

Town of Narragansett Affordable Housing Trust Collaborative Committee

2024 Annual Report

To: Ms. Sarah Masson, Narragansett Town Clerk
Cc: Honorable Narragansett Town Council
From: Nick Edwards , Chair, Narragansett Affordable Housing Trust Collaborative Committee
Date: January 31, 2025

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 2024.

The members of the Narragansett Affordable Housing Trust Collaborative 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 as of January 2025 is comprised of nine members. Membership roster is as follows:

Chair- Nick Edwards

Vice Chair - Cliff Tyler

Secretary - Gina Giramma (Appointed in December 2024)

Member- Susan Cicilinne Buonanno (Town Council Liaison until November 2024)

Member- Kathy Baptista (Former Secretary)

Member- Marybeth Young

Member - Councilman Jim Durkin (Town Council Liaison beginning November 2024)

Ad Hoc / Ex- Officio members:

Cheryl Hartnett- Acting Director of the Housing Authority, Ex-Officio Member

Jill Sabo- Director of Community Development, Ex-Officio Member

Jim Tierney, Town Manager, 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 by members of the community.

I. Discussion topics and action items in 2024 included:

- The committee discussed at length, investigating town owned, state owned, and federal owned parcels of land in Narragansett. Successfully worked with the Town Council to issue an RFP for a parcel on Boston Neck Road - two applicants submitted bids.
- Committee members frequently attended Town Council meetings to offer testimony on affordable housing measures, policy changes, and to show support.
- Sub-committees were established with the Planning Board and Land Trust to continue to foster collaboration and tackle potential policy changes.
- Worked tirelessly with state and local officials to pass legislation for a town wide bond referendum for affordable housing.
- The voters of Narragansett overwhelmingly approved this 3 million dollar bond referendum in the November 2024 General Election.
- Established the South County Housing Coalition, a adhoc group consisting of Narragansett AHTC leadership, South Kingstown AHTC leadership, and senior staff at the University of Rhode Island. Housing measures are discussed on a quarterly basis and the group held a community forum.
- Committee continued their work on the Town wide Mixed Use Ordinance with the Community Development office. Now is pending action by the Town Council
- Worked with Housing Works RI on community workshop sessions.
- Meetings with South Kingstown Affordable Housing Collaborative – Meeting/discussion of shared housing affordability issues with the AHC’s peers in South Kingstown.
- Welcomed guest speakers to the Committee from the state, federal, and local level on a regular basis. Speakers included Peter Asen, Annette Bourne, Melina Lodge and more.
- Continued to follow the recommendations of the Crane Housing Study. Committee has adopted several of the recommendations in the report
- Working diligently to restore and maintain relationships with state officials.

II. Voting members of the Committee had strong attendance in 2024, 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. Ex-Officio members attendance can be reviewed in the meeting minutes posted.

January 24, 2024

Present- Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, , Marybeth Young
Absent- Cliff Tyler

February 22, 2024

Present- Nick Edwards, Susan Cicilline Buonanno, Cliff Tyler, Marybeth Young
Absent- Kathy Baptista

March 14, 2024

All present

April 24, 2024

Present- Nick Edwards, Susan Cicilline Buonanno, Kathy Baptista, Cliff Tyler
Absent - Marybeth Young

May 22, 2024

Present Nick Edwards, Marybeth Young Kathy Baptista, Cliff Tyler
Absent - Susan Cicilline Buonanno

June and July meetings were postponed due to lack of quorum. Community outreach remained active throughout the summer season.

August 1, 2024

All Members Present:

Cliff Tyler recused from the meeting and did not participate.

September 25, 2024

All members present.

October 30, 2024

Members Present: Marybeth Young Kathy Baptista, Cliff Tyler Susan Cicilline Buonanno

Members Absent: Nick Edwards

November 27, 2024– no meeting due to Thanksgiving holiday

December 11, 2024
All present.

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

NARRAGANSETT BOARD OF CANVASSERS 2024 ANNUAL REPORT

The Narragansett Board of Canvassers operates in accordance with Title 17 of the Rhode Island General Laws and the Narragansett Town Charter. Together with the Clerk’s Office, the Board of Canvassers is responsible for the preparation and maintenance of all town voting records and the administration of all national, state, and local elections, as well as any special elections.

Membership

The Board of Canvassers consists of three members, two of whom represent major political parties and one who is unaffiliated. Each serves a six-year term, supported by two alternate members, one from each major political party. This structure ensures continuity and support in fulfilling election responsibilities. Members are appointed by the Town Council based on recommendations from the respective political committee chairpersons.

Voting Board Members (6-Year Terms)

- Katherine Hohman
 - Position: Chair, Democrat Member
 - Term: 2nd Term, March 2, 2024 – March 1, 2030
 - Appointed Date: March 4, 2024
- Nancy DeNuccio
 - Position: Unaffiliated Member
 - Term: 1st Term, March 2, 2020 – March 1, 2026
 - Appointed Date: April 5, 2021
- Philippe Cote
 - Position: Republican Member
 - Term: 1st Term, March 2, 2022 – March 1, 2028
 - Appointed Date: March 21, 2022

Non-Voting Alternate Members (2-Year Terms)

- Melissa C. Crawford
 - Position: Democrat Alternate Member
 - Term: 2nd Term, March 2, 2023 – March 1, 2025
 - Appointed Date: April 3, 2023
- David Matrullo
 - Position: Republican Alternate Member
 - Term: 2nd Term, March 2, 2023 – March 1, 2025
 - Appointed Date: April 3, 2023

Key Activities in 2024

In 2024, the Board met 16 times throughout 2024 to plan, prepare, and execute three elections: the Presidential Preference Primary on April 2, 2024, the Statewide Primary on September 10, 2024, and the General Election on November 5, 2024. These meetings

facilitated effective coordination and ensured compliance with all legal requirements for voter access and security.

- **2024 Election Details**

- 1. Presidential Preference Primary**

- *Polling Locations:* St. Veronica Chapel, Narragansett Pier School, Narragansett Town Hall
 - *Turnout (4.3%):*
 - Day-of Voting: 430
 - Mail-in Voting: 88
 - Early Voting: 87
 - **Total Votes: 605**

- 2. Statewide Primary**

- *Polling Locations:* St. Veronica Chapel, Mettatuxet Yacht Club, Narragansett Pier School, St. Mary's Star of the Sea Church, Narragansett Town Hall
 - *Turnout (20.4%):*
 - Day-of Voting: 1,849
 - Mail-in Voting: 179
 - Early Voting: 420
 - **Total Votes: 2,448**

- 3. General Election**

- *Polling Locations:* St. Veronica Chapel, Mettatuxet Yacht Club, Narragansett Pier School, St. Mary's Star of the Sea Church, Narragansett Town Hall
 - *Turnout (75.5%):*
 - Day-of Voting: 4,029
 - Mail-in Voting: 1,105
 - Early Voting: 4,052
 - **Total Votes: 9,186**

- **Participation in the Statewide Board of Canvassers Working Group:** New in 2024, this group meets monthly, bringing together election officials from across Rhode Island to discuss best practices, address security concerns, review legislation, and improve overall election operations. Narragansett's participation reinforces our commitment to a collaborative approach to secure, accessible, and efficient elections.
- **Future Focus on Voter Turnout Trends:** In response to shifting voter turnout trends, the Board plans to analyze turnout data in future years to better understand and address the needs of our community. This focus aims to ensure continued accessibility and engagement for all eligible voters in Narragansett.

Board of Canvassers Meeting and Attendance Report 2024

Date	Present Members	Absent Members
Jan 16, 2024	Katherine Hohman (Chair, D), Nancy DeNuccio (Member, U), Philippe Cote (Member, R), David Matrullo (Alt., R), Melissa Crawford (Alt., D)	None
Jan 24, 2024	Katherine Hohman (Chair, D), Nancy DeNuccio (Member, U), Philippe Cote (Member, R), Melissa Crawford (Alt., D)	David Matrullo (Alt., R)
Feb 9, 2024	Katherine Hohman (Chair, D), Nancy DeNuccio (Member, U), Philippe Cote (Member, R), Melissa Crawford (Alt., D), David Matrullo (Alt., R)	None
Mar 12, 2024	Katherine Hohman (Chair, D), Nancy DeNuccio (Member, U), Philippe Cote (Member, R), David Matrullo (Alt., R), Melissa Crawford (Alt., D)	None
Apr 2, 2024	2024 Presidential Preference Primary Election	
Apr 4, 2024	Katherine Hohman (Chair, D), Philippe Cote (Member, R), Melissa Crawford (Alt., D)	Nancy DeNuccio (Member, U), David Matrullo (Alt, R)
Jul 1, 2024	Katherine Hohman (Chair, D), Philippe Cote (Member, R), Nancy DeNuccio (Member, U), David Matrullo (Alt., R)	None
Jul 16, 2024	Katherine Hohman (Chair, D), Nancy DeNuccio (Member, U), David Matrullo (Alt., R), Melissa Crawford (Alt., D),	None
Aug 1, 2024	Katherine Hohman (Chair, D), Nancy DeNuccio (Member, U), Philippe Cote (Member, R), David Matrullo (Alt., R)	Melissa Crawford (Alt., D)
Aug 20, 2024	Katherine Hohman (Chair, D), Nancy DeNuccio (Member, U), Philippe Cote (Member, R), David Matrullo (Alt., R), Melissa Crawford (Alt., D)	None
Sep 10, 2024	2024 Statewide Primary Election	
Sep 11, 2024	Katherine Hohman (Chair, D), Philippe Cote (Member, R), Nancy DeNuccio (Member, U), Melissa Crawford (Alt., D)	David Matrullo (Alt., R)
Oct 15, 2024	Katherine Hohman (Chair, D), Philippe Cote (Member, R), David Matrullo (Alt., R)	Nancy DeNuccio (Member, U), Melissa Crawford (Alt., D)
Nov 5, 2024	2024 General Election	

Nov 6, 2024	Katherine Hohman (Chair, D), Philippe Cote (Member, R), Nancy DeNuccio (Member, U), David Matrullo (Alt., R), Melissa Crawford (Alt., D)	None
Nov 22, 2024	Katherine Hohman (Chair, D), Philippe Cote (Member, R), Nancy DeNuccio (Member, U), David Matrullo (Alt., R), Melissa Crawford (Alt., D)	None

The Board of Canvassers is grateful for the dedication of the Clerk’s Office, particularly the support provided by Kathleen Craig, Janet Tarro, Sarah Masson, Jennifer Beck, Kristen Giblin, and Elizabeth DeNuccio.

We also extend our thanks to the community sites and their leadership—St. Veronica Chapel, Mettatuxet Yacht Club, Narragansett Pier School, St. Mary’s Star of the Sea Church, and Narragansett Town Hall—for providing accessible and convenient locations that support our town’s elections.

The Board of Canvassers remains dedicated to conducting fair, accessible, and efficient elections for the residents of Narragansett.

Respectfully submitted,



Katherine H. Hohman
Chair, Board of Canvassers

**COASTAL ACCESS IMPROVEMENT COMMITTEE
TOWN OF NARRAGANSETT
ANNUAL REPORT 2024**

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 January, February, March, August, and October Meetings which were held in the Small Boardroom.

**COASTAL ACCESS IMPROVEMENT COMMITTEE
TOWN OF NARRAGANSETT
ANNUAL REPORT 2024**

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, Deb Kopech – Town Council Representative (Jan - Nov 2024), Alex Menzies – Town Council Representative (Dec 2024), Mark Brady – Planning Board Representative, Brian Grieve – Conservation Commission Representative, Rachel Weisz-Smith, Anthony Colombo, and Jesse Pugh.

Attendance:

Ten (10) Regular Business Meetings were held from January 2024 to December 2024. No Meetings were held in May and June 2024 due to a scheduling conflict and the new Juneteenth holiday. 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 8 meetings, absent at 2
JA Macfarlan – Vice Chairman	Present at 9 meetings, absent at 1
Kallie Longval – Secretary	Present at 10 meetings
Deb Kopech – Town Council	Present at 8 meetings, retired from Town Council November 2024, last meeting Oct 16, 2024
Mark Brady – Planning	Present at 7 meetings, absent at 3 (nonconsecutive)
Brian Grieve – Conservation	Present at 8 meetings, absent at 2
Rachel Weisz-Smith	Present at 9 meetings, absent at 1
Anthony Colombo	Present at 9 meetings, absent at 1
Jesse Pugh	Present at 6 meetings, absent at 4 (nonconsecutive)
Alexander Menzies – Town Council	Present at 1 meeting (appointed after November 2024 Town Council Election)

**COASTAL ACCESS IMPROVEMENT COMMITTEE
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Highlights and Accomplishments:

Shoreline Access Legislation

Although not a CAIC Accomplishment directly, many Committee Members followed the various Shoreline Access Legislation Bills in this year's General Assembly and wrote letters of support and offered testimony. One successful Bill to require Realtors to disclose adjacent/abutting public rights of way to prospective Buyers was passed this year and was signed into law by Governor Dan McKee.

