Date posted: May 19, 2020 by 4:00 P.M.
All items on this agenda are to be discussed and/or acted upon.

TOWN OF LITTLE COMPTON
TOWN COUNCIL
Little Compton, RI 02837

Virtual meeting by Zoom and teleconference
Join Zoom webinar: https://zoom.us
Webinar ID: 968 9943 2241
Password: 005707

Dial by location Toll Free numbers:
888 788 0099 or 833 548 0276 or 833 548 0282 or 877 853 5247

Live streaming at
https://www.youtube.com/channel/UCNoKeQBPql33aEtqzOXHO9g

MEETING OF May 21, 2020

AGENDA

7:00 P.M.

Approval of Minutes - May 7, 2020

* Consent Agenda - All items listed with an asterisk (*) are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member or citizen so requests in which event the item will be withdrawn from the General Order of business and considered in the normal sequence on the agenda.

** These items are received and filed with no other action taken.

Announcements:

1. COVID-19 Vehicle Identification Number (VIN) check and BCI Check/Fingerprinting Procedures supplied by Police Chief Raynes. Beginning May 26th, by appointment only
2. Due to current COVID-19 restrictions the Annual Memorial Day Parade and Exercises were forced to be cancelled. The Council would like to thank all Veterans for their service to our great country. Those who are still among us and those who paid the ultimate price and have fallen should be remembered this Memorial Day weekend.
Department Head Reports:

1. Public Works – April report

Old Business:

1. Letter from United Congregational Church RE: Summer Fair and Road Race. Received information from Church that the fair and road race are cancelled for 2020, continued from 5/7/20
2. Application for Mobile Vendor Permit for Weatherlow Farms LLC to operate a mobile vehicle selling flowers in Little Compton, continued from 5/7/20
3. Continued discussion of alternatives for financial town meeting, materials submitted by Councilor Anderson
4. Discussion of Article 5 of the 2020 Financial Town Meeting warrant – requested by Councilor Anderson
5. Recommendation received from the Town Administrator, Police Chief, Fire Chief and Town Solicitor concerning Rhode Island Road and emergency vehicle access. Recommend notifying residents to clear their properties to the property lines (edge of Road as set by old ground markers and surveyor’s stakes) allowing the full width of the road to be utilized by public safety personnel

New Business:

1. Letter from the Beach Commission offering insight to the proposed operation and COVID-19 protocols for summer 2020 at South Shore Beach.
2. Policies and Plan for acceptance or adoption
   a. Written Information Security Policy
   b. Cyber Security Policy
   c. COVID-19 Control Plan
3. Receive bid proposals for Road Study/Assessment for town roads to be used by the Highway Department for the annual paving program
4. Receive Spring Mowing proposals for annual road mowing of grass and brush

Communications:

1. Letter of interest received from Michelle Stecker offering to serve on the Recreation Committee

Consent:

1. Resolutions adopted by the Smithfield School Committee 1) Expressing support for funding of the Categorical Fund for High Cost Special Education and 2) Expressing support for funding of RIDE RI Dept. of Education Transportation Offset ESSA (Every Student Succeeds Act)
2. Resolution adopted by the Barrington Town Council designating the month of June, annually, as Barrington Pride Month.

Payment of Bills

All are welcome to any meeting at the town, which is open to the public. Individuals requiring communication assistance or any accommodation to ensure equal participation will need to contact the Town Clerk at 635-4400 not less than 48 hours prior to the meeting.
Minutes of a Town Council virtual meeting held May 7th, AD 2020 via Video and Tele-Conferencing at 7:00 o’clock PM. Councilors present: Lawrence G. Anderson, Paul J. Golembeske, Gary S. Mataronas, Andrew W. Moore and Robert L. Mushen. Also in attendance: Richard S. Humphrey, Town Solicitor, Allyson Quay, Solicitor’s Office, Antonio A. Teixeira, Town Administrator, Fire Chief Petrin, Police Chief Raynes, Patrick McHugh, School Committee Chair.

The Council President opened the meeting at 7 PM with a roll call of the Councilors present.

**Motion made by Councilor Mataronas, receiving a second by Councilor Moore, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen):** To place on file the following Council meeting minutes:

- March 5, 2020
- March 16, 2020
- April 9, 2020
- April 21, 2020
- April 28, 2020
- April 30, 2020

**Motion made by Councilor Mataronas, receiving a second by Councilor Golembeske, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen):** To place on file the following Department Head Reports:

- Town Clerk
- Police Dept.
- Fire Dept.
- Treasurer and Collector of Taxes
- Tax Assessor

Councilor Mushen offered a memo on actions taken during the period of April 4 – 30, 2020 during the COVID-19 Emergency Declaration. During the review questions were raised on how the Administrator anticipated the review process for the five applicants for Finance Director. He responded that an initial interview team is in place and will return to a future Council meeting with recommendations. The Council can decide how to move forward with that recommendation.

Councilor Anderson suggested that a working group be established by the Council President under his Emergency Ordinance Authority to review options for our inability to conduct an in-person Annual Financial Town Meeting. The Council President agreed with that suggestion and will designate the core group to be Councilors Anderson and Mushen, Town Clerk, Moderator and Solicitor.

**Motion made by Councilor Golembeske, receiving a second by Councilor Mataronas, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen):** To place on file COVID-19 updates received from the Council President titled Memo 3 of actions taken during the period of April 4 – 30, 2020.

Councilor Mushen noted that recreational users of the outdoor recreational facilities have been instructed to purport to the current COVID rules on social distancing, no more than 5 in a group and other CDC, Dept. of Health and the Governors’ guidelines. Chairman Patrick McHugh, Recreation Committee confirmed that report.

Guidance for Private Seasonal Campgrounds, RV Parks, Seasonal Trailer Parks, Tourist Cabins or Cottages, Beach Clubs and Drive-In Theaters has been received from RI Dept. of Business Regulation. Concerns were raised over whether local private facilities have been informed. A seasonal resident of Round Meadows offered input on
those facilities. The Councilors urged this resident and others to read the document. A link to the guidelines is located on the town website.

Motion made by Councilor Mataronas, receiving a second by Councilor Moore, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): To table until a future Council meeting a communication dated March 5, 2020 from the United Congregational Church in order to determine if they are still intending to pursue the Annual Road Race and Summer Fair.

New Business #1 – Finance Director – Five applicants, update from Town Administrator on process for review. This matter was discussed under the COVID-19 Memo update in old business.

New Business #2 – Discussion and consideration of application filing by Beach Commission for repairs to South Shore Beach parking lot to CRMC. This item was a place-holder to allow discussion should the matter be given to the Council this evening. No such document has been received. No actions taken.

An abatement request was submitted by the Tax Assessor due to a court judgment relating to Plat 12, Lot 5. A typographical error seems to be shown on the cover letter to the abatement request. The Council will ask the Tax Assessor to correct that letter for the record and voted the following:

Motion made by Councilor Mataronas, receiving a second by Councilor Golembeske, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): That the recommendation of the Tax Assessor for the cancellation of the following taxes be granted under Section 44-7-14 of the General Laws of Rhode Island, as amended:

<table>
<thead>
<tr>
<th>Acct/Name</th>
<th>Plat/Lot/MV</th>
<th>Abatement Value</th>
<th>Abatement</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scinta, Arthur L. &amp;</td>
<td>Plat 012, Lot 0005</td>
<td>$40,500</td>
<td>$240.17</td>
<td>2019</td>
</tr>
<tr>
<td>Campbell, Catherine S.</td>
<td></td>
<td>$26,900</td>
<td>$160.32</td>
<td>2018</td>
</tr>
<tr>
<td>19-0228-00</td>
<td></td>
<td>$26,900</td>
<td>$157.10</td>
<td>2017</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$26,900</td>
<td>$152.52</td>
<td>2016</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$710.11</td>
<td>Total</td>
</tr>
</tbody>
</table>

Motion made by Councilor Mataronas, receiving a second by Councilor Golembeske, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): To grant the following licenses contingent upon meeting all state and local requirements including adhering to the CDC and Dept. of Health’s guidelines relating to the current health COVID-19 crisis:

- A Victualling and Holiday Sales License, and Mobile Food Establishment Permit to Bruce Elwell d/b/a Trolley Stop Ice Cream, said MFE may not be necessary if the Trolley is intend not to move from its current location
- A Holiday Sales License to Bruce Elwell d/b/a Earle’s Service Station

A request for a Mobile Vendor permit has been receive from Ryan Wagner d/b/a Weatherlow Farms LLC whose place of business is in Westport, MA. Several comments were made which required some further review. After considerable discussion including a brief input from the Solicitor the following motion was voted:

Motion made by Councilor Golembeske, receiving a second by Councilor Mataronas, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): To allow the Town Council President to refer an application for a Mobile Vendor Permit to the Town Solicitor for his opinion and to return to a future Council meeting for consideration.

Motion made by Councilor Mataronas, receiving a second by Councilor Golembeske, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): To adopt the following proclamation:
EMS Week Proclamation

WHEREAS, emergency medical services are vital to providing lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services team includes first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, pursue countless hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, the Town Council hereby proclaims the

Week of May 17-23, 2020

as

EMERGENCY MEDICAL SERVICES WEEK

In the Town of Little Compton

For the Town Council, Robert L. Mushen, Town Council President

Motion made by Councilor Mataronas, receiving a second by Councilor Moore, voting in favor by roll call (Anderson, , Mataronas and Moore) voting opposed by roll call (Golembeske and Mushen): To adopt the following resolution:

TOWN OF LITTLE COMPTON

Resolution in Support of H7264 and S2130 Large Capacity Feeding Device Ban Act of 2020

WHEREAS: Large Capacity Ammunition Magazines, generally defined as magazines capable of holding more than ten rounds, are feeding devices that may hold as many as 100 rounds of ammunition; and

WHEREAS: Nine States and the District of Columbia have enacted laws banning large capacity ammunition magazines including: California, Colorado, Connecticut, Hawaii, Maryland, Massachusetts, New Jersey, New York, and Vermont; and

WHEREAS: Large capacity ammunition magazines have been used in many recent mass shootings of innocent citizens; and
WHEREAS: Limiting ammunition magazines to a capacity of 10 rounds would require a shooter to pause to change out the magazine more frequently and could result in lives saved; and

WHEREAS: The Large Capacity Feeding Device Ban Act of 2020 would ban possession, manufacture, purchase, sale or transfer of any ammunition-feeding device capable of accepting more than 10 rounds, and

NOW, THEREFORE, BE IT RESOLVED: That the Little Compton Town Council respectfully requests the Rhode Island General Assembly affirmatively vote for H7264 and S2130 the Large Capacity Feeding Device Ban Act of 2020 and that a copy of this resolution be provided to the local state representatives and state senators, the chairs of the House and Senate Judiciary Committees, the House Speaker, the Senate President, and the Governor.

