

**Summary of Public Participation
Wastewater Facilities Plan &
Coventry High School Sewer Extension Project**

Table 6.2.B
Summary of ARPA Funding Matrix Rank Distribution

Matrix Rank	ARPA Funding
10	ARPA Funding
0	No ARPA Funding

6.3 OWTS Problem Areas

All OWTS Problem Area matrix categories were determined by survey responses provided by residents of the Town within the Planning Areas. Resident responses were linked to Planning Areas based on address. 9,000 surveys were distributed to residents of the Town within the Planning Areas as part of an effort to collect public input. A total of 1,516 responses were received throughout the survey's duration. Ranking analysis for the OWTS Problem Areas concern categories were all determined using percentage calculated with the number of confirmatory responses per Planning Area over the total number of confirmatory responses.

- Cesspools Reported – Cesspool checked for OWTS Type question on survey response.
- Age of System Reported – Age of system > 21 checked for Age of System question on survey response.
- Repairs Required – Replaced checked for Replacement Status question on survey response.
- Problems Reported – Yes checked for OWTS Problems question on Reported WW Disposal Problems in Area question on survey response.
- Concern About OWTS – Yes checked for Concerned About OWTS on survey response.

Table 6.3.A
Summary of OWTS Problem Areas Matrix Rank Distribution

Matrix Rank	Cesspools Reported as Compared to Total Cesspools Reported Responses	OWTS System Over Age 21 Reported as Compared to Total OWTS System Over Age 21 Responses	Repairs Reported as Compared to Total Repairs Reported Responses	Problems Reported as Compared to Total Problems Reported Responses	Problems Concerns About OWTS as Compared to Total Concerns About OWTS Reported Responses
5	7.2-9.0%	8.1-10.0%	8.9-11.0%	8.1-10.0%	8.1-10.0%
4	5.4-7.2%	6.1-8.1%	6.7-8.8%	6.1-8.1%	6.1-8.1%
3	3.6-5.4%	4.1-6.1%	4.5-6.6%	4.1-6.1%	4.1-6.1%
2	1.8-3.6%	2.1-4.1%	2.3-4.4%	2.1-4.1%	2.1-4.1%
1	0.0-1.8%	0.0-2.1%	0.0-2.2%	0.0-2.1%	0.0-2.1%

Table 6.3.B
Summary of Survey Responses

Planning Area	Cesspool Pool Reported		Age of System Reported		Repairs Reported		Problems Reported		Concerns About OWTs Reported	
	Total Response	Total Cesspool Response	Total Response	Total Age of System Reported 21+	Total Response	Total Repairs Reported	Total Response	Total Problems Reported	Total Response	Total Concerned Response
1	90	4	89	51	61	7	85	3	89	24
2	127	7	123	56	79	19	118	8	126	44
3	6	2	6	3	3	0	6	9	6	2
4	16	0	10	9	10	1	12	1	15	3
5	84	12	72	30	51	11	70	6	73	26
6	66	14	64	14	47	7	59	4	64	15
7	1	1	1	0	0	0	1	0	1	1
8	52	3	52	21	33	13	51	4	50	13
9	47	4	46	14	25	8	45	6	46	20
10	56	7	57	20	32	8	52	3	55	16
11	39	7	35	13	24	4	37	3	39	20
12	114	11	110	35	82	19	106	10	109	27
13	14	1	15	9	11	2	13	0	14	3
14	22	7	23	10	16	4	22	5	24	11
15	58	13	54	16	35	8	52	4	58	21
16	55	7	53	15	39	5	53	6	53	14
17	72	4	72	38	51	6	67	12	71	21
18	80	7	76	34	52	5	74	5	78	20
19	44	5	43	17	36	2	38	4	43	10
20	74	4	77	36	50	10	71	6	72	21
21	73	12	72	23	54	15	76	4	76	21

Planning Area	Cesspool Pool Reported		Age of System Reported		Repairs Reported		Problems Reported		Concerns About OWTS Reported	
	Total Response	Total Cesspool Response	Total Response	Total Age of System Reported 21+	Total Response	Total Repairs Reported	Total Response	Total Problems Reported	Total Response	Total Concerned Response
22	70	0	74	38	44	11	68	10	73	24
23	27	0	27	16	18	4	25	1	26	9
24	57	11	55	19	31	2	53	6	56	15
25	4	0	4	1	3	0	4	0	4	0
26	50	15	50	13	33	5	44	5	52	20
27	7	1	3	0	3	1	7	0	6	1
28	15	4	14	6	7	0	13	2	13	5
29	10	1	3	0	3	0	8	0	8	3
30	13	2	9	4	5	1	10	0	11	3
31	14	7	11	3	8	1	13	0	13	7
Total	1457	173	1400	564	946	179	1353	127	1424	440



Town of Coventry
1670 Flat River Road Coventry, RI 02816
<https://www.coventryri.org/>

August 31, 2022

RE: Coventry Wastewater Planning Study

Dear Town of Coventry Resident:

The Town of Coventry (Town) has hired Fuss & O'Neill Inc., to conduct a study that will be used to determine the community's wastewater disposal needs and to develop a written plan. The study and planning are required by State regulation.

Four wastewater management options will be evaluated: 1) individual conventional septic systems, 2) decentralized management, 3) small community septic system(s) and 4) centralized public sewers. The study will recommend the most feasible and economically viable solution for pre-determined areas, districts, or neighborhoods. This process will help the Town to make fact-based decisions based on the long term needs of the community.

A major aspect of this study seeks residents' participation in completing the enclosed questionnaire. This questionnaire will be kept confidential and will only be used for data collection by the engineering firm for the study. **Prompt responses will help to complete the study efficiently and effectively. Please complete and return the enclosed survey within the next 2 to 3 days to our Consulting Engineer.** Resident input is a vital component to ensure a successful study. The attached questionnaire will take approximately 10 minutes to complete. A self-addressed postage paid envelope has been provided for your convenience.

Should you have any questions contact Lindsay Silcox of Fuss & O'Neill Inc. at 860-646-2469 ext. 5319 or Benjamin Marchant (Town of Coventry Town Manager) at bmarchant@coventryri.org.

Thank you, in advance, for your cooperation and prompt response.

Sincerely,

Benjamin Marchant
Town of Coventry Town Manager

WASTEWATER DISPOSAL QUESTIONNAIRE

© Fuss & O'Neill, Inc.

Street Address: _____ (Required)

Name: _____ (Optional)

Telephone: _____ (Optional)

Email: _____ (Optional)

Is your property used seasonally **ONLY**?
 Yes No

How long have you owned or lived at this location? _____ years

Age of main building: _____ years

Number of bedrooms: _____

Number of residents: _____

Do any residents who currently use the property in a seasonal manner, plan to transition to year-round occupancy? If so, how many and when?
 None _____ in _____ (People) (Years)

Property Use
 Single family residential
 Vacant
 Other: _____

Septic System Location
 Front yard Left of Main Building
 Backyard Right of Main Building
 Other: _____

Do you have a separate leaching field or dry well for "gray water" (sinks, showers, washing machine)? Yes No Don't Know

What type of wastewater disposal system do you have?
 Septic Tank to a Leaching Field
 Cesspool
 Dry Wells
 Pressure Distribution
 Surface Discharge
 Don't Know
 Other: _____

Do you share the wastewater disposal system with another entity (i.e. multi-tenant building, neighbor)?
 Yes, who: _____ No

How old is your septic system disposal (leaching) field? _____ (Years) Don't know

Are any of the following connected to your wastewater disposal system?
 Washing Machine Water Softener
 Dishwasher Water Chlorinator
 Garbage Disposal Jacuzzi Tub
 Sump Pump

For Restaurants, Schools, or other Commercial Kitchens **ONLY**: Are any of the following connected to your wastewater disposal system?
 Oil/Water Separator
 Grease Trap

Approximately how often do you get your septic tank pumped?
 More than 5 years Once per year
 Every 3 to 5 years More than once per year
 Once every 2 years Never

How much would you guess it might cost to replace a septic system disposal (leaching) field? \$ _____
 I paid for a replacement before
 I've never paid for a replacement

Has your wastewater disposal system ever been repaired?
 Yes No Don't Know

Number of repairs: _____
 Date of repairs: _____ (MONTH/YEAR)

Do you have any of the following problems with your wastewater disposal system?
 This property has never had any problems

Disposal field is muddy	<input type="checkbox"/>	Spring	<input type="checkbox"/>	Summer	<input type="checkbox"/>	Fall	<input type="checkbox"/>	Winter	<input type="checkbox"/>
Drains slowly or backs up	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flows onto ground surface	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Odors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Describe)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Does the problem seem to be linked to a specific activity (washing clothes, heavy rains, visitors, etc)?

SURVEY CONTINUES ON BACK

WASTEWATER DISPOSAL QUESTIONNAIRE

© Fuss & O'Neill, Inc.

What was done? (Check all that apply)

- Replace septic tank
- Add to leaching field
- Replace leaching field
- Replace septic tank baffle
- Not Applicable
- Other: _____

What was the approximate repair cost? _____

Are you aware of other wastewater disposal problems in your neighborhood? Yes No

What type of water supply do you have?