CRMC ROWs Stewardship

Apr. '24 – CRMC C12 Foddering Farm Road Extension was adopted by CAIC through the CRMC Adopt An Access Program in October '23. The Memorandum of Understanding and Letter of Permission submitted to CRMC were finally executed by CRMC in April. Request made to Town Manager to add parking next to this CRMC ROW.

May. '24 – CAIC submitted the executed MOU and LOP documents, signed by CRMC Director Jeff Willis and Chairman Cynthia Zerquera-Martin, following the same procedure as CAIC's adoption of CRMC C3 Calef @ Louise in 2023. CAIC was unable to exercise its adoption responsibilities as Town Manager stated the matter 'should go before Town Council, a Chair of a Town Council appointed body does not have the authority to represent the Town and sign documents'.

Jun. '24 – CAIC advances this change of policy to Town Council Representative Deb Kopech for resolution.

Oct. '24 – No resolution received, Deb Kopech's term as Town Council Representative to CAIC ends. CAIC will advance this directive with the new Town Council Representative following the November Town Council election.

Affordability at Town Beach

Jan. '24 – CAIC proposes a program to Town Council to offer reduced fee/free walk on passes to Town Beach for Low Income Town Residents.

Feb. '24 – CAIC is pleased to see no fee increases for walk on and parking passes, applauds the lease fee increases, the elimination of Commercial Transferable passes, and the opening of the South Lot for nonresidents during weekdays. CAIC discovers there is already a scholarship program available for low income residents for all Parks and Recreation programs, Town Beach fees included. CAIC requests this information be added to the Town website.

Apr. '24 – In a joint project between Save The Bay and the Town, dune grass plugs were planted to repair damage done by winter storms, partially fulfilling the recommendation of the Beach Capacity Study by Taylor Engineering.

Accessibility at Town Beach

Jul. '24 – Taylor Engineering's Beach Capacity Study included suggestions for improvement to accessibility at the Town Beach. Parks and Recreation has purchased additional accessibility equipment including beach sand rolling chairs and wheelchair friendly beach mats. Ms. Wheelchair Rhode Island Autumn Rain Johnson, who has long championed for more accessibility at the Town Beach, is eager to test drive the new equipment in the summer of 2025.

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Black Point

Mar. '24 – The Nature Conservancy requests a letter of support for grant funds to finish the shoreline trail at Black Point. Town Manager provides a letter of support.

Nov. '24 – The shoreline trail at Black Point is suffering extreme erosion issues. Friends of Black Point removed exposed rusty wire and other hazards.

Dec. '24 – CRMC awarded \$100,000 in OSCAR funds to The Nature Conservancy to repair and stabilize the shoreline access trail including the installation of stairs and infrastructure to minimize erosion.

Jerusalem Coastal Access

Nov. '24 – Residents of Ocean Avenue in Jerusalem attended CAIC Meeting to inform the Right of Way at the end of Ocean Avenue was blocked by boulders and covering sand, creating an impassable mound, thus forcing pedestrians onto private property to access the shoreline. The application for designation of Ocean Avenue as a CRMC ROW has been 'under review' by the CRMC ROW Subcommittee in excess of 25 years. Although part of the Town of Narragansett, Jerusalem is adjacent to East Matunuck State Beach in South Kingstown. Jurisdiction is unclear.

Dec. '24 – Verified by Public Works Director Steve Daignault, public roads in Jerusalem, including Ocean Avenue, are maintained by the Town of Narragansett, private roads are not, a map was provided. CAIC will continue to reopen this ROW by the appropriate agency.

Narragansett ROW Database Development

Jan. '24 – Work continues to document the local Rights of Way in the Town of Narragansett with the goal of creating a database that contains all access points, using the Public Access Inventory from the Harbor Management Plan in addition to the anecdotal 'local' access points.

Apr. '24 – Work continues, data is organized.

Sep. '24 – Narragansett Bay Estuary Program is pursuing the same directive statewide and came to present their database program initiative to the CAIC Committee.

Oct. '24 – Efforts to merge CAIC's ROW database with NBEP's database begins, thus eliminating much duplicate effort.

Comprehensive Plan 2027

Oct. '24 – Committee/Commission Chairpersons meet to discuss the Comprehensive Plan 2027. CAIC Subcommittee formed to examine Comprehensive Plan 2017 and note current changes and offer suggestions for 2027 Plan.

Dec. '24 – Subcommittee distributes finding to Committee Members for review. A coordinated effort is made to make this a top objective for 2025.

CAIC Recognition

Mar. '24 – CRMC creates Community Leader Advisory Group for Equitable Shoreline Access in 2023. Chairman Cynthia Zerquera-Martin is appointed by CRMC to serve on this statewide 12 (twelve) member team. The CLAG Team invited more public input, Vice Chairman JA Macfarlan, Secretary Kallie Longval, and Committee Member Jesse Pugh participated in this Community Listening Session.

**COASTAL ACCESS IMPROVEMENT COMMITTEE
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Oct. '24 – CRMC gathers all input and begins the structure for the State’s first PSAMP (Public Shoreline Access Management Plan). CAIC Chairman Cynthia Zerquera-Martin continues work with CLAG team as PSAMP develops.

Nov. '24 – Committee Chairman Cynthia Zerquera-Martin is invited to participate in NOAA’s Evaluation of CRMC as a Representative of the CLAG Team at the Save The Bay location in Providence.

Ongoing Projects:

Mouth of the Narrow River

Oct. '24 – Foth Engineering presented 5 (five) dredging options for the Mouth of the Narrow River, Town Council selected Option 4 – Mechanical Dredging with Beach Replenishment at the north end of the beach adjacent to the mouth of the river. Foth Engineering is securing the necessary permits for work to begin Winter 2026/7. Funding options continue to be explored. CAIC will continue to monitor.

William C O’Neill Bike Path Extension to Town Beach

Feb. '24 – DiPrete Engineering subcontracted a portion of the Bike Path Extension, Town Council requests an update in the spring. Funds have been in escrow for this project for years.

Mar. '24 – DiPrete Engineering presents three (3) options to the Town Council to extend the bike path to the Town Beach.

Jul. '24 – The three (3) options presented by DiPrete Engineering were deemed not feasible by the Town Council. Alternative options were discussed. No decision was made to date. CAIC will continue to monitor.

Mumford Road ROW 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. This application has not appeared on CRMC’s Annual Report as of June '24. CAIC will continue to monitor.

Rose Nulman Park

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

Camp Cronin

2022 to present – 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. CAIC will continue to monitor.

State Pier #5 Monahan’s Dock

2022 to present – DEM State Pier #5 Monahan’s Dock still in disrepair, DEM has abandoned all maintenance on this structure. 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 2024**

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 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

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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 request for 0 Wilson Drive denied by CRMC
- 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
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**TOWN OF NARRAGANSETT
CRMC DESIGNATED RIGHTS-OF-WAYS
OPEN APPLICATIONS ON FILE WITH CRMC
AS OF DECEMBER 2024**

There are nine (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 (Application sent to CRMC, received by CRMC, but not yet recognized by CRMC)

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

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

**COASTAL ACCESS IMPROVEMENT COMMITTEE
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**COASTAL ACCESS IMPROVEMENT COMMITTEE
REGULAR BUSINESS MEETING SCHEDULE FOR 2025**

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

- Wednesday, January 15, 2025 at 6:15 pm
- Wednesday, February 19, 2025 at 6:15 pm
- Wednesday, March 19, 2025 at 6:15 pm
- Wednesday, April 16, 2025 at 6:15 pm
- Wednesday, May 21, 2025 at 6:15 pm
- Wednesday, June 18, 2025 at 6:15 pm
- Wednesday, July 16, 2025 at 6:15 pm
- Wednesday, August 20, 2025 at 6:15 pm
- Wednesday, September 17, 2025 at 6:15 pm
- Wednesday, October 15, 2025 at 6:15 pm
- Wednesday, November 19, 2025 at 6:15 pm
- Wednesday, December 17, 2025 at 6:15 pm

Respectfully submitted,

Cynthia Zerquera-Martin
Chairman
Coastal Access Improvement Committee
Town of Narragansett
January 16, 2025

Town of Narragansett Conservation Commission/Tree Board
2024 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	Dyann Boudreau
John DiPanni	Patricia Federico
Larry Vranka	

The CC/TB is comprised of 7 members and has an annual budget of \$500.00. Brian Grieve, Brian Wagner, and Polly Pedersen remained in their roles as Chair, Vice Chair, and Secretary, respectively. The CC/TB retained all the same members as in 2023 with no resignations or additions.

HIGHLIGHTS

- 2027 Comprehensive Plan: The CC/TB began its role in assisting the creation of the 2027 Town Comprehensive Plan. This plan will establish the goals and priorities of the Town for the next decade and identify the responsibilities of various Town boards and commissions. Initial tasks for the CC/TB include a review of the objectives outlined in the previous Comprehensive Plan, identification of objectives the CC/TB would like to be more involved in, and the creation of new objectives that are relevant to the board’s responsibilities and goals. The Chairman has been directly involved in meeting with the Chairmen of other Town boards to help establish a process for the 2027 Comprehensive Plan.
- Idling Guidelines: The CC/TB continued discussing the issuance of guidelines to reduce pollution and emissions of idling vehicles. There are a variety of ordinances, resolutions, and guidelines regarding idling vehicles in other towns and states in New England, including resolutions in South Kingstown and Jamestown. The CC/TB crafted a resolution to be submitted to Town Council in early 2025. These guidelines will serve to raise awareness of the deleterious effects of idling internal combustion engines in public areas.
- Advisory Review of Wetland Development Projects: The CC/TB provided an advisory review concerning the potential environmental impacts of a proposed development on Newport Ave. The CC/TB expressed several concerns about inconsistencies and inadequacies in the information provided, wetland and habitat destruction, OWTS capacity and placement, and destination of water flow of the proposed alterations. These concerns were brought to the attention of the Town Council who unanimously sent its objection to RIDEM.
- Review of salt marsh restoration application: Save The Bay applied for RIDEM permission to begin a marsh restoration project in Galilee Salt Marsh. 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 had no objections to the project.

- Arbor Day Proclamation: The CC/TB recommended the adoption of the 2024 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 and adoptees were vetted and approved by the CC/TB.
- Committee Representation: Brian Wagner continued his role on the Land Conservancy Trust. Brian Grieve maintained his place on the Coastal Access Improvement Commission. This keeps the CC/TB informed and influential on commissions with similar public conservation objectives.

ATTENDANCE

1/2/2024: Brian Grieve, Brian Wagner, Polly Pedersen, Dyann Boudreau, Patricia Federico, Larry Vranka (Absent: John DiPanni)

2/6/2024: Brian Grieve, Polly Pedersen, Dyann Boudreau, Patricia Federico, Larry Vranka (Absent: John DiPanni, Brian Wagner)

3/5/2024: Brian Grieve, Brian Wagner, Polly Pedersen, Dyann Boudreau, John DiPanni, Larry Vranka (Absent: Patricia Federico)

4/2/2024: Brian Grieve, Brian Wagner, Polly Pedersen, Dyann Boudreau, John DiPanni, Patricia Federico, Larry Vranka

5/7/2024: Brian Grieve, Brian Wagner, Polly Pedersen, Dyann Boudreau, John DiPanni, Patricia Federico, Larry Vranka

6/4/2024: Brian Grieve, Brian Wagner, Polly Pedersen, Dyann Boudreau, Larry Vranka (Absent: John DiPanni, Patricia Federico)

7/2/2024: No Meeting

7/10/2024: Brian Grieve, Brian Wagner, Polly Pedersen, Dyann Boudreau, John DiPanni, Patricia Federico (Absent: Larry Vranka)

8/6/2024: No meeting.