Signed on behalf of the Town Council this ____ day of May, 2020
Robert L. Mushen, Town Council President

Motion made by Councilor Golembeske, receiving a second by Councilor Mataronas, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): To place the consent calendar on file as follows:

1. Copy of resolutions adopted by various towns urging the continued appropriation of State and Local revenues to support public education (Smithfield School Dept., North Smithfield Public Schools)
2. Memo sent by the Town Administrator, April 3, 2020 supporting Fire Chief Petrin’s recommendation to remove FF West Johnson from probationary status.
3. Copy of a resolution adopted by the North Smithfield School Committee expressing support for funding of RIDE Transportation Offset ESSA
4. Copy of a resolution adopted by the Barrington Town Council and Charlestown Town Council supporting legislation to establish an Ocean State Climate Adaptation and Resilience Fund (OSCAR)
5. Copy of a memo from Police Chief Raynes dated March 5, 2020 informing the Town Administrator of the increase for Vehicle Identification Inspections to $20 for non-residents and $15 for residents
6. Resolution adopted by the Town Councils of Charlestown, Hopkinton, South Kingstown and Warren requesting their Board of Canvassers and General Assembly representatives to support 2020-H7430, H7480, S2285, and any other bills which move the primary to Wednesday if it is held in the same week as Labor Day.
7. Copy of a resolution adopted by the Charlestown Town Council supporting H7755and S2756, which relating to criminal offenses of trespass and vandalism as they relate to access to the shoreline

Motion made by Councilor Mataronas, receiving a second by Councilor Golembeske, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): That the bills be allowed and ordered paid as follows: $23,835.70

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinical1 - Amb. Reimb. Funds</td>
<td>$112.30</td>
</tr>
<tr>
<td>Boundtree - Amb. Reimb. Funds</td>
<td>$163.56</td>
</tr>
<tr>
<td>Southcoast Hospitals Group - Amb. Reimb. Funds</td>
<td>$8.91</td>
</tr>
<tr>
<td>Anna's Uniform Supply Inc. - Fire Dept.</td>
<td>$432.97</td>
</tr>
<tr>
<td>Island Tech Services NE - Fire Dept.</td>
<td>$170.00</td>
</tr>
<tr>
<td>FirstNet - Fire Dept.</td>
<td>$274.80</td>
</tr>
<tr>
<td>Sakonnet Plumbing &amp; Heating Inc - Fire Dept.</td>
<td>$120.00</td>
</tr>
<tr>
<td>Rob's Auto Care Inc - Fire Dept.</td>
<td>$493.10</td>
</tr>
<tr>
<td>Dawson Group - Fire Dept.</td>
<td>$781.32</td>
</tr>
<tr>
<td>On Scene LLC - Fire Dept.</td>
<td>$414.75</td>
</tr>
</tbody>
</table>
Councilor Mataronas joined by his fellow Councilors thanked the Town Clerk for hosting the Zoom meeting. Councilor Anderson offered his gratitude for the Clerks’ effort to include for the first time a scan of the Town Council meeting packet on the Town’s website.

Motion made by Councilor Mataronas, receiving a second by Councilor Golembeske, voting in favor by roll call (Anderson, Golembeske, Mataronas, Moore and Mushen): To adjourn at 7:46 PM.

Carol A. Wordell, CMC, Town Clerk
COVID-19 Vehicle Identification Number (VIN) check procedures

Starting Tuesday May 26, 2020, VIN Check services will again be offered by the Little Compton Police Department. Services will be by appointment only, Monday through Friday 9:00 AM until 3:00 PM. Please telephone 401-635-2311 and request an appointment with the Public Safety Dispatcher. The Dispatcher will go over the new procedures with you prior to your appointment to ensure our safety and to ensure standards are met.

- Do not arrive early for your appointment
- You must wait in your vehicle until your appointment time and telephone 401-635-2311 and speak with the Public Safety Dispatcher
- The Dispatcher will again provide you with the details of your appointment
- You must always wear a face mask during your appointment
- You are required to bring your own pen to the appointment in order to fill out any necessary paperwork
- Transactions can be made with cash, check or money order made out to the Town of Little Compton
- VIN Check services are now $20.00 for non-residents and $15.00 for residents of the Town of Little Compton

If you have any symptoms of COVID-19 please call and reschedule your appointment until you have been cleared by a medical professional.

- Fever of 100.4 or higher
- Cough
- Chills
- Runny/Stuffy nose
- Shortness of breath
- Sore throat
- Exposure to an individual with COVID-19

*The Little Compton Police Department has the right to reschedule or refuse this service at any time if we feel it is unsafe to perform the inspection.*
COVID-19 BCI Check/Fingerprinting procedures

Starting Tuesday May 26, 2020, BCI Check/Fingerprinting services will again be offered by the Little Compton Police Department. Services will be by appointment only, day and time to be at the discretion of the patrol officer available for the request. Please telephone 401-635-2311 and request an appointment with the Public Safety Dispatcher. The Dispatcher will advise a patrol officer who will return your call and schedule an appointment.

- Do not arrive early for your appointment
- You must wait in your vehicle until your appointment time and telephone 401-635-2311 and speak with the Public Safety Dispatcher
- The Dispatcher will again provide you with the details of your appointment
- You must always wear a face mask during your appointment
- You are required to bring your own pen to the appointment in order to fill out any necessary paperwork
- Transactions can be made with cash, check made out to the Town of Little Compton
- BCI fingerprinting services are $5.00 with a card or $35.00 without a card

If you have any symptoms of COVID-19 please call and reschedule your appointment until you have been cleared by a medical professional.

- Fever of 100.4 or higher
- Cough
- Chills
- Runny/Stuffy nose
- Shortness of breath
- Sore throat
- Exposure to an individual with COVID-19

Little Compton Police personnel will disinfect all fingerprinting equipment between each applicants’ appointment to ensure sanitary conditions. Officers will also be wearing mask and gloves during your appointment.

The Little Compton Police Department has the right to reschedule or refuse this service at any time if we feel it is unsafe to perform the fingerprinting.
Little Compton Department of Public Works

Monthly Report: April 2020

<table>
<thead>
<tr>
<th>TRANSFER STATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Transaction total</td>
<td>23</td>
</tr>
<tr>
<td>Refuse</td>
<td>112 Tons</td>
</tr>
<tr>
<td>Construction Debris</td>
<td>7 Tons</td>
</tr>
<tr>
<td>Recycling</td>
<td>40 Tons</td>
</tr>
<tr>
<td>Paint Recycling</td>
<td>units</td>
</tr>
<tr>
<td>Tires</td>
<td>3 Tons</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>162</td>
</tr>
</tbody>
</table>

TOWN ROADS
The lawns will be in full grow in the next 2 weeks. The DPW maintanance crew are cleaning up and putting down mulch where needed, like Town Hall and Public Safety.

John Dyer road has been getting some maintanance at the south end of the road at the sharp curve.

clean ditches, swales
Kurtis and the crew have been addressing some drainage issues on town Roads.

MAINTENANCE CREW
Operate Transfer station
maintain refuse from outside town barrels
Cut lawns and cemeteries for grass season
maintain town road signage
general maintanence of town buildings

15 trash and recycle barrels throughout town
7 weekly, 15 bi-weekly from April - November
maintain toitletries PS, Clean grange, Town Hall

Equipment In March we purchased a new X-mark zero turn tractor, The crew is preparing to cut the Public Safety Lawn and the ponderosa once again.

Work Shop at 30 Commons The crew have been organizing the shop and continuing to help create a safe work place

OWTS In May we will be working on the septic system repair and fix in the Ball Field at Peckham lot

William L. Moore, Little Compton, Director of Public Works
March 5, 2020

Town Council
Town of Little Compton
P.O. Box 226
Little Compton, RI 02837

Dear Members of the Town Council,

The members of the United Congregational Church would like to thank you for all of your past help in making our Summer Fairs a success. We could not do it without your support, and we are proud to help showcase this wonderful Town to all of our visitors. With your permission, we would like to hold our Summer Fair and Summer Road Race this year on July 11, 2020 between the hours of 9 am – 3 pm, with setup beginning around 7 am, and clean-up concluding around 5 pm. We will be erecting 4 tents on Church property, and we request your permission for the use of Pikes Peak to erect a tent for the use of the Summer Road Race. We will obtain a tent permit for all tents. We would like permission for the use of the south side of the Commons triangle for the Police to create a pedestrian only street for craft vendors as well as the use of the Veterans Field parking area for Road Race participants. We also request permission to erect tents on Veterans Field for our White Elephant and Book Sales in the event that our Construction Project precludes us from using our back lawn. We are hoping this will not be necessary but would like to request the space as a contingency plan.

The adult road race will use the Wilbur School gym for registration, and placement of port-a-johns (with the permission of the School Dept.). The race will start at 9 am in front of the school, it will proceed through the Commons and turn onto South of Commons Rd, turn onto Swamp Rd, then onto West Main Rd, and finally on to Meetinghouse Lane, and finish back in front of the school. The children’s fun run will begin at 8:30 am and will be run around cones in the outfield of the baseball field. As always, the road race is sanctioned and insured by US Track and Field Association, and a certificate will be filed with the Town Clerk’s office prior to the race.

Again, we would like to thank the Town Council, Police and Fire Departments for all of your assistance in making our Fair a safe, and successful event.

Sincerely,

Rebecca Floyd Marshall
Pastor

Russell Bodington
Facilities Coordinator

CC: Chief Scott Raynes, LC Police Dept.
Chief Richard Petrin, LC Fire Dept.
MUNICIPAL APPLICATION FOR MOBILE MERCHANDISE ESTABLISHMENT LICENSE/PERMIT

1. TYPE: Indicate the type of operation that best describes your mobile food establishment

Please check only one box.

