**TOWN COUNCIL MEETING**

# December 16, 2013

## **ROLL CALL**

Town Council Members present:

Kristine S. Trocki, President

Thomas P. Tighe

Eugene B. Mihaly

Blake A. Dickinson

Mary E. Meagher, Vice President

Also present:

Kevin E. Paicos, Town Administrator

Christina D. Collins, Finance Director

Wyatt A. Brochu, Town Solicitor

Lisa Bryer, Town Planner

Michael Gray, Public Works Director

Catherine Kaiser, School Committee Chair

Cheryl A. Fernstrom, Town Clerk

## **CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Town Council President Trocki called the regular meeting of the Jamestown Town Council to order at 7:30 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue and led the Pledge of Allegiance.

## **OPEN FORUM**

*Please note that, under scheduled requests to address, if the topic of the address is available to be put on the agenda, the Council may discuss the issue.*

1. Scheduled to address
2. William Kelly, Reservoir Circle.

Mr. Kelly shared copies of the *Jamestown Press* with Council members and noted the cover page for December 5th showing Santa Claus coming to Town and the number of residents, including children, climbing on the rocks and getting ready to greet Santa at Easy Ferry. It was lucky that no one fell off the dilapidated pier due to the danger risk. Mr. Kelly made a plea to the Council to improve the blighted pier that has been neglected since June of 1969. The liability factor that exists at East Ferry was emphasized. Mr. Kelly noted the task could be accomplished by use of Town staff without additional studies or the hiring of a consultant (the fine job done at the Transfer Station by Town staff and the thousands of dollars saved was referenced). Mr. Kelly respectfully requested the Town include the East Ferry pier and surrounding area in their Capital Improvement projects area and stated this is a Harbor project. The site plans and budget submitted previously and the work done by RT Group (2009) were referenced. He believes the costs could be significantly reduced, there are creative ways to find funding for such a project, and the Touch-and-Go pier should be part of the East Ferry Pier improvements. The mid 1960’s picture was displayed and lengthy discussion ensued. Public Works Director Gray referenced other past proposed projects to improve the pier area. He feels the project should stay within the maintained area, as there is an unstable base. Mr. Gray noted last year the Council approved $15,000 for a schematic preliminary review of East Ferry and that entire East Ferry area needs review. The Ferry Landing budget for proposed improvements was $200,000. Mr. Kelly feels it should be done as one project, not in sections, using a comprehensive approach to get improvements done for the entire area.

Councilor Mihaly agrees with a comprehensive approach, the Council does not want this to get lost, and the risk conditions must be reduced. Mr. Gray stated this can be revisited and cost options provided as we approach budget season. President Trocki thanked Mr. Kelly for bringing this forward.

1. Non-scheduled to address. None.

## **COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS**

1. Town Administrator’s Report
2. North Main Road Speed Warning/Indicator. Town Administrator Paicos referenced the memo from Chief Mello that explained the genesis of the speed indicator installation. Usually when such a device is to be implemented it comes before the Council for approval/affirmation. In the future installation of such regulatory devices will appear before the Council for discussion. Council members appreciate the recognition of the process and feel it would be positive to have a dialogue prior to implementation.

Parking Committee Meeting. Green Street Project. Town Administrator Paicos noted the question at the Traffic Committee Meeting regarding the reinstallation of signage at Green Street. Public Works Director Gray will have the signage replaced this week.

North Road Street Lights. Town Administrator Paicos referenced concern for non-functioning street lights along North Road. Chief Mello will have police crews take an inventory of non-functioning street lights beginning this evening, and will take about one week. The inventory will be forwarded to National Grid, which usually needs two weeks time for repair, resulting in operating street lights within three weeks. Citizens should report any street lights that are still out after the three-week period.

Hamilton Avenue. Mr. Paicos reported signage and parking along (State road) Hamilton Avenue was brought before the State Traffic Commission. The State Traffic Commission’s decision was not what the Town requested. Any questions or concerns should be brought to the Town Administrator, Police Chief Mello, Public Works Director Gray or the Traffic Committee at their January 9, 2014 meeting at 4:00 p.m.

Ordinance Books. Town Administrator Paicos referenced the Code or Ordinance Books prepared for Council members for use as a reference tool. When the new equipment for paperless meetings is received, the Code of Ordinances can be accessed electronically during meetings.