9/3/2024: Brian Grieve, Brian Wagner, Dyann Boudreau, John DiPanni (Absent: Patricia Federico, Polly Pedersen, Larry Vranka)

10/1/2024: Brian Grieve, Brian Wagner, Polly Pedersen, Dyann Boudreau, Larry Vranka (Absent: John DiPanni, Patricia Federico)

11/5/2024: Brian Grieve, Polly Pedersen, John DiPanni, Patricia Federico, Larry Vranka (Absent: Dyann Boudreau, Brian Wagner)

12/3/2024: Brian Grieve, Polly Pedersen, Dyann Boudreau, John DiPanni, Patricia Federico, Larry Vranka (Absent: Brian Wagner)

Respectfully Submitted,



Brian Grieve
Chair, Conservation Commission/ Tree Board

Narragansett Economic Development Committee

Annual Report

The Economic Development Committee did not meet in 2024 due to lack of quorum.

Submitted by Paul Zonfrillo of the Economic Development Committee February 3, 2025

TOWN OF NARRAGANSETT CITIZENS FINANCE COMMITTEE
ANNUAL REPORT – CALENDAR YEAR 2024

The Finance Committee members are:

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

The finance committee met eight (8) times during the 2024 calendar year.

Jan 22
Feb 8
Feb 26
March 25
April 29
May 13
September 23
November 25

See attached attendance schedule

The Committee addressed the following during the calendar year:

- Reviewed Investment Policy Statement and based on our recommendations in conjunction with the Director of Finance was able to bring our Tier 2 & 3 investment income to \$1.3 million dollars in 2024 an increase of \$500K over 2023
- Analyzed current tax structure, created comprehensive tax structure options and presented these recommendations to the Town Council
- Reviewed diversification of Town Revenue Streams including various options for use of the old library property
- Discussed having the Finance Committee assist the Town Council as part of the budgeting process
- Reviewed the budgeted town expenses vs the actual expenditures incurred on a periodic basis
- Discussed several other financial matters

Submitted by: Mark Abrahams, Committee Chair
December 2024



GALILEE ADVISORY COMMITTEE

2024 Annual Report

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

GALILEE ADVISORY COMMITTEE

Chair

Harvey Cataldo

Vice Chair

Steven Marasco

Secretary

Linda J. McArthur

Members

Jan Kaseta
Roger Jadosz
Harvey Cataldo
Gerald Aubin
Douglas McLaughlin
Melissa Kollitides

Town Council

Liaison

Ryan Torrealday

2024 Activities:

- Discussion and Monitor Lighthouse Inn property developments
- Participate with Planning Board group on the Narragansett Comprehensive Plan Update regarding goals and Policies to support the Galilee as an important fishing port. Evaluation of parking management to address lack of parking supply.
- Continued discussion and planning for Port Beautification projects.
- In coordination with RI DOT explored Adopt-a Spot locations within the port

Attendance:

The Committee meet second Tuesday of every month. Exceptions made for July & August for summer recess. Below is the attendance record:

January 9th, 2024: Linda McArthur, Gerald Aubin, Drew Magee, Janice Holly, Steven Marasco, Harvey Cataldo, Douglas McLaughlin, and Roger Jadosz (Absent: Gina Giramma)

February 13, 2024: Cancelled

March 12, 2024: Harvey Cataldo, Linda McArthur, Gerald Aubin, Drew Magee, Steven Marasco, and Douglas McLaughlin (Absent: Gina Giramma, Roger Jadosz)

April 9, 2024: Harvey Cataldo, Linda McArthur, Drew Magee, Steven Marasco, and Roger Jadosz, and James Tierney (Town Manager). (Absent: Gerald Aubin and Douglas McLaughlin).

May 14, 2024: No quorum

June 11, 2024: Harvey Cataldo, Linda McArthur, Drew Magee, Steven Marasco, Roger Jadosz, Gerald Aubin, and Douglas McLaughlin. (Absent: William Osborne)

July 9, 2024: Cancelled

August 13, 2024: Cancelled

September 10, 2024: Harvey Cataldo, Linda McArthur, Steven Marasco, Roger Jadosz, Gerald Aubin, and Douglas McLaughlin (Absent: William Osborne)

October 8, 2024: Harvey Cataldo, Linda McArthur, Steven Marasco, Roger Jadosz, Gerald Aubin, and Douglas McLaughlin (Absent: William Osborne)

November 12, 2024: No quorum

December 10, 2024: Cancelled

From: Narragansett Harbor Management Commission

Date: 2025-Jan-07

To: President, Narragansett Town Council

Honorable Town Council,

Reporting on behalf of NHMC, it is a pleasure to be working towards the preservation of our town's coastal waters and ponds which add so much to the quality of life we enjoy here. All the members of this Commission are highly knowledgeable of town waters and demonstrate caring stewardship of this resource. Attendance at our meetings is reliable, showing the commitment among members (refer to attendance document attached).

The Commission has met 11 times in 2024. Components of its regular business comprise the following:

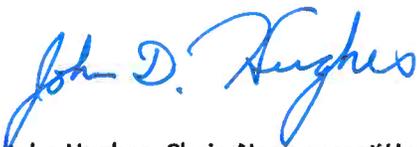
- Dock construction and other shoreline and tidal margin modifications in Point Judith Pond, Galilee Bird Sanctuary, and Narrow River are reviewed for compatibility with prescribed public usage: total 8.
- Aquaculture projects in Point Judith Pond and the Harbor of Refuge are reviewed for compatibility with prescribed public usage: total 3. In one case of these, commission objection resulted in favorable project modification to a mutually satisfactory resolution.
- The Harbor Management Plan is being updated at a Commission subcommittee level with subsequent review by the whole commission and state agencies. We expect early in 2025 to submit to Town Council.
- Ongoing efforts at protecting coastal pond water quality is a major concern. Pollution-based shellfishing closures by DEM in areas in Point Judith Pond have caused us to initiate water sampling and testing for bacteria in and leading to Bluff Hill Cove, Champlin Cove, and Long Cove. Pursuant to these cases, the Commission thanks the Town Council for the funding essential to the water pathogen measurements being conducted. It is hoped that this effort can lead to remediation and eventual re-opening of these areas.
- The members of the Commission have gained knowledge from presentations from area environmental advocacy groups, including the Charlestown Onsite Wastewater Management office, Salt Ponds Coalition and Narrow River Preservation Association.
- Commission members have been invited to and attend meetings of the South Kingstown Waterfront Advisory Board. There is benefit to continued cooperation with them.
- By invitation, the Commission sends a delegate to join those updating the Town Comprehensive Plan, scheduled for work in 2025

The Commission appreciates the assistance provided from the following Town professional staff:

- Harbormaster Kevin Connors keeps us well-informed on the activities and status of the town waters. Kevin is always helpful and comprehensive in his reports. The Commission commends his performance in all aspects.
- In her former capacity as liaison between the Commission and Town, Jill Sabo has always provided knowledgeable guidance and assistance to us. We have come to rely on her for direction in proper meeting procedures and process working with town management. We wish her success in her new responsibility with Town Community Development.
- Ryan DiPanni, having trained under Jill, now serves the liaison function and is fulfilling these roles well. Ryan, as did Jill beforehand, prepares the agenda prior to each meeting and executes actions determined by the Commission.

If any questions result from this transmittal, please let us know.

Respectfully submitted,



John Hughes, Chair, Narragansett Harbor Management Commission

Narragansett Historical Cemetery Commission

2024 Annual Report

As I am the only current board member on this commission, there has not been a single meeting during 2024.

Submitted by

Tony Jones

Member, Historical Cemetery Commission



Town of Narragansett Historic District Commission 2024 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 2024 calendar year, the Commission held fourteen (14) public hearings and Staff completed forty-six (46) 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.

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 2024.

HISTORIC DISTRICT COMMISSION 2024 STATISTICS

Of the 12 regularly scheduled HDC meetings, 2 were canceled for a lack of quorum, 1 was canceled due to weather, and 2 were canceled for lack of public hearings. 2 “make-up” meetings were scheduled for the lack of quorum meetings for a total of 9 HDC meetings in 2024.

2024 LIST OF COMMISSION MEMBERS/ATTENDANCE

- Keith Lescarbeau/Chairman: 0 Absences
- Karen Catuogno/Vice Chairman: 2 Absences: 10/8, 11/12
- Nanci Adams/Secretary: 1 Absence: 6/11
- Richard Campbell: 1 Absence: 4/9
- Francis Figueroa: 2 Absences: 1/30, 10/8
- John Tyburski: 5 Absences: 1/30, 3/12, 10/22, 11/12, 12/10

TASKS UNDERTAKEN

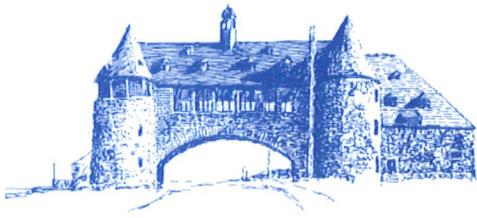
- 9 Meetings
- 4 Pre-Application Reviews
- 14 Public Hearings – see attached list.
- 46 Administrative Approvals – see attached list.

HISTORIC DISTRICT COMMISSION 2024 PUBLIC HEARINGS

ADDRESS	WORK DONE	MOTION
12 Sea Gate Drive	Landscape Features	Approved
366 Ocean Road	Porte-Cochere	Approved
40 Robinson Street	Demo Rebuild	Approved
93 Central Street	Shutters Replacement	Approved
104 Boon Street	Siding & Windows	Approved
40 Newton Ave	Addition & Balcony	Approved
25 Fifth Avenue	Windows & Exterior Lighting	Approved
49 Robinson Street	Siding & Addition	Approved
19 Rockland Street	Addition & Attached garage	Approved
12 Seagate Drive	Pool, Landscaping, Patio	Approved
8 Atlantic Avenue	Addition	Approved
93 Central Street	Solar Panels	Approved
85 Ocean Road	Windows	Approved
16 Rockland Street	Addition	Approved

2024 HDC ADMINISTRATIVE APPROVALS

Location	Completion Date
55 CENTRAL STREET	11/20/2024
55 CENTRAL STREET	11/20/2024
5 CASWELL STREET	12/9/2024
27 CASWELL STREET	11/26/2024
35 CASWELL STREET	10/21/2024
383 OCEAN ROAD	10/3/2024
123 CENTRAL STREET	10/16/2024
85 CENTRAL STREET	9/30/2024
131 KINGSTOWN ROAD	9/12/2024
48 KINGSTOWN ROAD	9/12/2024
48 KINGSTOWN ROAD	9/12/2024
13A ROBINSON STREET	8/30/2024
140 CLARKE ROAD	9/9/2024
9 BROWN STREET	8/14/2024
93 CENTRAL STREET	11/21/2024
85 CASWELL STREET	7/19/2024
45 NARRAGANSETT AVENUE	8/16/2024
366 OCEAN ROAD	8/8/2024
14 MATHEWSON STREET	5/21/2024
80 CENTRAL STREET	5/17/2024
97 KINGSTOWN ROAD	5/3/2024
40 ROBINSON STREET	6/25/2024
46 KINGSTOWN ROAD	4/22/2024
450 OCEAN ROAD	4/17/2024
40 NEWTON AVENUE	5/30/2024
15 TAYLOR STREET	4/17/2024
104 BOON STREET	4/12/2024
60 CENTRAL STREET	5/8/2024
83 NARRAGANSETT AVENUE	4/26/2024
15 ROCKLAND STREET	4/2/2024
93 CENTRAL STREET	3/21/2024
16 ROCKLAND STREET	3/27/2024
13 ROBINSON STREET	3/7/2024
366 OCEAN ROAD	3/21/2024
46 KINGSTOWN ROAD	2/6/2024
93 CENTRAL STREET	1/29/2024
125 NARRAGANSETT AVENUE	1/25/2024
51 NARRAGANSETT AVENUE	1/10/2024
93 CENTRAL STREET	1/2/2024
8 ATLANTIC AVENUE	11/5/2024
49 ROBINSON STREET	7/12/2024
82 KINGSTOWN ROAD	4/23/2024
12 SEA GATE DRIVE	2/23/2024
12 SEA GATE DRIVE	10/17/2024
13A ROBINSON STREET	1/8/2024
140 CLARKE ROAD	8/2/2024



NARRAGANSETT HOUSING AUTHORITY

Town Hall, 25 Fifth Avenue, Narragansett, RI 02882

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

February 13, 2025

Ms. Sarah Masson, Town Clerk
Town of Narragansett
25 Fifth Avenue
Narragansett, Rhode Island 02882

Re: Annual Report and Attendance Record

Dear Sarah:

I am pleased to report that monthly meetings were held for the Calendar year of 2024 for the Narragansett Housing Authority. There was not severe absenteeism to report by any of our Members of our Board of Commissioners.