- Unknown Water Supply
- Private Well: Dug Well Drilled Well
- Community Well
- Public Water

If you have a well, have you had your water tested?

- Yes Reason: _____
- No

Do you have any of the following low-flow appliances?

- Front Loading Washing Machine
- Faucet flow restrictors
- Toilet with 1.6 gallon per flush (or less)
- Low-flow showerheads
- Other: _____

Have you ever experienced flooding or surface drainage problems on your property?

- Yes No Don't Know

Are you aware of any local wells or springs that may have been adversely affected by septic system flow? Yes No

Even if no obvious problems exist, are you concerned that your septic system is not properly treating the wastewater which passes through it? Yes No

How concerned are you that installed septic systems will have an adverse affect on ground and surface water quality in your area?

- Extremely Concerned
- Very Concerned
- Concerned
- Somewhat concerned
- Not concerned

PLEASE COMPLETE BOTH SIDES OF SURVEY.

**COMPLETE AND RETURN SURVEY
BY September 15th**

TOWN OF
COVENTRY



Comments:

Thank you for your cooperation!

Please return completed questionnaire in the attached self-addressed postage paid envelope to:



Fuss & O'Neill, Inc.
Attn: Coventry Wastewater Planning Study
317 Iron Horse Way, Suite 204
Providence, RI 02908



WASTEWATER PLANNING FOR Town of Coventry, RI



90% SEWER FACILITY PLAN PRESENTATION

Update Required by RIDEM

by Town of Coventry's Consultant

Fuss and O'Neill Inc.

(Summer 2022 – Spring 2023)



PARCELS WITH ON-SITE SYSTEMS

Systems compliant with standards may remain. Repair or replace with advanced system.

RESOURCES AVAILABLE TO YOU:

Community Septic System Loan Program (CSSLP)

<https://www.Rihousing.Com/community-septic-system-loan-program-csslp/>

Licensed Inspectors, Designers

<https://dem.Ri.Gov/environmental-protection-bureau/water-resources/permitting/septic-onsite-wastewater-treatment-3>



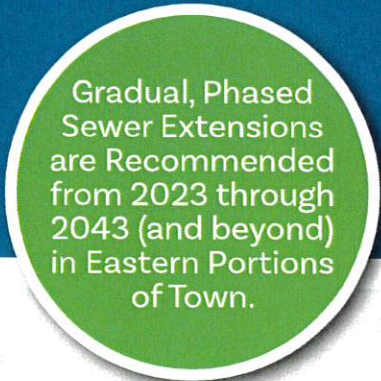
SEWER FACILITY PLANNING

31 Planning areas in Eastern portion of Town.

Maximum sewer assessment \$15,000 per parcel.

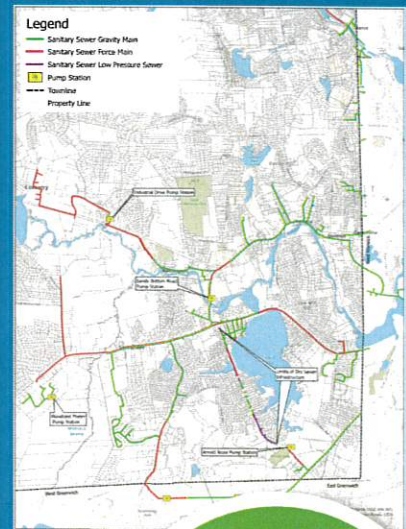
Optimize funding to minimize costs.

Phased approach in areas near impacted ponds, high parcel density, and away from anticipated bedrock outcropping.



PARCELS ALREADY SEWERED

Tiogue Avenue, and areas in Eastern Districts will continue to have sewer service and receive usage invoices.



**OPEN HOUSE
WAS HELD FALL 2022**

**PRESENTATION OF 90% PLAN DURING
TOWN COUNCIL MEETING**

APRIL 11, 2023

<https://www.coventryri.org/sewer-authority>





WASTEWATER PLANNING FOR Town of Coventry, RI



WHY?

Sewer Facility Plan Update Required by RIDEM

Facility Planning by Town of Coventry's Consultant

Fuss and O'Neill Inc.

(Summer 2022 – Winter 2023)



PARCELS WITH ON-SITE SYSTEMS

Systems compliant with standards may remain.

Repair or replace with advanced system.

RESOURCES AVAILABLE TO YOU:

Community Septic System Loan Program (CSSLP)

<https://www.Rihousing.Com/community-septic-system-loan-program-csslp/>

Licensed Inspectors, Designers

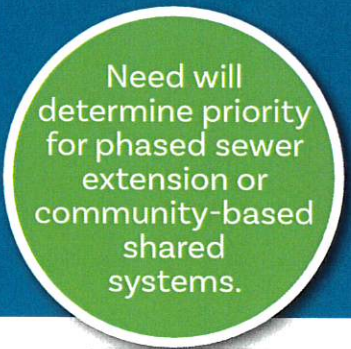
<https://dem.Ri.Gov/environmental-protection-bureau/water-resources/permitting/septic-onsite-wastewater-treatment-3>



SEWER FACILITY PLANNING

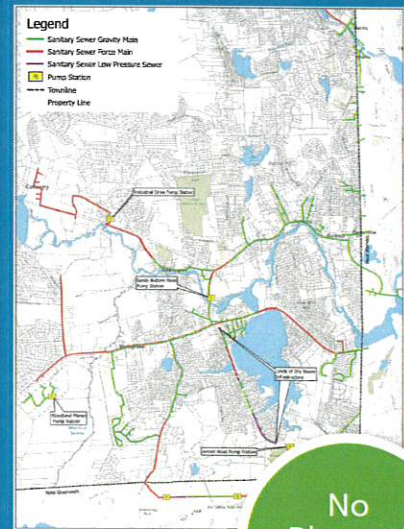
Planning areas based on sensitive areas, constricted lot sizes with failed ISDS.

Recommendations may include shared treatment and groundwater discharge, or sewer extension with goal to minimize assessments, especially for areas with limited income.



PARCELS ALREADY SEWERED

Tiogogue Avenue, and areas in Eastern Districts will continue to have sewer service and receive usage invoices.



PUBLIC PARTICIPATION

Before the facility plan is finalized, the public will be invited to participate in:

OPEN HOUSE

DATE: Thursday November 17, 2022

TIME: 6:30 – 8:00 pm

LOCATION: Coventry Resource and Senior Center - 50 Wood Street

PUBLIC HEARING

WINTER 2022

Date will be posted on the Town's website.



<https://www.coventryri.org/sewer-authority>



1670 Flat River Road
Coventry, RI 02816

Date: June 3, 2024

CERTIFIED MAIL

Re: Letter sent to all property owners impacted by the Coventry High School Sewer Extension Project

Dear Property Owner,

A new sanitary sewer line will be constructed in the street in front of your property. As per the approved 2023 Wastewater Facility Plan, the Town of Coventry is in the process of expanding its sanitary sewer system. As part of this plan, a sewer extension is being constructed from Coventry High School south along Reservoir Road and east along Tiogue Ave.

The design of the sewer line is underway and construction will begin in early 2025. We expect the project to be completed in early 2026. You are being notified, as per the requirement of current Coventry Town Ordinance 191-14 J, that your property will have access to the sewer line. You will be contacted to determine the best location in front of your property for a future sewer connection to be installed. A notice will be sent when the construction has been completed and you have access to connect your property to the new sewer line.

Please be aware, that according to current Coventry Town Ordinance 191-2 D, all properties located where a new sewer line is constructed will have one year from the time they receive a notice that a sewer line has been installed to connect their property to that line. If a property has a working septic system, in accordance with Rhode Island Department of Environmental Management standards, said property is not required to connect to the sewer line until such time as that septic system fails.

According to current Coventry Town Ordinance 191-14 A, all properties with access to connect to the Town of Coventry sanitary sewer system will be charged an assessment to cover the cost of construction, maintenance of the wastewater collection and treatment system, and associated costs. You will be notified in the near future what the assessment cost will be for your property. The current code fixes the sewer assessment on residential properties not to exceed \$15,000 per residential property. Please note that current Coventry Town Ordinance 191-4 B exempts properties with a septic system permitted and installed within 10 years of the date of the assessment will have their assessments deferred until such time as their septic system fails.

During the construction phase of this project residents may experience some traffic delays and construction noise. Please be patient as we work to construct this important project for the Town of Coventry. If you have any questions please call Maria Broadbent, Assistant Town Manager at 401.615.0777



Town of Coventry
1670 Flat River Road
Coventry, RI 02816

October 18, 2024

Dear Property Owner,

IMPORTANT MEETING ABOUT YOUR SEWER CONNECTION

November 7, 2024

6 p.m.

Coventry Resource and Senior Center, 50 Wood St.

In June, 2024, you received the enclosed letter notifying you that the Town of Coventry is in the process of installing a sanitary sewer mainline from Coventry High School south along Reservoir Road and east along Tiogue Ave. As this new sewer pipe will run along the front of your property, information is needed from you to determine where your sewer connection/lateral stub is to be installed. This information is needed now, even if you do not intend to connect to the new sewer line for some time, as the lateral stub to your property line, will be installed at the same time the sewer line in the street is installed.