☒ Mobile Dispensing Vehicle ☐ Mobile Cart
☐ Non-Self-Propelled Cart/Trailer/bicycle ☐ Watercraft
☐ Other

2. BUSINESS INFORMATION

Ownership Type - Please check only one box below:

☐ Individual/Sole Proprietor ☐ Corporation ☐ Partnership ☒ Limited Liability Company
☐ Governmental Entity ☐ Limited Partnership

Social Security Number (or FEIN for Business):

Ownership Name (Individual or organization who currently owns the business):

Entity Name (List only one):

WEATHERLOW FARMS LLC

DBA (Doing Business As) (if different):

Address:

845 Sodom Road

City: WESTPORT State: MA Zip Code: 02790

Email Address: HELLO@WEATHERLOWFARMS.COM Phone Number: 508.938.9398

Website Address: WWW.WEATHERLOWFARMS.COM Social Media (i.e. Facebook, Twitter):

Social Media (i.e. Facebook, Twitter, Instagram):

Manager in Charge (if different than owner):

Name:

Address:

City: Lisburn State: PA Zip Code: 02837

Email Address: Kima@WEATHERLOWFARMS.COM Phone Number: 508.332.0999

3. MOBILE MERCHANDISE ESTABLISHMENT INFORMATION.

Name of Mobile Merchandise Establishment/Truck (if different from Entity name or DBA):

WEATHERLOW FARMS LLC

(Provide the address where MFE is located when not operating):

Address:

845 Sodom Road

City: WESTPORT State: MA Zip Code: 02790

DMV License Plate Number of Truck/Cart/Trailer:

VIN Number:
May 18, 2020

To: Little Compton Town Council:
Robert Mushen, President
Gary Mataronas
Paul Golombeske
Andrew Moore

Cc: Scott Morrison, Town Moderator
Carol Wordell, Town Clerk
Tony Teixeira, Town Administrator
Richard Humphrey, Town Solicitor
George Crowell, Budget Committee Chair

From: Larry Anderson, Town Council

Subject: 2020 RI Financial Town Meeting (FTM) alternatives

The purpose of this memo is to: 1) report on the May 14, 2020 conference call organized and moderated by the RI League of Cities and Towns (RILCT) regarding alternatives for holding Financial Town Meetings and Budget Referendums this year; and 2) to report on some of my own findings and efforts with regard to such alternatives, especially the possibility of holding a virtual/remote meeting by electronic means.

RILCT May 14, 2020 conference call:

I connected to the RILCT conference on May 14, the most recent of several organized by RILCT Executive Director Brian Daniels concerning alternatives for FTMs and Budget Referendum, in light of the COVID-19 crisis and some of the Executive Orders issued by Governor Raimondo limiting the size of public gatherings, such as FTMs.

Daniels reviewed some of the concerns addressed during previous calls:

- He noted that the Governor had indicated that she did not intend to issue any Executive Orders regarding FTMs/Referendum
- He also noted that the Governor and the RI Dept. of Health have indicated that they would not make exceptions to existing Executive Orders limiting the size of public gatherings, to accommodate outdoor and/or socially distanced FTMs. He noted as well that a follow-up effort by a Barrington Town Council member to seek review of this limitation did not suggest that the RIDOH would change the policy.
A considerable portion of the call was thus devoted to the prospect of legislation by the General Assembly that would provide a number of options to communities for the purpose of adopting budgets and levying taxes for their forthcoming fiscal years. Mike Marcello, Tiverton Solicitor, described his discussions with House Majority Leader Joseph Shekarchi, who indicated his willingness to go forward with such legislation when the General Assembly re-convenes and to provide assistance from the Legislative Counsel, which drafts legislation in appropriate form. However, Marcello noted that the General Assembly does not plan to reconvene until sometime in June.

Marcello said he would draft a proposed bill and circulate it via the RILCT conference call list. He and Daniels discussed some of the issues that might be addressed in a sort of “grab-bag” (my term) bill, i.e.:

- Enabling municipalities to extend budget/FTM/referendum deadlines in their charters, by council vote or emergency order
- Enabling municipalities to use alternative methods for conducting FTM/referendums, such as videoconference, other virtual means, mail-in ballots, etc.
- Enabling municipalities to extend their current tax levy into the next fiscal year
- Enabling town councils to adopt a budget and tax levy if FTM/referendum is not possible
- Other questions arose regarding regional school districts and fire districts

Some of the other items and issues discussed on the call:

- The Assistant Solicitor from Richmond pointed out that Financial Town Meetings are exempt from the requirements of the Open Meetings Act, pursuant to RI Supreme Court opinion, and are thus not covered by the Governor’s recent executive orders regarding the OMA.
- Another town (Foster?) described a means by which they could pre-register and identify FTM participants by phone to Town Hall; Charlestown has already done this for a Budget Hearing, via on-line and phone registration.
- Another community (didn’t catch the town) described its plan to schedule an FTM for June 23. If it isn’t possible to hold such a meeting, the Council would adopt a temporary budget. Another FTM would be scheduled for Sept. 23. The town’s solicitor had ok’d this approach.
- Tim McCormick, a Scituate Town Council member, proposed creating a sub-group to consider remote FTM possibilities, which he had been researching. I have e-mailed him offering to participate in such a group.
Little Compton FTM options:

Previous discussions about how we might proceed with adopting a budget and tax levy in Little Compton have included: an outdoor, “socially-distanced” meeting; some form of mail-in ballot; a virtual, remote FTM by electronic means; Council action, by emergency powers and/or legislative authority, to adopt a budget and tax levy. It has also been suggested that, if action isn’t taken by July 1, we could continue with last year’s budget under current state law, although the law appears unclear on whether we could also continue with last year’s tax levy. In that eventuality, we might be able to continue town operations for a short period relying on the general fund balance and perhaps some emergency operation; but this would be a temporary recourse at best.

As noted, an outdoor, socially-distanced FTM does not appear to be a possibility in the near future. As one Town Council member, I remain open to all other options. I believe that all of them are imperfect, in terms of our current Charter requirements for the conduct of FTM. Any solution is that likely to be imperfect as well, at least in terms of compliance with the letter of the Charter and with traditional town practices.

With the time available to me, I have tried to learn more about virtual FTM possibilities, by means, most likely, of the Zoom capability the town has already employed and which it has recently upgraded. I won’t attempt here to address all the issues raised by the remote FTM option. But here are a few thoughts:

- It is my understanding that the town has recently upgraded its Zoom account and that the town thus now has “webinar” capability. Other communities, such as South Kingstown and Charlestown, have used the webinar option rather than the Zoom “meeting” option for its meetings. From what I have been able to learn, the webinar approach would provide a level of control and a form of structure similar to that of FTM.

- I have experimented with Zoom webinar through an account of my own. With about 15 other acquaintances, we recently staged a “mock” FTM. This exercise immediately revealed both some possibilities and potential problems of using this approach. In this regard, as a former Town Moderator, I tried to put myself in Moderator Scott Morrison’s shoes. However, many of the problems, including vote counting and voter identification/registration seemed manageable, though possibly with some labor-intensive workarounds. The fact is that platforms like Zoom were not designed with the legal requirements of a New England town meeting in mind.

- I would suggest that some town officials, including key FTM participants (Moderator, Town Clerk, Council members, Budget Committee members, etc.)
consider its own remote trial FTM. I would be willing to help organize and participate in such an event.

Finally, I am mindful of the uncertain legal circumstances under which the town is now operating. At present, we have been waiting and hoping that the state will provide us with some clearer legal framework and authority by which to proceed. The Governor has already provided some indication of what she will and will not do by executive order. Although there is a prospect of legislative action, the substance and timing of such action remains uncertain.

Can the town of Little Compton proceed under current legislative and/or emergency authority? I note comments offered by Town Solicitor Richard Humphrey at the Town Council’s April 9, 2020. In the course of a discussion about FTM prospects, he responded to comments offered by Bob Mushen, regarding guidance from the state about how to proceed with adopting a budget and levying a tax under current circumstances. Mr. Humphrey said, in part:

   So, I’m not so sure that we need a lot of permission to get there. We’re sort of on our own right now, so, given the fact that last year, thanks to you and the other Council members, our tax rate decreased, I think, maybe two percent, I think that gives you some flexibility to increase what you need. So—and, by the way, what trouble can we get into with the state? I mean, not much. I think the state will look to us, having been very nimble, and very decisive, as an example. So, I would go forward in a way you think best....

I realize that Mr. Humphrey’s comments do not represent a formal legal opinion. However, as a non-lawyer, I have wondered whether the town, through the Town Council, may have authority under current law to proceed in fashioning its own approach to adopting a budget and levy, consistent with Mr. Humphrey’s April 9 guidance. I have attached a memo I have previously provided to RILCT’s Brian Daniels and to some other Little Compton officials concerning the possibility that Chapter 30-15.2 (“Emergency Location of Governments for State Political Subdivisions”) of the RI General Laws may provide such authority. If so, we would not have to wait for the General Assembly or the Governor to act before proceeding with an alternative form of FTM.
May 6, 2020 [Revised May 18, 2020 to correct typographical and grammatical errors: LGA]

To: Brian Daniels, Executive Director, RI Leagues of Cities and Towns
From: Larry Anderson, Town Council
Subject: 2020 RI Financial Town Meeting (FTM) and Referendum options in light of RIGL Chapter 30-15.2 (“Emergency Location of Governments for State Political Subdivisions”)

I am prompted to offer these comments after reviewing the agenda for the May 7 conference call you have organized to consider options for holding Financial Town Meetings and Budget Referendums this year, in light of the CORVID-19 crisis and some of Governor Raimondo’s Executive Orders, especially those that prohibit most public gatherings, including FTMs and Budget Referendums. I have participated in some of your previous conference calls on this subject.

I offer a couple of disclaimers. First, these comments are mine alone, and don’t represent those of any other Little Compton officials, including my colleagues on the Town Council. Second, I am not a lawyer. (In addition to my current role as a Town Council member, my practical experience in town government includes serving on Charter Review Commissions, Budget Committee, and as Town Moderator.) Nonetheless, I have learned that a little legal knowledge can sometimes be a dangerous thing. So it’s entirely possible that my own speculations here with regard to possible application of current state law to the question of holding alternative forms of FTM may be farfetched and impractical. But I pass these comments along in the event they might suggest possible alternatives for some municipalities in current emergency circumstances.

Discussion:

Many RI communities, including Little Compton, have invoked provisions of Chapter 30-15 (“Emergency Management”) of the RI General Laws to declare local emergencies in response to current circumstances. Little Compton’s Town Council, for example, adopted such an emergency declaration on March 16, 2020, which the Council amended and renewed on April 30, 2020.