Also, Attached is the Narragansett Housing Authority's audit for the Fiscal Year Ending June 30, 2024.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Cheryl A. Hartnett'. The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Cheryl A. Hartnett
Acting Executive Director

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

FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA
WITH INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED JUNE 30, 2023

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

FINANCIAL STATEMENTS AND SUPPLEMENTAL DATA
JUNE 30, 2023

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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, 2023, 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, 2023, 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.

Rumford, Rhode Island
March 20, 2024

TOWN OF NARRAGANSETT HOUSING AUTHORITY NARRAGANSETT, RHODE ISLAND

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2023

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, 2023. 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 \$455,578 an increase of \$63,529 from the prior year.

The Authority had intergovernmental revenues of \$2,084,546 from HUD grants. An increase of \$95,992 from the previous year due to increases in Housing Choice Voucher income and HUD Capital Grant income.

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, 2023 (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, 2023 and 2022:

	<u>2023</u>	<u>2022</u>	<u>NET CHANGE</u>
Cash	\$ 310,586	\$ 263,880	\$ 46,706
Other current assets	23,284	10,452	12,832
Capital assets	135,011	145,265	(10,254)
Other assets	149,342	229,988	(80,646)
Deferred amount on pension and refunding	87,578	19,366	68,212
Total assets and deferred outflow of assets	<u>705,801</u>	<u>668,951</u>	<u>36,850</u>
Current liabilities	15,018	18,944	(3,926)
Long-term liabilities	94,237	80,155	14,082
Total liabilities	<u>109,255</u>	<u>99,099</u>	<u>10,156</u>
Deferred amount on pension	<u>140,968</u>	<u>177,803</u>	<u>(36,835)</u>
Net assets invested in capital assets	135,011	145,265	(10,254)
Restricted net assets	0	31,230	(31,230)
Unrestricted net assets	320,567	215,554	105,013
Total net assets	<u>\$ 455,578</u>	<u>\$ 392,049</u>	<u>\$ 63,529</u>

The decrease in long-term liabilities was mainly due to a decrease in the F.S.S. Escrow. The decrease in Capital Assets is due to depreciation.

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

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2023 (CONTINUED)

FINANCIAL ANALYSIS OF THE AUTHORITY

Comparative Statement of Revenues and Expenses For The Years Ended June 30, 2023 and 2022:

	<u>2023</u>	<u>2022</u>	<u>NET CHANGE</u>
Revenue:			
Tenant rental revenue	\$ 38,816	\$ 36,599	\$ 2,217
HUD PHA operating grants	2,054,273	1,988,554	65,719
Other revenue	45,875	12,231	33,644
Total revenue	<u>2,138,964</u>	<u>2,037,384</u>	<u>101,580</u>
Operating Expenses:			
Administrative	298,332	268,249	30,083
Utilities	5,747	6,718	(971)
Maintenance	25,115	35,233	(10,118)
Other general	48,969	46,021	2,948
Housing assistance payments	1,687,018	1,572,925	114,093
Depreciation	10,254	19,984	(9,730)
Total expenses	<u>2,075,435</u>	<u>1,949,130</u>	<u>126,305</u>
Change in net assets	<u>\$ 63,529</u>	<u>88,254</u>	<u>\$ (24,725)</u>
Net assets - beginning	392,049	303,795	
Prior period adjustment	0	0	
Net assets - ending	<u>\$ 455,578</u>	<u>\$ 392,049</u>	

Total revenue increased mainly due to an increase in revenue from Housing Choice Voucher Grants. Maintenance decreased mostly due to a decrease in maintenance contracts.

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

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2023 (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 2023 and 2022:

	<u>2023</u>	<u>2022</u>	<u>NET CHANGE</u>
Land	\$ 63,741	\$ 63,741	
Building	863,552	863,552	\$
Furniture & Equipment	43,565	43,565	
Total	<u>970,858</u>	<u>970,858</u>	
Accumulated depreciation	<u>(835,847)</u>	<u>(825,593)</u>	<u>(10,254)</u>
Net capital assets	<u>\$ 135,011</u>	<u>\$ 145,265</u>	<u>\$ (13,415)</u>

Debt

The Authority had no outstanding long-term debt as of June 30, 2023 and 2022, 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, 2023 (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, 2023

ASSETS

CURRENT ASSETS:

Cash and cash equivalents, including short-term investments	\$ 241,722
Cash - other restricted, including short-term investments	68,864
Account receivable	11,231
Prepaid expenses	<u>12,053</u>

Total current assets 333,870

CAPITAL ASSETS:

Land, structures and equipment	970,858
Less accumulated depreciation	<u>(835,847)</u>

Net land, structures and equipment 135,011

OTHER ASSETS:

Net pension asset	<u>149,342</u>
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DEFERRED OUTFLOW OF RESOURCES:

Deferred amount on pension and refunding and deferred outflow of resources	<u>87,578</u>
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Total assets and deferred outflow of resources \$ 705,801

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

STATEMENT OF NET POSITION
JUNE 30, 2023 (CONTINUED)

LIABILITIES AND NET POSITION

CURRENT LIABILITIES:

Accounts payable	\$ 1,590
Unearned income	2
Accrued expenses	2,560
Accrued compensated absences - current portion	5,437
Tenant security deposits	<u>5,429</u>
Total current liabilities	<u>15,018</u>

NONCURRENT LIABILITIES:

Escrow payable - F.S.S.	63,435
Accrued compensated absences - long-term	<u>30,802</u>
Total noncurrent liabilities	<u>94,237</u>

Total liabilities

109,255

DEFERRED INFLOW OF RESOURCES:

Deferred amount on pensions	<u>140,968</u>
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NET POSITION:

Invested in capital assets, net of related debt	135,011
Restricted net assets	0
Unrestricted net assets	<u>320,567</u>

Total net position

455,578

Total liabilities, deferred inflow of resources and net position \$ 705,801

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, 2023

Operating Income:

Tenant rentals	\$ 38,816
H.U.D. P.H.A. Operating Grants	2,054,273
Fraud recovery income	4,220
Miscellaneous income	11,380
Total operating income	<u>2,108,689</u>

Operating expenses:

Administration	298,332
Utilities	5,747
Ordinary maintenance and operations	25,115
General expense	45,662
Payments in lieu of taxes	3,307
Housing assistance payments	1,687,018
Depreciation expense	10,254
Total operating expenses	<u>2,075,435</u>

Total operating income(loss) before other income and expenses 33,254

Other income:

Capital Grants	30,273
Investment income-unrestricted	2
Total other income	<u>30,275</u>

Change in net position before extraordinary item 63,529

Beginning net position 392,049

Ending net position \$ 455,578

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, 2023

Cash flows from operating activities:	
Cash received from tenants	\$ 38,173
Cash received from H.U.D. operating grants	2,056,276
Cash received from fraud recovery	4,220
Cash received from miscellaneous income	11,380
Cash paid for administration expenses	(296,246)
Cash paid for utilities	(4,349)
Cash paid for general expenses	(47,263)
Cash paid for housing assistance payments	(1,687,018)
Cash paid for maintenance	<u>(28,469)</u>
Net cash flows from operating activities	<u>46,704</u>
 Cash flows from capital and related financing activities:	
Purchase of capital assets	<u>0</u>
	<u>0</u>
 Cash flows from investing activities:	
Receipt of interest	<u>2</u>
Net change in cash	46,706
Cash and cash equivalents at beginning of year	<u>263,880</u>
Cash and cash equivalents at end of year	<u><u>\$ 310,586</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, 2023
(CONTINUED)

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

Operating income(loss)	\$	33,254
Add depreciation expense		10,254
 (Increase)/Decrease in assets:		
Accounts receivables		(11,231)
Prepaid expenses		4,271
 Increase/(Decrease) in liabilities:		
Accounts payable		(1,478)
Accrued liabilities		(957)
Tenant security deposit		(643)
F.S.S. escrow		<u>13,234</u>
 Net cash flows (used by) from operating activities	 \$	 <u>46,704</u>
 Cash, cash equivalents and restricted cash per statement of net position:		
Cash and equivalents	\$	241,722
Restricted cash - current		<u>68,864</u>
 Total cash, cash equivalents and restricted cash per statement of net position	 \$	 <u>310,586</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, 2023

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 Section 2100 of GASB's Codification of Governmental Accounting and Financial Reporting Standards, 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 Presentation and Accounting - The Authority is a special-purpose government entity engaged only in business-type activities and, as such, the financial statements are presented as a single enterprise fund utilizing the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned and expenses when the related liability for goods and services is incurred, regardless of the timing of the related cash flows.

TOWN OF NARRAGANSETT HOUSING AUTHORITY
NARRAGANSETT, RHODE ISLAND

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 1 - Summary of Significant Accounting Policies (continues)

The Authority's financial statements are prepared in accordance with Governmental Accounting Standards Board (GASB). The Authority follows GASB as applied to governmental entities.

The Authority's primary source of nonexchange revenue relates to grants and subsidies. Grants and subsidies revenue is recognized at the time eligible program expenses occur and/or the Authority has complied with the grant and subsidy requirements, in accordance with GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*. Grants received in advance of expenses are recorded as a liability until earned.

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 and Expenses - 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. The Authority's nonoperating revenues relate primarily to capital grants provided by HUD and interest income.

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

TOWN OF NARRAGANSETT HOUSING AUTHORITY
NARRAGANSETT, RHODE ISLAND

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 1 - Summary of Significant Accounting Policies (continues)

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.

Economic Dependency - The Authority's federal programs are economically dependent on grants and annual contributions from HUD.

Impairment of Capital Assets - Governmental Accounting Standard Board's, Statement No. 42, *Accounting Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries* requires certain note disclosures or recognition regarding impairments of capital assets. The Authority did not recognize any impairments of capital assets in the fiscal year.

Subsequent Events - The Housing Authority has evaluated events through March 20, 2024; 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.

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 2 - Changes in Capital Assets

Changes in capital assets during the year were as follows:

	<u>June 30, 2022</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2023</u>
Land	\$ 63,741			\$ 63,741
Building & Improvements	863,552			863,552
Furniture & Equipment	43,565			43,565
Total	<u>\$ 970,858</u>			<u>\$ 970,858</u>
Accumulated Depreciation	\$ <u>(825,593)</u>	\$ <u>(10,254)</u>		\$ <u>(835,847)</u>
Net Capital Assets	<u>\$ 145,265</u>	<u>\$ (10,254)</u>		<u>\$ 135,011</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.

Note 3 - Land, Structures and Equipment

Land, structures and equipment consisted of the following at June 30, 2023:

		<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>(835,847)</u>	
Total	<u>\$ 135,011</u>	

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 4 - Cash, Cash Equivalents and Investments

At June 30, 2023, the carrying amount of the Authority's deposits was \$310,586. As of June 30, 2023, \$55,107 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.

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	\$ 310,586	\$ 310,586

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

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

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 - 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 7 - Restricted Cash

The Authority's restricted cash balance consists of funds restricted for future HAP payments, funds restricted by HUD for capital improvements, and funds held in escrow for tenant security deposits. These amounts support either a corresponding liability, deferred inflow of resources, or restricted net position. At June 30, 2023, restricted cash was categorized as follows:

<u>Category of Restriction</u>	<u>Amount</u>
Housing assistance payments	\$ 63,435
Tenant security deposits	<u>5,429</u>
Total	<u>\$ 68,864</u>

Note 8 - 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.

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

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.

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.

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

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.

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.

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

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.

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).

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

- 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 \$27,184 for 2020, \$27,608 for 2021, and \$27,901 for 2022.

Employees covered by benefit terms.

At the June 30, 2022 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	4

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

Contributions - The amount of employee and employer contributions have been established under Rhode Island General Law Chapter 45-21. General employees with less than 20 years of service as of June 30, 2012 are required to contribute 1% of their salaries. General employees with more than 20 years of service as of June 30, 2012 are required to contribute 8.25%. The Town of Narragansett Housing Authority contributes at a rate of covered employee payroll as determined by an independent actuary on an annual basis. The General Assembly can amend the amount of these contribution requirements. The Town of Narragansett Housing Authority contributed \$6,013 in the year ended June 30, 2022 which was 2.80% of annual covered payroll.

Net Pension Liability (Asset) - The total pension liability was determined by actuarial valuations performed as of June 30, 2021 and rolled forward to June 30, 2022, 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, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

Summary of Actuarial Assumptions Used in the Valuations to determine the Net Pension Liability at the June 30, 2022 measurement date (June 30, 2021 valuation rolled forward to June 30, 2022)

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	All future COLAs were assumed to be 2.1% per annum for all MERS units with the COLA provision.