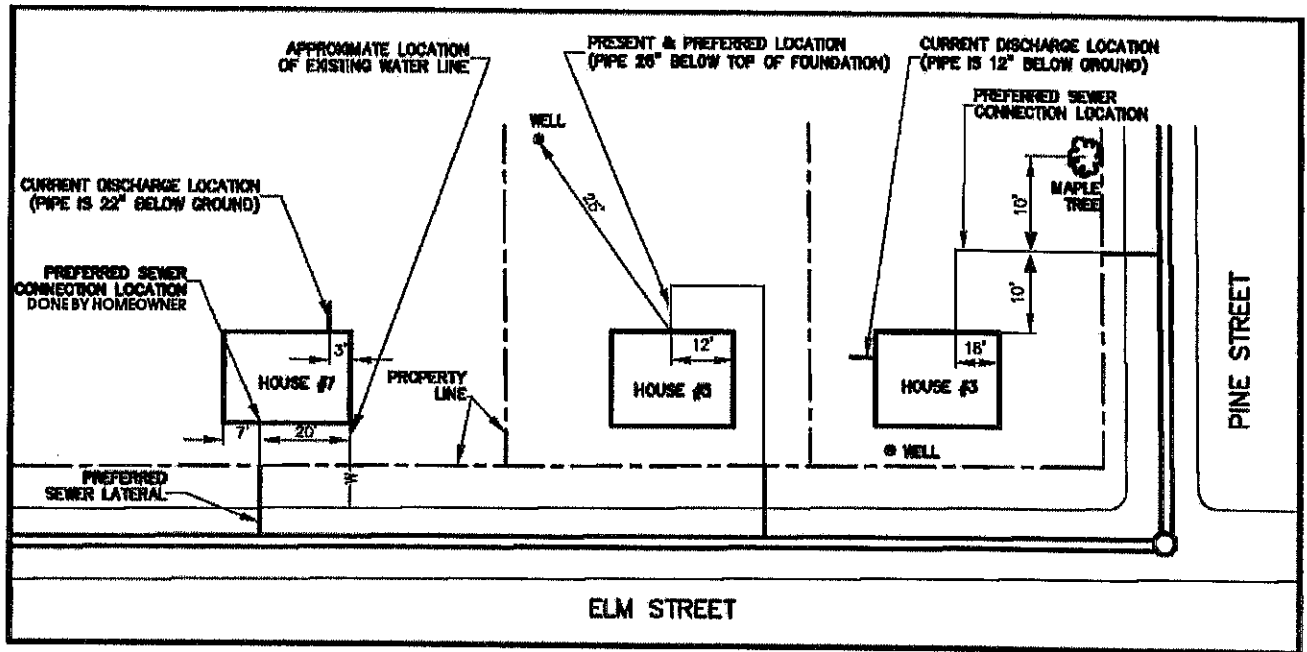
In order for the project engineering to be completed, Fuss & O'Neil, Inc., the Town's engineering consultants, need to know where you would like your sewer lateral connection to be located. As part of this process, our consultants need to know where existing drinking water wells, irrigation wells, and all water service connections are located. Each property must provide the information on the enclosed forms by mail to Ryan Morais, Fuss & O'Neil, Inc. 1 Financial Plaza, Floor 15, Hartford, CT 06103, or by email to Ryan.Morais@fando.com, by November 15, 2024.

An informational meeting will be held on November 7, 2024 at 6 p.m. at the Coventry Resource and Senior Center, 50 Wood St., to assist you with completing the attached forms. Please attend so that the consultants can answer your questions about completing the forms, or about the project in general.

If you are not able to attend the meeting you may contact Ryan Morais, at (860) 327-6008 for more information about completing the forms. You may also wish to consult a plumber to determine where connection from your house to the sewer mainline would be best located. Please note that our engineers will do their best to accommodate your desired lateral location, while taking technical and health code restrictions into account. If the enclosed forms are not received for your property by November 15, 2024, the engineers will use their professional judgement to locate where the sewer lateral connection will be installed.

If you have any questions please call Maria Broadbent, Assistant Town Manager at (401) 615-0777.

Sewer Lateral Location Form Instructions






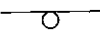


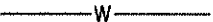





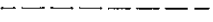
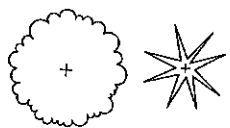






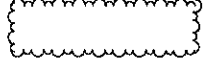
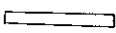






Completed	UNKNOWN	Not Applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Show location of existing wastewater outlet pipe leaving your home
- Show dimensions from the existing wastewater outlet pipe to:
 - Horizontal distance to a building corner
 - Vertical distance from Top of Foundation or Depth below Ground
- Show approximate location of septic tank and leaching fields
- Show any drinking/irrigation water wells and/or water pipes
- Show preferred sewer connection path from the building to the road
- Show any other missing surficial features


Please Note:

1. Additional information can be added directly to the drawing or attached as separate sheets.
2. Building sewer connections should be 25 feet from water wells & 10 feet from water pipes.
3. Field conditions may require modification of your preferred sewer connection path and are subject to regulatory approval.
4. It may not be possible to save all trees/plantings. Considerations will be made to minimize site impact.

Sewer Lateral Location Form

	PROPERTY LINE		MAILBOX
	PROPOSED SANITARY SEWER		SIGN
	PROPOSED SANITARY SEWER MANHOLE		FIRE HYDRANT
	EXISTING WATER		FLAGPOLE
	EXISTING WATER VALVE		BOULDER / LEDGE
	EXISTING MANHOLE		BUSH
	STORM DRAINAGE PIPE		TREE
	GARDEN STONE		SPOT ELEVATION
	VINYL FENCE		BUILDING
	WOOD FENCE		OVERHANG
	SHRUB/HEDGE		EXISTING SPEED BUMP
	TREE LINE		
	UTILITY POLE		
	CATCH BASIN (CB)		
	LIGHT POST		
	BENCH		
	TRANSFORMER		

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 PCS: AUTOCAD PDF (GENERAL DOCUMENTATION).PC3 STB/CTB: FO.STB
 LAYER STATE:

SCALE:
HORIZ.: NOT TO SCALE
VERT.:
DATUM:
HORIZ.:
VERT.:

GRAPHIC SCALE



FUSS & O'NEILL

317 IRON HORSE WAY, SUITE 204
PROVIDENCE, RI 02908
401.861.3070
www.fando.com

TOWN OF COVENTRY

LATERAL LOCATION FORM

LEGEND

COVENTRY HIGH SCHOOL SEWER EXTENSION

COVENTRY, RHODE ISLAND

PROJ. No.: 20220052_A40 DATE: JUNE 2024
LEGEND



1670 Flat River Road
Coventry, RI 02816

November 14, 2024

CERTIFIED MAIL

Dear Property Owner,

Re: Sample sent to all property owners impacted by the Coventry High School Sewer Extension Project

A new sanitary sewer line will be constructed in the street in front of your property. As per the approved 2023 Wastewater Facility Plan, the Town of Coventry is in the process of expanding its sanitary sewer system. As part of this plan, a sewer extension is being constructed from Coventry High School south along Reservoir Road and east along Tiogue Ave.

The design of the sewer line is underway and construction will begin in early 2025. We expect the project to be completed in early 2026. You are being notified, as per the requirement of current Coventry Town Ordinance 191-14 J, that your property will have access to the sewer line. A notice will be sent when the construction has been completed and you have access to connect your property to the new sewer line.

Please be aware, that according to current Coventry Town Ordinance 191-2 D, all properties located where a new sewer line is constructed will have one year from the time they receive a notice that a sewer line has been installed to connect their property to that line. If a property has a working septic system, in accordance with Rhode Island Department of Environmental Management standards, said property is not required to connect to the sewer line until such time as that septic system fails.

According to current Coventry Town Ordinance 191-14 A, all properties with access to connect to the Town of Coventry sanitary sewer system will be charged an assessment to cover the cost of construction, maintenance of the wastewater collection and treatment system, and associated costs. You will be notified in the near future what the assessment cost will be for your property. The current code fixes the sewer assessment on residential properties not to exceed \$15,000 per residential property. Please note that current Coventry Town Ordinance 191-4 B exempts properties with a septic system permitted and installed within 10 years of the date of the assessment will have their assessments deferred until such time as their septic system fails.

In order for the project engineering to be completed, Fuss & O'Neil, Inc., the Town's engineering consultants, need to know where you would like your sewer lateral connection to be located. As part of this process, our consultants need to know where existing drinking water wells, irrigation wells, and all water service connections are located. Each property must

provide the information on the enclosed forms by mail to Ryan Morais, Fuss & O'Neil, Inc. 1 Financial Plaza, Floor 15, Hartford, CT 06103, or by email to Ryan.Morais@fando.com, by December 15, 2024.

If you need assistance completing the form, please contact Ryan Morais, from Fuss & O'Neil, at (860) 327-6008 for more information about completing the forms. You may also wish to consultant a plumber to determine where connection from your house to the sewer mainline would be best located. Please note that our engineers will do their best to accommodate your desired lateral location, while taking technical and health code restrictions into account. If the enclosed forms are not received for your property by December 15, 2024, the engineers will use their professional judgement to locate where the sewer lateral connection will be installed

During the construction phase of this project residents may experience some traffic delays and construction noise. Please be patient as we work to construct this important project for the Town of Coventry.

