



**TOWN COUNCIL MEETING**  
**Jamestown Town Hall**  
***Rosamond A. Tefft Council Chambers***  
***93 Narragansett Avenue***  
**Monday, September 21, 2015**  
**7:30 PM**

*The public is welcome to participate in this Town Council meeting. Open Forum offers citizens the opportunity to clarify an item on the agenda, address items not on the agenda, or comment on a communication or Consent Agenda item. Citizens are welcome to speak to the subject of a Public Hearing, and are allowed to speak at the discretion of the Council President or a majority of Councilors present, or at other times during the meeting, in particular during New or Unfinished Business.*

*Anyone wishing to speak should use the microphone at the front of the room, stating their name and address for the record; comments must be addressed to the Council, not the audience. It is the Town Council's hope that citizens and Councilors alike will be respectful of each other's right to speak, tolerant of different points of view, and mindful of everyone's time.*

**I. ROLL CALL**

**II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

**III. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, RESOLUTIONS AND PROCLAMATIONS**

A) Resolution

- 1) No. 2015-17 "Dedication of Park Dock Beach in Memory of Ferdinando Notarantonio and Grandson Fred Notarantonio"

**IV. PUBLIC HEARINGS, LICENSES AND PERMITS**

*All approvals for licenses and permits are subject to the resolution of debts, taxes and appropriate signatures as well as, when applicable, proof of insurance.*

**V. 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*

A) Scheduled to address

B) Non-scheduled to address

**VI. COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS & REPORTS**

**VII. UNFINISHED BUSINESS**

A) Public Rights-of-Way: Updates

- B) Jamestown Yacht Club: Request for waiver of Police detail fee for annual Fools' Rules Regatta held August 22, 2015 (estimated at \$900)

## **VIII. NEW BUSINESS**

- A) Community Development Block Grant Program 2015; discussion and/or action and/or vote to approve:
  - 1) Approval of Application Project Priority List in the amount of \$150,000
  - 2) Adoption of Authorizing Resolution and authorization for signing by the Town Administrator
- B) Ciampa Easement Maintenance Agreement dated September 15, 2015; discussion and/or action and/or vote to approve
- C) Parks and Recreation Department: discussion of possible fall work session topics
- D) Rental Properties: discussion of possible work session topics
- E) Special Permit Signs/Signs on Town Property - Existing Zoning Regulations specific to signs: discussion and/or action and/or vote
  - 1) Sec. 82-1307 Special Permit Signs
  - 2) Sec. 82-1303 General Prohibitions
  - 3) Sec. 82-1305 Regulations for Commercial Districts

## **IX. ORDINANCES AND APPOINTMENTS AND VACANCIES**

- A) Appointments & Vacancies
  - 1) Jamestown Tree Preservation & Protection Committee (One vacancy with an unexpired three-year term ending date of December 31, 2017)
    - a) Letter of Resignation
      - i) Paula Shevlin
  - 2) Jamestown Philomenian Library Board of Trustees (One vacancy with an unexpired three-year term ending date of December 31, 2015); duly advertised
  - 3) Jamestown Harbor Commission (One vacancy with an unexpired three-year term ending date of December 31, 2017); duly advertised

## **X. 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.*

- A) Adoption of Council Minutes
  - 1) September 8, 2015 (regular meeting)
  - 2) September 8, 2015 (executive session)
- B) Minutes from Boards, Commissions and Committees
  - 1) Jamestown Charter Review Committee (08/11/2015)
  - 2) Jamestown Charter Review Committee (08/26/2015)
  - 3) Jamestown Housing Authority (01/15/2014)
  - 4) Jamestown Housing Authority (02/12/2014)
  - 5) Jamestown Housing Authority (03/05/2014)
  - 6) Jamestown Housing Authority (04/09/2014)

- 7) Jamestown Housing Authority (05/14/2014)
  - 8) Jamestown Housing Authority (06/18/2014)
  - 9) Jamestown Housing Authority (08/13/2014)
  - 10) Jamestown Housing Authority (09/24/2014)
  - 11) Jamestown Housing Authority (10/08/2014)
  - 12) Jamestown Housing Authority (11/19/2014)
  - 13) Jamestown Housing Authority (12/10/2014)
  - 14) Jamestown Housing Authority (01/20/2015)
  - 15) Jamestown Housing Authority (02/18/2015)
  - 16) Jamestown Housing Authority (03/11/2015)
  - 17) Jamestown Housing Authority (04/09/2015)
  - 18) Jamestown Housing Authority (05/20/2015)
  - 19) Jamestown Housing Authority (06/09/2015)
  - 20) Jamestown Housing Authority (07/15/2015)
  - 21) Jamestown Traffic Committee (08/18/2015)
  - 22) Jamestown Tree Preservation & Protection Committee (06/16/2015)
  - 23) Jamestown Tree Preservation & Protection Committee (07/21/2015)
- C) CRMC Notices
- 1) Public Notice for proposed Amendments to CRMC Procedures Section 4.3 Schedule of Fees, October 27, 2015 at 6:00 p.m., Department of Administration, One Capitol Hill, Providence, RI
  - 2) Semi-Monthly Meeting Agenda for September 22, 2015
- D) Abatements/Addenda of Taxes
- |                   |            |
|-------------------|------------|
| Total Abatements: | \$1,566.74 |
| Total Addenda:    | \$ 249.95  |
- 1) Abatement to 2014 Tax Roll: Motor Vehicle
 

<b><u>Account/Abatement Amount</u></b>	
a) #21-0065-01M	\$ 69.03
  - 2) Abatements to 2015 Tax Roll: Motor Vehicles
 

<b><u>Account/Abatement Amount</u></b>	
a) #08-0339-77M	\$ 229.07
b) #09-0037-10M	\$ 96.82
c) #19-1565-00M	\$ 249.95
d) #21-0065-01M	\$ 99.30
  - 3) Abatements to 2015 Tax Roll: Tangible Property
 

<b><u>Account/Abatement Amount</u></b>	
a) #06-0031-81	\$ 253.66
b) #08-0415-50	\$ 61.46
c) #10-0044-00	\$ 65.85
d) #16-0308-00	\$ 441.60
  - 4) Addenda to 2015 Tax Roll: Motor Vehicle
 