For purposes of discussion, I suggest the possibility that provisions of Chapter 30-15.2 (“Emergency Location of Governments for State Political Subdivisions”) may have some application to the current FTM/Referendum situation, either on the statute’s current terms, by its possible legislative amendment, or as reinforced by Executive Order of the Governor. The possible relevance and application of the law may also require consideration of provisions of Article 13 of the RI Constitution
("Home Rule for Cities and Towns"), especially Sections 4 and 5. I have appended further below the full text of Chapter 30-15.2 and the cited sections of the Constitution.

Chapter 30-15.2 clearly anticipates the possibility that "an emergency resulting from a disaster" might require a municipality to move its governmental operations to other "sites or places [which] may be within or without the territorial limits of the political subdivision and may be within or without this state." In some communities, the current emergency, as declared statewide by the Governor and in individual municipalities by town and city councils, has made it "imprudent, inexpedient, or impossible to conduct [at least some of] the affairs of local government at the regular or usual place or places of the local government." In particular, some municipalities are currently prevented from holding their FTM and Budget Referendums.

Further, the statute provides that a relocated local government during such an emergency can exercise broad authority, "without regard to, or compliance with, time-consuming procedures and formalities prescribed by law and pertaining thereto."

Finally, the chapter's provisions "shall control and be supreme in the event it shall be employed, notwithstanding any statutory, charter, or ordinance provision to the contrary or in conflict herewith."

As noted, Chapter 30-15.2 appears clearly to anticipate moving governmental operations to another physical site or place, or multiple "sites," "places," or "locations." It did not necessarily or specifically anticipate the possibility of transacting such governmental operations, for example, in an alternative "virtual" place, such as a remote, distributed meeting of citizens, like a Financial Town Meeting, transacting its business by electronic means.

However, on its face, the statute does authorize town officials to operate at multiple "locations." In the case of an FTM, all electors are in effect "the governing body" of the municipality, at least for the specific, time-limited purposes of adopting a budget and levying a tax. During a declared emergency, a virtual FMT conducted by electronic means would be taking place in the multiple locations—including individual homes and municipal offices—where each of the qualified citizens, namely the electors, were necessarily located at the time of the emergency. Arguably, Chapter 30-15.2, in its current form, offers broad authority for "the principal executive officer or any two (2) members of the governing body" of a community to implement FTM by remote electronic means – in a manner that provides latitude with regard to strict compliance with "time-consuming procedures and formalities prescribed by law."
I have presented above the application of the law using the example of a remote, virtual FTM. But perhaps the same law and reasoning could be applied to other FTM/Referendum alternatives, such as mailed ballots, “hybrid” proceedings involving physical and remote locations, etc.

Would the application of Chapter 30-15.2 be consistent with Home Rule Charter provisions of the RI Constitution?

During previous RILCT conference calls, the question has arisen whether the Governor has authority to issue Executive Orders the provisions of which might conflict with or appear to circumvent the provisions of Home Rule Charters adopted pursuant to Article 13 of the RI Constitution.

Article 13, Section 4, provides, in part: “The general assembly shall have the power to act in relation to the property, affairs and government of any city or town by general laws which shall apply alike to all cities and towns, but which shall not affect the form of government of any city or town.”

Article 13, Section 5, provides, in its entirety: Nothing contained in this article shall be deemed to grant to any city or town the power to levy, assess and collect taxes or to borrow money, except as authorized by the general assembly.

Thus, at least as I read these two provisions, the general assembly has limited or no authority to enact legislation that would “affect the form of government of any city or town” that adopts a Home Rule Charter. On the other hand, the general assembly appears to retain complete authority “to grant to any city or town the power to levy, assess and collect taxes or to borrow money.”

At least with regard to Financial Town Meeting, Chapter 30-15.2, though it specifically purports to supersede charter provisions in certain circumstances, does not appear to authorize alteration of a community’s “form of government,” during an emergency that requires relocation and/or temporary alteration of some Charter-mandated procedural aspects of FTM. These might include, for example, quorum requirements, specific voting procedures, and fixed deadlines or time requirements.

Again using a virtual, electronic FTM as an example, such a proceeding, even it can’t comply with the letter of some “time-consuming procedures and formalities,” would still be an FTM, in substance and form, as long as town officials make good-faith efforts to organize and execute the proceeding in a way that preserves voters’ essential rights of deliberation and decision-making. Again, the legislation does not in this case interfere with the community’s “form of government” and would thus be consistent with Article 13, Sec. 4.
Conclusion:

Do RI municipalities that adopt annual budgets and levy annual taxes by means of FTM or Budget Referendum have current legal authority, pursuant to Chapter 30-15.2, to adopt alternative means of conducting proceedings in ways that might not be in compliance with the specific requirements set forth by local charters and ordinances?

At least with regard to virtual proceedings, perhaps Chapter 30-15.2 does provide that authority. It appears to have be enacted to address precisely the sort of “emergency” and “disaster” in which RI now finds itself, both statewide and in each municipality.

Alternatively, to clarify any ambiguity, perhaps the general assembly could amend that Chapter, even in a time-limited fashion, by specific reference to FTMs and Referendums.

Finally, perhaps a new Executive Order issued by the Governor could specifically cite that Chapter as the basis of her authority to grant legal leeway to municipalities to adopt emergency alternatives to FTM and Budget Referendums that would not be in conflict with the Home Rule rights and authority of municipalities and their citizens under the RI Constitution.

RI General Laws, Chapter 30-15.2
Emergency Location of Governments for State Political Subdivisions

§ 30-15.2-1. Establishment.

Whenever, due to an emergency resulting from the effects of a disaster, or the anticipated effects of a potential disaster, it becomes imprudent, inexpedient, or impossible to conduct the affairs of local government at the regular or usual place or places of the local government, the governing body of each political subdivision of this state may meet at any place within or without the territorial limits of the political subdivision on the call of the principal executive officer or any two (2) members of the governing body, and shall proceed to establish and designate by ordinance, executive order, resolution, or other manner, alternate or substitute sites or places as the emergency temporary location, or locations, of government where all, or any part, of the public business may be transacted and conducted during the emergency situation. These sites or places may be within or without the territorial limits of the political subdivision and may be within or without this state.

§ 30-15.2-2. Validity of acts performed at emergency location.
During the period when the public business is being conducted at the emergency temporary location, or locations, the governing body and other officers of a political subdivision of this state shall have and possess and shall exercise, at that location, or locations, all of the executive, legislative, and judicial powers and functions conferred upon the body and officers by or under the laws of this state. These powers and functions may be exercised in the light of the exigencies of the emergency situation without regard to, or compliance with, time-consuming procedures and formalities prescribed by law and pertaining thereto, and all acts of the body and officers shall be as valid and binding as if performed within the territorial limits of their political subdivision.


The provisions of this chapter shall control and be supreme in the event it shall be employed, notwithstanding any statutory, charter, or ordinance provision to the contrary or in conflict herewith.

RI Constitution, Article XIII

HOME RULE FOR CITIES AND TOWNS

Section 4. Powers of general assembly over cities and towns.

The general assembly shall have the power to act in relation to the property, affairs and government of any city or town by general laws which shall apply alike to all cities and towns, but which shall not affect the form of government of any city or town. The general assembly shall also have the power to act in relation to the property, affairs and government of a particular city or town provided that such legislative action shall become effective only upon approval by a majority of the qualified electors of the said city or town voting at a general or special election, except that in the case of acts involving the imposition of a tax or the expenditure of money by a town the same shall provide for the submission thereof to those electors in said town qualified to vote upon a proposition to impose a tax or for the expenditure of money.

Section 5. Local taxing and borrowing powers.

Nothing contained in this article shall be deemed to grant to any city or town the power to levy, assess and collect taxes or to borrow money, except as authorized by the general assembly.
Carol and Bob-

I respectfully request that two items be added to the agenda of the Council's May 18 meeting.

The first is with regard to Financial Town Meeting alternatives. If there is not already an agenda item planned for this subject, I would just suggest an item titled something like "Discussion of Financial Town Meeting alternatives." I would request as well that the two attached documents be included on the agenda under that item.

The second item involves Article 5 of the warrant for this year's Financial Town Meeting (whenever and however it takes place). Such an agenda item could read something like "Discussion of Article 5 of the 2020 Financial Town Meeting Warrant: "To authorize, as per Section 103 of the Home Rule Charter, the Town Council to enter into negotiations for the purpose of acquiring property or a portion of said property for municipal purposes, located at Plat 40, Lot 83, and to further authorize the Town Council to pursue financing options as my be needed, but not to exceed limitations of Article #1."

Thanks for your consideration of this request.

Larry
Town of Little Compton  
Town Hall  
P.O. Box 226  
Little Compton, RI 02837

To: Honorable Town Council

From: Antonio A. Teixeira  Scott Raynes  Richard Petrin  Richard S. Humphrey  
Town Administrator  Chief of Police  Chief of Fire  Town Solicitor

Date: May 14, 2020

Subject: Rhode Island Road

In the summer of 2019, the residents of Rhode Island Road raised pedestrian and vehicular safety concerns with Councilor Andrew Moore and Chief of Police Scott Raynes.

On Saturday August 3, 2019, Police Chief Scott Raynes, Councilor Andrew Moore and Town Administrator Tony Teixeira visited the area and met with residents who stated that the road was too narrow to park and fit emergency vehicles. Fire Chief Richard Petrin, who had visited the area confirmed similar safety concerns.

The Chiefs and Town Administrator made a recommendation to the Town Council on August 14, 2019 to remove parking on Rhode Island Road altogether.

The Town Council, after reviewing the recommendation and much discussion at the August 22, 2019 meeting, requested the Town Administrator, Town Solicitor and Police Chief investigate the matter further and return to a future council meeting with a recommendation. Councilor Golembeske suggested having a survey done of Rhode Island Road to establish the width of the road.

In early January 2020, Engineer William Smith was hired to survey the road. He performed a survey and it was established that Rhode Island Road is thirty three (33) feet wide. Old Markers were detected on both sides of the road.

It was found that there is encroachment on both sides of the road by overgrown shrubs, fences and boulders that reduce width of the road.

On Friday May 1, 2020, walking the area, Councilor Mataronas and Town Administrator noticed old ground markers in addition to the surveyor’s stakes. It was determined that with minimal work on the part of the Rhode Island Road residents, the safety concerns they raised can be resolved.

