

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

PRESENT: Parella, Herreshoff (arrived at 6:23 o'clock PM), Calouro, Stuart, and Sweeney

The Council met in special session on Thursday evening, July 25, 2013 in the Town Hall, Council Chambers, beginning at 6:20 o'clock PM, Council Chairman Parella presiding:

Prior to the commencement of this evening's regular agenda, Council Chairman Parella announced that the King Philip Little League will be hosting a championship tournament at Veterans Park on July 29, 2013.

*It is hereby noted for the record that the interviews for boards and commissions took place at the beginning of this meeting and the appointments were considered near the conclusion of the meeting. The discussion and vote are grouped together as follows for the purpose of convenience.*

1. Interviews/Appointments
  - a. Personnel Board (to fill unexpired term to expire in December 2014)
    1. Elizabeth Rene, 11 Lincoln Avenue - interest/appointment
    2. Camille Dale, 66 Collins Street - interest/appointment

Councilman Calouro nominated Ms. Rene for appointment.

There were no counter-nominations.

Herreshoff/Calouro - Voted  
unanimously to close nominations  
and to instruct the Clerk to cast  
one ballot in favor of Ms. Rene  
with term to expire in December  
2014.

Prior to the vote taken, the Council conducted interviews for the Personnel Board as follows:

Elizabeth Rene

Councilman Herreshoff arrived at this point in the meeting (6:23 o'clock PM).

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Ms. Rene informed the Council that she served on the board in the past and that she resigned due to her schedule, caring for her elderly mother. She noted that her mother now no longer lives with her and that she has time to devote to the Personnel Board.

Councilman Stuart noted that members of political parties, etc., are excluded from membership on the Personnel Board. He outlined the various restrictions as found in the Town Charter.

Ms. Rene informed the Council that she was eligible to serve.

Councilman Calouro asked to know why Ms. Rene wished to rejoin the Personnel Board with Ms. Rene responding that she enjoyed her tenure on the board and would like to participate again.

Councilman Calouro asked to know if Ms. Rene would like to see any changes to the duties, etc., of the Personnel Board as denoted by the Town Charter with Ms. Rene responding that she plans to follow the provisions of the Charter.

Councilman Calouro encouraged Ms. Rene to "reach out" to the Council if she would like to see changes in the future.

Council Chairman Parella noted that the name of this board implies much involvement in personnel issues but the duties of the board are fairly limited. She thanked Ms. Rene for her application.

Camille Dale

Ms. Dale informed the Council that she applied to be a member of the Personnel Board since this board will utilize her particular experience and skill set. She added that she would like very much to give back to the community and that she is familiar with the Charter and its provisions.

Councilman Sweeney asked to know if Ms. Dale would like to see something changed with Ms. Dale responding that she did not have any specific ideas for change at this time but added that she was open to new ideas and provides a new perspective.

Council Chairman Parella noted that Ms. Dale applied to serve on the Bristol County Water Authority and the

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Personnel Board. She asked to know if there were any other boards and commissions of interest to Ms. Dale.

Ms. Dale stated that she was particularly interested in the Bristol County Water Authority and also the Personnel Board but that she would be open to consider others if these would be compatible with her particular interests and experience.

Councilman Calouro stated that there are currently openings on the Historic District Commission and the Capital Project Commission among others.

Council Chairman Parella noted that the Town is now considering appointees to a Recycling Committee.

Ms. Dale stated that she wished to be comfortable with the duties and responsibilities of whichever board she may choose and that she plans to excel as a board member.

Councilman Stuart asked to know what aspects of the Personnel Board attracted her with Ms. Dale responding that she read about the duties and responsibilities of the board and was of the opinion that she was qualified to serve. She added that she was open to learn about other opportunities for community service also.

Council Chairman Parella asked to know if Ms. Dale has the time available to be of service with Ms. Dale responding affirmatively. She added that she currently works an 8:00 AM to 5:00 PM schedule in Cranston and that she would need time to commute to attend meetings.