<b><u>Account/Addenda Amount</u></b>	
a) #19-1565-01M	\$ 249.95
- E) One Day Event/Entertainment License Applications
- 1) Applicant: ColinsLaw.Org, Inc.  
Event: ColinsLaw.Org Benefit Road Rally

- Date: October 3, 2015
- Location: Fort Getty Pavilion
- 2) Applicant: Kate McDonell
- Event: Hoffman/McDonell
- Date: October 9, 2015
- Location: Fort Getty Pavilion
- 3) Applicant: Jamestown Fitness Center
- Event: Jamestown Fitness Halloween Parade
- Date: October 31, 2015
- Location: Narragansett Avenue

**XI. COMMUNICATIONS, PETITIONS, RESOLUTIONS AND PROCLAMATIONS FROM OTHER RI CITIES AND TOWNS**

- A) Resolutions and Proclamations of other Rhode Island cities and towns
  - 1) Resolution of the Cranston City Council In Support of the Quonset Air Museum
  - 2) Resolution of the Burrillville Town Council In Support of the Quonset Air Museum
  - 3) Resolution of the Charlestown Town Council In Support of the Quonset Air Museum
  - 4) Resolution of the West Greenwich Town Council In Support of the Quonset Air Museum

**XII. EXECUTIVE SESSION**

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

- A) Pursuant to RIGL §42-46-5(a) Subsection (1) Personnel; discussion and/or potential action and/or vote in executive session and/or open session

**XIII. ADJOURNMENT**

***Pursuant to RIGL § 42-46-6(c) Notice of this meeting shall be posted on the Secretary of State’s website and at the Town Hall and the Jamestown Philomenian Library.***

***In addition to the two above-mentioned locations, notice also may be posted, from time to time, at the following location: Jamestown Police Station; and on the Internet at [www.jamestownri.gov](http://www.jamestownri.gov).***

ALL NOTE: This meeting location is accessible to the physically challenged. If communications assistance is needed or other accommodations to ensure equal participation, please call 1-800-745-5555, or contact the Town Clerk at 401-423-9800, via facsimile to 401-423-7230, or email to cfernstrom@jamestownri.net not less than three (3) business days prior to the meeting.



Town of Jamestown

# Resolution of the Town Council

No. 2015-17

**“Dedication of Park Dock Beach in Memory of Ferdinando  
Notarantonio and Grandson Fred Notarantonio”**

**WHEREAS,** The Town Council purchased Plat 1 Lot 311 also known as 2 Broad Street on December 22, 2014 from James Notarantonio of Deerfield Beach, Florida, formerly of Jamestown, Rhode Island for open space and recreation purposes; and

**WHEREAS,** on September 11, 2015 at 11:00 a.m., this property, now known as Park Dock Beach, was dedicated by erecting a sign on the property “...in Memory of Ferdinando Notarantonio and Grandson Fred Notarantonio” at an on-site ceremony with Mr. James Notarantonio, officiated by Town Council President Kristine Trocki and Town Planner Lisa Bryer.

**FURTHERMORE,** The Town Council of the Town of Jamestown hereby dedicates this property now and forever more in Memory of Ferdinando Notarantonio and Grandson Fred Notarantonio.

By Order of the Jamestown Town Council

\_\_\_\_\_  
Kristine S. Trocki, President

\_\_\_\_\_  
Mary E. Meagher, Vice President

\_\_\_\_\_  
Blake A. Dickinson

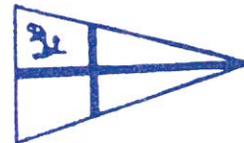
\_\_\_\_\_  
Michael G. White

\_\_\_\_\_  
Thomas P. Tighe

IN WITNESS WHEREOF, I hereby attach my hand and the official  
seal of the Town of Jamestown this 21<sup>st</sup> day of September, 2015.

\_\_\_\_\_  
Karen K. Montoya, Deputy Town Clerk

**Jamestown Yacht Club**  
**P.O. Box 562**  
**Jamestown, R.I. 02835**



15 September 2015

**To:** Jamestown Town Council

**Subject:** Fools' Rules Regatta Police Detail Cost

Dear Town Councilors:

On behalf of the Jamestown Yacht Club I would like to address the Town Council regarding my letter of July 27, 2015 referring to this year's cost of the Jamestown Police detail for the Fools' Rules Regatta. Unfortunately I was unable to attend the August Town Council meeting and did not request time to address you at your first September meeting.

I will be present at your September 21<sup>st</sup> meeting and would like the opportunity to discuss with you the issues outlined in my July 27<sup>th</sup> letter. For your information I have enclosed a copy of the Income and Expense Balance Sheet for this year's regatta, including the estimated \$900 for the Jamestown Police traffic detail. As you can see our profit after expenses is less than \$400, all of which will be donated to youth sailing programs like the Conanicut Island Sailing Foundation and the North Kingstown High School Sailing Team. In the past we have been able to donate over \$1000. I look forward to discussing this issue with you and hope you will consider waiving or substantially reducing the police traffic detail cost so we can donate more back to the community.

Thank you for the opportunity to address the Council.

Respectfully,

Chris Powell  
Fools' Rules Regatta Committee

CC: Andy Nota, Town Administrator  
Chief Mello, Jamestown Police Department

Attachment (1)

## 2015 Fools' Rules Regatta Income & Expenses Balance Sheet

**Income:**

2015 T-shirts sold @ \$15.00 each or two (2) for \$25.00 = 261 sold, 13 left.  
 7 - 2015 misprints were free of charge and sold at \$5.00 each  
 2014 T-shirts leftover from last year also sold for \$5.00 each.