If you have any general questions about the project please call Maria Broadbent, Assistant Town Manager at (401) 615-0777

**Town Council Meeting
April 11, 2023**

TOWN COUNCIL – 6:00 p.m.

Present: Hillary Lima, James LeBlanc, Kimberly Shockley, Jonathan Pascua, Town Manager Daniel Parrillo, Town Solicitor Stephen Angell and Town Clerk Joanne Amitrano.

Absent: Jennifer Ludwig

Town Council Roll Call
Pledge of Allegiance
Emergency Evacuation Plan

MEETING MINUTES FROM PRIOR MEETINGS (VOTE(S) MAY BE TAKEN)

Approval of Town Council minutes February 7, 2023, March 14, 2023, and March 28, 2023 (ES Session).

A MOTION WAS MADE BY Vice President LeBlanc to approve the meeting minutes of February 7, 2023, March 14, 2023, and March 28, 2023 (ES Session) as a block. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

Town Clerk Amitrano noted one minor correction for the minutes of March 14, 2023.

A MOTION WAS MADE BY Vice President LeBlanc to approve the meeting minutes. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

PUBLIC HEARINGS AND PUBLIC COMMENT ON DOCKETED ITEMS ONLY

Steve Riley, resident of Johnson's Pond, commented on his submission of research over the last couple years to be used towards water level management at Johnson's Pond. He suggested expanding the lawsuit with Soscia Holdings to involve the State and Quidnick Reservoir Company. He noted he believes the 1982 amendment to the Charter was unconstitutional, and cited a clipping from 1973. He commented when Quidnick Reservoir Company sold the reservoir in 2020 they abandoned the charter and set into motion what happens with all the easements. He commented if the Council has any questions on his submission of evidence, he would be happy to discuss.

ELECTION AND/OR APPOINTMENT OF TOWN OFFICIALS

Town Council Appointments – 3 terms expiring

- a. **Planning Commission**
 - i. **John Preiss – Seeking reappointment**
 - ii. **James Kenny II – Seeking reappointment**
 - iii. **Glen Anderson – Seeking reappointment**
 - iv. **Ronald Pelletier**
 - v. **Roy Sasse**
 - vi. **Melissa Jones**
 - vii. **Craig Penardo**

Councilmember Shockley asked if the Council knows which Districts the applicants are from. President Lima commented Mr. Sasse is in District 4. Councilmember Shockley commented Mr. Jones and Mr. Preiss are in District 5. Councilmember Shockley also noted Mr. Penardo does not live here, but owns a liquor store on Main Street in Coventry.

Vice President LeBlanc asked Solicitor Angell if a person owns a business, but does not live in town, if they are allowed to be on the Planning Commission. Solicitor Angell commented no.

John Preiss, 1 Red Maple Drive, spoke on his seeking reappointment to the Planning Commission and qualifications.

James Kenny II, 26 Mohawk Street, spoke on his seeking reappointment to the Planning Commission and qualifications.

Glen Anderson, 5710 Flat River Road, spoke on his seeking reappointment to the Planning Commission and qualifications.

Councilmember Shockley asked if Mr. Anderson brings any expertise from his job. Mr. Anderson commented on his work at Tory Plastic, and the expertise he brings through his work with the company for 30 years.

Ronald Pelletier, 5 Anderson Avenue, commented on his previous experience on the Planning Commission and his qualifications for the current Planning Commission.

Councilmember Shockley noted Mr. Pelletier also applied to the Zoning Board. Mr. Pelletier commented he would take either role. Clerk Amitrano commented there are no current openings on Zoning Board, however there is a term expiring on May 31st, and two alternates expiring on May 1st.

Roy Sasse commented on his qualifications relating to the application to the Planning Commission. President Lima noted Mr. Sasse also applied for the Zoning Board. Mr. Sasse commented yes, but Planning is his first choice.

President Lima noted Ms. Melissa Jones was appointed to the Land Trust, however there were no vacancies at the time of appointment, and Ms. Jones also expressed interest in the Planning Commission.

Melissa Jones, 26 Wood Cove Drive, commented on her qualifications for the Planning Commission, and interest in participating in Coventry's various boards.

Councilmember Shockley commented she would like to discuss about Planning and Zoning in the future to see how the terms, term limits, and criteria are set up for these boards.

A MOTION WAS MADE BY Vice President LeBlanc for John Preiss, James Kenny II, and Glenn Anderson as a block. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

Councilmember Shockley suggested that the Council consider implementing term limits to help get new voices on important committees.

President Lima commented the town is experiencing an increase in development and there is a learning curve with the Planning Commission, and with a commitment of 6 years for each term, she feels it is important to keep that in mind.

Councilmember Shockley confirmed there was representation from District 3 on the Planning Commission.

Ron Flynn, 21 Colvintown Road, acting chair of the Planning Board commented they have mandated training from the State; some have already completed the 3-hour course. Councilmember Pascua asked what is involved in the training. Mr. Flynn noted it is the different steps in planning including procedure, pre-application, master plan, preliminary and final. Councilmember Pascua confirmed with Mr. Flynn that there is a mandatory training every year. Mr. Flynn noted they also touched on Zoning in the training as well.

Solicitor Angell commented continuity is very important, and understands the significance in making sure that it is diverse in terms of district representation. He also commented on the institutional knowledge and commitment of the Planning Commission. He added he believes the Planning and Zoning Boards both have good compasses, trying to do right by the town. Vice President LeBlanc noted his experience attending the Planning Commission meetings and supports the block.

A MOTION WAS MADE BY Vice President LeBlanc to appoint the block to the Planning Commission. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes*

- b. Sewer Subcommittee
 - i. Kevin Snow

Kevin Snow, 36 Edward Street, commented on his application for the Sewer Subcommittee and his qualifications.

Vice President LeBlanc noted Mr. Snow applied for the Sewer Subcommittee and Sewer Assessment Board, and asked if he would have time for both. Mr. Snow noted he does. Councilmember Shockley asked if there are issues with being on both boards. Vice President LeBlanc commented members are typically on both boards.

A MOTION WAS MADE BY Vice President LeBlanc to appoint Kevin Snow to the Sewer Subcommittee. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes*

- c. Sewer Assessment Board of Review/Appeals
 - i. Kevin Snow

A MOTION WAS MADE BY Vice President LeBlanc to appoint Kevin Snow to the Sewer Assessment Board of Review/Appeals. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes*

REPORT OF THE TOWN MANAGER

Daniel Parrillo – Town Manager

- a. FY24 Budget Address

- i. Municipal
- ii. School Department
- iii. Capital Improvement
- iv. ARPA Funding

Mr. Parrillo presented the FY24 Budget.

Councilmember Shockley asked why \$746 was given to the Foster Police Department. Mr. Parrillo commented he is waiting to hear back from Chief Heise.

Councilmember Shockley asked if the town is left with about \$7,474,000 in ARPA after the urgent asks for \$560,000 and one time use from the budget of \$379,000. Mr. Civetti commented the \$560,000 is in the capital improvement budget, part of the operating budget. Councilmember Shockley asked if they are keeping the capital that was put into the budget last year. Mr. Parrillo commented yes, not all the capital projects were done, and the school money has been spent. Mr. Civetti commented there is not a separate line item for the school department in the FY24 budget. Councilmember Shockley commented the Council had decided to start putting funds aside to keep up with the building maintenance for the schools. Vice President LeBlanc commented the only funds that were given to the school in FY23 was around \$51,000, and asked Mr. Civetti if there was \$1 million in last year's budget for CIP. Mr. Civetti commented there were two separate line items for CIP; one with the School department which was separate from the local appropriation. Mr. Civetti commented looking towards a project coming down the road with the sewer project and some of the school department, the town is going to be contributing, but did not include a separate line item in the budget for this year. Mr. Civetti commented on the Superintendent's notes on school projects and funding received for those projects. Councilmember Shockley urged the Council to continue to put aside funds for when ARPA funds run out so that the town does not run into issues in the future regarding the school's maintenance requirement.

Councilmember Shockley commented there needs to be a discussion with the Finance and Administration at the school to get an understanding of how schools have to be staffed. Mr. Parrillo commented that the schools are not staying within their budget, so as much as he cuts on the municipal side, it does not make up for the overages on the school side, which makes up 70% of the budget.

Councilmember Shockley asked if the town is down \$2.6 million in motor vehicle tax. Mr. Parrillo noted that since there is no more motor vehicle tax, the \$2.6 million is incorporated into State Aid. Councilmember Shockley commented the town is down \$1.2 million due because it used to receive \$3.4 in motor vehicle tax.

Vice President LeBlanc asked if the town has communicated with the schools so they can appropriately budget for the \$500,000 to the schools. Mr. Parrillo commented he has not, and noted to the schools that they could do the best they could, but would be unlikely to hit the \$2.6 million the schools requested. President Lima commented at a leadership meeting they had expressed to the schools that the town would be able to give \$500,000 to legally stay within the 4%. Vice President LeBlanc urged that the Town Manager communicate to the schools the amount so that they have time to appropriately budget for that number.