The actuarial assumptions used in the June 30, 2021 valuation rolled forward to June 30, 2022 and the calculation of the total pension liability at June 30, 2022 were consistent with the results of an actuarial experience study performed as of June 30, 2019 for the six year period ended June 30, 2019 as approved by the system's board on May 22, 2020.

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

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 40 sources. The June 30, 2022 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	24.30%	5.52%
International Developed Equity	11.10%	6.04%
Emerging Markets Equity	4.60%	7.83%
Private Growth		
Private Equity	12.50%	9.42%
Non-Core RE	2.50%	4.80%
Income		
Collateralized Loan Obligations	2.00%	2.95%
Equity Options	2.00%	5.25%
EMD (50/50 Blend)	2.00%	1.82%
Liquid Credit	3.00%	2.95%
Private Credit	3.00%	2.95%

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - Pension Plan (continues)

Asset Class	Long-term Target Asset Allocation	Long-term Expected Arithmetic Real Rate of Return
Crisis Protection Class		
Treasury Duration	5.00%	-.44%
Systematic Trend	5.00%	3.33%
Inflation Protection		
Core Real Estate	4.00%	4.80%
Private Infrastructure	4.00%	5.65%
Volatility Protection		
IG Credit Corp.	3.25%	1.18%
Securitized Credit	3.25%	1.18%
Absolute Return	6.50%	3.33%
Cash	2.00%	-.44%
Total	<u>100.00%</u>	

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, 2023 (CONTINUED)

Note 8 - 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, 2021	\$ 749,418	\$ 979,416	
Changes for the year:			
Service cost	19,736		
Interest on the total pension liability	53,150		
Changes in the benefits			
Difference between expected and actual experience			
Changes in assumptions	(9,774)		
Employer contributions		6,013	
Employee contributions		4,295	
Net investment income		(26,934)	
Benefit payments, including employee refunds			
Administrative expense		(918)	
Other changes			
Net changes			
Balances as of June 30, 2022	\$ 812,530	\$ 961,872	\$ (149,342)

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%)
\$(76,342)	\$(149,342)	\$(215,644)

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

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 (CONTINUED)

Note 8 - 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, 2023 the employer recognized pension expense(income) of (\$18,378). The employer 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		\$ 40,951	\$ (40,951)
Assumption changes	\$ 1,164	4,969	(3,805)
Net difference between projected and actual earnings on pension plan investments	86,414	95,048	(8,634)
Total	\$ 87,578	\$ 140,968	\$ (53,390)

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
2024	\$ (17,826)
2025	(18,847)
2026	(23,479)
2027	9,651
2028	(2,307)
Thereafter	(582)
Total	\$ (53,390)

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

SCHEDULE OF MODERNIZATION PROJECTS COMPLETED
JUNE 30, 2023

	<u>Funds approved and advances</u>	<u>Funds expended</u>	<u>Excess of funds approved and advanced</u>
Modernization Grant RI01P026501-22	\$ <u>29,746</u>	\$ <u>29,746</u>	\$ <u>0</u>
Modernization Grant RI01P026501-21	\$ <u>24,560</u>	\$ <u>24,560</u>	\$ <u>0</u>

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

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

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

SCHEDULE OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2023

<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	\$ 51,220	
Voucher	14.871	N/A	1,894,719	
Public Housing Capital Program	14.872	N/A	30,273	
Resident Opportunity and Supportive Services	14.870	N/A	<u>108,334</u>	
Total U.S. Department of HUD			<u>\$ 2,084,546</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, 2023. 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, 2023**

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, 2023, 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, 2024.

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.

Rumford, Rhode Island
Mrch 20, 2024

**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, 2023. 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, 2023.

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, 2023, and have issued my report thereon dated March 20, 2024, 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 al material respects in relation to the financial statements as a whole.

Rumford, Rhode Island
March 20, 2024

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

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2023

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, 2023 (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, 2023, and have issued my reports thereon dated March 20, 2024. 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, 2024, was expressed in relation to the basic financial statements of the Housing Authority taken as a whole.

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

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

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

Rumford, Rhode Island
 March 20, 2024

**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, 2023, 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.

Rumford, Rhode Island
March 20, 2024

Narragansett I.D.E.A 2024 Annual Report

January 2024

In Attendance:

Alicia Vignali Henry

Micheal Monroe

Adrienne Hazard

Danielle Whitaker

Susan Cicilline Buonanno

The January 2024 meeting was the only I.D.E.A meeting held in the 2024 year. We did not have a quorum the other months. We had a member resign and a new member was appointed in September.

During our January meeting we discussed goals of the committee for the year. This included working on a process for a Land Acknowledgment and possible outreach events.

2024 Juvenile Hearing Board Meetings

<u>Case Number(s)</u>	<u>Date</u>	<u>Board Members in Attendance</u>
Training meeting	January 16 th , 2024,	Victoria Hathaway (Chair) David Chronley Steve Gibree Carolyn Plante John Silveira

<u>Case Number(s)</u>	<u>Date</u>	<u>Board Members in Attendance</u>
24-240-AR	August 13 th , 2024	Victoria Hathaway (Chair) David Chronley Steve Gibree Carolyn Plante John Silveira
24-240-AR	September 10, 2024	Victoria Hathaway (Chair) David Chronley Steve Gibree

Narragansett Land Conservancy Trust

Annual Report – 2024

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 2024, summary information for the previous years is provided given that some of those trustees who were on the Land Trust during this period will no longer be on the Trust going forward. The Trust will have two new Town Council members for 2025, and there is one at-large position that needs to be filled. There are no members that will be term limited during the coming year.

2024 Meetings, Membership and Attendance

Trustee	Name	Status	Term	Term Dates
#1	Thomas Hoagland		2nd	1/2/2024-1/1/2027
#2	Deborah Ryan		1st	1/2/2024-1/1/2027
#3	Terence Fleming		1st	1/2/2024-1/1/2027
#4	Dave Avedisian		2nd	1/2/2024-1/1/2027
#5	Pati Sylvia	Termed 11/24	2nd	11/2/2021-11/1/2024
Town Councilor	Deb Kopech	Termed 11/24		11/8/2023-11/7/2024
Town Councilor	Ewa Dzwierzynski	Termed 11/24		11/8/2023-11/7/2024
ConComm Rep	Brian Wagner	Renewed 4/30/2019		
Planning Rep	Jerry Brunetto	Renewed		
Town Councilor	Ryan Torrealday			1/1/2025
Town Councilor	Jason Colonies			1/1/2025
#5	vacant			

- Vacancy created by Patti Sylvia term limit needs to be filled in 2025

- Two of the at-large Town Council members replaced following the 2024 elections.
- Trustee attendance is shown in the following table:

Attendance 2024

- Terence Fleming: attended 11 meetings; absent 1 meeting
- Jerry Brunetto: attended 8 meetings; absent 4 meetings
- Brian Wagner: attended 5 meetings; absent 7 meetings
- Patti Sylvia: attended 8 meetings; absent 4 meetings
- Deborah Ryan: attended 10 meetings; absent 2 meetings
- Tom Hoagland: attended 11 meetings; absent 1 meeting
- Dave Avedesian: attended 12 meetings; absent 0 meetings
- Deb Kopek: attended 10 meetings; absent 1 meeting; not eligible 1 meeting
- Ewa D: attended 0 meetings; absent 11 meetings; not eligible 1 meeting
- Jason Colonies: attended 1 eligible meeting
- Ryan Torrealday: attended 1 eligible meeting

Land Acquisition

- Discussion has begun on producing a Transfer Tax proposal, which will be presented in conjunction with the Affordable Housing Trust Collaborative, that will generate revenue for the purchase and development of open space and affordable housing properties. This will be presented to the Town Council in 2025.

Protection of Conserved Properties

- Residents voted to grant an easement to Preserve RI to protect the interior and exterior of Kinney Bungalow.

Existing Properties

Middlebridge Conservation Land

- Construction has been completed to relocate the entrance of the Middlebridge Conservation land. The entrance is now behind the yellow building and leads to the newly designated parking areas for the various uses of the property. With the help of state agencies and Save The Bay, the area near the marina has been converted to a public space with sustainable plantings.
- A subcommittee was formed and work began on an update of the 2017 Middlebridge management plan.
- Coordination with State agencies to institute controls on invasive species on the Middlebridge property.
- Advised the Town on the contracts relative to the caretaker, the URI Women's Crew team, the Kayak operation, and the marina slips.
- Discussion regarding volunteer opportunities to refurbish the exterior of buildings at Middlebridge.

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 2025.
- The Trust formed a subcommittee of Terry Fleming, Brian Wagner, and Dave Avedisian to develop an updated Farm Management Plan. It was decided to engage a consultant to support the subcommittee. The report will be presented in 2025.

Kinney Bungalow

- In 2023, 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.
- Subsequently, 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, and the easement was successfully negotiated. On December 14, 2023, the Land Trust passed a recommendation that the Town Council place the easement on the ballot in November 2024.. At the 2024 election, the residents voted overwhelmingly to grant the easement to Preserve RI, and it will be instituted in 2025.
- An RFP for a Scope of Work for an HVAC system in Kinney Bungalow has been approved by the Town Council, and will be issued in 2025.

The 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.

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.
- The map has been uploaded onto ExploreRI.com
- A GIS map was created by walking the full loop. This KMZ file has been submitted to AllTrails.com for uploading
- The Gansett Loops Trail was highlighted as part of the 2024 Gansett Days celebration, and it is expected to be an annual event

2024 Administrative

- The Trust received \$50,000 in accordance with the Charter.

Land Acquisition Previous Years

2023

- 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
- Discussions have occurred relative to two properties in the center of town.

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 Previous Years

2023

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

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.

Existing Properties Previous Years

Middlebridge Conservation Land

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

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

Kinney Bungalow

- The Trust has engaged in discussion with both Historic New England and Preserve Rhode Island about a *preservation easement* for Kinney Bungalow. The following meetings were held:
 - June 14, 2022 – Tom Rogers discussed the issue with the Historic District Commission.
 - June 16, 2022 – Historic New England presentation to the Trust.
 - June 22, 2022 – Site visit by Historic New England and some stakeholders (no quorum)

- June 24, 2022 – Site visit by Preserve New England (no quorum)
- The stakeholders include Deb Kopech, Michelle Kershaw, Daisy MacLeod, Jill Sabo, Mike Deluca, Keith Lescarbeau (HDC), Sue Bush (NHS) and Jim Tierney. All trustees and Steve Marsella were involved in the planning and the discussions
- The effort was deferred until 2023 because there was not sufficient time to negotiate the easement and place it on the ballot for the November election.
- 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.
- 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

- 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.
- 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

- 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.

- 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

- 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

- 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

- 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.

Administrative Previous Years

- 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.

- 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. She provided summaries of trail cameras surveys in the winter 202-2021 and summer 2021 showing fishers, bobcats, coyotes, a red fox, et al.
- 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
- 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.
- 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



Maury Loontjens Memorial Library
25 Pier Marketplace, Narragansett, RI 02882 Tel. (401) 789-9507

Town of Narragansett Annual Report 2024 Submitted on January 22, 2025

The Maury Loontjens Memorial Library officially opened its doors at its new location, 25 Pier Marketplace in January 2024. This opening was preceded by the hard work of the Library's Director, Patti Arkwright, and the library staff. Many hours were spent organizing, packing, unpacking, and placing materials and equipment in their new location. Patrons coming in for the first time were impressed by the new, spacious interior and how well organized it all was. At the end of January a weekend celebration started on January 26th with a Friday evening reception held by the Library Board of Trustees for major donors with music, informal tours and were given. The next day a special coffee reception was held to honor the members of the Friends of the Narragansett Library who worked so diligently to support the project with positive information and successful fundraising. On Sunday, January 28th, the opening festivities concluded with a community open house. At this time there was a formal ribbon cutting done by Patti Arkwright, Library Director, who was accompanied by Karen Mellor, the Chief of the RI Office of Library Services Trustees of the Library Board, and the Town Council. Senator Jack Reed, Representative Seth Magaziner, and David Cicilline, from the RI Foundation attended as well. This event enabled members of the public to tour the new, spacious building and all it now had to offer.

With the new building came the opportunity for expansion of more already existing programs and the offering of new ones. The Library's annual Stone Soup event held by the Friends of the Narragansett Library occurred in March, taking advantage of the expanded serving and eating area available. The soups were all donated by many generous, local restaurants. The event collected food and cash donations for the local food pantry located at St. Peter's by the Sea in Narragansett. The food drive continued for the entire month of March. Another annual event that took advantage of the increased seating capacity in the lecture area was the "On Pettaquamscutt Speaker Series" highlighting local topics with non-profit groups such as Narrow River Preservation, South County Museum relating to South County and Rhode Island. As always this event was filled to capacity. Other lectures the Library offered included local topics such as hurricane history, a pictorial history of ships and WWII history which also attracted many patrons.