Total T-shirt sales for 2015	\$3511.00
24 FRR Hats sold @ \$15.00 each	<u>360.00</u>
<b>Total income from T-shirt and hat sales:</b>	<b>\$3871.00</b>

**Total income from T-shirt and hat sales:**

T-shirts given away = 5  
 Jamestown Historical Soc.-1, Casey Brown (Chief Fools Asst.) -1,  
 Amelia Wilson (artist) - 2, Vic Calabretta (trailer use) - 1

**Expenses:**

T-shirts - Rum Runner	\$1836.25
Hats - 24 @ \$12 each	312.00
Hallman - 2 porta johns	200.00
Fedex/Kinko's - printing	32.64
Jamestown Hardware - yellow rope & paint	35.85
Town Permit	5.00
Hodges Badge - award ribbons	153.92
Stop & Shop - bottled water & Gatorade - for volunteers	7.98
Town of Jamestown - Police Detail - Estimate**	<u>900.00</u>
<b>Total Expenses:</b>	<b>\$3483.64</b>

**Income:**

**Expenses:** Estimate\*\*

**Profit:**

\$3871.00

3483.64

**\$387.36** ★

**Forwarded JYC:**

Bank Check # 6585097 for cash received  
 Four personal checks totaling

\$3686.00

185.00

**Total:**

**\$3871.00**

**Notes:** Cost of Police Detail is an estimate from Chief Mello. I am addressing the Town Council on Sept. 8<sup>th</sup>, asking them for a reduced cost for the detail. We will have an invoice following the meeting on Sept. 8<sup>th</sup>.  
 Hollaman portable toilet bill for \$200 is coming directly to JYC.  
 Please reimburse C. Powell for the Kinkos printing (\$32.64), Stop & Shop (\$7.98) and the Town Permit (\$5.00) all totaling \$45.62

Respectfully Submitted,  
 Chris Powell  
 24 August 2015



**Office of the Town Planner**  
MEMORANDUM

**TO: Town Council**  
**FROM: Lisa W. Bryer, AICP, Town Planner**  
**RE: 2015 Community Development Block Grant Program**  
**DATE: September 15, 2015**

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The Town of Jamestown has participated yearly, as a “non-entitlement” community for competitive state funds from the Community Development Block Grant (CDBG) Program since 1987. The Program’s primary objective is the development of viable communities by providing decent housing, a suitable living environment and expanding economic opportunity; principally for persons of low and moderate income. The Town of Jamestown applies each year for funding under this program for the following range of activities:

- a) Provision of employment opportunities for low and moderate income individuals;
- b) Improved housing opportunities for low and moderate income families and individuals;
- c) Provision of community facilities and services principally benefiting low and moderate-income families and individuals.

The first required local public hearing has been held on August 3, 2015 for the PY2015 CDBG Program funding requests. The second local public hearing was held September 9, 2015. This year we will be requesting \$150,000 from the State, which includes two requests for future affordable housing development funds.

The Affordable Housing Committee have reviewed all requests and developed a preliminary priority list of activities for inclusion in the FY 2015 application. The recommended priority list is attached. The Planning Commission will be reviewing the application projects for consistency with the Comprehensive Plan on September 16.

It is required that the Town Council, as the applicant, approve the priority list of funding requests. As such, I am requesting your review of the attached priority list. Please call me if you would like to review the detailed application information submitted by the sub-recipients. Please refer to the resolution suggested by the State for approval below:

Authorizing Resolution of the Local Governing Body:

This is certified as a true copy of a resolution adopted by the Council of the Town of Jamestown at a meeting held on September 21, 2015.

WHEREAS, funds are available, for an amount of \$150,000, under the Rhode Island Small Cities Community Development Block Grant Program, administered by the Community Development office; and,

WHEREAS, the Governor of the State of Rhode Island has authorized the Director of said Community Development office to disburse such funds; and,

WHEREAS, it is in the interest of the citizens of the Town of Jamestown that application be made to undertake a Small Cities Community Development Program. Funds are to be used for the provision of employment opportunities, housing opportunities, and community facilities/services principally benefiting low and moderate-income individuals and families; and in accordance with the list attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE Town COUNCIL OF THE Town OF Jamestown:

That the filing of this application for the amount of \$ 150,000, which includes two requests for future affordable housing development funds, to implement the activities proposed herein hereby authorized and that Andrew Nota, Town Administrator (Chief Executive Officer) is hereby authorized and directed to file this application with the Community Development office, to provide any additional information or documents required by said office, to make any assurances required in connection with this program, to execute an agreement with the State of Rhode Island and to otherwise act as the Representative of the Town of Jamestown in all matters relating to this application and any award which may be based upon this application.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_  
Seal: \_\_\_\_\_ Title: Town Administrator

C: Town Administrator  
Town Clerk

**TOWN OF JAMESTOWN PRIORITY LIST**  
**2015 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

- 1) Public Facility: Funding for the Jamestown Housing Authority to replace roof, upgrade and replacement of existing heating valves, and addition of insulation at the 35 unit Pemberton Apartments elderly and disabled housing development.  
Amount: \$92,908
- 2) Public Facility: Improvements to the Jamestown Senior Center for necessary plumbing code upgrades at the facility at 6 West Street. This building serves as the senior nutritional meal site and will be adding health and wellness programs, learning and education offerings and social club activities this fall.  
Amount: \$ 8,092
- 3) Housing Development: Provide funding to acquire single family homes or other properties to then be resold to income qualified home buyers.  
Amount: \$ 0
- 4) Housing Development: Provide funding to acquire single family homes or other properties to then be resold to home buyers under CCHC's Land Trust program.  
Amount: \$ 0
- 5) Public Services: Provide operating support for the Community Housing Resource Board/Housing Hotline of Newport County to provide housing counseling, referral services, and education and outreach to affirmatively further Fair Housing in Newport County.  
Amount: \$ 5,000
- 6) Operating Costs: Church Community Housing Corp to administer the Regional Revolving Loan Fund for home rehabilitation, Homeownership Assistance, and RI Housing Loan programs in Jamestown.  
Amount: \$ 15,000
- 7) Public Services: Provide funding for East Bay Community Action Program to support the operation of its health and dental services through dental supplies.  
Amount: \$2,500
- 8) Public Services: Provide funding for East Bay Community Action Program's East Bay Skills Alliance to support the technical skills training aspect of the CNA program.  
Amount: \$ 2,500
- 9) Public Services: Support for the Women's Resource Center to provide services for battered women and children.