- b. Waypoysset Preserve Trust (to fill unexpired term to expire in January 2014)
  - 1. Bryan Leffingwell, 4 Massasoit Avenue - interest/appointment

*It was agreed, by consensus, that Mr. Leffingwell's interview will take place at some time in the future at the convenience of the parties.*

- c. Historic District Commission (2) (to fill terms to expire in July 2015 and 2016)
  - 1. Mary C. Millard, 620 Hope Street - interest/appointment

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Councilman Calouro nominated Ms. Millard for appointment.

There were no counter-nominations.

Calouro/Stuart - Voted unanimously  
to close nominations and to  
instruct the Clerk to cast one  
ballot in favor of Ms. Millard  
with term to expire in July 2016.

Prior to the vote taken, Ms. Millard appeared before the Council and informed its honorable body that she has a long association with the Historic District Commission having owned two houses within the Historic District. She added that she attended Rhode Island School of Design for four years with an emphasis on interior design and took historic preservation courses at Roger Williams University.

Ms. Millard also reported that she is a regent of Gunstan Hall, a historic plantation in Virginia.

Ms. Millard informed the Council that she has the ability to read plans and knows about historic buildings having worked in her husband's general contracting company. She added that she would like very much to serve and that she "loves" the Historic District.

Ms. Millard remarked that the Town has "energy" with the Historic District in place. She recalled that during the 1960s "things were not going well" and that the Town's recognition of the Historic District resulted in a lot of Town pride. She added that the Town's historic preservation initiatives have yielded positive results.

Council Chairman Parella noted that Ms. Millard "did a flawless job" with Linden Place preservation.

Councilman Calouro thanked Ms. Millard for her interest in serving on the Historic District Commission. He added that he finds this board to be "challenging" and that the board had a "bad rap" in the past. He expressed concern that some members choose to "talk down" to applicants and that the board can be not "user friendly."

Councilman Calouro stated that he would prefer if the board was more "down to reality" and that residents should be made comfortable when appearing before the board and that

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

he has concern regarding the cost of certain repairs and improvements.

Ms. Millard stated that the Commission should be a resource for property owners and available to provide and understand options. She added that she has appeared before the Historic District Commission in Providence and finds that board to be helpful and polite.

Council Chairman Parella noted that the Council named a "blue ribbon committee" to review the Historic District Commission in the past and recommended that Ms. Millard should read the report generated by this committee. She added that the Council deferred to the judgment of the Historic District Commission in its acceptance of the report and is of the opinion that the Council should have advanced more of the recommendations itself.

Council Chairman Parella continued that the Council's goal for the Historic District Commission is that it should be more "user friendly" and that more can be done toward this end.

Councilman Calouro agreed that the Historic District Commission had been rude to some individuals in the past and that it is important for appointees to return to the Council with their concerns.

Council Chairman Parella noted that the Council provided funds to allow the Historic District Commission to sponsor Saturday instructional/informational "how-to" sessions for residents.

Ms. Millard stated that she does not believe that the spot-replacement of siding, etc., should require a full hearing and that these repairs should be handled administratively. She added that there are replacement materials available which may have the same appearance as traditional materials and offer long life or lower maintenance benefits.

Councilman Herreshoff stated that Ms. Millard is the "ideal candidate" and that he believes the Historic District Commission to be valuable to the Town. He noted that there is often resistance to any type of regulations and that he recommends that the Historic District Commission should remain practical and reasonable.

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Councilman Sweeney stated that he was impressed by Ms. Millard's experience and education and was pleased to know that she is flexible in her opinions.

Council Chairman Parella commented that the members of the Historic District Commission should be capable of working with the residents to provide options.

Council Chairman Parella stated that if the Historic District Commission is successful then the Town would be receptive toward expanding the district.

Councilman Herreshoff suggested that the Historic District Commission should recommend that certain structures of importance should be added to the purview of the Historic District Commission.

Councilman Stuart commented that Ms. Millard has a good resume and would be an asset to the Commission.

Ms. Millard stated that she would enjoy the opportunity to serve.

**\*AMEND ITEM**

- d. Capital Project Commission (2) (to fill unexpired terms to expire in May 2014 and 2015)
  1. Denise Asciola, 50 Brooks Farm Drive - interest/appointment

Councilman Calouro nominated Ms. Asciola for appointment.