IBPO Union Contract. Town Administrator Paicos reported he met with the negotiating team for the IBPO contract extension for the current fiscal year. It appears all sides are in agreement and the only change for the July 1, 2013 to June 30, 2014 contract was a 2.5 % cost of living adjustment. Town Solicitor Ruggiero was thanked for his efforts. This will get prepared, signed, and completed. The grievance filed was settled and will be written up and signed soon. Collective bargaining for FY 2015 will come before the Council in executive session in January, with negotiations to begin in late January or early February.

National Grid. Town Administrator Paicos reported National Grid proposed changes to their two (2) switching stations in Town that will change the appearance and load capacity. National Grid will present their proposal to staff when ready, and will probably appear on the Council agenda in late January or early February for spring construction.

## **UNFINISHED BUSINESS**

1. Scheduling of Interviews for Town Board/Commission/Committee openings/vacancies.

**A motion was made by Eugene Mihaly with second by Mary Meagher to move Item V. A) to be addressed under VII. A). President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

## **NEW BUSINESS**

1. Reorganization of the Traffic Committee and Advertising for new members. Town Administrator Paicos noted the interest in soliciting citizen members for the Traffic Committee to join the two Council members to comprise the Committee. Citizens would bring concerns to the Committee for solving, if not, it would be brought back to Town staff for solving, and if necessary the issues would be brought back to the Council. After review an ordinance would be proposed to Council, sparing the full Council from detailed, tedious work, and a more efficient model to address the issues.

Councilor Tighe proposed to use the prior model with representation from the Jamestown Chamber of Commerce, Jamestown Shores Association, Harbor Commission, two citizens at large, and two Council members, for a total of seven (7) members.

**A motion was made by Eugene Mihaly with second by Blake Dickinson for reorganization of the Traffic Committee to be comprised of seven (7) members; two (2) from the Council, one (1) from the Chamber of Commerce, one (1) from the Shores Association, one (1) from the Harbor Commission, and two (2) from the general public. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

The only positions to be advertised are the citizen-at-large members. Representative members will be affirmed by the Council at a regular meeting when all names have been submitted.

1. Affordable Housing. Vice President Meagher requested this agenda item to determine how to take advantage of opportunities that may become available to create affordable housing. The State requires 10% of housing stock to be qualified as affordable housing, and Jamestown has 5% affordable housing stock (better than many communities). Since 2005, $475,000 has been set aside for Affordable Housing, with approximately $65,000 remaining. The Town’s initiatives include the Swinburne Street project and Hammett Court. Opportunities were missed as we didn’t have access to funds, and options were reviewed by Solicitor Ruggiero, Finance Director Collins and Planner Bryer. Finance Director Collins explained the Town can borrow funds through a Bond or FTM warrant. The Town cannot go to Bond without a project, and it would be better to set aside a portion of the undesignated fund balance for affordable housing. This requires a line item on the FTM warrant for voter approval and would give the Town the ability to take advantage of opportunities as they arise. As a line item special fund the Town could act quickly with another agency, such as Church Community, to acquire property for affordable housing. The warrant item would note the funds are from the undesignated fund, with restrictions as set by criteria, and would be neutral to taxpayers. Discussion ensued of the reserve.

Town Administrator Paicos noted this is part of a plan to be developed and Council should determine if this is a priority. All Council members feel a responsibility towards affordable housing and this is a priority. Details of the action plan will be brought back for approval at a future meeting. Discussion continued.

1. Appointment of Tree Warden. Town Administrator Paicos noted State statute requires the Council to annually appoint a Tree Warden. Unlike other committee appointments this is a 1099 compensated contractor. The incumbent Tree Warden is highly qualified and there are recommendations for his reappointment. The position was advertised with the other committee vacancies erroneously. The other person who applied was contacted and explained the process. Discussion continued.

**A motion was made by Mary Meagher with second by Eugene Mihaly to reappoint Steve Saracino as Tree Warden. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Awarding of Bid: Hazard Mitigation Plan update to Vanasse Hangen Brustlin, Inc. for an amount not to exceed $9,500.00, as recommended by Town Planner Lisa Bryer. Planner Bryer gave an overview of the $13,000 matching grant from RIEMA. Now RIEMA has new requirements which include climate change, we have appropriate funding, and someone to help update the plan.