Amount: \$ 4,000

- 10) Public Facility: Provide funding for repairs to the Women’s Resource Center’s Touro Street facility which provides services for battered women and children.  
Amount: \$ 5,000
- 11) Economic Development: Provide funding to Social Enterprise Greenhouse (SEG) to expand the online micro enterprise incubator into Newport County. SEG will also work with Church Community Housing Corp. to develop and implement a micro enterprise loan fund.  
Amount: \$ 5,000
- 12) Public Services: Provide funding to support the Boys and Girls Clubs of Newport County’s work with Newport County boys and girls through health and wellness, education and career development, and character and leadership development.  
Amount: \$ 5,000
- 13) Administration:  
Amount: \$ 5,000

Total: (amount subject to \$150,000 cap)	\$150,000
TOTAL	\$150,000



## Office of the Town Planner MEMORANDUM

**TO:** The Honorable Town Council  
Ms. Kristine S. Trocki, Esq., President  
**FROM:** Lisa W. Bryer, AICP, Town Planner  
**RE:** Proposed Easement Agreement with Ciampa  
**DATE:** September 16, 2015

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I have been working with the Ciampa family intermittently since 2001 to assist them in creating a suitable access to their property adjacent to the Conanicut Battery. The Ciampa property, Plat 11 Lot 38 was created prior to their ownership under an unrecorded agreement by the Jamestown Town Council which allowed access across the Town Property (see map attached) in exchange for Lot 39 being deeded to the Town of Jamestown. The subdivision map that creates Lot 38 shows the access easement across the Town property but no written easement was ever recorded. Besides the recorded map the only reference to the parameters of the easement were in the Planning and Zoning minutes related to the subdivision which I have attached for your information. Since the Ciampa's are interested in defining their rights and responsibilities related to the access to their property, Attorney Brochu recommended that a formal easement be created outlining those details.

I have attached the "Easement Maintenance Agreement" dated September 15, 2015. This agreement has been reviewed by the Ciampa's, their Attorney Christian Infantolino, Wyatt Brochu, and the Jamestown Historical Society, Battery Committee, which manages and maintains the Conanicut Battery Historic Park for the Town of Jamestown. All parties are in agreement that this is an appropriate easement maintenance agreement.

If the Town Council agrees to proceed with this agreement, I will work with the JHS Battery Committee to insure the proper installation of the driveway and plantings and ongoing maintenance.

Thank you for your consideration in this matter

C: A. Nota, Town Administrator  
C. Fernstrom, Town Clerk  
C. Infantolino, Esq. Morneau and Murphy

EASEMENT MAINTENANCE AGREEMENT – September 15, 2015

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between DAN CIAMPA and ELAINE CIAMPA (hereinafter the “Ciampas”) and the TOWN OF JAMESTOWN, a municipality existing under the laws of the State of Rhode Island (hereinafter the “Town”).

WHEREAS, The Ciampas are owners of certain property located off Battery Lane in the town of Jamestown, state of Rhode Island, designated as Lot 38 on Jamestown Tax Assessor’s Plat 11 (hereinafter the “Ciampa Property”). See Exhibit A-legal description.

WHEREAS, The Town is the owner of certain property abutting the northerly boundary of the Ciampa Property, designated as Lot 11 on said Tax Assessor’s Plat No. 11 (hereinafter the “Town Property”). See Exhibit B-legal description.

WHEREAS, Foot and vehicular access to the Ciampa Property is provided over a 50 foot wide easement crossing certain property owned by The Washington Trust Company and Archibald B. Kenyon, Jr., as Co-Trustees of the Gladys G. Geib Trust dated April 7, 1989 (hereinafter the “Trustees”), which property is designated as Lot 35 on Tax Assessor’s Plat No. 11 (hereinafter the “Geib Property”) and Town Property. This Agreement (hereinafter the “Town Agreement”) is entered into to provide for the improvement, use and maintenance of the easement as it crosses the Town Property. See Exhibit C-HPF 315 A.

WHEREAS, The location of the easement extends from the southerly terminus of Battery Lane, crossing the Geib Property and the Town Property, to the Ciampa Property (the “Easement Area”). The location of said Easement Area is set forth in the recorded deed to the Ciampas in Book 362 at Page 255 of the Jamestown Land Evidence Records. The Easement Area is also set forth and referenced in the deeds to Frederick J. Geib and Gladys G. Geib (Book 71, Page 1082) and to the Town (Book 54, Page 531).

WHEREAS, The Town desires to to preserve the structure and historical context of the Revolutionary War earthwork known as the Conanicut Battery and listed on the National Register of Historical Places (hereinafter “Battery”), which includes maintaining a clear view of the West Passage of Narragansett Bay across the Town-owned land west of the Battery.

WHEREAS, The Town desires to screen the driveway from the view of visitors to the Conanicut Battery Historic Park (hereinafter “Park”) with native vegetation while maintaining a clear view of the West Passage of Narragansett Bay from the interior of the Battery.

WHEREAS, The Town desires to have the eastern side of the vegetative screen maintained to appear natural, not manicured or landscaped.

WHEREAS, The Town desires to provide for future access to the portion of the Park west of the driveway (a designated right-of-way to the waterfront) by visitors to the Park.

WHEREAS, The Ciampas, as owners of Plat 11, Lot 38 are desirous of clarifying their rights and obligations in connection with the use of the Easement Area, at least in so far as it crosses the Town Property and being adjacent to Town Property. The Town is in agreement with the following terms and conditions of the Ciampas' use and maintenance of the Easement Area.

Therefore, for good and valuable consideration, the receipt of which is hereby acknowledged, the Ciampas and the Town agree as follows:

1. The driveway laid out across the Easement Area shall be located in the approximate location as shown on the plan attached hereto (Exhibit D), and shall maintain a width not more than fifteen (15) feet within the Easement Area. The driveway shall be laid out and maintained using permeable materials that will be appropriate for utility, durability, maintenance and attractiveness within the context of a Historic Park setting, which materials shall be acceptable to the Town as well as the Jamestown Fire Department for the purposes of emergency vehicle access. Any cut and fill shall be approved by the Town, , said approval not to be unreasonably withheld, and shall not have a negative impact or degrade the integrity of the Battery. No excavation east of the current driveway cut shall take place, either for the driveway or for the "grass driveway edge". However, if excavation is needed for the installation of utilities, such excavation will be allowed with Town approval, said approval not to be unreasonably withheld.. Minimum disturbance required for planting approved vegetation shall be permitted. With regards to the Easement, the Ciampas agree to preserve the structure and historical context of the Battery and to maintain a clear view of the West Passage of Narragansett Bay across the Town-owned land west of the Battery from the interior of the battery with respect to the additional plantings. Additionally, the Ciampas agree to utilize native vegetation in landscaping and planting and to design and maintain the eastern side of the vegetative screen so that is has a natural appearance and does not appear manicured or landscaped.
2. There shall be no lighting located on or directed at any portion of the driveway crossing the Town Property. Any installation of low-level lighting on the remainder of the easement area from the southerly end of the paved portion of Battery Lane to the northerly boundary of the Town Property shall be "dark sky" compatible. The intensity of such lighting shall be maintained at a low level and shielded away from Town Property so as not to disturb the Town Property.
3. The Ciampas shall be entitled to erect a suitable low height wood safety barrier, no more than 27" high, of acceptable design and location agreeable to the Town along the west side of the driveway within the Easement Area for vehicular safety. Any portion of Town Property that is fenced off shall have a gate or access point no less than 4'6" wide to allow for passage through the Easement Area to Town Property west of the easement, of acceptable design and location agreeable to the Town.
4. The Ciampas shall be entitled to improve the Easement Area along the easterly side of the driveway with landscaping and plantings, in accordance with the Town approved landscape plan attached hereto, from the southerly end of the paved portion of Battery Lane to the northerly boundary of the Ciampa Property delineating the easterly line of the

driveway, and to ensure privacy and safety. All landscaping, plantings, and vegetation shall be maintained free of weeds and invasive species, by the Ciampas, and at a height not to exceed six (6) feet from the base of the vegetation, in order to preserve and protect the view shed of the Battery. The easternmost 4 feet of plantings shall be maintained with a natural appearance, avoiding a sharp or manicured appearance. A temporary wood or wire fence shall be permitted around or in between the plantings until the plantings are established; no longer than two growing seasons. The Town hereby agrees that the Town or any of its employees, agents, or assignees shall not undertake any maintenance or revisions to any of the above mentioned landscaping, plantings, and vegetation without providing the Ciampas ten (10) days' written notice and an opportunity to be heard. The Town of Jamestown has the ability to maintain the planting area until such time as the plantings are installed. The plantings along the Town property from the southerly end of the paved portion of Battery Lane to the northerly boundary of the Town Property shall not at any time extend beyond the easement area onto Town Property. The stone wall in the easement area shall not be disturbed, and the stones immediately north of the wall may only be moved to repair or extend the wall.

5. The Ciampas shall have the sole right and responsibility for all costs and expenses for installation and maintenance of the driveway area improvements, landscaping, plantings, and any and all required permits. No other persons using the driveway within the Easement Area shall have any right or obligation in connection with installation or maintenance of the driveway area, improvements, landscaping, or plantings.
6. This Agreement shall be binding upon the parties hereto, and their heirs, successors, and assigns in perpetuity, shall run with the Ciampa land, and may be amended only in writing and as agreed to by all parties hereto or their heirs, successors, and assigns, and shall be recorded in the Jamestown Land Evidence Records.

IN WITNESS WHEREOF the undersigned have hereunto set their hands and seals this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Dan Ciampa

\_\_\_\_\_  
The Town of Jamestown  
BY:

\_\_\_\_\_  
Elaine Ciampa

STATE OF RHODE ISLAND  
COUNTY OF \_\_\_\_\_

On this \_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared Dan Ciampa and Elaine Ciampa, personally known to the notary or proved to the notary through satisfactory evidence of identification which was \_\_\_\_\_, to be the parties whose names are signed on the preceding or attached document and they acknowledged to the notary that they signed it voluntarily for its stated purpose.

\_\_\_\_\_  
NOTARY PUBLIC  
Print name:  
My Commission Expires:

STATE OF RHODE ISLAND  
COUNTY OF \_\_\_\_\_

On this \_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_ of The Town of Jamestown, a municipality existing under the laws of the State of Rhode Island, personally known to the notary or proved to the notary through satisfactory evidence of identification which was \_\_\_\_\_, to be the person whose name is signed on the preceding or attached document and he acknowledged to the notary that he signed it voluntarily for its stated purpose.

\_\_\_\_\_  
NOTARY PUBLIC  
Print name:  
My Commission Expires:

SCALE: 1" = 40' HORIZ.  
1" = 4' VERT.