Recommendation:
Notify each of the residents encroaching on Rhode Island Road and have them clear the property line. Clearing the line would allow for the parking of cars and the passage of emergency vehicles on Rhode Island Road.
5-15-2020

To: Little Compton Town Council

From: W. James Farrell III, Beach Manager & Little Compton Beach Commission

Subject: South Shore Beach proposed operation and Covid 19 protocols Summer 2020

In these trying times with Covid 19, we are going to modify the way South Shore Beach and the other Little Compton Beaches operate. All of the following suggestions are based on discussions with aquatic, health and safety service professionals and are subject to change, meeting the Governor’s and our community’s needs.

1. **Open Hours:** We will be open weekends and Memorial Day through June 20th and full time from June 20th to September 7th. Hours of operation will be 8am to 6pm.

2. **Closed Hours:** Per conversation with Chief Raynes and Chief Petrin we will be eliminating the “Jersey Barriers” and erecting a more permanent gate just east of the Round Meadows Campground entrance. This gate will be locked when the beach closed. When the beach is open, the gate will be locked every night at 6pm. Chief Raynes has offered to provide an officer every night at 5:30pm to help clear the beach of vehicles, when manpower allows. Front gate staff will inform every vehicle entering the beach from 3pm on, that all vehicles must be off the beach by 6pm. No vehicles will be allowed on the beach during closed hours. We will be posting a sign at the gate that states the beach will be closing at 6pm and all vehicles must be off the beach by 6pm.

3. **Admittance to the Beach:** Per Governor Raimondo’s Executive order 20-14 and 20-23 we will only allow Rhode Island residents on the beach. Out of state, Little Compton residents who get a beach sticker will be allowed. We will be posting a sign at the gate that states the Governor Executive order and Rhode Island residents only.

4. **Parking Lot capacity:** Based on what other states are doing to control the numbers at beaches and what the state of Rhode Island is doing with parks, we will need to drop the capacity of vehicles in the South Shore Beach parking lot by 50%. This will help us comply with Social Distancing Regulations.

5. **Staffing:** In the event that beaches in Rhode Island do not open on time, we will still staff South Shore Beach with a skeleton crew to inform patrons and enforce state regulations. We will have the gate open for town stickers. When beaches open in Rhode
Island, we will return to full staffed regular operation. Our staff is fully trained and certified and ready to work as soon as the state allows. We will follow RI DEM’s guidelines on when and how to open.

6. **Covid 19 staff protocols:** See attached letter that will be given to all staff.

7. **Youth activities:** All youth activities at South Shore Beach will be canceled until further notice. This will include: Junior Lifeguard program, Surf Camp and Adaptive Surf Camp and lessons.

W. James Farrell III  
Manager Little Compton Town Beaches  
President ENSLA New England region  
401-265-2902  
wfarrellii@aol.com
South Shore & Goosewing Beaches
Covid 19 Protocols for Staff

1. Stay home if you do not feel well.
2. All staff will have their temperature taken at the front gate before the start of their shift. Anyone with a temperature will be sent home.
3. All staff should maintain Social Distancing (6 feet apart).
4. Gate personnel should wear gloves, masks and frequently use Purell or disinfectant wipes. Staff should also be aware of environmental conditions such as wind, sun, etc. and adjust their position when dealing with patrons and other staff.
5. Protocols for Lifeguards on stands:
   a) Avoid sitting next to each other. One guard can sit in the top chair while the other can sit on the lower deck. Patrons, friends, and off duty guards do not belong within 6 feet of your lifeguard stand.
   b) Lifeguards should wear masks and gloves whenever dealing with the public: This includes first aid, lost child searches, assisting handicap and any other close contact with patrons.
   c) In the event of a water rescue, secondary guards will have masks and gloves on and take over as soon as the rescuing guards reach the shoreline.
   d) BVM's (bag valve mask) will be the only acceptable way of delivering rescue breaths.

Any changes to the Protocols for Covid 19 will be emailed to staff and posted on the beach bulletin board.

Be safe: treat everyone as if they have Covid 19.

W. James Farrell III
President USLA New England region
Director of Little Compton Town Beaches
401-265-2902
Written Information Security Program

I. Objective

In order to protect personal information of residents of the State of Rhode Island (R.I.G.L. § 11-49.3-1), and if applicable, residents of the Commonwealth of Massachusetts (201 CMR § 17.00), and in compliance with any other applicable law or regulation (the “Regulations”), the Town of Little Compton “Little Compton” has developed the following Written Information Security Program (the “Program”) to address the requirements of the Regulations.

The Program’s goal is to set forth effective administrative, technical and physical safeguards applicable to personal information, to provide an outline for the ongoing compliance with the Regulations, to protect personal information from unauthorized access, use, modification, destruction or disclosure, and to position Little Compton to comply with future privacy and security regulations as they may develop.

Personal information for purposes of this Program shall mean: the first name and last name or first initial and last name of an individual in combination with any one or more of the following data elements that relate to such individual: (a) Social Security number; (b) driver’s license number, state-issued identification card number, passport number, tax payer identification number, alien registration number, or tribal identification number; or (c) financial account number, credit card number, or debit card number with or without any required security code, access code, personal identification number or password, that would permit access to an individual’s financial account, or deposit or savings account number; (d) medical information or health insurance information; (e) unique biometric information (e.g. fingerprint, retinal scan); and/or (f) a username or email address in combination with security code, access code or password or security question and answer that would permit access to an online account; provided however, that “personal information” shall not include information that is lawfully obtained from publicly available information, or from federal, state or local government records lawfully made available to the general public.

The safeguards set forth in this Program are meant to protect the security and confidentiality of personal information, and to protect against any anticipated threats or hazards to the security or integrity of personal information.

II. Information Security

In order to comply with applicable Regulations, we have appointed the Information Technology Coordinator who will be responsible for the following:

- Implementing the initial Program.
- Training employees who have exposure to personal information through their work at Little Compton on the various aspects of the Program, at least annually.
- Obtaining certification of attendance to and understanding of such training by the employees.
- Conducting regular testing and evaluation of the Program’s safeguards.
• Verifying the ability of third-party recipients of personal information to comply with the Regulations.

• Reviewing the Program, its scope and its effectiveness at least annually or at such time as a material change in business practice occurs that implicates the security of personal information and upgrading information safeguards as necessary to limit risk.

III. Risk Assessment

The Information Technology Coordinator will conduct a risk assessment or will supervise an outside entity to perform the risk assessment. The initial risk assessment will seek to reveal the following potential and actual risks to the security and privacy of personal information:

• Unauthorized access of personal information by an employee not entitled to the information.

• Compromised system security as a result of unauthorized access by a third party.

• Interception of personal information during transmission.

• Unauthorized access to paper files containing personal information.

• Unauthorized access to personal information through mobile personal devices, removable media or other means.

The Information Technology Coordinator will discuss findings and recommendations resulting from the periodic reviews with relevant Little Compton personnel.

The Information Technology Coordinator will evaluate Little Compton’s security practices to determine where improvement is necessary to limit risks, including, but not limited to, ongoing employee training, employee compliance with security policies and procedures, means for detecting and preventing security system failures, and the upgrade of safeguards, if necessary, to limit risks.

IV. Safeguards

In an effort to address the internal and external risks to personal information, Little Compton has implemented the following policies and procedures:

A. General Safeguards

Little Compton will limit the amount of personal information collected to that necessary to achieve legitimate business goals and to comply with state and federal laws and regulations. Little Compton will limit access to personal information to those people with a need to know to accomplish legitimate business goals and to comply with state and federal laws and regulations. Little Compton will monitor its security systems for breaches of security.

Upon the occurrence of an incident requiring notification under state law, the Information
Technology Coordinator will assemble an Incident Response Team and applicable incident response procedures will be followed. Post-incident review by Little Compton following any actual or suspected breach of security, and documentation of the actions Little Compton takes in response to such breach, including any changes Little Compton makes to its business practices relating to the safeguarding of personal information will be conducted and documented.

Little Compton will restrict visitor access where personal information is stored. Visitors will be prohibited from visiting unescorted any area within Little Compton’s premises that contains personal information.

**B. Employee Safeguards**

Little Compton will post a copy of the Program in areas in which it will generally be seen by employees. Each employee will participate in employee training about the Program and upon successful completion of the training, certify to attending training and understanding the terms of the Program and the importance of protecting personal information.

Employee training will, among other things, address issues relating to:

- Proper access, use, and disclosure of personal information.
- Proper disposal of personal information.
- Proper safeguards for maintaining, transmitting and storing personal information.
- Logging-off computers.
- Locking files and doors.
- Limiting access to offices.
- Properly handling and protecting mobile devices and removable media.
- Password management.

Employee training will also include training to report any suspicious or confirmed unauthorized access, use or disclosure of personal information, to comply with the Program at all times, and understand that they are subject to subject to disciplinary action for violation of the Program. Employees will be prohibited from storing, accessing or transporting personal information outside the premises of the business, unless in accordance with Little Compton policies.

Access to personal information by terminated employees will be revoked as soon as possible following termination, and terminated employees will be required to return all personal information in their possession; moreover, all passwords to computer systems will be promptly disabled, all access to electronic files, physical files, email, voicemail and internet access will be promptly blocked, all keys will be surrendered and all forms of identification that permit access to Little
Compton’s premises or information will be returned. Terminated employees will, as a condition of severance, be required to execute an agreement whereby they agree to honor all obligations with respect to maintaining the confidentiality of personal information handled during the course of their employment, to the extent not already contractually bound to do so.

C. Non-Electronic File Safeguards

All tangible files containing personal information will be in a locked room or cabinet or stored securely offsite. The Town Treasurer’s Office will control the distribution of the keys and will keep track of the number of keys issued. Little Compton will limit access to offsite storage facilities containing personal information to those employees with a need to access the files, and Little Compton will periodically request an access log to monitor who is accessing such files. When sending personal information via carrier, Little Compton will use overnight carriers with tracking and, if sending electronic information, encrypt the information to the extent technically feasible.

D. Electronic File Safeguards

Access to all electronic files maintained on Little Compton’s servers or Little Compton’s hardware that contain personal information will be limited to those employees with a need to know.