The spacious children's area was able to provide many offerings. The most popular of these were an expanded Animal Show by Dave Marchetti, Greg Lato's musical performance, and the always popular story time from infants to pre-school. Summer readers of all ages surpassed the previous years number of participants. The drop-in Holiday DIY program to construct your own Graham cracker house for of all ages was well attended. Attracting young adults (12& up) was successful with programs with Dungeons and Dragons and Harry Potter. 2025 will see the development of new programs to better serve this patron group. The new maker space offered the first time opportunity of 3-D printing for everyone. The most popular items to create were the Narragansett Towers and dinosaurs. Vinyl heat transfers were used on items such as t-shirts, mugs and canvas bags. The Library is looking forward to expanding these offerings as well.

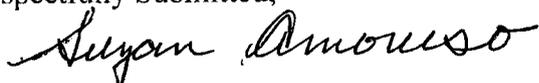
With the new modern technology that the building now has, came many more questions being asked at the reference desk. On the average 25-30 questions a day are asked. They range from how to find things, to how to use the computers and Ipads. There are always questions on how to use Libby, the app for e-books. At the end of the year the app Hoopla was added, which generated many questions on streaming. A new reservation system was added to manage program attendance and room reservations for the 5 spaces available to the public to use free of charge.

There are two Library building projects that are in different stages of development. The first is the solar installation on the Library's roof. This also includes the location of 2 EV chargers in the parking lot. The project is estimated to be completed by Summer 2025. Narragansett will be the first Library in the state to have a solar installation. The second project in the early stage is the addition of a wifi terrace. This area will provide an open area with some shelter where patrons can enjoy an outdoor relaxation space with wifi connection and additional program space.

In October the Library board had 3 dedicated members, who were instrumental in the creation of the new Library, leave the board as their terms had expired. Their hard work to bring the new building to fruition was celebrated. In October, 3 new members joined the board.

In summary the Library in this new, spacious building now has the capability to better serve the residents of Narragansett. As we enter 2025 the staff are already looking ahead to offer programs, services, and opportunities to enrich patrons' lives which in turn will make for a more productive and resilient community.

Respectfully Submitted,



Suzan Amoruso, Chairperson
MLM Library Board of Trustees

Board Member Attendance:

Suzan Amoruso 12/12	Pat Cole 10/12, 2 excused	Shannon Oberheu 12/12
Laurie Kelly 7/7	Ellen Kooima 6/7, 1 excused	Karen Shabshelowitz 7/7
Debroah Kopech 2/2	Douglas McLaughlin 2/2	Laurie Sutherland 2/2
Terri Stafford 8/12, 2 excused, 2 non attended		

Executive Session June 27, 2024 Present: Suzan Amoruso, Pat Cole, Laurie Kelly, Ellen Kooima, Shannon Oberheu, Terri Stafford Excused: Karen Shabshelowitz

Executive Session September 16, 2024 Present: Suzan Amoruso, Laurie Kelly, Ellen Kooima, Shannon Oberheu, Karen Shabshelowitz Excused: Pat Cole, Terri Stafford

Library Statistics: Number of Visits 51,052; Circulation of Physical Items 127,026; E-Books 44,471; WiFi Connections 16,847; New cards issued 1,142 with an additional 597 cards renewed; Narragansett Card Holders 8,014

NARRAGANSETT-SOUTH KINGSTOWN SENIOR ADVISORY COMMITTEE Annual Report 2024

Committee Members:

Members for 2024 included: Steven Ferrandi, Patricia Alley, Theresa Murphy, Susan DiMasi, Michelle Kershaw, Lindsay Bush, Shirley Plant, Anne Kotch, Caroline Mulhern, Maureen Martin, Karen Flint, William Babcock, Steven Stewart, and Debra Tanner.

Attendance: The committee generally meets quarterly.

March 28, 2024 Lindsay Bush, Susan DiMasi, Karen Flint, Stephen Ferrandi, Deb Tanner, Michelle Kershaw, and speaker Beth Leconte

June 27, 2024 Lindsay, Deb, Terry, Michelle, Karen, Sue Banett, Marueen Martin (SK), and TC liaison Stephen Ferrandi.

September 26, 2024 Michelle Kershaw, Terry Murphy, Caroline Mulhearn, Susan DiMasi (chaired meeting in Lindsay's absence), Anne Kotch, Shirley Plante, Deb Tanner, Karen Flint, Jeanne Ehmann, Patty Alley, Stephen Ferrandi Excused absence: Lindsay Bush

December 5, 2024 Michelle Kershaw, Karen Flint, Terry Murphy, Deb Tanner, Lindsay Bush, Jeanne Ehmann (Narragansett rep), and Maureen Martin (SK rep).

Committee Work for 2024:

In March, a short survey was developed to gauge senior engagement and understanding of available services. The survey was to be sent to seniors over the age of 60. Continued discussion about the survey happened in June. Questions were finalized and a distribution plan was discussed. It was decided that the survey would be distributed at the end of the year.

In September, discussion ensued about places to deliver the survey - Brightview, Brookdale, South Winds, Libraries, respective Senior Centers, and online. The focus of the survey is on seniors, not just our community center seniors. A link was also posted to the South Kingstown town website. Public comment followed acknowledging an upcoming sanctioned legislative event, Exploring Services for the Elderly. Rep. Lauren Carson, District of Newport, led the meeting which took place in October. The need for income-restricted housing was also discussed as well as focus groups already in place regarding transportation and possible trolley service.

In December, the committee discussed what problems are collectively being seen. The top concerns are 1. Loneliness, 2. Scared/worried about being taken advantage of or hurt. 3. Isolation. In the coming year mental health, Alzheimer's, and Dementia will be major topics the committee will discuss.

Early survey results were discussed. Mostly women responded to the survey, with 72 men completing survey. Seventy-one (71) percent of survey takers indicated they were retired and

fifty-seven (57) percent acknowledged that they know about the services available to seniors. So far, 392 surveys have been logged.

Collaborating on trips for seniors were discussed. The number of participants is sometimes low, possibly due to the cost.

Guest Speakers

In March, Guest Speaker, Beth Leconte, spoke OLLI (Osher Lifelong Learning Institute) at URI where she has worked for 15 years. Beth reported on how OLLI was founded and its purpose. OLLI has 1400 members, and the membership fee is \$65.00 per year. The age of members is 50+ and the average age of members is 72. Beth spoke about all the programs and classes offered and costs. She provided a booklet on what is offered just in the spring. It's truly an amazing program.

In June, guest speaker Sue Banett spoke about the South Kingstown Prevention Coalition. Susan presented on spreading awareness of substance abuse and alcohol abuse. All ages are affected by this problem including the LGBTQ community. Also discussed was the need to develop relationships with our seniors and let them know the dangers associated with accidentally taking too much medication. Narcan was discussed and the possibility of having a presentation on the use. "How does it work." And "How to Administer." URI Community Response Rep. is assigned to distribute Narcan. The question is raised, Is this a needing place? The answer was yes. How to use Narcan was discussed and how it works. Discussion then turned to adult programs involving balance, action step programs, and how these programs help our elderly not only physically but also mentally. The question is raised- Where do people go for Mental Health counseling, like when people go to AA meetings? Deb mentions the Ethyl Program through AARP and possible private chat groups. All agree there's a lot of loneliness and isolation in our elderly community.

In September, guest speaker Deb Tanner spoke on Healthy Equity Zone Committee and the discussion on transportation and the challenges faced in outlying communities. The State does discuss Urban Transportation, but no real efforts have been made to the south county area. Deb will be meeting with Jim from Newport to discuss their challenges. Getting from point A to point B is the challenge and the progress with the program is slow. A survey was completed however, public transportation in South County does not work well. Normal bus transportation caters to college students going to the mall. "Flex On Demand" was discussed but concentration is on the hub. Deb and Karen commented that they felt the flex on demand bus is popular. Both Karen and Deb received and distributed information on this transportation opportunity. Deb discussed the Wood River clinic and the transportation available to seniors to access their health care providers (the clinic has their own bus). Seniors driving seniors also discussed as a problem and seniors not cancelling the flex bus when they don't need it. BCBS Papa Pals discussed. BCBS no longer providing this service in 2025. Several incidents of abuse brought forward with this program.

Calendar:

The committee meets quarterly on the 4th Thursday of the month at 6 pm. Locations vary.

2025 meetings will be held on February 27, May 29, September 4, and November 20. February and September will be at Narragansett locations and May and November will be at South Kingstown locations. 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
February 26, 2025

NARRAGANSETT PENSION BOARD

2024 Annual Report



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

PENSION BOARD

Chair

Daniel Holland

Vice Chair

Ryan Saber

Members

John Dell'Erario
Patty Roosa
Mary Jane Gray
Brent Kuzman
Brian Leite
Niles Roberts

Board Staff

Christine Wilson
Finance Director

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 all applicable Collective Bargaining Agreements (CBAs).

2024 Accomplishments

- The Pension Board met 11 times in 2024 for regular monthly meetings
- Reviewed and approved 20 pension requests, 5 refund requests, 3 survivor requests, and 2 waiver 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 2024 with assets of \$126,545,697 and finished with assets of \$143,351,401, an estimated \$16.8 million gain for the year. The Pension Board maintains a well-diversified portfolio in accordance with our Investment Policy Statement.
- The current funding level as of July 1, 2024 is 73.8%. Losses and gains are smoothed over a number of years by the Town's actuary, this prevents large spikes and dips with funding levels and contributions.
- Current funding level of the Chapter 1666 Police Pension (Closed) is 93.7% as of July 1, 2024
- Prior calendar year returns are as follows.
 - 2023 – 13.38%
 - 2022 – -15.27%
 - 2021 – 13.28%
 - 2020 – 10.24%
- 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.
- Annual review of the Investment Policy Statement, to include the addition of a risk budget and alternative investments such as private equity/credit.

Attendance

- The Pension board meets the 3rd Wednesday of each month, a quorum was met at each meeting in 2024, with no meeting in August (as planned).

Submitted by: Daniel Holland, Pension Board Chair, Approved by the Board 2/19/2025

2024 Pension Board	Holland	Saber	Dell'Erario	Gray	Kuzman	Roosa	Leite
January	x	x	x	x	A	x	x
February	x	x	x	A	x	x	x
March	x	x	x	x	x	x	A
April	A	x	x	x	x	x	x
May	A	x	x	x	x	x	x
June	x	x	x	A	A	x	x
July	x	x	x	x	A	x	x
August	No meeting as scheduled						
September	x	x	x	x	x	A	x
October	x	x	x	x	A	x	x
November	x	x	x	x	A	x	x
December	x	A	x	x	x	x	A

X = Present

A = Absent

Town of Narragansett Personnel Board of Appeal
2024 Annual Report

The Personnel Board of Appeal of the Town of Narragansett RI had one (1) scheduled meeting which convened on May 15, 2024, to hear the grievance of the Local 1589 International Association of Fire Fighters on behalf of Lt. Patrick Walsh regarding the Town of Narragansett denial of his claim as noted in the Board's decision dated May 15, 2024. The Board voted on a vote of 4 to 1 to uphold the Town's position to deny this claim.

Present in this meeting were the following people:

Personnel Board of Appeal:

John Kennedy, Chair

Sharon Delfino McGreen, Board Member

Thomas Hines, Board Member

Joseph Notarantonio, Board Member

Steven Ferrandi, Town Counsel Board Member

Town of Narragansett:

James Tierney, Narragansett Town Manager

Fire Chief Scott Partington, Narragansett Fire Department

Vincent Ragosta, Narragansett Town Solicitor-Labor

Patricia Roosa, Narragansett Human Resources Manager

International Association of Firefighters, Local 1589

J. Ryan Navakauskas, Narragansett Fire Department

Patrick L. Walsh, Narragansett Fire Department

Joseph Andriole, Business Manager, Local 1589

2025 Dates

Dates for hearings are scheduled on an as needed basis and not previously scheduled. There are no hearings scheduled as of this writing.



TOWN OF NARRAGANSETT
COMMUNITY DEVELOPMENT DEPARTMENT AND PLANNING BOARD
2024 ANNUAL REPORT

OVERVIEW:

The following report provides a description of the key accomplishments of the Department of Community Development for the 2024 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 (CD) 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.

