



**Newport & Bristol County Convention & Visitors Bureau  
DBA Discover Newport  
Board of Directors Meeting  
12pm – Tuesday, April 18, 2017  
The Gateway Visitors Center  
23 America's Cup Avenue  
Newport R.I.**

**MEETING MINUTES:**

The meeting was called to order at 12:17pm by Chairman Brewer Rowe

**BOARD MEMBERS IN ATTENDANCE WERE:**

Stephan Brigidi, Marco Camacho, Keith Chouinard, Kristine Cox, John Edick, Duncan Maio, TR McGrath, Barbara Pelletier, Paul Rodrigues, Brewer Rowe, Kathleen Seguin, Nancy Parker Wilson, Elizabeth Woodhouse

**BOARD MEMBERS ABSENT & EXCUSED WERE:** Nancy Blount, Matt Gineo, Matt Plumb, Brad Reed, Frank Sallee

**BOARD MEMBERS ABSENT & NOT EXCUSED WERE:**

**STAFF PRESENT WERE:** Evan Smith, Kathryn Farrington, Tim Walsh

**GUESTS PRESENT WERE:** Buddy Croft, Director of RI Turnpike and Bridge Authority; Jim Malachowski CEO of RDW Advertising; Joe Levesque, Deputy Engineer RITBA; Paul Sikorskyj, Safety and Security Mgr. RITBA

**I. PREVIOUS MEETING MINUTES:**

The previous meeting minutes for March 2017 were reviewed by the board. Brewer Rowe noted that the March minutes were missing the approval of the fiscal year 2018 budget discussion and payroll compensation study. A motion to accept the minutes with changes was made by Marco Camacho and seconded by Keith Chouinard. The motion passed unanimously.

- II. PUBLIC COMMENT:** There were no comments from the public.
- III. TREASURER'S REPORT:** The treasurer's report for March 2017 was read by Treasurer Keith Chouinard. City Bed Tax through January 2017 was up +7.79%, YTD; Regional Bed Tax was up +8.58%, YTD; Bristol Bed Tax was up +18.67%, for a combined YTD Bed Tax, through January 2017 up +8.15%. Keith reviewed the revenues and expenses for the month of March 2017. A motion to accept the Treasurer's report for March 2017 was made by Brewer Rowe seconded by Paul Rodrigues. The motion passed unanimously.
- IV. COMMITTEE REPORTS:** no updates to report
- V. PRESIDENT'S REPORT:**
- Evan Smith commented on current progress of construction on campus at the Gateway Center.
  - Evan thanked board members who attended the board retreat in March at Castle Hill. He made a summary presentation of the objectives identified at the retreat for those who were not able to attend.
  - The development of a tourism improvement district (T.I.D.) in Newport is pending review by the city solicitor.
- VI. NEW BUSINESS:**
- Buddy Croft, Director of the Rhode Island Turnpike and Bridge Authority briefed the board about the upcoming Newport Pell Bridge maintenance repair project. He reviewed a timeline for the multi-phase project including restrictions, lane closures and traffic implications for commuters throughout the duration of the project. Work will begin on May 15 – June 30; work underneath the bridge will be performed during July and August with no traffic restrictions, resuming lane closures will begin September 9<sup>th</sup> through December 2017. Mr. Croft explained protocols for handling various scenarios involving first responders/law enforcement agencies and plans in place to handle possible incidents should they arise on the bridge. RITBA has reached out with information via email blasts and all media outlets to keep the public informed of any delays expected during the construction. Questions and discussion followed.
- VII. STAFF REPORTS:** none given in the interest of time
- VIII. ADJOURNMENT:** The meeting adjourned at 1:13pm

**The next Board Meeting will be held  
Tuesday, May 16, 2017  
Newport Harbor Hotel and Marina  
49 America's Cup Ave.  
Newport, RI  
12pm**