Moreover, Little Compton understands that the following protocols further protect personal information in electronic form. Little Compton will, to the extent technically feasible:

- Secure the services of a contract consultant to annually run intrusion testing.
- Install firewall protection and operating system patches on all computers with personal information.
- Install up-to-date versions of security agency software.
- Encrypt personal information that is transmitted across public networks.
- Encrypt all personal information stored on a laptop or other mobile or removable device.
- Limit access to the computer system using complex logins and alphanumeric passwords that require changing periodically and require passwords and limited access to e-files containing personal information.
- Require re-logging after passage of inactive time.
- Prohibit posting or sharing of passwords by employees.
- Lock users out after (3) failed log-in attempts.
- Check websites and software vendor websites for alerts about new problems and implement such vendor approved patches as soon as practical.
- Maintain control of user IDs and other identifiers.
- Maintain passwords in a location and/or format that does not compromise the security of the data the password protects.
- Prohibit the continued use of default passwords by employees (i.e. force employee to change passwords).
• Maintain a reasonably secure method of assigning and selecting passwords or the user of unique identifier technologies such as biometrics or security tokens.
• Terminate any access to personal information by terminated employees.
• Use secure computer and Internet user authentication protocols (i.e. control of user identifications and other identifiers).

E. Third-Party Vendors

When using third-party vendors for services that necessitate the sharing of personal information, Little Compton will:

• Obtain, when possible and practical, a copy of the third-party vendor’s written information security program designed to comply with the Regulations.

• Contractually require implementation and maintenance of privacy and security measures and a Written Information Security Program by the third-party vendor.

F. Disposal

When disposing of files containing personal information, Little Compton will follow its policy and records retention schedule, (if applicable) which will include:

1. Shredding all hardcopies of files containing personal information when such information is no longer required or needed to be maintained by Little Compton.

2. Destroying all electronic files containing personal information when such information is no longer required or needed to be maintained by Little Compton, including the destruction of residual electronic data on computers and other electronic devices.
Town of Little Compton  
Incident Response and Data Breach Notification Plan

I. Purpose and Objectives

This Incident Response and Data Breach Notification Plan ("the Plan") is intended to provide a well-defined, organized approach for handling any potential security breaches, or threats to the Town of Little Compton’s ("Little Compton") data. The Plan defines what constitutes a security incident, identifies areas of responsibility, and establishes documentation and assessment procedures. This Plan has the following objectives:

- Identify an Incident Response Team — Provide information about the personnel who will be involved in the incident response and define their roles and responsibilities.
- Detail our Incident Response — Define the actions to be taken when an incident occurs.
- Prevention — Improve processes and procedures to help prevent the security incident or breach from reoccurring.
- Restoration — Present an orderly course of action for restoring functionality after an incident.
- Documentation — Collect and document as much information about the incident as possible.
- Review — Review policies, procedures and technology, and update as necessary.
- Mitigation — Implement processes to mitigate the effects of the security incident or data breach.

Little Compton strives to prevent breaches of personal information ("PI") electronically or otherwise and maintain privacy and security measures to protect the confidentiality of PI. "PI" is defined by applicable state law(s). Little Compton has implemented reasonable and appropriate safeguards to protect the confidentiality, security and privacy of PI in its possession.

II. Scope

The Plan applies to all employees. All employees are expected to follow the procedures set forth below and report any suspected and/or confirmed breaches of security to Information Technology Coordinators: David Vernaglia and Jonathan Gabriel.

III. Incident Response Team

An Incident Response Team will be established to provide a quick, effective and orderly response to suspected and/or confirmed data breaches and security incidents. The Incident Response Team will be authorized to take appropriate steps deemed necessary to contain, mitigate or resolve a security incident. The Incident Response Team will consist of the following members:

✓ Incident Response Coordinator — Town Administrator
✓ Information Technology Coordinators
✓ Communications Coordinator — Town Clerk
✓ General Counsel – Town Solicitor
✓ Director of Finance – Town Treasurer
✓ School Superintendent
✓ School Human Resources Coordinator
✓ Town Council President
✓ Public Safety – Fire and Police Chief’s

Outside legal counsel may also be a member of the Incident Response Team.

The personnel and/or department participation on this team may change based upon the priority and scope of any given security incident as determined by the then current Incident Response Team.

The objectives of the Incident Response Team include the following:

- Incident handling and investigation;
- Coordination of responses to incidents;
- Communication with personnel;
- Notification to regulatory authorities;
- Coordination with third-party service providers;
- Liaison to law enforcement; and,
- Notification to individuals.

The Incident Response Team should also:

- Coordinate with incident response services of a third-party security firm and outside legal counsel as appropriate;
- Review information received from the individual(s) reporting the security incident or breach;
- Implement processes to prevent alteration to the system(s) until a backup has been completed;
- Implement processes to perform a full backup of the system(s) to forensically sterilize media (i.e. disk imaging) and store the backup in a secure area as an important part of the chain of custody (as applicable);
- Work with other departments and information technology staff, as appropriate, in determining the risk of continuing operations (e.g. deciding whether to shut down system, disconnect from network, continue operation, etc.); however, any decision to delay the containment should be discussed with legal counsel based on the liability;
- Implement processes to change passwords or other security safeguards on any compromised systems; and,
- Maintain detailed documentation on all actions taken.

IV. Procedure

If a system intrusion has occurred where data might have been compromised the Incident
Response Team should:

- Determine where and how the intrusion occurred.
- Identify the source of compromise, and the timeframe involved.
- Determine if an intruder has exported or deleted any data.
- Review the network to identify all compromised or affected systems.
- Look at appropriate system and audit logs for each type of system affected.
- Document all internet protocol (IP) addresses, operating systems, domain [Name] system [Name]s and other pertinent system information.
- Determine if the source was an employee, third party or vendor.
- Engage forensic analysis as necessary.

Once the incident has been contained, the Information Technology Coordinators should communicate to the Incident Response Team the following information:

- The extent of the damage (if any) and the data potentially affected (if any);
- The current status of the incident;
- Which systems were affected;
- The expected time of resolution (if known).

V. Notification

Confirmed breaches of the security or privacy of PI will invoke certain actions to determine whether the PI has been compromised according to applicable state law(s), and whether, under those state law(s), notification of the breach will be made to the affected individual(s).

Little Compton has implemented reasonable systems for the discovery and reporting of a breach of PI. Generally, for purposes of this procedure, a “breach” of PI is the unauthorized acquisition, access, use or disclosure, or reasonable belief of unauthorized acquisition, access, use, or disclosure, of PI that compromises the confidentiality, security or privacy of the PI. However, depending on the circumstances of the breach, the Incident Response Team, in conjunction with its outside legal counsel, will assess the applicable state law(s) to determine if a breach has occurred in accordance with the applicable statute(s).

When a breach has been reported, an investigation into the breach will be conducted.

- The investigation and steps taken will be thoroughly documented. If at the conclusion of the investigation it is determined that no breach occurred, no further action is necessary, but the investigation and conclusion will be thoroughly documented.
- If it is confirmed that a breach of security or confidentiality has occurred and has resulted in the unauthorized access, use or disclosure of PI, the Incident Response Team will conduct an investigation and an assessment of applicable state breach notification law(s). The investigation and assessment will be documented thoroughly, including the actions taken, the conclusions of the assessment and the basis for the determination that there was or was not a breach of PI in accordance with the applicable state law(s).
• If it is determined that the PI was breached, and notification is required, an analysis of the requirements for notification of the state(s) in which the individual(s) reside will be conducted and documented.

• If notification to law enforcement or another regulatory body or agency is required under state law(s), such notification will be made to the regulatory body or agency in accordance with state law(s).

• If state law(s) requires notification to the individual(s), notification will be made in accordance with state law(s). The notification will include any information required by applicable state law(s).

Little Compton requires all third-party contractors and vendors to provide notification of a breach to Little Compton so affected individuals can be notified, as necessary.

The Incident Response Coordinator will notify Little Compton’s insurance carrier of the breach.

If necessary, the Incident Response Team will assemble a list of vendors to aid in the notification requirements in accordance with state law(s):

✓ Outside legal counsel;
✓ Notification services;
✓ Credit monitoring/identity theft management/call center;
✓ Forensic investigation vendor;
✓ Crisis management.

VI. Prevention

After the incident has been stabilized and mitigated, the Technology Coordinator should verify the exploit or system(s) affected are patched, hardened or reconfigured to prevent further exploits or infections from reoccurring. If the incident did not involve Little Compton electronic systems (i.e. a third-party vendor caused the breach/incident), the Incident Response Team should revise/implement appropriate processes and procedures to prevent a similar incident in the future.

VII. Restoration

After the prevention procedures are completed, the Information Technology Coordinators should work towards bringing the system(s) affected back to functional state. Care should be taken to preserve any evidence of an intruder by backing up logs or the entire system(s) affected. If the incident did not involve Little Compton’s electronic systems, the Incident Response Team should utilize appropriate physical safeguards and/or take appropriate action related to the third-party’s acts or omissions related to the incident.

VIII. Documentation

Information Technology Coordinators
The Information Technology Coordinators should collate all technical documentation (logs, system events, exploit descriptions and other information) regarding the incident, the effects of the incident and any damage incurred from the incident, preservation of all evidence and the
steps taken to restore functionality. The Information Technology Coordinators should prepare a written summary of the incident and corrective action steps taken to restore functionality. A copy of this documentation should be included with the documentation obtained during the final assessment of the incident. This documentation should be given to the Incident Response Coordinator.

**Incident Response Coordinator**
The Incident Response Coordinator should create a final assessment of the incident, including documenting any additional processes and procedures, and investigative notes, regarding all other security incidents not involving electronic data. As applicable, the Incident Response Coordinator will maintain copies of all notifications sent to individual(s) and/or regulatory body and/or agency.

**Communications Coordinator**
The Communications Coordinator should obtain a copy of the final assessment of the incident from the Incident Response Coordinator. The final assessment documentation should comprise the written summary of the incident from the Information Technology Coordinators, and, as applicable, shall include the technical documentation, data files and other literature.

**VIII. Review**
The members of the Incident Response Team should meet frequently during an incident and to review the complete details of the incident, review all technical documentation (logs, system events, exploit descriptions and other information) and the steps taken to restore functionality. Questions to be answered include:

- Assess damage and cost; assess the damage to Little Compton and estimate both the damage cost and the cost of the containment efforts.
- Review response and update policies, procedures and guidelines; plan and take preventative steps so the intrusion will not recur.
- Consider whether a procedure or policy was not followed which may have led to the intrusion,
- Was the incident response appropriate? How could it be improved?
- Was every appropriate party informed in a timely manner?
- Were the incident response procedures followed appropriately? How can they be improved?
- Are all systems patched, systems locked down, passwords changed, anti-virus updated, and appropriate procedures, guidelines and policies in place, etc.?
- Have changes been made to prevent a new and similar incident?
- Should any security policies be updated?
- What lessons have been learned from this experience?