2024 KEY HIGHLIGHTS:

- A. RETIREMENT:** In May 2024 the Community Development Department said goodbye to Mike DeLuca, who had been the Planning Director since 2005. Mike oversaw countless applications and projects before the Board in his tenure as Director. Among his many accomplishments, the Historic District Commission as well as Breakwater Village Zoning District can be credited to Mike's vision and expertise. The Board and Staff thank Mike for all his dedicated years of service to the Town.
- B. APPOINTMENTS:** On July 15, 2024, the Town Council appointed Jill Sabo, AICP, CFM as the Director of Community Development. Ryan DiPanni was promoted to Environmental Planning Specialist. The Department will hire a new Planning Technician in 2025.
- C. COMPREHENSIVE PLAN AMENDMENTS:** There were no proposals for amendment to the Comprehensive Plan submitted by staff, Town Council or by individuals this year.
- D. 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 considering 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 2024 there were four (4) recommendations to Town Council for text changes to the Zoning Ordinance. All are summarized below:
 - 1. 2-Family/Multifamily Developments:** In Spring of 2024, the Planning Board recommend and the Town Council approved changes to the Zoning Ordinance in response to ramifications of the State laws regarding development on substandard lots of record.
 - 2. Mixed -Use Ordinance:** In March 2024, the Planning Board recommended to Town Council to add text to the Zoning Ordinance to allow a mix of uses (residential and commercial) in the B-B Zoning District. This recommendation will be heard by the Town Council in 2025.
 - 3. 2024 Legislative Updates:** In June 2024, The General Assembly (GA) passed another slate of bills to further change the ZEA, some of which corrected errors created from the 2023 GA bills that passed. The Planning Board promptly made a recommendation to the Town Council in July 2024 to incorporate the mandated changes. These updates include compliance with the States regulations on Accessory Dwelling Units. This recommendation will be heard by the Town Council in 2025.
 - 4. Bed and Breakfast:** In August 2024, the Planning Board recommended to the Town Council to make amendments to the Zoning Ordinance regarding Bed and Breakfasts in order to be consistent with an impending change to the Municipal Code. The ton Council approved this text revision.

- E. ROAD ABANDONMENT:** In February 2024, the Planning Board recommended an abandonment of a roadway at AP R-2, Lot 216, 22 Conch Road. The Town Council approved this abandonment subject to stipulations, on March 18, 2024.
- F. EXTENSION OF TIME:** In 2024, the Planning Board approved an extension of time for the Brookside 5-lot Subdivision approval.
- G. SHORT TERM RENTAL ORDINANCE:** On February 21, 2024, the Planning Board responded to a request from the Town Council to review and recommend changes to the Municipal Code Chapter 14, Business, regarding regulations for short term rentals. The Town Council approved this Municipal Code change on March 18, 2024.
- H. HAZARD MITIGATION PLAN:** The CD department, through assistance of the Local Hazard Mitigation Committee and consultant, Weston & Sampson, produced an updated Hazard Mitigation Plan which was adopted by the Town Council on September 16, 2024, after approval from FEMA. This plan is required to be updated every 5 years in compliance with FEMA regulations.
- I. FODDERING FARM SCOPING STUDY PROJECT:** The Town has identified the Foddering Farm Road causeway as an Action Item in the Hazard Mitigation Plan and the Staff has been diligently seeking funding to complete the scoping study for the project. In 2024, the Town was awarded a FEMA - BRIC 2022 grant to continue a scoping study for this project. This project is underway, and the scoping study is anticipated to be completed in summer, 2025.
- J. GRANTS:** The CD Department has written several grants in 2024, for a variety of projects. In addition, the Department is currently, or completed 2024, administering the following grants:

 - 1. Urban Renewal Zone Grant:** The CD department is currently administering this grant to incorporate the regulations for the Urban Renewal Ordinance into the body of the Zoning Ordinance.
 - 2. HMGP Grant:** This grant assisted the Town to complete the Hazard Mitigation Plan/ 5-year update.
 - 3. BRIC (2022) Grant:** The Town was awarded this grant in January 2024 to continue the scoping study for the Foddering Farm Causeway elevation project. This project is ongoing into 2025.
 - 4. MTAP – Housing Livability:** The CD department is administering the 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. This project is ongoing into 2025.
 - 5. Safe Streets 4 All (SS4A):** The CD department, along with several other departments in Town are working with consultants from RIDOT to create a Safety Action Plan the Town. This project is ongoing into 2025.
 - 6. Crane Report:** In March 2024, Crane Associates presented their findings of the Comprehensive Housing Study and Needs Assessment to the Town Council. The Planning Board, as well as other interested parties have used the Crane report to inform decisions and recommendations.
- K. 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.

- L. 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 Sanborn in 2024 to update the parcel polygon layer for GIS and the tax maps to incorporate the last ten years of subdivision changes. The maps were update in April 2024.
- M. ADOPT-A-SPOT:** During the 2024 Calendar year, the Environmental Planning Specialist continued to work with the Conservation Commission in managing and expanding the Adopt-a-Spot Program. All active contracts expired in the 2024 calendar year. Staff reached out to each representative inquiring if they wished to renew their contract, all adoptees agreed to continue maintaining their assigned locations. Two new contracts have also been submitted and approved with active adoptees:
1. 2nd and 3rd Avenue Extension
 2. High Street
- N. 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 2024 the consultants presented 3 options for completion of the Bike Path. The Town Council requested the consultants consider a fourth option through Sprague Park and on-street to connect through the South County Museum. This project is ongoing into 2025.
- O. 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 2024 events. The Land Trust hosted a “Gansett Loop Trail” walk during Gansett Days whereby volunteers were stationed at several locations along the trail and walkers were given a map and car decal for walking the trail.
- P. TRAIL MAPPING:** The Land Conservancy Trust continues to review and consider additional trails throughout Town.
- Q. KINNEY BUNGALOW PRESERVATION EASEMENT:** The CD department provided administrative support to the Land Conservancy Trust to have a ballot question before the voters this election season regarding the preservation of certain elements of the Kinney Bungalow. The voters approved this preservation easement.
- R. HISTORIC PRESERVATION:** The CD staff processed 46 administrative approvals and advised the Historic District Commission in review of 14 public hearings for approval of property alterations in the Towns 7 historic districts.
- S. SITE REVIEW/STAFF REVIEW APPLICATIONS:** During the 2024 calendar year, the Community Development Department processed twenty-six (26) new Staff Review applications (1 yet to be completed) and twenty-seven (27) new Site Review applications. See table below.
- T. 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. The project included relocating the entrance, driveway, and parking repairing riprap at the marina and revegetating areas along the river. The purpose of this project was to relocate the site’s main driveway, return the shorefront to natural conditions, and to improve vehicular access to all site elements. This project is complete.

Staff and the Land Trust completed a review of the Middlebridge Conversation Land, taking a series of photos to update the Plan and the Land Trust began updating the Conversation Land Management Plan, expected to be complete in 2025.

- U. AFFORDABLE HOUSING:** CD Director serves as ex-officio member of the Affordable Housing Collaborative Trust (AHCT). Among other projects, the AHCT assisted in creation of a mixed-use ordinance that would authorize residential development in BB-Business zones under certain conditions and standards. This ordinance was also vetted and recommended for approval to the Town Council. This ordinance is expected to be ready for forwarding to the Town Council in 2025.
- V. 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 2024 the CD Director and Clerk assisted the Good Energy staff in communication with residents.
- W. SUBDIVISION ORDINANCE REVIEWS:** 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. As the State changed the legislation for subdivisions (Development Review Act) again in the 2024 session, another update to the regulations is underway. It is anticipated that this revised draft will go to the Planning Board for review and a Public Hearing will be held with the Board in the spring of 2025 to update the regulations again.

STATISTICAL HIGHLIGHTS:

MEETINGS ATTENDED BY STAFF

- Planning Board: 13 Meetings
- Zoning Board: 14 Meetings
- Conservation Commission/Tree Board: 11 Meetings
- Land Trust: 12 Meetings
- Harbor Management Commission: 11 Meetings
- Historic District Commission: 9 Meetings
- Affordable Housing Trust Collaborative: 8 Meetings

PLANNING BOARD ATTENDANCE

- Mark Brady-Chair: 0 absences
- Dr. Joseph O'Neill-Vice Chair: 0 absences
- Jerry Brunetto-Secretary: 2 absences-6/24, 10/15
- Rupert Friday: 1 absence-9/17
- Thomas Callahan: 2 absences-6/5, 9/17

TASKS UNDERTAKEN

- **6 RECOMMENDATIONS TO TOWN COUNCIL**
 - ❖ Regulation of 2-family dwellings
 - ❖ Short Term Rental Ordinance
 - ❖ Partial Road Abandonment- Conch Road
 - ❖ Hazard Mitigation Plan: 5-year Update
 - ❖ Section 2.2 (Definitions): Bed & Breakfast
 - ❖ Compliance with GA statutory changes
- **5 ADMINISTRATIVE SUBDIVISIONS**
 - ❖ Coletti – Recorded 6.11.2024
 - ❖ Walsh – Recorded 4.2.2024
 - ❖ URI – Recorded 1.25.2024
 - ❖ Breting – Recorded 5.28.2024
 - ❖ Brignole – Recorded 10.18.2024

➤ **6 PRE-APPLICATION REVIEWS**

Farrley&Gillmore	V	40	649 Point Judith Road
Durkin, Jim	M	159-A	Ocean Road
Breting, Nicole	N-F	211	59 Meadowrue Trail
AB Investments	R-1	1	120 Knowelsway Extension
Farrelly&Gillmore	V	40	649 Point Judith Road
Sullivan	N-N	2	91 Old Boston Neck Road

➤ **9 SUBDIVISIONS**

Clarke LLC	V	27	Clarke Road Subdivision	SubDiv-Prelim	On-going
Mody	R	146-A	154 Saltaire Avenue	Minor-Final	02.29.2024
Tougas	N-I	12	775 Boston Neck Road	Minor-Preliminary	03.08.2024
Murray	N-K	3-15	101 Riverdell Drive	Minor-Preliminary	On-going
Vancouyghen	Q	13	84 South Pier Road	Minor-Preliminary	On-going
Mahoney	Q	101	South Pier Road	Minor-Preliminary	On-going
Carr	Y-4	4	Indian Rock Farm Road	Minor-Preliminary	On-going
Anderson	H	53	11 Fifth Avenue	Minor-Preliminary	On-going
Westcott	E	128	80 Gibson Avenue	Minor-Preliminary	On-going

➤ **SITE REVIEWS**

Capstone Holdings	R	329	103 Saltaire Avenue	1.17.2024	DN
Murphy	E	24	4 Perkins Avenue	1.17.2024	DN
Drury	N-J	51	10 South Cliff Drive	1.17.2024	DN
A.L. Brady	D	170-1	3 Rose Court	2.21.2024	AP
Gregory	M	167-154	74 Shore Drive	2.21.2024	AP
Knowles Camp	S-1	291-87	64 Burnside Avenue	3.19.2024	AP
Vallarelli	K	24-C	14 Ashbrook Road	3.19.2024	AP
East Side, LLC	S	140	11 Walcott Avenue	4.16.2024	DN
Gilbertson	M	167-98	33 Shore Road	4.16.2024	AP
Murphy 207 LLC	E	102	207 Ocean Road	4.16.2024	AP
Murray	N-N	1-1-A	101 Old Boston Neck Rd	4.16.2024	DN
Morris	N-S	524	65 Bayberry Road	4.16.2024	AP
Almonte	M	167-139	4 Lane 6	4.16.2024	AP
Eventides LLC	I-J	7	1108 Succotash Road	6.5.2024	AP
Lakeview Realty	M	167-72	4 Lane Two	6.5.2024	AP
Kambrie Enterprises	N-G	182	80 Old Pine Road	6.5.2024	DN
McShane	Y-1	256	21 Betty Hill Road	6.5.2024	DN
Twin Willows	N-H	268	865 Boston Neck Road	6.24.2024	AP
Zangrilli	M	167-110	15 Lane Three	6.24.2024	DN
Varone	N-S	294	105 Camden Road	7.16.2024	DN
Chapman & Fairborne	N	315	44 Willow Avenue	7.16.2024	AP
Champlin	V	15	556 Point Judith Road	8.20.2024	AP
Spangler	L	1-13	43 Major Arnold Road	8.20.2024	DN
DaSilva	L	113	52 Ocean Spray Avenue	8.20.2024	AP
Knowles Camp	S-1	291-4	64 Burnside Avenue #4	9.17.2024	AP
Turnberry Realty	F	25	366 Ocean Road	10.15.2024	AP
O'Dell	M	167-81	25 Shore Road	11.19.2024	DN
SVN Co., LLC.	N-R	1033	6 Algonquin Trail		
Cherry	S	32	48 Wolcott Avenue		
Lukens	M	167-108	9 Lane Three		
Battista	N-S	495	Namcook Road		
Rotella	S	51	29 Burnside Avenue		
Gabriel	N-R	19	40 Clara Lane		

➤ **MISCELLANEOUS ACTIVITIES**

❖ Board Chair Meetings

The purpose of the meetings was to start and maintain dialog between the Town Boards and Commissions so they can work more collaboratively together, particularly with the upcoming update of the Town's Comprehensive Plan.