PETER L. RYAN  
 REGISTERED  
 PROFESSIONAL ENGINEER  
 NO. 3372

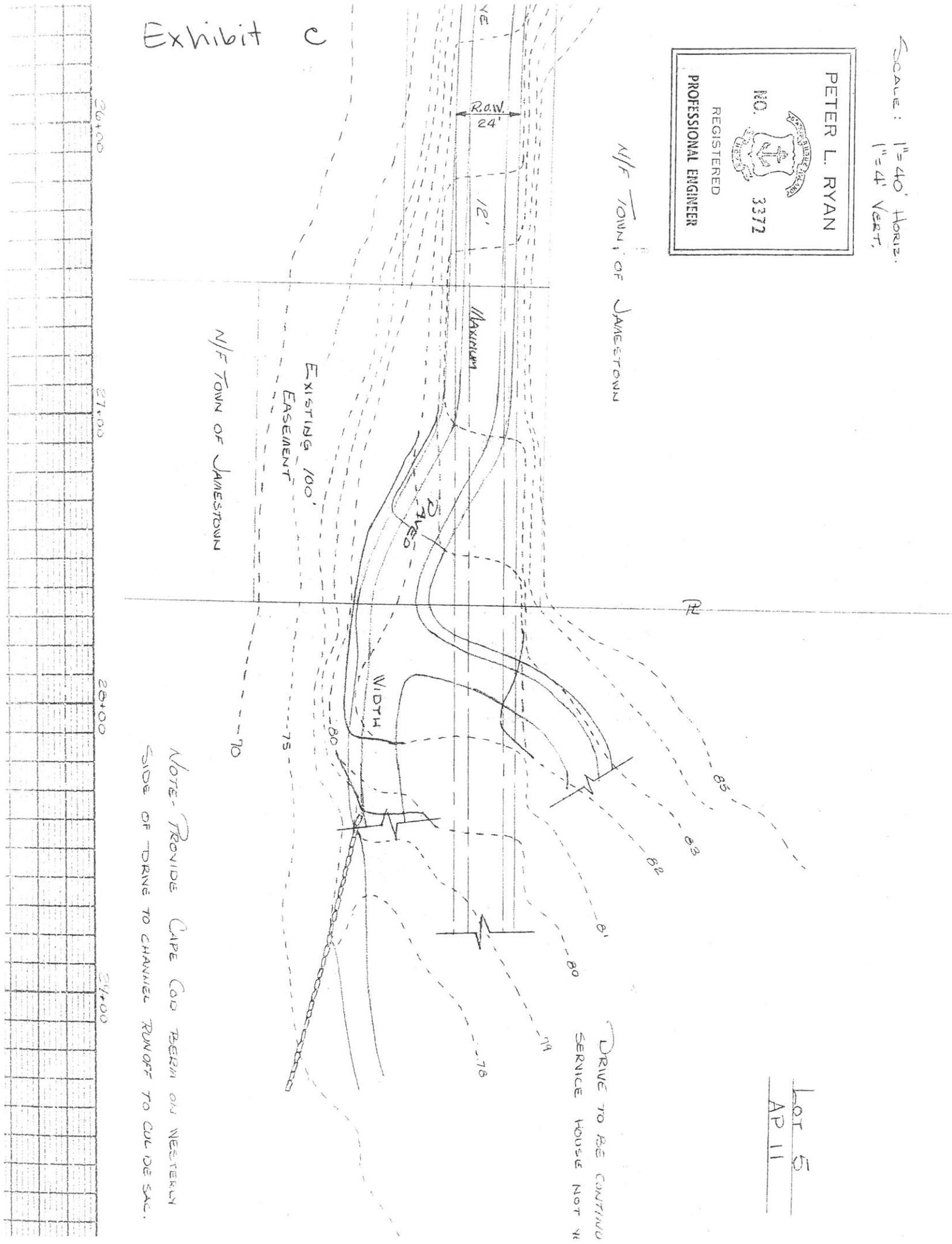


Lot 5  
AP 11

N/2 TOWN OF JAMESTOWN

N/2 TOWN OF JAMESTOWN

Exhibit C

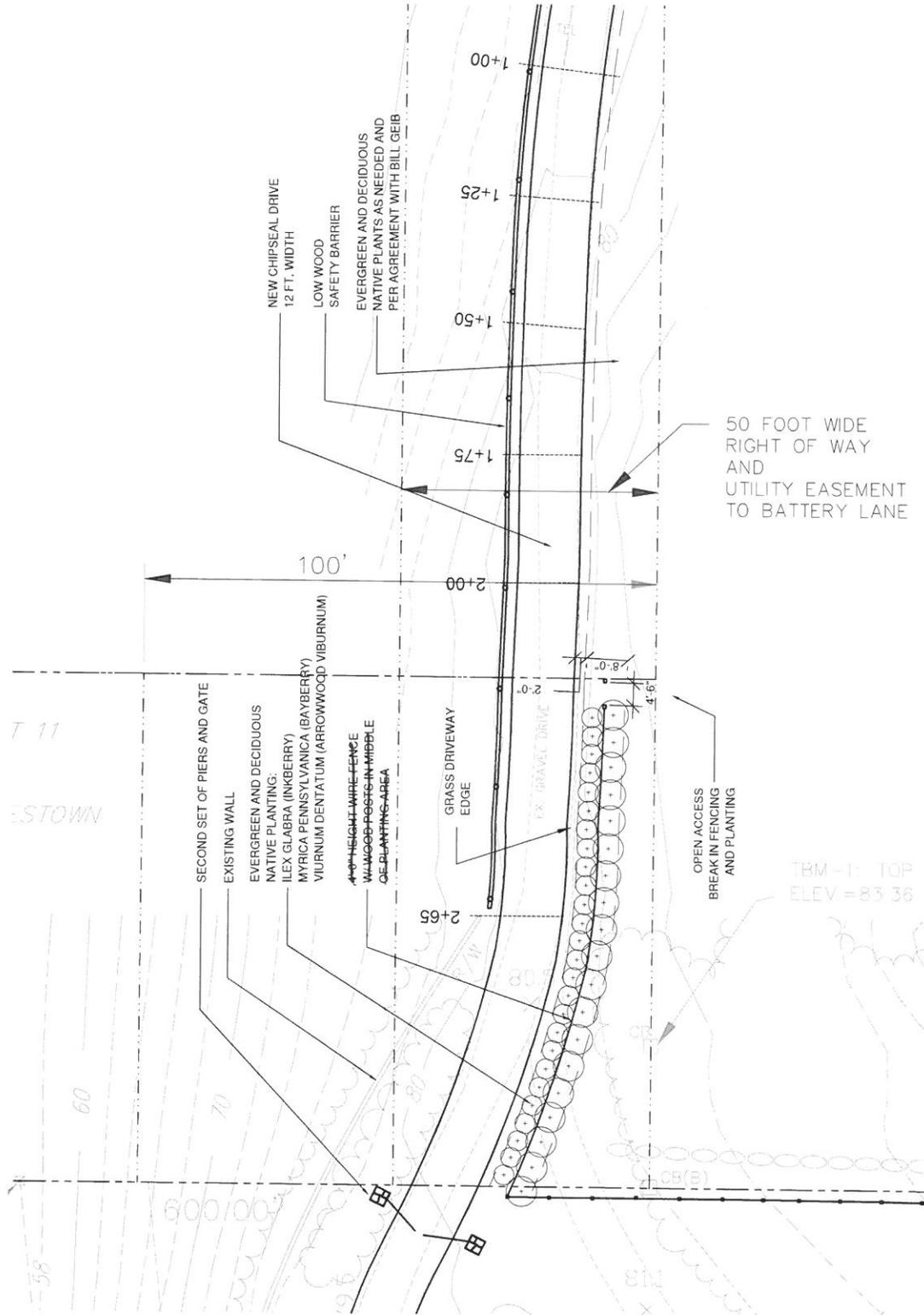


NOTE: PROVIDE CAPE COD BERM ON WESTERN SIDE OF DRIVE TO CHANNEL RUNOFF TO CUL DE SAC.