President Lima expressed unease at a 3.81% increase and would like to see options to see some

relief. She asked if the municipal side has found any savings since budget hearings have started. Mr. Parrillo commented they found a \$100,000 cut on the police side, and some cuts to staffing if need be, but notes that he hopes there would be some reciprocal cutting on the school side as well to make it work. President Lima noted that 80% of the municipal departments are level funded or show decreases in their budgets. President Lima noted important positions to the town, and concerns of not meeting the school's request, not even legally if they wanted to.

Vice President LeBlanc believes 3.81% is too high, especially for those who saw their assessments going up. He would like leverage that the town can utilize to reduce, or creative options using ARPA if possible to offset some of the increase. Vice President LeBlanc asked what the residential rate would be using this budget. Mr. Civetti commented until the town gets the valuation back and knows the values of property; they cannot determine the rate at this point. Mr. Parrillo noted the initial assessments went out, but there is still appeal time, so the rate may change after the preliminary. Mr. Parrillo commented they would try to get the initial estimate in 2 weeks.

Councilmember Pascua commented in support of getting commercial in Coventry because it would be a good investment and would relieve problems going forward. He suggests using ARPA funds toward sewers and infrastructure to invest in the future. He commented on looking at tax freezes that effect the rate, and suggested income-based tax freezes instead of age-based freezes.

Councilmember Shockley commented while wanting to increase the budget as little as possible, she does not wish to take capital out of the budget that the town is working to bake into it. She noted with the potential bond coming up, she would prefer to have the increases in those years kept down. She commented with no bonding currently in the budget, she asks the Council to keep in mind what the needs are before the bond comes on. She asks residents to keep in mind that with 3.8% many cuts were made on the municipal and school sides.

President Lima commented ARPA could be used wisely to ramp up fully funding certain line items that have not been funded in years, and noted efforts by staff and leadership.

Mr. Civetti made additional comments on the FY24 Budget.

b. Town Investment Update

Solicitor Angell presented updates on a meeting with the investment contractor and the Town Manager.

Vice President LeBlanc asked why these millions of dollar changes were not put forth to the Council for approval. Solicitor Angell cannot speak to why. Solicitor Angell commented with institutional brokerages there are policies that provide discretion to the fund managers within a certain realm of tolerance to make adjustments that are not quite in the moment adjustments, but adjustments to minimize downside based on the economy. Solicitor Angell advised the Council that they allow GYL a realm of tolerance to make those adjustments to make adjustments sooner than 3-month meetings, which may not happen on schedule. He made additional comments on the investment account.

Councilmember Shockley confirmed with Solicitor Angell that GYL manages all four accounts; police, town, school's SRP, and another account as cash manager. Councilmember Shockley agreed

cash accounts should come to Mr. Civetti and the Council, and agrees that for the pension accounts, the knowledge of the institution taking care of these should be staying within the range.

Councilmember Shockley questioned whether this institution is the right one to be taking care of the cash account as opposed to a bank. Mr. Civetti noted this institution may be able to get the town a greater return, and commented the town is still looking to consolidate the numerous accounts the town has to maximize the rate of return within some of the local institutions. Mr. Civetti noted if Finance were looking to close bank accounts, they would provide details to the Council. He noted he would not be looking at investing operating funds into equities. Solicitor Angell added operating funds should never have been in equities.

Vice President LeBlanc asked if there was any investment policy with the accounts opened. Solicitor Angell commented there is no investment policy on file with them. Vice President LeBlanc asked what the ETA on the Council seeing an investment policy would be. Solicitor Angell commented 30 days or less.

President Lima noted the previous Town Manager and Finance Director made an executive decision without Council knowledge to invest large sums of money into equity without an investment policy as a town, which it is supposed to have. The Council intends to put that up for Council consideration as soon as possible.

RESOLUTIONS OF THE COUNCIL (VOTES MAY BE TAKEN)

Resolution 2023-20. DEM Project Priority List Submission for Coventry High School On-site Wastewater Treatment System

Assistant Town Manager Maria Broadbent commented on Resolutions 2023-20 through 2023-25, and DEM Project Priority List. President Lima noted requesting to put these projects on this list affords the town the opportunity to spend less of town dollars and have alternative financing to help relieve the burden on taxpayers.

Vice President LeBlanc asked where the \$4.6 million figure came from. Ms. Broadbent commented through working with Fuss & O’Neill as part of the Wastewater Facilities Plan.

A MOTION WAS MADE BY Councilmember Shockley to ratify the request that Coventry High school On-site Wastewater Treatment System be added to the RIDEM Project Priority List. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

Resolution 2023-21. DEM Project Priority List Submission for Sandy Bottom pump station evaluation and improvements

Ms. Broadbent spoke on the Sandy Bottom pump station evaluation and improvements project.

Vice President LeBlanc confirmed that the dollar figure was also from Fuss & O'Neill. He noted this is an extremely essential part of the sewer system, so it is a definite need.

A MOTION WAS MADE BY Vice President LeBlanc to ratify the request that the Sandy Bottom pump station evaluation and improvements be added to the RIDEM Project Priority List. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

Resolution 2023-22. DEM Project Priority List Submission for the design of Wastewater Facility Plan Planning Area #9

Ms. Broadbent spoke on the design of Wastewater Facility Plan Planning Area #9.

Vice President LeBlanc confirmed this dollar figure was from Fuss & O'Neill. Ms. Broadbent added she has applied to Senator Whitehouse's office for an earmark for the actual construction of that area.

A MOTION WAS MADE BY Vice President LeBlanc to ratify the request that the design of Wastewater Facility Plan Planning Area #9 be added to the RIDEM Project Priority List. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

Resolution 2023-23. DEM Project Priority List Submission for Johnson Blvd Lake George Culvert Project

Vice President LeBlanc noted there was no dollar amount on this resolution, and that RIDEM Priority List requires a dollar amount to be added. He commented per discussion with the Town Manager, the dollar amount given was \$780,000.

A MOTION WAS MADE BY Vice President LeBlanc to ratify the request that the Johnson Blvd Lake George Culvert Project be added to the RIDEM Project Priority List. The motion was seconded by Councilmember Shockley.

A MOTION WAS MADE BY Vice President LeBlanc to amend the resolution to add a fourth bullet outlining this project will cost \$780,000. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes*

Ms. Broadbent commented on the Johnson Blvd George Culver Project.

Councilmember Pascua clarified this is not referring to Johnson's Pond. Ms. Broadbent noted this is for Johnson's Blvd Lake George, the smaller pond that feeds into Lake Tiogue.

Vice President LeBlanc commented on a special meeting 2 years ago noting the cost at the time was \$330,000. President Lima noted the cost was around the \$600,000's, but there were not enough votes to approve it, so it never went forward because they required easements from certain people. She commented the easements were not ready in time do it the project before Kent County Water closed the road to do their work. Ms. Broadbent commented now the town is in a better position because directors worked to get the easements, and Kent County Water rerouted their waterline to accommodate the construction of this project.

A MOTION WAS MADE BY Vice President LeBlanc to ratify the amended request that the Johnson Blvd Lake George Culver Project be added to the RIDEM Project Priority List. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes*

Resolution 2023-24. DEM Project Priority List Submission for Tiogue Lake outlet gatehouse replacement and monitoring system

Vice President LeBlanc noted this resolution does not have a cost listed.

A MOTION WAS MADE BY Vice President LeBlanc to ratify the request that the Tiogue Lake outlet gatehouse replacement and monitoring system be added to the RIDEM Project Priority List. The motion was seconded by Councilmember Pascua.

A MOTION WAS MADE BY Vice President LeBlanc to amend the resolution to add this project will cost \$123,950. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

Tom Pendergast, 6 White Rock Drive, Vice President of the Upper Dam Conservation Association, thanked the Town Manager and Town Council for approving and sponsoring the barometer fundraiser at the corner of Gervais Street on Blackrock Road for 2023. He commented on the association's current projects and future goals.

INTRODUCTION OF NEW MATTERS BEFORE THE COUNCIL (VOTES MAKE BE TAKEN)

2023 Coventry School Construction Bond Act – Taft & McSally

President Lima commented the 2023 Coventry School Construction Bond Act and the decisions that the Council needs to make to move forward with the project.

Councilmember Pascua commented he is not sure the town would be able to afford a project that would support the 69.2% reimbursement. He expressed hesitation to go for the 49.2% with the current fiscal situation, but believes the town needs to aim lower, so the 49.2% is more feasible.

Councilmember Shockley asked if the 49.2% and 69.2% are the only options for percentages. President Lima commented if the Council votes for 49.2%, it tells the School Building Committee that the Council is only interested in projects that are not a consolidated school. David Ferrara commented 69.2% is achievable, but as a matter of asking the public not less than 69% the Council may be making a presumption that everything goes perfectly. Mr. Ferrara noted all four bonuses require beginning construction by December 30, 2023. Mr. Ferrara noted 49% is Coventry's minimum, being conservative and transparent.

Vice President LeBlanc commented he does not feel there is issue with the percentages; he is uncomfortable with spending \$80 million.