Calouro/Sweeney - Voted to close nominations and to instruct the Clerk to cast one ballot in favor of Ms. Asciola with term to expire in May 2015. Voting in favor of this motion were Council Chairman Parella, Councilman Herreshoff, Councilman Calouro, and Councilman Sweeney. Councilman Stuart was recused from the discussion and vote.

Prior to the vote taken, Ms. Asciola informed the Council that she has interest in some of the upcoming projects and that she has experience working with budgets and bids. She

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

added that she is particularly interested in the Quinta-Gamelin Community Center project since she devised the idea while working in the Town Administrator's office prior to her retirement.

Council Chairman Parella stated that she was familiar with Ms. Asciola's qualifications and experience and that she has confidence in her.

Ms. Asciola added that she had been involved with the idea of a maritime center and is interested in that project also.

2. Poppasquash Road Water Main Project - Phase 1 and Phase 2, **continued from July 17, 2013**

*The Council took no action concerning this agenda item.*

Pamela Marchand introduced Tim Thies from Pare Engineering.

Mr. Thies informed the Council that the project under consideration was "sizeable" and that it would be broken into three (3) phases.

He noted that the phase to improve the water line on Asylum Road through a connection to Duffield Road was an "easy phase" and that the plan was cost-effective.

Councilman Herreshoff asked to know when construction would begin with Kenneth Booth, of the BCWA, responding that C.B. Utility Company has been selected as the contractor and that the permits have been obtained. He added that construction is scheduled to begin during the third week of August.

A discussion ensued regarding a desire to not interfere with the planned repaving of Poppasquash Road.

Mr. Booth noted that he was not certain about the planned date for the repaving but that it would likely be planned for next spring.

Councilman Herreshoff asked to know if the pipe would be in place before winter with Mr. Booth responding that the plan is to have the pipe in place in the beginning of October.

Councilman Herreshoff asked to know if BCWA is coordinating its efforts with the State Department of Transportation

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

with Mr. Booth responding that his agency is in "constant contact" with DOT authorities.

Councilman Stuart asked to know the worst case scenario with Mr. Booth responding that C.B. is ready to begin and that the permits are favorable. He noted that the project has to work around the bicycle path and add a sewer line for the Quinta-Gamelin center. He added that he believes that the end of August is a realistic date.

Council Chairman Parella asked to know if a completion date of October was realistic with Mr. Booth responding that most of the excavation will take place in the woods and that there was no concern about having to work-around park traffic, etc.

Mr. Booth noted that the BCWA will need a week to test the completed line and that water service in the area will be temporarily suspended while the new pipe is tied-in.

Councilman Sweeney asked to know the duration of the suspended service with Mr. Booth responding that the duration of this suspension of service will last 6-8 hours and that the Town may decide the time of the suspension of service.

Council Chairman Parella asked to know if the BCWA will contact residents about the suspension of service with Mr. Booth responding that the BCWA will place "door hangers" and tags containing the service suspension information.

Councilman Herreshoff asked to know if there was an extra charge for completing this work during the night with Mr. Booth explaining that there is a surcharge.

Councilman Herreshoff suggested that the BCWA might determine the preference of the homeowners.

Councilman Calouro asked to know how many residents would be impacted by the service interruption with Mr. Booth responded that there are approximately twenty (20) residences and also the Bristol Yacht Club.

Councilman Herreshoff asked to know if the existing pipe will be utilized with Mr. Booth responding that the existing eight-inch main will be utilized.

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

A discussion ensued regarding the fire hydrants with Councilman Herreshoff suggesting that these should be put back in place and marked as having insufficient water in order to be able to flush the water main.

Ms. Marchand noted that the fire-flow in the main is still below standard and that an eight-inch main is needed for sufficient fire-flow.

A discussion ensued regarding the pipe and the fire-flow. It was explained that a too-large water pipe may result in water quality problems.

Councilman Stuart stated "for the record" that he is aware of other water pressure problems in the northern part of Bristol.

Ms. Marchand reported that the BCWA Board of Directors addressed this issue and that improvement to the water pressure problems is part of the Authority's capital plan.

Councilman Sweeney raised the issue of the six (6) hour suspension of water service and asked if the BCWA has a plan to communicate if the project should run behind schedule.

Mr. Booth stated that the Authority may choose to go door to door or post flags.

Councilman Sweeney suggested an e-mail blast.