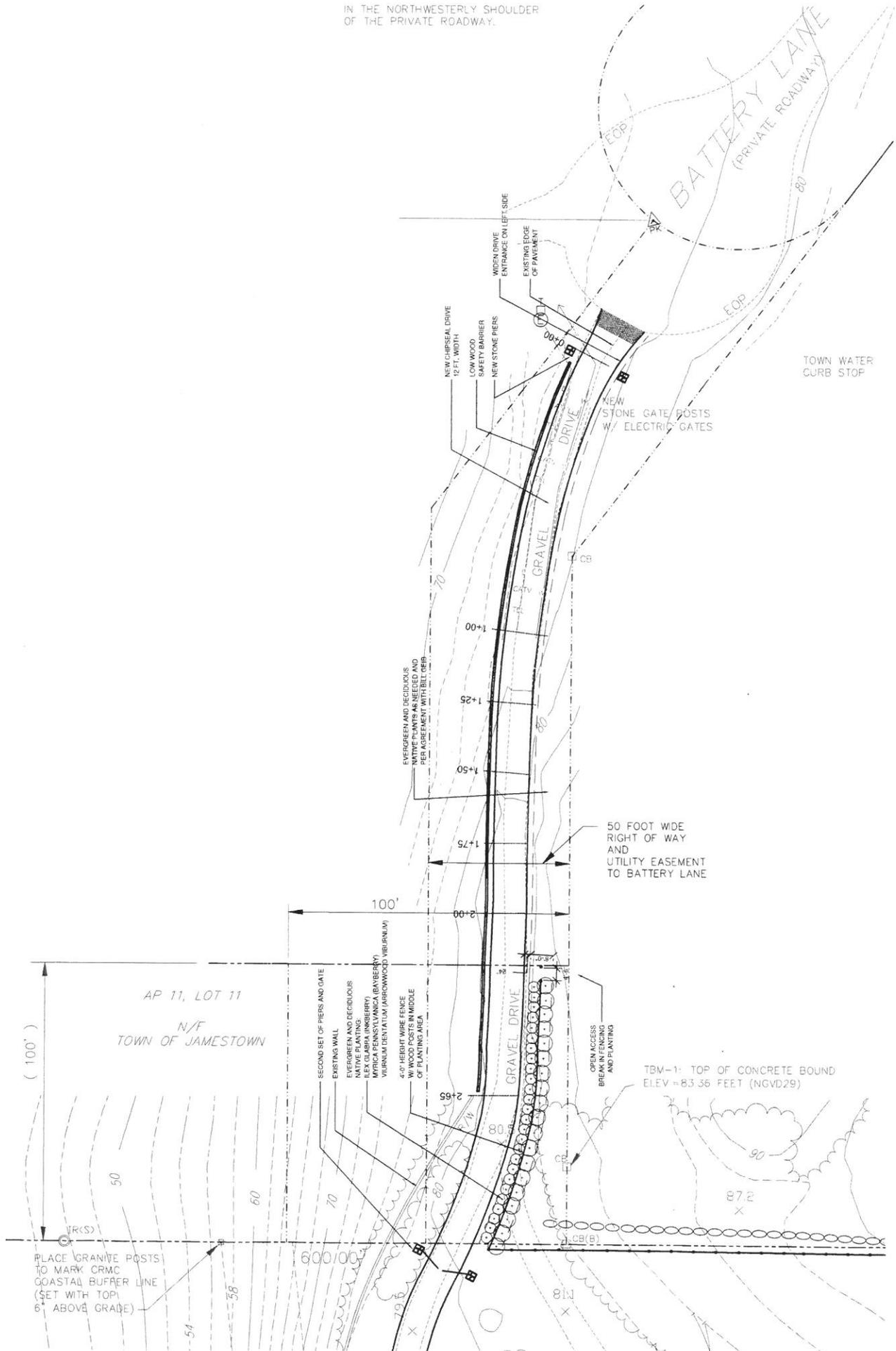
DRIVE TO BE CONTINUED SERVICE HOUSE NOT YET