**A motion was made by Eugene Mihaly with second by Mary Meagher to award the bid for the Hazard Mitigation Plan update to Vanasse Hangen Brustlin, Inc. for $9,500 as recommended by Town Planner Lisa Bryer. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

## **ORDINANCES AND APPOINTMENTS**

1. Appointments/Vacancies/Resignations (Confirmation of Appointments)

[\*Denotes applicant applied for multiple committees].

Town Administrator Mr. Paicos stated tonight the Council is reaffirming appointments made to clear up procedural issues. Council needs to make decisions to perform interviews, review new applicants, and/or reconsider some positions.

1. Affordable Housing Committee – One (1) unexpired three-year term ending May 31, 2016
2. Letter of interest
3. Barbara Szepatowski\*

**A motion was made by Mary Meagher with second by Thomas Tighe to appoint Barbara Szepatowski to the Affordable Housing Committee. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Beavertail State Park Advisory Committee
2. Letter of resignation
3. Anna Templeton-Cotill
4. Letter of interest
5. Barbara Szepatowski\*

**A motion was made by Mary Meagher with second by Eugene Mihaly to appoint Barbara Szepatowski to the Beavertail State Park Advisory Committee.**

Discussion. Barbara is an engineer and will bring her skills to the Committee.

Back to the vote on the motion. **President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

**A motion was made by Blake Dickinson with second by Mary Meagher to accept the resignation of Anna Templeton-Cotill and send her a letter of thanks for her services. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Harbor Commission – Two (2) three-year terms ending December 31, 2016 – Non-Riparian Recreational Boater
2. Third term limit reached
3. Chris Brown
4. Request for reappointment
5. David Cain
6. Request for appointment
7. Bruce Dickinson

Councilor Dickinson recuses on the appointment of Bruce Dickinson and files the appropriate form.

**A motion was made by Mary Meagher with second by Blake Dickinson to reappoint David Cain to the Harbor Commission. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

**A motion was made by Mary Meagher with second by Eugene Mihaly to appoint Bruce Dickinson to the Harbor Commission. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Recuses.**

1. Jamestown Housing Authority – One (1) unexpired five-year term ending December 31, 2017
2. Letter of resignation
3. Carole Phillips
4. Letter of interest
5. Cheryl Main

**A motion was made by Mary Meagher with second by Eugene Mihaly to continue this appointment to the next meeting agenda for further clarification whether that position must be a resident of Pemberton Apartments. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Juvenile Hearing Board – One (1) three-year term ending December 1, 2016
2. Letter of resignation
3. William Piva
4. Letter of interest to be moved from Alternate Member to Member
5. Agnes Cotter Filkins

**A motion was made by Eugene Mihaly with second by Thomas Tighe to appoint Agnes Cotter Filkins to the Juvenile Hearing Board member position. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

**A motion was made by Blake Dickinson with second by Mary Meagher to accept Bill Piva’s resignation and send a letter of thanks for his services. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Two (2) Alternate Member two-year terms ending December 1, 2015
2. Request for reappointment – Andrew Ford
3. Letter of interest - Barbara Szepatowski\*

**A motion was made by Eugene Mihaly with second by Blake Dickinson to reappoint Andy Ford as an Alternate member. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

**A motion was made by Eugene Mihaly with second by Blake Dickinson to appoint Barbara Szepatowski as an Alternate member. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Library Board of Trustees – Two (2) three-year terms ending December 31, 2016
2. Third term limit reached
3. Heidi Keller Moon
4. Letter of resignation
5. Nancy Logan
6. Letters of interest
7. Liz Brian
8. Paul Housberg

The Council feels the Library Board of Trustees position warrants interviewing. Discussion continued.

**A motion was made by Mary Meagher with second by Eugene Mihaly to continue this agenda item to the next regular meeting and schedule interviews for Liz Brian and Paul Housberg. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Newport County Convention and Visitors Bureau – One (1) unexpired three-year term to September 7, 2014
2. Letter of Resignation
3. Jeff McDonough

President Trocki recuses on this appointment and files the appropriate form. Vice President Meagher presides over the meeting.