Mr. Booth noted that the information will be on the BCWA website also.

Mr. Booth reported that the line will be tested for fire-flow after it is complete.

Herb Cummings, of West Harbor Road, informed the Council that he is concerned about safety and wished to know when the fire hydrants will be "activated totally."

Mr. Thies explained that the Town is in control of most of the property where the pipe will be located thus eliminating the need for obtaining easements, etc.

He added that there are different requirements for the portion that will be in Colt State Park since the Department of Environmental Management exercises a

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

different set of controls over that property and that there must be certain archaeological excavations. He also added that the DEM is planning improvements to the East Bay Bicycle Path and that this will already require the same archaeological survey. He reported finally that the design will move quickly once this survey is complete and that the project may be bid next spring.

Councilman Herreshoff asked to know if several things might be done at the same time.

Mr. Thies reported that there was potential for things to be accomplished concurrently but that the project cannot be put out to bid until all of the approvals are in place.

Councilman Herreshoff asked to know if the design can be completed at this time with Mr. Thies responding that this would be possible while the archaeological survey was in process.

Councilman Herreshoff recommended that the steps should be completed simultaneously and not "strung together."

Mr. Thies stated that he is doing as much as possible as Councilman Herreshoff recommends.

Council Chairman Parella asked to know when the second phase would be completed if bid in the spring.

Mr. Thies responded that the project should take four (4) months to build.

Council Chairman Parella asked to know if this meant that the project would be completed before winter 2014 with Mr. Thies responding that this would be the best case.

Councilman Herreshoff noted that it may be advantageous to complete the work outside of the "busy season."

Ms. Marchand noted that the proposed path for the water line was "not in anyone's way" and that the work will take place in an open area.

Councilman Sweeney asked to know if the archaeological survey had begun with Mr. Thies responding that it had not yet started.

Council Chairman Parella asked to know if a letter of encouragement from the Council to the various State agencies would be helpful with Mr. Thies responding that he

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

planned to meet with the permitting authorities and would advise if there was a need for the Council to intercede.

Council Chairman Parella suggested that Ms. Marchand might provide contact information for the permitting authorities to the Clerk should the need arise to send correspondence to these authorities.

Councilman Stuart asked to know if the weather may hamper progress with Mr. Booth explaining that the work will take place in grassy areas and that the restoration of the areas will consist of spreading loam and seeding for re-growth. He added that there are limitations when the route is considered since summer may be a problem in some areas.

Mr. Booth added that the State DOT and DEM need a concrete plan prior to granting their approval. He added that the State Properties Commission must also approve.

Councilman Herreshoff stated that he thought it might be better to do the project in the spring.

Council Chairman Parella asked to know if it was best to work between March and December with Ms. Marchand responding affirmatively.

James Yess, of 66 Poppasquash Road, asked to know if the project must wait for the full archaeological survey to be completed with Mr. Thies responding that it is advisable to complete one survey for both projects.

Mr. Yess asked to know if a line was traced for Asylum Road and the first hydrant with Mr. Thies responding that this was completed.

Ms. Westcott asked how long the archaeological survey will take with Mr. Thies responding that this is a nine (9) month contract and that he was uncertain as to how long the portion relating to the water main will take.

Ms. Westcott asked to know if it was possible to have the path and design by September with Mr. Thies responding that the design documents will be finalized two (2) weeks after the conclusion of the survey and it will then be sent to the State officials.

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Ms. Westcott asked to know if the project may be bid in October with Mr. Booth responding that the project will at best be ready to go not before the end of March.

Councilman Herreshoff commented that the schedule appears good and that everything possible should be made ready for the end of March.

Mr. Booth informed the Council that he wished to put the matter "to bed" as soon as possible.

Council Chairman Parella stated her concern that there may be a delay at the State Properties Commission.

Mr. Booth noted that the State has a vested interest since it would like to have sprinklers added to the Colt State Park barn.

Ms. Westcott asked to know if the funding was secured with Ms. Marchand explaining that the design will be needed before the funding is resolved. She explained that 60% of the cost would be to clean and line the existing pipe and that replacing same with an eight-inch line would likely cost 40% more.

Council Chairman Parella noted that the Council would likely have another workshop with the BCWA to consider the cost issue for the second phase.