The members of the Incident Response Team should determine what steps (if any) should be taken to help prevent against similar incidents from occurring. Security policies, procedures and/or guidelines may need to be updated to include new threats as they arise. This Plan should be updated as necessary so appropriate response instructions to incidents can be achieved.

**X. Responsibility**
This procedure will be maintained by, and updated as necessary by, Information Technology Coordinators.

XI. Distribution of the Plan
The Plan will be available in printed form to all Incident Response Team members to securely maintain in their office and/or workstation. Copies of the Plan will be distributed to other employees as appropriate.

XII. Testing and Annual Maintenance
Review of the Plan and conducting of incident response exercises (i.e. tabletop scenarios) will be performed periodically, at least once annually.
COVID-19 Control Plan: Template

A business must develop a written COVID-19 Control Plan outlining how its workplace will prevent the spread of COVID-19. A business may fill out this template to fulfill the requirement that it complete a COVID-19 Control Plan. If you have questions, please ask them by emailing planquestions@reopeningri.com

This plan does not need to be submitted to a state agency for approval but must be retained on the premises of the business and must made available to the Rhode Island Department of Health (RIDOH) in the event of an inspection or outbreak.

Covid-19 Control Plan

Name of Business: Town of Little Compton
Address: 40 Commons
Other corporate info, if applicable:
Owner/Manager of Business and contact info: Antonio A. Teixeira (401) 635-8373
HR Representative and contact info: Mary Jane Harrington/Joan Shippee (401) 635-4219

Face masks and coverings. To ensure employees comply with face covering requirements, you have (check the boxes to certify):

- [✓] Informed employees of the requirement to wear facemasks unless an employee and/or visitor can easily, continuously, and measurably maintain at least six (6) feet of distance from other employees and/or visitors for the duration of his or her work and/or time in a building.
- [✓] Procured cloth masks (or surgical masks) for all employees.
- [✓] Distributed cloth face masks (or surgical masks) to all employees who need one at no cost and have a plan to distribute additional face masks as the need arises (i.e. in the event of loss or damage).
- [✓] Informed employees of the need to clean their facemask between uses, or to dispose of it between uses (if disposable).
- [✓] Implemented other procedures. Please describe them here (and attach extra pages if needed):
  Counter shields installed to protect employees and clients on public access areas.

Social distancing and organizing personnel. To meet social distancing requirements, you have (check the boxes to certify):

- [✓] Implemented staff management policies to reduce the number of employees in the workplace at the same time (e.g. using telework, flexible work hours, staggered shifts, organization of work crews into "pods" or "teams" to mitigate cross-team exposure, or expanding work hours.) Please describe these policies here (and attach extra pages if needed):
Adjusted meeting, conference, and social gathering policies to comply with the requirements RIDOH has published on gathering sizes and gathering size restrictions outlined in active executive orders and communicated these limitations to employees. (Please retain a copy of this communication or communications.)

Designate 6’ spacings in high traffic areas to ensure that employees and customers maintain six feet of distance between themselves.

Distributed social distancing instructions to employees and posted social distancing instructions/signage for visitors and customers. (Please retain a copy of this communication or communications.)

Modified workspaces to allow for six feet apart between employees. Please describe your approach here (attach extra pages if needed):

**Most work stations do have a sufficient space to provide the distancing required.**

**Employees have been informed to use masks when visiting another department.**

Documented where social distancing may not be possible and outlined mitigation measures for these circumstances. Please describe your approach here (attach extra pages if needed):

Made plans to address carpooling practices or shared vehicles, such as company cars or delivery vehicles (if applicable).

Implemented other procedures. Please describe them here (and attach extra pages if needed):

---

**Responding to a positive case or outbreak. To ensure proper management of a positive COVID-19 case or outbreak, you have (check the boxes to certify):**

Agreed to call RIDOH immediately upon being informed of a positive case amongst your workforce at 401-222-8022, or 211 after hours, so they can assist in contact tracing and provide further instruction.

Developed a COVID-19 sick policy and communicated it to employees. (Please retain a copy of this communication or communications.)

Assigned a minimum of one representative to work with RIDOH on testing employees, contact tracing, case investigation, isolation and quarantine, and any other follow-up related to outbreak containment. Please identify that representative here and update this information on this form when it changes:

**Fire Chief Richard Petrin**

Prepared your company to respond to a positive case or outbreak in the workplace by, for example:

- Reviewing the general business guidelines with personnel and agreeing to call RIDOH in the case of an outbreak or positive case.

- Ensuring sick policies accommodate any quarantine or other directed isolation of the personnel “team” or “pod” in which a positive case is located.
Closing a portion or entirety of the workspace for a thorough cleaning.

Implementing other procedures (attach extra pages if needed):

A complete, deep cleaning was done - Saturday, April 25th, 2020 and weekly cleaning.

Describe your plan for managing employees, including other employees in a “team” or “pod,” if or when a coworker tests positive for COVID-19 (and attach extra pages if needed):

Departments are very small, made up of two, max three employees. They work alternate dates without sharing work space.

Minimizing access by COVID-19-positive or symptomatic individuals. To ensure that COVID-19-positive or symptomatic individuals have minimal access to the workplace, you have (check the boxes to certify)

- Communicated with employees the need to stay home if they test positive for, have been exposed to, or have symptoms of COVID-19. (Please retain a copy of this communication or communications.)

- Established screenings that can be conducted verbally, by app, by phone, or by another method of the employer’s choosing including, if necessary, the posting of an informational poster that communicates the screening requirements. Describe your company’s screening process and the communications that have been issued to employees instructing them to stay home if they test positive for, have been exposed to, or have symptoms of COVID-19:

- (Optional) chosen to supplement screening questions with temperature checks.

- Implemented other procedures. Please describe them here (and attach extra pages if needed):

Communication with employees. To make sure you and your employees have a shared understanding of how to operate during Rhode Island’s phased reopening, you have (check the boxes to certify):

- Shared information with your employees to remind them of the requirement to stay home if they are sick and inform them of sick-time policies.

- Posted signs or posters describing the business’ rules for wearing of masks, social distancing of six feet between parties, and specifying, at the entrance of facilities, that sick individuals should stay home.

- Determined the steps you will take upon learning of an employee who has tested positive for COVID-19, including how you will work with RIDOH to identify which other employees will need to be quarantined and how you will communicate this information to the other employees while respecting health privacy laws.

- Communicated this information to your employees in their preferred language or easiest mode of communication. (Please retain a copy of this communication or communications.)

- Discussed with or distributed information to employees about how the company will address employee concerns. (Please retain a copy of this communication or communications.)
Cleaning and decontamination. To ensure proper cleaning and decontamination of the workspace, you have (check the boxes to certify):

☑ Instructed workers to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes, after cleaning, after removing gloves (where applicable), and after using the restroom.

☑ Made hand-washing facilities with soap and running water available to employees and visitors/customers, or will be providing hand-sanitizer (with at least 60% alcohol content) that can be used for hand hygiene in place of soap and water (sanitizer is an option only if hands are not visibly soiled.)

☑ Developed procedures for monitoring the supply of soap and/or hand-sanitizer, and replenishing it as needed.

☑ Made a plan for or arranged for cleaning of the business establishment at least once per day. In addition, made a plan to comply with RIDOH regulations and CDC guidelines. Please describe your plan for such cleaning here (and attach extra pages if needed):

Deep cleaning done in Saturday, April 25, 2020 and weekly cleaning. The use of the Town Hall by outsiders is minimal

☑ Implemented new procedures to ensure cleaning and disinfecting of work surfaces, including equipment, tools and machinery, delivery vehicles and areas in the work environment, including restrooms, break rooms, lunch rooms, meeting rooms, and drop-off and pick-up locations in compliance with CDC guidelines. Please describe your procedures here (and attach extra pages if needed):

Wipes and disinfectant spray @ each department

☐ Implemented other procedures. Please describe them here (and attach extra pages if needed):

Staying up to date on industry-specific guidance. To ensure that you stay up to date on the guidance that is being issued by the State and by your industry association or regional RI chamber of commerce regarding your particular business setting and in general, you will (check the boxes to certify):

☑ Consult http://www.reopeningri.com/, the RIDOH website, and Governor’s Executive Orders on a weekly basis or whenever notified of the availability of new guidance.

☑ Stay in touch with RI League of Cities and Towns

Industry association(s) or chamber(s) of commerce regarding your industry’s guidance or pledge pertaining to business operations (please fill in the name of at least one industry association or regional RI chamber of commerce). If you have questions regarding your local industry associations or chambers of commerce, please email: planquestions@reopeningri.com.
Town of Little Compton
Road Study/Assessment
April 29, 2020

The Town of Little Compton is soliciting bids for an engineering road study of twenty (20) miles of town roads. The purpose of the study is to gather the following information:

- Assess the condition of the roads
- Perform borings to determine the condition of the road and need of replacement material
- Provide an approximate cost for each road to be paved
- Rate and rank each road for a complete list for an annual paving program

The bids must be broken down by expense categories.

Sealed bids must be received by May 15, 2020, no later than 4:00PM at the Town Clerk’s office, 40 Commons, Little Compton, RI 02837. The Town reserves the right to reject any and/or all bids.

Questions – you may contact:

Antonio (Tony) A. Teixeira
Town Administrator
1-401-635-8373 – office
1-401-644-2705 – cell
SPRING MOWING SPECIFICATIONS FOR LITTLE COMPTON TOWN ROADS

1) Mowing of all Town Roads listed below to be completed between June 10 and July 15th, 2020.
2) Bidder must submit a sealed bid to the Town Clerk by 3:00pm Thursday, May 21, 2020.
3) Mowing of grass and brush to consist of both sides of all roads and be 8 feet in from edge. Any culverts or swales inside the 8’ area will need to be trimmed with side mower or equivalent.
4) 8’ from sides of road also needs to be clear to 12’ in hieght
5) Sufficient mowing and trimming to enable a clear line-of-sight at all intersections
6) Hours of mowing should be no earlier than 7:00 a.m. - Monday through Saturday.

