a vendor.
- Revised the schedule of fees for private events to increase net revenue and improve The Towers Fund balance which was significantly depleted during the pandemic.
- Completed the 2023 – 2026 Towers Management & Operations Plan and submitted it to the Town Council.
- Completed phase I of the redecorating of second floor of the west tower bride's room and board room.
- Completed 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 2024 are strong. The Towers is a leading venue choice for private events.

Submitted by:
David Ousterhout, Chair



Town of Narragansett Zoning and Platting Board of Review 2023 Annual Report

Overview

The Zoning and Platting 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 2023 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 the 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.

2023 Key Highlights

In September 2023 Joseph Paglia left the Board and Thomas Callahan was made a full member. During this shift, Ellen Corneau was moved to the 1st Alternate member and Christine Brochu came to the Board as the 2nd Alternate member.

In 2023, The Zoning Board held 34 separate Public Hearings over the course of 15 meetings as noted below.

***Residential Improvements** – The Zoning Board heard 26 separate applications for single family developments – new construction, additions or demolition/rebuild. Of those applicants, 22 were approved, 2 were denied, 1 dismissed (Point), and 1 dismissed with prejudice (Ludwig).

**Three (3) Site Review applications were withdrawn without a public hearing and there are eight (8) applications from 2023 yet to be heard.*

***Commercial Improvements** – The Zoning Board heard 1 commercial project in 2023. DMF Realty/Flood Ford was granted relief to construct a showroom with corresponding signage.

**Two (2) Commercial Site Review applications from 2023 have yet to be heard (Narragansett Pier Railroad, Ocean State Pickleball).*

Appeals – There were a total of eight (8) appeals filed in 2023. Five (5) appeals were denied (Mettatuxet Yacht Club, BTRI Sakonnet Boulevard Investments, Nine Exeter LLC, East Side LLC, Rainaldi), one (1) appeal was granted (Mita), one (1) appeal was filed with the Platting Board of Review and granted (DeSimone), and one (1) appeal has yet to be heard (Nuttall).

Statistical Highlights

2023 Board Membership Attendance

James Manning, Chairman	Absences:	0
Anthony Brunetti, V. Chairman	Absences:	4 – 1/31, 3/23, 4/20, 9/21,
Joseph Paglia	Absences:	3 – 3/23, 6/26, 7/20 (not reappointed 9/5/23)
Chris Almon	Absences:	3 – 4/20, 6/26, 10/19,
Keith Kyle	Absences:	2 – 7/20, 8/17,
Tom Callahan	Absences:	2 – 4/20, 4/25,
Ellen Corneau	Absences:	3 – 7/26, 8/17, 12/14
Christine Brochu	Absences:	1 – 10/19

Meetings

- 12 Regular Monthly Meetings
- 3 Special Meetings
 - ❖ 4/25, 6/26, 7/26

Agenda Items

- 34 Public Hearings
 - ❖ 25 approvals
 - ❖ 7 denials: **2 Site Reviews-Emma, LeClerc; 5 Appeals**
 - ❖ 1 dismissed without prejudice: **Point**
 - ❖ 1 dismissed with prejudice: **Ludwig**

2024 Outlook

In June 2023, the State General Assembly voted to approve zoning enabling law changes that required the Staff with the assistance of the Planning Board and legal counsel, to overhaul significant portions of the Zoning Ordinance. The mandated changes, as well as discretionary changes borne from the Planning Board, were vetted and presented to Town Council at a Public Hearing on December 4, 2023. With minor edits, both the mandated changes as well as the discretionary changes were approved by the Town Council on their December 18, 2023 meeting (second reading). These changes have been provided to the Zoning Board of Review and the Board will be applying the new ordinance as applicable in the coming months.

In addition, the Board wishes to pursue two (2) administrative objectives in 2024.

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. In light of the new State mandated changes, the Board will update the Rules of Procedure as needed and finalize the decision template, which will assist with making sound and thorough decisions.