Ms. Marchand agreed to provide cost information and explained that she was now examining the issues relating to cost.

Council Chairman Parella asked to know if more information will be available in time for a September meeting with Mr. Thies responding affirmatively.

Paul Sanroma, of Poppasquash Road, stated that he believes that there must be a correction to the location of the pipe. He pointed out that the pipe location on the map appears to vary from actual and that the pipe is located opposite the beach adjacent to his property.

Mr. Sanroma also questioned the concern for water pressure since he experiences 70-82 PSI in his garden hose.

Mr. Thies explained that there is a difference between water pressure and water flow.

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Clifford Woods, of Poppasquash Road, asked to know if the line through Colt State Park could be looped with the Poppasquash Road line.

Mr. Booth responded that both are fed from a six-inch main and that perhaps Colt State Park may decide to back feed through Coggeshall Farm Road.

A discussion ensued regarding the "looping" of water mains.

Ms. Westcott asked if the recommendation was to replace the six-inch pipe with Mr. Marchand suggesting that the pipe should be replaced.

Mr. Booth noted that the pipe near the former Pearson property must be realigned.

Council Chairman Parella asked to know if a camera might be utilized to determine the condition of the pipe in certain areas.

Mr. Booth noted that there were lined pipe and construction records to reference.

Councilman Herreshoff asked (for the record) for assurance that the roadwork would be effectively coordinated to avoid cutting into the newly paved road.

Mr. Booth explained that there would be no need to cut the new road.

Mr. Woods asked if it were possible to loop the pipe next to itself in a wider trench with Mr. Thies responding that there would be no benefit to do this.

A discussion ensued about artifacts found during the archeological survey with Mr. Thies explaining that in general any artifacts would be removed and that this will take from a few days to several weeks to complete before the project will move forward.

A discussion ensued regarding the possibility of a road-cut with Mr. Booth explaining that the project will remain in the shoulder of the road and not in the paved portion.

Ms. Westcott asked for a confirmation that the second phase will require a 6-8 hour disruption of water service with

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Mr. Booth speculating that the time will likely be shorter, perhaps 4-6 hours.

Councilman Stuart asked to know if there would be a flow-rate and water quality study after the completion of the first phase (clean and re-line) with Ms. Marchand noting that there was a leak-detection study and that there were no leaks and that this was not unusual when considering 100 year old pipes since these are very thick pipes.

Mr. Sanroma asked to know who was liable considering the availability of fire flow protection.

Council Chairman Parella suggested that Town Solicitor Ursillo should look into this question and place an answer on an upcoming Town Council agenda.

Council Chairman Parella thanked the BCWA and neighbors for being in attendance and for their participation.

Councilman Stuart noted "for the record" that there is adequate fire suppression in the area due to alternate plans.

3. Department of Community Development re Wayfinding System and Signage Plan, **continued from July 17, 2013**

Calouro/Stuart - Voted to approve "Option 1 - Revision 2," allowing that the colors must be "tweaked" to more "historic" looking (lighter) hues. Voting in favor of this motion were Council Chairman Parella, Councilman Calouro, Councilman Stuart and Councilman Sweeney. Councilman Herreshoff abstained from the vote.

Prior to the vote taken, Council Chairman Parella stated that she envisioned the fourth version differently.

Principal Planner Tanner explained that the design was intended to help visitors find parking lots and to identify points of interest. He asked the Council to find consensus since the relationship with the consultant was reaching its end.

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

He explained that the options were placed on the Town website and that the red, white, and blue version was found to be most acceptable.

Michael Byrnes explained that the colors might be better to imitate those found on the "welcome to Bristol" signs at the borders.

Principal Planner Tanner stated that it would be possible to tweak the color scheme. He added that he recommends version "1."

Councilman Herreshoff stated that he finds the color in the example to be "depressing" and that he would prefer a lighter color.

Council Chairman Parella stated that she preferred the shape of the example topped by an eagle.

Councilman Sweeney asked to know how many persons were surveyed with Principal Planner Tanner indicating that the survey was informal.

Principal Planner Tanner stated that the copies do not do justice to the colors recommended by the consultant.

Councilman Herreshoff stated that he did not want signs with a "black-blue."