<table>
<thead>
<tr>
<th>TOWN ROADS</th>
<th>MILEAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amesbury Lane</td>
<td>0.8</td>
</tr>
<tr>
<td>Bluff Head Ave/RI Ave.</td>
<td>0.3</td>
</tr>
<tr>
<td>Brownell Rd</td>
<td>0.5</td>
</tr>
<tr>
<td>Burchard Ave</td>
<td>1.0</td>
</tr>
<tr>
<td>Grange Ave</td>
<td>0.6</td>
</tr>
<tr>
<td>John Dyer Rd</td>
<td>2.1</td>
</tr>
<tr>
<td>John Sisson Rd</td>
<td>0.4</td>
</tr>
<tr>
<td>Long Hwy (except between Colebrook &amp; Peckham)</td>
<td>4.2</td>
</tr>
<tr>
<td>Long Pasture Rd</td>
<td>0.5</td>
</tr>
<tr>
<td>Maple Ave</td>
<td>1.0</td>
</tr>
<tr>
<td>Old Main Rd</td>
<td>0.8</td>
</tr>
<tr>
<td>Old Stone Church Rd</td>
<td>0.6</td>
</tr>
<tr>
<td>Shaw Rd</td>
<td>0.8</td>
</tr>
<tr>
<td>South Shore Rd</td>
<td>1.1</td>
</tr>
<tr>
<td>Swamp Rd</td>
<td>1.3</td>
</tr>
<tr>
<td>Taylors Ln</td>
<td>0.4</td>
</tr>
<tr>
<td>Tompkins Ln</td>
<td>0.5</td>
</tr>
<tr>
<td>Town Way</td>
<td>0.3</td>
</tr>
<tr>
<td>Transfer Station right of way</td>
<td>0.2</td>
</tr>
<tr>
<td>Warrens Point Rd</td>
<td>0.8</td>
</tr>
<tr>
<td>William Sisson Rd</td>
<td>0.6</td>
</tr>
<tr>
<td>Willow Ave</td>
<td>1.4</td>
</tr>
<tr>
<td><strong>TOTAL MILES</strong></td>
<td><strong>20.2</strong></td>
</tr>
</tbody>
</table>
Office of the Town Clerk  
Town Hall  
40 Commons; P.O. Box 226  
Little Compton, RI 02837  
Carol A. Wordell, Town Clerk

Hi Carol –

I would like to apply for the vacant position [as noted on the town website] on the town’s Recreation Committee Board. Promoting, maintaining and scheduling use of the various recreation facilities in Little Compton is a responsibility I would like to be part of. I would encourage continued use and expansion of programs for all Little Compton residents.

Recreational opportunities are an important aspect of the quality of life in our community. I use the tennis courts, participate in pickle ball and appreciate the availability of the school gym, etc.

I hope you will consider this application to join the Recreation Committee Board.
I currently serve as treasurer of the Brownell Library Board of Trustees.
Thanks for the opportunity to become more involved in the Little Compton community.

Michelle Stecker

94 Amesbury Lane  
Little Compton, RI 02837  
(512) 694-0645
Smithfield School Committee Resolution
Expressing Support for funding of
The Categorical Fund for High Cost Special Education

WHEREAS: School Committees place a high priority on ensuring that ALL students receive high quality education programs and instruction and;

WHEREAS: The Education Funding Formula in Rhode Island includes a categorical fund to reimburse its school districts for the cost of delivering these programs and instruction for students with disabilities whose costs exceed the established threshold for eligibility of five times the amount for the core and student success under the formula on an annual basis, and;

WHEREAS: The amount of funding provided by the General Assembly for this categorical fund, like the Education Funding Formula itself, was intended to increase over the 10-year period of transition for the implementation of the formula and;

WHEREAS: The high cost special education categorical fund was to have increased funding on an annual basis with a goal of achieving $10M in funding at the end of the formula transition period and;

WHEREAS: The amount funding proposed for this categorical fund in FY21 is currently $4.5M while expenses submitted statewide for FY19 were $12.7M and;

WHEREAS: At the current funding level, these costs are being reimbursed at approximately 35% statewide rather than reimbursed at 100% and;

WHEREAS: Both the level of funding for this categorical fund and the threshold for eligibility are insufficient to appropriately reimburse districts for these high costs;

NOW, THEREFORE, BE IT RESOLVED: That the Smithfield School Committee respectfully requests the Rhode Island General Assembly support full funding of the high cost special education categorical fund and a reduction in the eligibility threshold from its current amount to two times the amount of the core and student success factor.

RESOLVED: That a copy of this Resolution be forwarded to every Rhode Island Municipality, School Committee, State Senator, State Representative, and the Governor.

WHERETO: The following bear witness:

Approved by the Smithfield School Committee

Rose Marie Cipriano, Chair          Rose Marie Cipriano          Date: May 4, 2020

The Smithfield Public Schools: A Partnership of Schools, Families and Community
The Smithfield Public Schools does not discriminate on the basis of age, sex, race, religion, national origin, color, sexual orientation or disability in accordance with applicable federal and state laws and regulations.
Smithfield School Department
Administration Building
49 Farnum Pike
Smithfield, RI 02917
(401) 231-6606 / Fax (401) 232-0870
www.smithfield-ps.org

Judith Paolucci, Ph. D
Superintendent
Sara Monaco, Ed. D.
Assistant Superintendent

Smithfield School Committee Resolution
Expressing Support for funding of
RIDE Transportation Offset ESSA

WHEREAS: The Education Funding Formula in Rhode Island includes a categorical fund to reimburse its school districts who utilize the statewide transportation program for the cost of transportation for non-public school students, and;

WHEREAS: School districts statewide have incurred costs under ESSA that are unpredictable in both numbers of students transported and the locations to which they are transported across the state as well as the costs for this transportation, and;

WHEREAS: There is no state reimbursement, in full or in part, for transportation provided for students transported across the state under the requirements of the Every Student Succeeds Act (ESSA), and;

WHEREAS: The Every Student Succeeds Act (ESSA), includes a provision for negotiation with DCYF to share a portion of this cost; and;

WHEREAS: These unpredictable costs are having a significant impact on local school district budgets and forcing districts to move funds from other areas of their operating budgets to cover these increased transportation costs causing undue burden and inequity across the district.

NOW, THEREFORE, BE IT RESOLVED: That the Smithfield School Committee respectfully requests the Rhode Island General Assembly to support the inclusion of ESSA transportation, provided by both the Statewide Transportation Program and local School Districts, under the Non-Public Transportation categorical fund and increase the level of funding for this categorical fund commensurate with these costs.

RESOLVED: That a copy of this Resolution be forwarded to every Rhode Island Municipality, School Committee, State Senator, State Representative, and the Governor.

WHERETO: The following bear witness:

Approved by the Smithfield School Committee

Rose Marie Cipriano, Chair Rose Marie Cipriano Date: May 4, 2020

The Smithfield Public Schools: A Partnership of Schools, Families and Community
The Smithfield Public Schools does not discriminate on the basis of age, sex, race, religion, national origin, color, sexual orientation or disability in accordance with applicable federal and state laws and regulations.
TOWN OF BARRINGTON, RI

Resolution of the Barrington Town Council

Recognizing the Month of June as Barrington Pride Month,
Honoring Members of the Lesbian, Gay, Bisexual, Transgender, Queer,
Intersex, Asexual, and Other (LGBTQIA+) Community

WHEREAS, in June of 1969, the Stonewall Uprising sparked the Gay Liberation Movement in the United States, and worldwide, and has since served as the anchor for recognizing internationally the month of June as Pride Month; and

WHEREAS, the State of Rhode Island, which was founded on the principles of tolerance and freedom, has outlawed discrimination on the basis of sexual orientation since 1995, and on the basis of gender identity or expression since 2001; and

WHEREAS, on August 1, 2013, the State of Rhode Island became the fifteenth state in the country to pass marriage equality; and

WHEREAS, in 2017 both chambers of the Rhode Island General Assembly unanimously passed a bill banning conversion therapy on minors; and

WHEREAS, the Rhode Island Parentage Act is once again in the Rhode Island General Assembly, awaiting a vote to provide a long overdue update to antiquated laws that discriminate against, among others, children of parents in the LGBTQIA+ community, who are denied the safety of two legal parents, and would provide a clear pathway to the protection of legal parentage for all children in RI, regardless of the way their families were formed; and

WHEREAS, in March 2020, the Town of Barrington adopted an anti-harassment and discrimination policy that obligates all elected and appointed officials to refrain from any harassment or discrimination, direct or indirect, of any protected group, individually or collectively, including on the basis of sexual orientation, gender identity, and gender expression; and

WHEREAS, in July 2020, the Rhode Island Department of Motor Vehicles will begin including a third gender option on motor vehicle licenses to recognize people who do not identify as male or female; and
WHEREAS, the Council seeks to affirm that the Town and all residents of Barrington should recognize, value, and maintain an inclusive environment with members of the LGBTQIA+ community, their families, and families of all compositions, whether they call Barrington home, are visiting, or are in a neighboring community, and cultivate Barrington's reputation as a welcoming and safe place for members of the LGBTQIA+ community and their families; and

WHEREAS, expressions of community solidarity and celebration promote further efforts toward the full legal, social and cultural equality for members of the LGBTQIA+ community, within Barrington, statewide, and beyond; and

WHEREAS, this resolution was drafted with Barrington residents who are members of the LGBTQIA+ community, spanning multiple generations, to give voice to this integral and valued group within our community.

NOW THEREFORE, BE IT RESOLVED that we, the Barrington Town Council, officially designate and joyously celebrate the month of June, annually, as Barrington Pride Month, and will recognize such designation with the flying of a Pride Flag on the Town Hall flagpole for the month of June; and

BE IT FURTHER RESOLVED that the Town Council directs the Town Manager to accommodate a Flag Raising Ceremony held annually during the month of June, organized by or in collaboration with volunteers from the community; and

BE IT FURTHER RESOLVED that upon passage, copies of this resolution be transmitted to the Town of Barrington's State Senator and Representatives in the General Assembly, all cities and towns in the State of Rhode Island, and the Governor of the State of Rhode Island.

Adopted by the Town Council of the Town of Barrington, RI, on May 4, 2020.

Michael W. Carroll, President
Barrington Town Council

Kate G. Weymouth, Vice President
Barrington Town Council

Steve J. Boyajian
Barrington Town Council

Jacob N. S. Brier
Barrington Town Council

Joy S. Hearn
Barrington Town Council

Meredith J. DeSisto, CMC
Town Clerk