A MOTION WAS MADE BY Councilmember Pascua to approve the percentage of 49.2% reimbursement. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

Councilmember Shockley commented she does not want to utilize bond premiums, but noted it was said that if the town takes away bond premiums as an option, the town might not get as many buyers for its bonds. Mr. Ferrara commented it might have been misstated. He noted it would only require that the bond premium used for the project be required to reduce the principle model costs, so to clarify, it would not allow the use of bond premium to exceed \$80 million for additional project costs.

A MOTION WAS MADE BY Vice President LeBlanc to accept the languages written with respect to bond premiums. The motion was seconded by Councilmember Pascua.

Assembly, which would allow the town to do research to understand the financial position of the town.

President Lima commented on her efforts as School Building Committee Chair, and the financial concerns of residents. She recognized issues in other municipalities and the concerns of overrun costs. She expressed similar concerns to Councilmember Shockley with not being able to build the school the town wants noting interest rates, inflation and costs of construction. President Lima urged the Council to bring this to the General Assembly for consideration, and have the Council attend a School Building Committee meeting for discussions about what can be done to relieve the financial pressures.

Councilmember Pascua commented this is actually a \$100 million project, bonding at \$80 million because the town is qualified for rebates, money upfront, PayGo. He commented the Council has the opportunity to do something about the schools, and feels the Council needs to consider it.

President Lima commented on various projects needed for the schools.

Vice President LeBlanc commented the projects mentioned did not amount to \$80 million. Councilmember Shockley noted those projects did not include other schools because the idea was to build a new school. She added if the town decides to move forward with something other than the consolidation project; it would be with the intent that the town would not reach \$80 million.

President Lima commented she wants to meet with the committee to discuss moderate improvements to each building or dials back or reconsiders the consolidation project. She noted waiting on whether or not to bring this to the General Assembly, the town might run out of time for approval and miss out on the opportunity to bond. Mr. Ferrara commented it is not impossible to wait, however they note the sooner the better to get things moving.

A MOTION WAS MADE BY Councilmember Pascua to approve and send to the General Assembly the 2023 Coventry School Construction Bond Act. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Nay</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

Three voted aye. One voted nay. Motion Passes

A MOTION WAS MADE BY Vice President LeBlanc to take the agenda out of order. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

Ratification of Grant Writer Contract – Rosewood Consulting, LLC

Town Manager Parrillo commented on the Grant Writer Contract.

Lisa Andoscia, 1 Rosewood Drive, North Providence, commented on her qualifications and Rosewood Consulting, LLC.

Vice President LeBlanc asked how many other municipalities Rosewood Consulting does this service for. Ms. Andoscia commented they are under agreement with the town of Cumberland, Lincoln, Smithfield, North Providence, Johnston and Cranston. Vice President LeBlanc asked how many years they worked with them. Ms. Andoscia commented North Providence with 15 years.

Councilmember Shockley asked if there was a time commitment. Ms. Andoscia commented she does whatever it takes, including weekends, and she does not track hours, she tracks results. She noted her clients have a return on investment over \$1 million a year. Councilmember Shockley asked if the town is aware of the average it received in grants over the last year or in previous years. Mr. Parrillo commented he is aware that Mr. Robillard receives several grants for Human Services department, but is not aware of all the grants. Mr. Parrillo noted the idea is to centralize all the grants through Lisa, who will keep track, reduce redundancy and know what the town is looking for to free up the town directors to work on projects within their scope. President Lima commented the town would also be paying for Ms. Andoscia’s relationships or contacts.

Mr. Parrillo commented the salary for the position would come from the finance department initially because there are savings there currently, and in the future, the salary would come from recreation or sewer enterprise.

Councilmember Pascua asked if Rosewood Consulting works with the audits of the grants or if they only create acquisition. Ms. Andoscia commented she does grant research, writing, compliance reports, and financial draw-ups. She added she has worked with Mr. Civetti, Mr. Parrillo, and Mr. Angell within the past several years noting they are well respected, and known for best practices.

A MOTION WAS MADE BY Councilmember Pascua to approve the ratification of the Grant Writer Contract with Rosewood Consulting, LLC. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

Coventry Wastewater Facilities Plan Update 90% Presentation – Fuss & O’Neill

President Lima introduced the update to the Wastewater Facilities Plan.

Laura Marcolini with Fuss & O’Neill, Doug Brisee with Fuss & O’Neill, and Dave Fox with

Raftelis presented the Coventry Wastewater Facilities Plan 90% Completion update.

Vice President LeBlanc asked if they know the number of homes that are going to be serviced for Planning Areas 9 & 8, Planning Areas 2 & 1, and Planning Area 12. Mr. Brisee commented approximately 600, close to 900, and approximately 600, respectively.

President Lima confirmed with Mr. Brisee that if the town receives funding for Planning Area 1 & 2, they may swap it for Planning Area 12. She noted to the Council in the future the facilities plan would not need an intensive upgrade, it would be upgraded periodically.

Councilmember Shockley asked how the \$2 million beginning fund balance amount was determined. Ms. Marcolini commented there may be a \$2 million influx from a past development project. Councilmember Shockley noted the fund balance rises asked what the town's fund balance should be. Mr. Fox commented fund balance rises because of new connections on the system and new sewer flows mean the town needs to build the fund balance to mitigate rate increases over the latter 10 years where there are still sewer connection projects. Mr. Fox noted there is no best practice for what should be maintained in a reserve fund balance, but suggested about 365 days of operating expenses or a full year of operating expenses sitting in a reserve fund, and explained his reasoning.

Vice President LeBlanc noted all the projects the Council has planned, and commented on the amount of project costs amounting to \$145 million.

President Lima asked what the next steps are. Ms. Marcolini commented finalizing the document itself, transmit it to the town and RIDEM, and when RIDEM approves it, they may pursue the projects within the context of the plan. Ms. Marcolini added if in 5-years adjustments need to be made to the plan, they could do so with a facility plan update. President Lima confirmed with Ms. Marcolini that the Council might not see this again until possibly June.

EXECUTIVE OR CLOSED SESSION ITEMS

A MOTION WAS MADE BY Councilmember Pascua to open Executive Session. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

The Council met in Executive Session pursuant to RIGL § 42-46-5 (a)(2), re prospective litigation involving Soscia Holdings, LLC and the Town of Coventry in C.A. No. KC-2020-0769.

President Lima commented no votes were taken.

A MOTION WAS MADE BY Councilmember Shockley to adjourn from Executive Session. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

A MOTION WAS MADE BY Councilmember Shockley to seal the minutes of Executive Session. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

ADJOURNMENT (VOTE WILL BE TAKEN)

A MOTION WAS MADE BY Vice President LeBlanc to adjourn at 10:39 PM. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

The meeting was adjourned at 10:39 PM.

The minutes were prepared and submitted by Jessica Haughton.

Joanne P. Amitrano, Town Clerk

Joanne P. Amitrano, CMC
Town Clerk



TOWN OF COVENTRY
1670 Flat River Road, Coventry, RI 02816
Tel. (401) 822-9173 Fax (401) 822-9132

January 11, 2024

Rhode Island Department of Environment Management
235 Promenade Street
Providence, RI 02908

Attn: Alex Pinto

Dear Alex,

This letter is to document that the Town of Coventry Town Council held a Town Council Meeting on January 9, 2024 at 6:30 pm in person at the Town Hall Annex Building, located at 1675 Flat River Road, Coventry, Rhode Island. This meeting was also available via zoom and live streamed on YouTube. Please see the below for how this item was worded on the docket:

Matters for Public Hearing:

A. Fuss & O'Neill presentation on Coventry Wastewater Facilities Plan

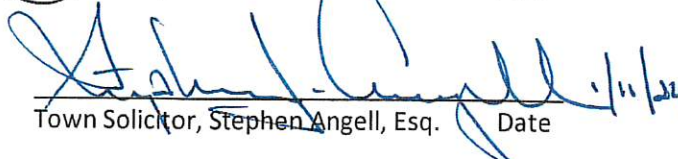
The copy of the plan and the hearing notice can be found here:
<https://coventryri.gov/wastewater-facilities-plan-update-public-hearing>

This public hearing was advertised in the Kent County Daily Times, posted on our bulletin boards and our website.

Public comment was allowed in two sections on the agenda. I have attached a copy of the agenda. If you should need anything further please feel free to contact me at jamitrano@coventryri.gov.

Sincerely,


Town Clerk, Joanne Amitrano, CMC Date 1/11/24


Town Solicitor, Stephen Angell, Esq. Date 1/11/24

**TOWN OF COVENTRY
NOTICE
PUBLIC HEARING**

Notice is hereby given that the Town Council will be in session at Town Hall Annex, 1675 Flat River Road, Coventry, Rhode Island on Tuesday, January 9, 2024, at 6:30 p.m. to consider Wastewater Facilities Plan Update for the Town of Coventry.

Fuss & O'Neill will be giving a presentation on the following:

**Existing Wastewater Disposal in Coventry
Recommended Plan - Administrative Improvements
Recommended Plan Infrastructure Improvements
Implementation of Recommended Plan
Environmental Impacts of Recommended Plan
Financing Modeling**

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office at 822-9172 seventy-two (72) hours in advance of the hearing date.

Per Order of the Town Council
Joanne P. Amitrano, Town Clerk

**Town Council Meeting
January 9, 2024**

TOWN COUNCIL – 6:33 p.m.