Council Chairman Parella stated that she prefers to see "antique looking" colors.

Councilman Herreshoff stated that he would prefer to have blue that looks like blue.

Council Chairman Parella asked to know what became of the "bump out" feature.

Councilman Calouro stated that he approved of a lighter blue.

Council Chairman Parella stated that she did not wish to see "every sign screaming red, white, and blue."

Principal Planner Tanner noted that the signs are only one piece of a wayfinding plan and that the consultant will recommend sizes.

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Councilman Herreshoff asked about the stars.

Principal Planner Tanner explained that the wayfinding signs are intended to be identified as a "brand."

Councilman Herreshoff cautioned that a "brand" might be tiresome.

Council Chairman Parella asked to know how many signs would be put in place with Principal Planner Tanner explaining that the plan is to start with the downtown parking issue and work outwards.

Councilman Herreshoff stated that he likes the idea of having a border on the signs and that the "busy" sign was inadvisable.

Councilman Calouro stated that the signs will likely be separate from each other.

Mr. Byrnes stated that the red, white, and blue was consistent with what is well known about the Town and that he did not think that the colors were too dark.

Council Chairman Parella stated that she liked the combination.

Councilman Sweeney stated that he preferred the design of option 1.

Council Chairman Parella noted that the Council must make a decision due to the provisions of the contract (expiration).

Councilman Herreshoff stated that he did not want to vote since he was not prepared to do so at this time.

Councilman Calouro noted that most of this was discussed at the earlier workshop.

Councilman Herreshoff noted that the signs will be in place for twenty (20) years or more and that the matter required more study.

Council Chairman Parella observed that the Council suggested changes during the previous workshop and that she

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

doubted if the consultant made the changes that were requested at that time.

Councilman Herreshoff stated that he would prefer to see a "real sign" and not to make a determination based upon the photocopies. He also stated that he would like to see the size of the sign.

Town Administrator Teixeira stated that the Council should keep in mind that the signs are for visitors.

Councilman Herreshoff noted that the signs should be consistent and that there should not be too many of them.

Council Chairman Parella asked about cost with Principal Planner Tanner explaining that there were options concerning cost.

Councilman Herreshoff asked to know the sign material with Principal Planner Tanner stating that he was unsure as to the planned material.

Councilman Herreshoff stated that he believes the process and decision to be too rushed.

**\*AMEND ITEM**

4. Councilman Herreshoff re Prudence Island Ferry update - service, parking, etc.

*The Council took no action concerning this agenda item.*

Councilman Herreshoff reported that he attended a meeting on July 20 on Prudence Island and that there were 250 persons in attendance and that most appeared concerned about the ferry service.

He added that six (6) of the seven (7) Portsmouth Town Council members were also in attendance and that it was a "great meeting."

He noted that when Bristol bought the ferry landing in Bristol, the operator (Bruce Medley) indicated that he planned to cease operation on December 1. Councilman Herreshoff reported that Mr. Medley informed the persons at the Prudence meeting that he changed his mind and plans to continue with the service. Councilman Herreshoff added that Mr. Medley did not provide details.

**TOWN COUNCIL SPECIAL MEETING - THURSDAY EVENING  
JULY 25, 2013**

Councilman Herreshoff stated that the residents expressed skepticism and that they did not appear to appreciate "being jerked around."

Councilman Herreshoff stated that there were no representatives of the State present and that the residents did not appear to like the bill as proposed by Representative Gallison to establish a ferry "authority."

Councilman Herreshoff reported that the Town of Bristol purchased the ferry landing as a "defensive" measure and that it was the intention of the Town to continue using it for a ferry pier and that the 2014 rates should remain in place.

Councilman Herreshoff added that he also promised to address the issue of parking for ferry passengers and recommended that the Council should address the situation and provide better parking opportunities.

Councilman Herreshoff suggested the possibility of a remote parking area with shuttle service provided somehow.

Councilman Herreshoff reported that he believes that he "set minds at rest" concerning the future use of the ferry pier.

There being no further business, upon a motion by Councilman Calouro, seconded by Councilman Sweeney and voted unanimously, the Chairman declared this meeting to be adjourned at 9:05 o'clock PM.

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Louis P. Cirillo, CMC  
Council Clerk