❖ Discussions of Roadway Connections between subdivision plats

PROFESSIONAL DEVELOPMENT / STAFF TRAINING

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

1. 3/21 League of Cities and Town Annual Conference (JS)
2. 5/12 FEMA ICS seminar (JS)
3. Completed ASFPM CEU's to maintain CFM Certification for CRS (JS)
4. Completed AICP CEU's to maintain AICP Certification (JS)
5. 5/23/24 RIFMA Annual Conference (JS)
6. June 2024 OMA Seminar (RD, HP)
7. 2024 Southern New England Regional APA Conference, November 7-8, Springfield (RD JS,)

2025 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 – As the State enabling law was revised in the 2024 General Assembly session, Staff has drafted an update of the Inclusionary Zoning regulations which will go forward to the Planning Board in 2025.
- 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.

B. LAND COVER UPDATE: Begin to 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 consultant/staff.
- Ensure delivery of final product.

C. STATE OF RI PROJECTS:

- *South County Bike Path*: 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.

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 future.

E. TRAILS: Continue assisting the Land Conservancy Trust in design and enhancement of the Sunset Farm Trail and Management Plan. The Plan is expected to be complete in 2025.

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.
- H. STAFFING*: In light of the several additional areas of responsibility directed to staff through the 2023 General Assembly passage of housing-related statutes, an additional position was approved in the FY24/25 budget for a full-time senior planner. Staff will pursue filling that position.
- I. FEDERAL PROJECTS*: Staff will pursue the appropriate federal agencies as well as other interested parties to request the Harbor of Refuge breakwater be deemed a priority for rehabilitation.

Narragansett Recreation Advisory Board

2024 Annual Report

To: Ms. Sarah Masson, Narragansett Town Clerk
From: Dennis F Lynch, Chair, Narragansett Recreation Advisory Board
Date: December 20, 2024

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 a Public Comment segment at every meeting.

2024 HIGHLIGHTS:

Very substantial effort went into the management of the Town-Council approved Narragansett Town Beach Capacity Study. The study was carried out by Taylor Engineering, Inc. The title of the study was somewhat misleading because the actual work product generated over 20 outputs, ranging from sea level rise, dunes erosion, beach erosion, parking, attendance, access improvements, public notification tools, as well as several additional data points and recommendations that can form a long-term master plan for managing and sustaining the beach.

After several internal meetings with the consultant group, the draft was reviewed by the entire Recreation Advisory Board and subsequently forwarded to the Town Council for a public workshop that took place in the summer.

A holistic review of policies regarding leasing of NTB facilities (cabanas, lockers and changing rooms) had not been undertaken in some time. Therefore, the RAB formed a subcommittee of members who did not lease beach facilities or were on any facilities' waiting lists to consider appropriate modifications. The subcommittee met three times and arrived at policy updates which were forwarded to the Town Council in December, and those revisions were approved for the 2025 beach season.

Because NTB had a successful 2024 season financially, and because the Beach Enterprise Fund Balance was at acceptable levels, no beach fee increases were recommended.

The RAB heard a presentation by Tyler Hoxie, the Recreation Manager. The presentation covered many aspects of the summer camp programs conducted for children during their summer break.

During a number of meetings throughout the year, the Director discussed and sought input for “shoulder season” activities, concerts, movies, “end of summer” programs and the like.

Attendance at Recreation Advisory Board meetings for 2023 is as follows:

Member in attendance for all meetings, unless noted by month

R Brady

R Periera (Oct)

T Kerns (Oct)

D Ranaldi

P Lablanc (Apr, May, Sept, Nov)

J Kaseta

D Lynch (Aug)

J Skenyon. (Apr, May, June, July, Aug, Sept, Oct, Nov)

School Committee Liaison

2025 RAB Meeting Schedule

1/13

2/10

3/10

4/14

5/12

6/9

7/14

8/12 (Tuesday)

9/8

10/14 (Tuesday)

11/10

12/8

All meetings (Mondays) held at Town Hall; Tuesday meetings held at 170 Clarke Rd



TOWN OF NARRAGANSETT

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Tax Assessment Board of Review

2024 Annual Report

The Narragansett Tax Assessment Board of Review hears and considers appeals of any property owner concerning the amount of his/her assessed valuation as determined by the Tax Assessor.

The Tax Assessment Board of Review consists of three (3) members appointed by the Town Council for 3-year terms.

The Tax Assessment Board of Review held five (5) meetings for the 2024 calendar year. One of these meetings was scheduled as an organizational meeting for the upcoming Tax Appeals for 2024.

A zoom training was held by Allan Booth of Wimborne & Summertree LLC on 10/24/2024. Members in attendance: John Ball, Joseph Robenhymer, and Michael Oakes.

Two individuals were appointed to the Tax Assessment Board of Review in 2024. Michael Oakes was appointed 10/21/2024 and Joseph Oosterman was appointed 11/18/2024.

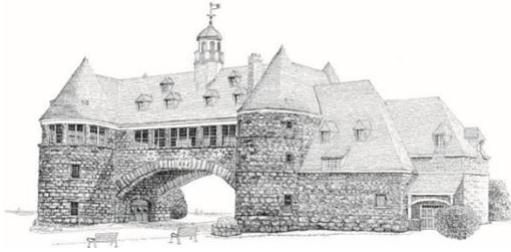
Each hearing date consisted of approximately one (1) to six (6) appointments for taxpayer appeals to the Board.

A total of nineteen (19) appeals were heard by the Tax Assessment Board of Review in 2024.

<u>Meeting Date</u>	<u>Members present</u>
08/23/2024	Joseph Robenhymer & John C. Ball <i>(Also present Erin Jacobs, Tax Assessor)</i>
10/10/2024	Joseph Robenhymer & John C. Ball <i>(Also present Erin Jacobs, Tax Assessor)</i>
11/7/2024	Joseph Robenhymer & Michael Oakes; Absent: John C. Ball
11/21/2024	John C. Ball & Michael Oakes; Absent: Joseph Oosterman
12/12/2024	John C. Ball & Joseph Oosterman; Absent: Michael Oakes

Respectfully submitted,

John C. Ball, Chairman



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

January 28, 2025

Members of the Town Council:

There were 9 meetings of The Towers Committee in 2024. The attendance record of the current committee members is as follows:

David Ousterhout	Attended 9	Absent 0
Ryan Torrealday	Attended 1	Absent 0
Jim Durkin	Attended 1	Absent 0
Michelle Kershaw	Attended 6	Absent 3 *
Jim Tierney	Attended 0	Absent 9 *
Deb Kopech	Attended 1	Absent 0
Terrie Quinn	Attended 3	Absent 3 *
Gina Ankner	Attended 7	Absent 2 *
Kelly Cartwright	Attended 8	Absent 1 *
Gwen LaRiviere	Attended 8	Absent 1 *
Mary Phillips	Attended 9	Absent 0

*Excused Absence

2024 Activities

- Hosted 116 public and private events of which 71 were weddings
- Hosted the return of our **Taste of The Towers** fund raising event which was halted during Covid
- Acquired sufficient table inventory for use at private events to preclude renting from a vendor
- Revised the schedule of fees for private events to increase net revenue and improve The Towers Fund balance
- Acquired conference table and chairs for board room with funding by Friends of The Towers
- Completed planning and scheduling of work to complete phase II of the second-floor redecorating and restoration with completion anticipated in March
- Completed installation of outside AED in the courtyard for use outside of The Towers

The committee would like to recognize the work of Donna DiCicco and her part-time staff for managing day to day operations and staffing events. Private event bookings for 2025 and beyond are strong. The Towers continues to be a leading venue choice for private events.

Submitted by:

David Ousterhout, Chair



TOWN OF NARRAGANSETT
 ZONING BOARD OF REVIEW
 2024 ANNUAL REPORT

OVERVIEW

The Zoning Board of Review is empowered to hear and decide appeals, to grant special use permits, use variances, and dimensional variances in accordance with the specific provisions called out in the Narragansett Zoning Ordinance and under RIGL 45-24 et seq. The following report provides a description of the Board’s key accomplishments for the 2024 calendar year.

SUPPORT STAFF

The Zoning Board is supported by the Building Inspections Office and the Department of Community Development through administrative support. 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.

2024 KEY HIGHLIGHTS

In December 2023, Thomas Callahan was appointed to the Planning Board and was removed from the Zoning Board. Ellen Corneau was made a full member in February 2024. At this time Albin Kaimer was also appointed to the Board as second alternate and Christine Brochu moved to first alternate. In July 2024, James Manning, Chairman of the Board was not reappointed, and Christine Brochu was made a full member. Albin Kaimer moved to first alternate. In October 2024, John Ball was appointed as second alternate.

The Board and Staff would like to thank Jim Manning for his 24 years of dedicated service to the Town of Narragansett and the Zoning Board of Review.

In 2024, the Zoning Board held 35* public hearings over the course of 14 meetings as noted below.

RESIDENTIAL IMPROVEMENTS: The Zoning Board heard 24 separate applications for single family developments – new construction, additions or demolition/rebuild. Of those applicants, 22 were approved and 2 were denied.

COMMERCIAL IMPROVEMENTS: The Zoning Board approved 2 commercial projects in 2024: Narragansett Pier Railroad (Boon Street Market) and Kellen, LLC (Ocean State Pickleball).

APPEALS*: There were a total of ten (10) appeals filed in 2024:

Owner	Plat	Lot	Location	Application	Recorded	Vote
Nuttall Properties	S	90	11 Defelice Road	Appeal-NoV 4+	02.16.2024	DN
Rainaldi	S-1	20	45 Sylvan Road	Appeal-NoV 4+	04.10.2024	DN
Braskie	S-1	50	28 Hope Lane	Appeal-NoV 4+	TABLED	TABLED
McDavitt	S-1	217	16 Lincoln Way	Appeal-NoV 4+	TABLED	TABLED
Braskie	S-1	147	7 Ashton Lane	Appeal-NoV 4+	TABLED	TABLED
Sauro	S-1	195	19 Glendale Road	Appeal-NoV 4+	TABLED	TABLED
Marci	S-1	116	28 Davisville Lane	Appeal-NoV 4+	TABLED	TABLED
Durkin	J	13	134 Sand Hill Cove Rd	Appeal-NoV 4+	TABLED	TABLED
*White	N-S	455	22 Namcook Road	Appeal-NoV 4+	N/S	N/S
Rihani	N-G	455	35 Tupelo Trail	APPEAL-#ofBR	05.30.2024	Upheld

*Appeal was filed but not docketed resulting in 35, not 36, public hearings.

STATISTICAL HIGHLIGHTS

2024 BOARD MEMBERSHIP ATTENDANCE *denotes special meeting

James Manning	Absences:	1 with cause – 1/18
Anthony Brunetti	Absences:	3 with cause – 1/18, 2/8*, 2/22,
Chris Almon	Absences:	5 with cause – 4/18, 7/18, 10/17, 11/21, 12/19
Keith Kyle	Absences:	2 with cause – 2/22, 3/7*
Ellen Corneau	Absences:	3 with cause – 7/26, 8/17, 12/14
Christine Brochu	Absences:	3 with cause – 2/22, 3/7*, 8/22
Albin Kaimer	Absences:	1 with cause – 6/20
John Ball	Absences:	0

MEETINGS

- 12 Regular Monthly Meetings
- 2 Special Meetings
 - ❖ 2/8, 3/7

AGENDA ITEMS OF NOTE

- Request for Extension of Approval pursuant to Section 28d of the Zoning Regulations
 - ❖ TMG Management Services/Martucci: Granted
 - ❖ Egan: Granted

2025 OUTLOOK

In June 2024, the State General Assembly approved zoning enabling changes that required the Staff, with the assistance of the Planning Board and legal counsel, to revise several portions of the Zoning Ordinance. This draft will move forward to the Town Council in winter, 2025. Once any ordinance changes are approved, the information will be provided to the Zoning Board of Review so that the new ordinance can be applied.

In addition, the Board wishes to pursue two (2) administrative objectives in 2025.

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