Present: Hillary Lima, James LeBlanc, Jennifer Ludwig, Jonathan Pascua, Kimberly Shockley, Town Manager Daniel Parrillo, Town Solicitor Stephen Angell and Deputy Town Clerk Annie Driscoll.

Town Council Roll Call
Pledge of Allegiance
Emergency Evacuation Plan

MEETING MINUTES FROM PRIOR MEETINGS (VOTE(S) MAY BE TAKEN)

November 6, 2023 Open Session
November 28, 2023 Open Session
December 12, 2023 Open Session

A MOTION WAS MADE BY Vice President LeBlanc to approve the meeting minutes of November 6, 2023 Open Session, November 28, 2023 Open Session, and December 12, 2023 Open Session as a block. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

A MOTION WAS MADE BY Vice President LeBlanc to approve the block of meeting minutes. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

PUBLIC COMMENT ON DOCKETED ITEMS ONLY

No public comment was made.

A MOTION WAS MADE BY Vice President LeBlanc to take the agenda out of order. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes*

LICENSES (VOTE(S) MAY BE TAKEN)

Application for New Class F Liquor License, Knights of Columbus at Our Lady of Czenstochowa
455 Washington Street
January 27, 2024 6:00 PM – 10:00 PM
Italian night fundraiser

Representative from the organization spoke on the fundraiser.

A MOTION WAS MADE BY Vice President LeBlanc to approve Application for New Class F Liquor License, Knights of Columbus at Our Lady of Czenstochowa, 455 Washington Street on January 27, 2024 6:00 PM – 10:00 PM, Italian night fundraiser. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes*

Councilmember Ludwig commented in the past when it is recognized that 100% of the proceeds would be going towards the fundraiser itself then the fee is waived, however the gentleman noted that some of the proceeds are going into a general fund.

Vice President LeBlanc noted that the application fee is \$15.

A MOTION WAS MADE BY Councilmember Pascua to waive the application fee for the Knights of Columbus at Our Lady of Czenstochowa. The motion was seconded by Vice President Leblanc.

Roll Call Vote by Clerk:

*President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Nay
Councilmember Shockley Aye
Councilmember Pascua Aye*

Four voted aye. One voted nay. Motion Passes

Renewal of Firearm Licenses:

1. Hawkins Machine Company Inc.
2. Mid-State Gun Company
3. Rhode Island Gun works
4. Shadow LLC Tactical

A MOTION WAS MADE BY Vice President LeBlanc to consider the Renewal of Firearm Licenses as a block. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

A MOTION WAS MADE BY Vice President LeBlanc to approve Renewal of Firearm Licenses as a block. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

ELECTION AND/OR APPOINTMENT OF TOWN OFFICIALS (VOTE(S) MAY BE TAKEN)

Town Council Appointments

- a. Appointments to Juvenile Hearing Board (4 openings)
 1. Stephen Mann (seeking re-appointment)
 2. Jaime Barnard (seeking re-appointment)
 3. Meghan Rose (seeking re-appointment)

Stephen Mann commented on his desire for re-appointment.

A MOTION WAS MADE BY Councilmember Pascua to re-appoint Stephen Mann to Juvenile Hearing Board. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>

Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

Meghan Rose commented on her desire for re-appointment.

A MOTION WAS MADE BY Vice President LeBlanc to re-appoint Meghan Rose to Juvenile Hearing Board. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

The town clerk noted that Jaime Barnard could not be in attendance due to illness.

A MOTION WAS MADE BY Councilmember Pascua to re-appoint Jaime Barnard to Juvenile Hearing Board. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

- b. Appointment to Coventry Land Trust (1 opening)
 1. Lynn Carlson (seeking re-appointment)

Lynn Carlson commented on her work on the Coventry Land Trust.

A MOTION WAS MADE BY Councilmember Pascua to re-appoint Lynn Carlson to Coventry Land Trust. The motion was seconded by Vice President LeBlanc.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

- c. Appointment to Sewer Assessment Board of Review (1 opening)
 1. Michael Saccoccia (seeking re-appointment)

President Lima noted Mr. Saccoccia could not be in attendance. Councilmember Ludwig asked if there was a desire to be reappointed. Vice President LeBlanc commented Mr. Saccoccia said he wanted reappointment at the last Sewer Sub-Committee meeting.

Councilmember Shockley asked if Mr. Saccoccia is an active participant and attendance is not an issue. Vice President LeBlanc commented he is in attendance at Sewer Assessment Board of Review meetings.

A MOTION WAS MADE BY Vice President LeBlanc to re-appoint Michael Saccoccia to Sewer Assessment Board of Review. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

- d. Appointment to Sewer Sub Committee (2 openings)
1. Lisa Castelli (seeking re-appointment)
 2. Tony Raposo (seeking re-appointment)

Vice President LeBlanc commented there is a challenge-meeting quorum for this committee. He noted Lisa Castelli had a person issue with her husband falling, so could not be in attendance tonight. He noted Tony Raposo has been on the board for a long time, and is extremely knowledgeable. He commented both Ms. Castelli and Mr. Raposo help to have quorums at meetings and help improve the sewer program.

A MOTION WAS MADE BY Vice President LeBlanc to re-appoint Lisa Castelli to Sewer Sub Committee. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>

All voted aye. Motion Passes

A MOTION WAS MADE BY Vice President LeBlanc to re-appoint Tony Raposo to Sewer Sub Committee. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>

Councilmember Pascua Aye
All voted aye. Motion Passes

- e. Appointment of Tree Warden (1 opening)
 - 1. Craig Marcotte (seeking re-appointment)

A MOTION WAS MADE BY Vice President LeBlanc to re-appoint Craig Marcotte to Tree Warden. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

PUBLIC HEARINGS (VOTE(S) MAY BE TAKEN)

A MOTION WAS MADE BY Vice President LeBlanc to open public hearing. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

Fuss & O’Neill presentation on Coventry Wastewater Facilities Plan

The copy of the plan and hearing notice can be found here:

<https://coventryri.gov/wastewater-facilities-plan-update-public-hearing>

Ms. Laura Marcolini gave a presentation on the Coventry Wastewater Facilities Plan.

Lisa Narkiewicz, 21 Beach Street, noted that she is part of Planning Section 9, and commented residents in Section 9 are interested in sewers. She noted the cost of a new sand system is \$40,000, and lakeside residents would much rather have sewers than have to pay for a sand system. She commented the overwhelming issue is the health of Lake Tiogue.

Diane Kowal, 97 Mohawk Street & 95 East Shore Drive, she noted both properties are not currently in the plan for sewers in the near future, but both on Lake Tiogue. She is highly interested in sewer hookups that occur in Coventry in general, but specifically around Lake Tiogue noting the health of the lake.

A MOTION WAS MADE BY Vice President LeBlanc to close public hearing. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

President Lima *Aye*
Vice President LeBlanc *Aye*
Councilmember Ludwig *Aye*
Councilmember Shockley *Aye*
Councilmember Pascua *Aye*
All voted aye. Motion Passes

A MOTION WAS MADE BY Vice President LeBlanc to formally accept the presentation into the record. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

President Lima *Aye*
Vice President LeBlanc *Aye*
Councilmember Ludwig *Aye*
Councilmember Shockley *Aye*
Councilmember Pascua *Aye*
All voted aye. Motion Passes

INTRODUCTION OF NEW MATTERS BEFORE THE COUNCIL (VOTE(S) MAY BE TAKEN)

Presentation by Dynamix Consulting Group on the Fire Services Assessment Study for the Town of Coventry

Stuart McCutcheon from Dynamix Consulting Group presented on the Fire Service Assessment.

Councilmember Shockley asked on insurance services. Mr. McCutcheon commented it would affect commercial insurance more than homeowner’s insurance. He noted big companies like Geico and State Farm do not use ISO, but smaller insurance carriers will use it. He made additional comments on factors to determine insurance, besides ISO.

A MOTION WAS MADE BY Vice President LeBlanc to add a public comment on the Presentation by Dynamix Consulting Group on the Fire Services Assessment Study for the Town of Coventry. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

President Lima *Aye*
Vice President LeBlanc *Aye*
Councilmember Ludwig *Aye*
Councilmember Shockley *Aye*
Councilmember Pascua *Aye*
All voted aye. Motion Passes

Bryan Testen, 2 Brookfield Road, commented on areas 56-59 in the report noting that service calls are continuing to increase, and with zoning changes fire and EMS calls will continue to grow as the population grows. He noted 70% of calls occur between 9 AM – 9 PM, and suggested adding rescues during the daytime and removing some at night. He commented seeing the hotspot of

activity, where stations are located, and how many minutes of response time to the majority of calls is helpful. He suggested they look to see if the locations of stations are in the optimal places. He commented on the struggle to find manpower in the current 4 district model, especially when competing with surrounding municipalities. He suggested the Council have discussions on having a municipal fire department.

Skip Mays, 710 Perry Hill Road, commented he was in fire services on the administrative and management side for close to 3 decades. He commented he found the presentation to interesting, but urged the Council not to accept the report as gospel because he found errors and bits of misinformation with minor issues, which brought him to question the accuracy of the report in general. He commented on the differences between eastern and western Coventry, and how the consultants did not take that knowledge into account. He urged the Council to look at other alternatives aside from one fire district or one town fire department. He commented the report has some good information, but cautioned the Council to take note of the errors of the report as well.