**A motion was made by Thomas Tighe with second by Blake Dickinson to accept the resignation of Jeff McDonough and send him a letter of thanks for his services on behalf of the Town. President Trocki, Recuses; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Letters of interest
2. Robin Watters\*
3. Frank (Rusty) Sallee
4. Letter of Recommendation
5. Jamestown Chamber of Commerce for Rusty Sallee

**A motion was made by Thomas Tighe with second by Eugene Mihaly to interview the two applicants and continue this item to the next meeting. President Trocki, Recuses; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

President Trocki resumes presiding over the meeting.

1. Planning Commission – Three (3) four-year terms ending December 31, 2017
2. Requests for reappointments
3. Richard Lynn
4. Michael Smith
5. Michael Cochran
6. Letters of interest
7. Abigail Campbell King
8. Bernd Pfeiffer\*

This commission requires talents and a good amount of attention. There are five (5) applicants for three (3) spots.

**A motion was made by Mary Meagher with second by Blake Dickinson to schedule interviews for the Planning Commission new applicants, Abigail Campbell King and Bernd Pfeiffer, and continue to the next agenda. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Tree Preservation and Protection Committee – One (1) three-year term ending December 31, 2016
2. Letter of interest
3. Paula Samos

**A motion was made by Mary Meagher with second by Eugene Mihaly to appoint Paula Samos to the Tree Preservation and Protection Committee. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

1. Zoning Board of Review
2. Third term limit reached
3. Thomas Ginnerty
4. Two (2) five-year terms ending December 31, 2018
5. Request for reappointment – Richard Boren
6. Request for appointment from 1st Alternate to Member – Richard Cribb
7. Three (3) Alternate Member terms ending December 31, 2014
8. Request for appointment from 2nd Alternate to 1st Alternate – Richard Allphin
9. Request for appointment from 3rd Alternate to 2nd Alternate – Judy Bell
10. Letters of interest
11. Terrence Livingston
12. Bernd Pfeiffer\*

Discussion ensued of the Zoning Board procedure to move alternates up to regular members. There would be one alternate position vacancy, with two applicants.

**A motion was made by Mary Meagher with second by Blake Dickinson to reappoint Richard Boren as Member, to appoint Richard Cribb from 1st Alternate to full Member, to appoint Richard Allphin from 2nd Alternate to 1st Alternate, and to appoint Judy Bell from 3rd Alternate to 2nd Alternate. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

**A motion was made by Mary Meagher with second by Eugene Mihaly to schedule interviews for Terrence Livingston and Bernd Pfeiffer for the Zoning Board of Review 3rd Alternate vacancy. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

There are eight (8) appointments for interviewing - two (2) interviews for Library Board of Trustees; two (2) interviews for Newport County Convention and Visitors Bureau, two (2) interviews for Planning Commission, and two (2) interviews for Zoning Board of Review Alternate. Seven (7) interviews will be conducted, as one candidate has applied for two positions. A two-hour time slot was set for interviews, beginning at 5:00 p.m. on Monday, December 23, 2013. Interviews will last 10 to 15 minutes. A letter of thanks will be sent to all Board/Commission/Committee members who have reached their term limit or submitted letters of resignation.

1. **CONSENT AGENDA**

*An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to approval of each item as if it had been acted upon separately*

1. Finance Director’s Report

**A motion was made by Mary Meagher with second by Eugene Mihaly to approve the Consent Agenda. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

Finance Director Collins referenced the annual Audit Work Session that is traditionally scheduled to precede the first meeting in January. The Council agreed to schedule the annual audit work session on Monday, January 6, 2014 at 6:00 p.m., followed by the Water and Sewer Commissioners Meeting (7:00 p.m.), and regular Town Council Meeting (7:15 p.m.).

## **EXECUTIVE SESSION**

*The Town Council may seek to go into Executive Session to discuss the following items:*

1. Pursuant to RIGL §42-46-5(a) Subsection (2) Collective Bargaining (IBPO Contract)

There is no Executive Session this evening.

## **ADJOURNMENT**

**A motion was made by Mary Meagher with second by Eugene Mihaly to adjourn the meeting. President Trocki, Aye; Vice President Meagher, Aye; Councilor Tighe, Aye; Councilor Mihaly, Aye; Councilor Dickinson, Aye.**

The regular meeting was adjourned at 8:51 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council (5)

Town Administrator

Finance Director

Town Solicitor