Robert Hevey, 607 Weaver Hill Road, commented one of the fire station locations shown in the presentation on the northern border of Coventry showed the response circle as being half in town and half out of town. He expressed the station should be located within the borders of the town rather than on the town boundary if the goal is to service Coventry. Mr. McCutcheon commented this is what the model determined as the most efficient, and noted he personally would not advocate placing stations on border. Mr. McCutcheon commented he did not manipulate the report because then the report would not be data driven, so what is reported is what the data has shown. Mr. Hevey asked if there was effort put in to separate the EMS responses from the fire responses. Mr. McCutcheon commented EMS represents such a large percentage of the overall calls that they focus on what can be done for the majority of demand. Mr. Hevey commented it appears that it is optimized on EMS with fire tagged onto it. Mr. Hevey also noted the response time for cardiac arrest as being 5 minutes. Mr. McCutcheon commented on 4 minute vs 8 minute projected response times. Mr. McCutcheon commented they are trying to balance the community's willingness to pay with what is the best that can be done with the resources available. Mr. Hevey commented on a model with more EMS stations over fire stations. Mr. McCutcheon commented due to financial constraints that model could not be supported. Mr. Hevey asked if income from rescue recovery was subtracted in financial projections. Mr. McCutcheon commented it depends on the day to day with many variables, and this model is just to help make informed decisions based on trends.

A resident commented the presentation only looked at responses coming from stations within Coventry, and asked why the other stations outside of town were not considered. Mr. McCutcheon commented they were assessing the Town of Coventry and its capabilities, not what is flooding in to Coventry. Mr. McCutcheon commented they also did not have all the data from other agencies.

Councilmember Shockley asked if there were calls where Coventry acted as mutual aid. Mr. McCutcheon commented those were excluded.

REPORT OF OTHER TOWN OFFICERS AND OFFICIALS

Stephen J. Angell, Esq. - Solicitor

- a. Update on Arnold Road Landfill
 - Update on Monthly monitoring re PRP Group

- Submission of 1st annual Environmental Land Usage
- Restriction “ELUR” reporting to RIDEM
- Solar Farm construction and construction related matters regarding Arnold Road Landfill

Solicitor Angell gave an update on Arnold Road Landfill.

Vice President LeBlanc expressed concern that gate closure continues to be an issue. Solicitor Angell commented the Town Manager has continued to speak to employees urging the gates to be locked. Mr. Parrillo noted that the employees open it to utilize the lot, so there are windows of time when the employees are using the lot and the gate is unlocked. Mr. Parrillo commented they could have someone there unlocking and locking the gate, but it would take someone away from their regular duties. President Lima asked if the employees are aware of the risk this imposes to the town. Mr. Parrillo commented they are aware. Vice President LeBlanc commented it may be a hindrance to employees, however when there is a million dollar claim it will be a different story.

Councilmember Shockley commented employees should either close and lock the gate when they come and go, or stop utilizing the area, because it is becoming a situation that may could cause a huge expense to the town that could be controlled. Councilmember Shockley asked on a note relating to no fence required. Solicitor Angell commented there is no fence required in portions inside the area. He commented the form is state prescribed and noted cautionary areas of the form.

b. Follow up on Solicitor’s Budget Discussion from December 19, 2023

Solicitor Angell gave a follow up on the Budget Discussion from December 19, 2023.

Councilmember Ludwig asked if the Solicitor’s opinions are to be made public change is something that is going to be changed in the code or Charter. Solicitor Angell commented he is in talks with the code provider to make that change. Councilmember Ludwig asked if the town would want a committee to review Charter changes for things like this. Solicitor Angell recommended they get this state work done first and then it could go to a Charter committee. He recommended having a committee to review Charter provisions that do not apply anymore.

- c. Police Department training on November 21, 2023
- d. eCode 260 project regarding code update and reconciliation
- e. Compliance with Open Meetings Act “OMA” regarding filing annual calendars for boards, commissions and committees

Solicitor Angell commented on Police Department training on November 21, 2023, eCode 360 project regarding code update and reconciliation, and Compliance with Open Meetings Act “OMA” regarding filing annual calendars for boards, commissions and committees.

Robert Civetti – Finance Director

a. November 2023 budget to actual

Mr. Civetti presented the November 2023 budget to actual report.

Councilmember Ludwig clarified with Mr. Civetti that revenue is higher than anticipated. Councilmember Ludwig asked if this is related to recent cases brought forward. Solicitor Angell commented yes, the better prepared you are in a case that maximizes the outcomes.

Councilmember Shockley asked why inspection and permits is higher than usual. Mr. Civetti commented there are trends with permits in solar, and real estate additions to homes.

President Lima asked how much over budget professional services might be. Mr. Civetti commented beyond the salaries overall, the treasurer's office will be within budget. President Lima asked when the grant writer's budget was moved under the Town Manager's budget. Mr. Civetti commented that could be moved if the Council wishes.

Councilmember Ludwig asked on a potential spending freeze. Mr. Civetti commented there is no freeze at this moment, a meeting with department directors on budgets will be had, and a freeze will be discussed if necessary. Councilmember Ludwig requested having a session with Chief Heise to discuss police overtime, as it would be helpful. Mr. Parrillo noted that the Police department is down 7 officers, so the salaries would offset the debt.

Vice President LeBlanc asked if there is a working balance sheet Mr. Civetti is working off of. Mr. Civetti commented he could get one for the next meeting with a 6-month year to date. He noted they are in the process of closing the books for FY23 to FY 22. Vice President LeBlanc asked if Mr. Civetti is performing balance sheet reconciliation on a monthly basis for all the accounts. Mr. Civetti commented not the point he wants to be at due to short staff. He noted the accounts they are reconciling, and accounts he hopes to tie out. Vice President LeBlanc requested the Council be updated on high risks and significant balances with the monthly reports.

b. Update on FY22 and FY23 audits

Mr. Civetti gave an update on the FY22 and FY23 audits.

President Lima asked when the Council is expected to see a draft statement for FY22. Mr. Civetti commented he hopes by the end of January. Mr. Civetti made additional comments on presenting the draft to the Council.

Vice President LeBlanc asked if the auditors indicated any prior period adjustments. Mr. Civetti commented they are in discussion on a few items, and commented on those items including sewer funds.

PUBLIC COMMENT FOR UN-DOCKETED ITEMS

Robert Brennan, 12 Teakwood Drive East, commented on Section 1520 B in the Comprehensive Charter Review Commission. He made comments on the purpose of the comprehensive review and code review needing to be in compliance with the charter. He also noted that the Conservation Commission has never been and has not been contacted.

Lisa Narkiewicz, 21 Beach Street asked when the public may see something on the landfill regarding the solar array. Solicitor Angell commented there will be construction on a fence in the later part of February or sooner weather permitting, and projected construction phase of the solar

array in April.

EXECUTIVE OR CLOSED SESSION ITEMS

A MOTION WAS MADE BY Vice President LeBlanc to open Executive Session. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

The Council met in Executive Session pursuant to RIGL § 42-46-5 (a)(2) Litigation matters re Soscia Holdings, LLC v. Town of Coventry (KC-2020-0769).

The Council met in Executive Session pursuant to RIGL § 42-46-5 (a)(2) Litigation matters re Town of Coventry NOV Dam #176 and OCI-DAMS-20-17 (AAD#20-001/DE).

The Council met in Executive Session pursuant to RIGL § 42-46-5 (a)(1) re disability retirement of police officer Jason Jordan.

The Council met in Executive Session pursuant to RIGL § 42-46-5 (a)(2) Collective bargaining exception – Council 94 contract negotiation.

A MOTION WAS MADE BY Vice President LeBlanc to adjourn from Executive Session. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>
<i>Councilmember Pascua</i>	<i>Aye</i>
<i>All voted aye. Motion Passes</i>	

A MOTION WAS MADE BY Vice President LeBlanc to seal the minutes of Executive Session. The motion was seconded by Councilmember Pascua.

Roll Call Vote by Clerk:

<i>President Lima</i>	<i>Aye</i>
<i>Vice President LeBlanc</i>	<i>Aye</i>
<i>Councilmember Ludwig</i>	<i>Aye</i>
<i>Councilmember Shockley</i>	<i>Aye</i>

Councilmember Pascua Aye
All voted aye. Motion Passes

President Lima announced no votes were taken.

ADJOURNMENT (VOTE WILL BE TAKEN)

The Town Council's next regular monthly meeting will be held on January 23, 2024.

A MOTION WAS MADE BY Vice President LeBlanc to adjourn at 10:32 PM. The motion was seconded by Councilmember Shockley.

Roll Call Vote by Clerk:

President Lima Aye
Vice President LeBlanc Aye
Councilmember Ludwig Aye
Councilmember Shockley Aye
Councilmember Pascua Aye
All voted aye. Motion Passes

The meeting was adjourned at 10:32 PM.

The minutes were prepared and submitted by Jessica Haughton.

Joanne P. Amitrano, Town Clerk