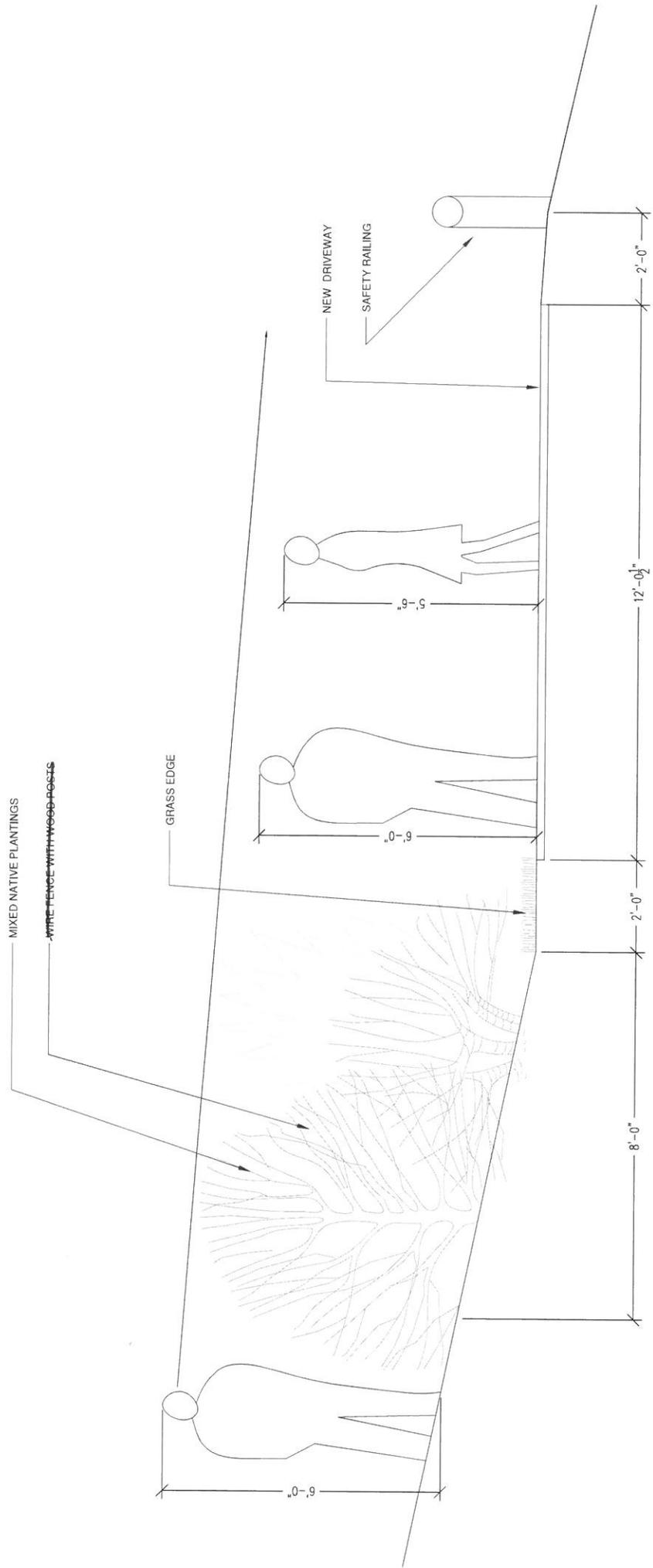
26+00 27+00 28+00 29+00

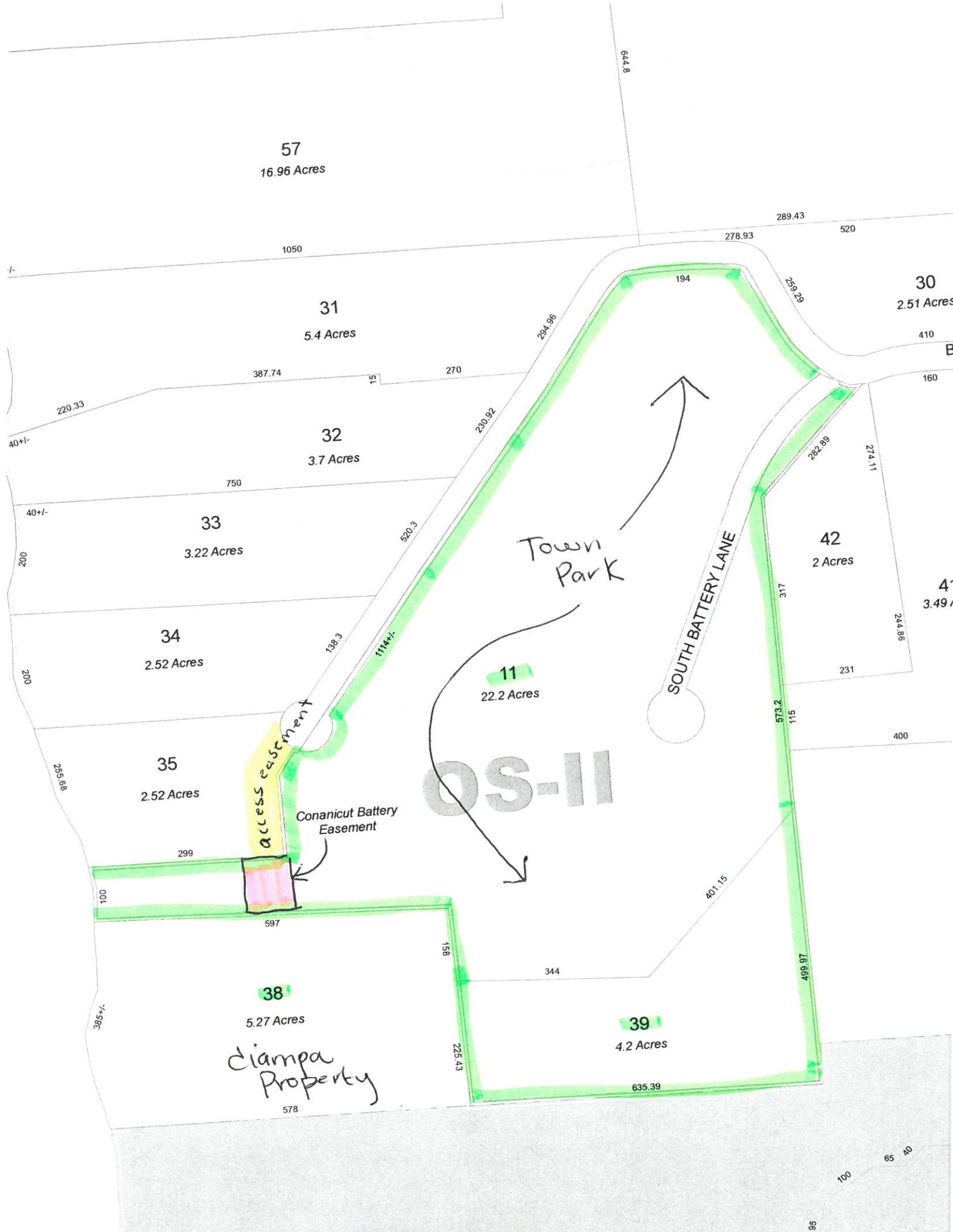
# Exhibit D



IN THE NORTHWESTERLY SHOULDER  
OF THE PRIVATE ROADWAY.







57  
16.96 Acres

31  
5.4 Acres

32  
3.7 Acres

33  
3.22 Acres

34  
2.52 Acres

35  
2.52 Acres

30  
2.51 Acres

42  
2 Acres

38  
5.27 Acres

39  
4.2 Acres

Diampa  
Property

Town  
Park

SOUTH BATTERY LANE

OS-II

access easement

Conanicut Battery  
Easement

644.8  
1050  
278.93  
520  
289.43  
220.33  
387.74  
270  
270  
230.92  
284.96  
194  
259.29  
410  
160  
40+/-  
750  
200  
40+/-  
200  
200  
200  
255.68  
138.3  
520.3  
282.89  
274.11  
244.86  
231  
400  
299  
100  
597  
317  
573.2  
115  
401.15  
169.69  
158  
344  
401.15  
225.43  
635.39  
385+/-  
578  
100  
65  
40  
95

RESOLUTION

WHEREAS Robert M. Clarke has offered a gift to the Town of Jamestown of certain land located on Conanicut Reserve and more particularly described in a "Plan of land in Jamestown of Robert M. Clarke, AP11 Conanicut Reserve by Island Engineering, July 1980"; and

WHEREAS the amount of land which Mr. Clarke has offered to give the Town is 3.99 acres; and

WHEREAS the land to be donated to the Town will create additional open space to be added to present land of the Town of Jamestown; and

WHEREAS in order to convey the property, Mr. Clarke would be required to obtain approval of the Zoning Board of the Town of Jamestown and approval of the Planning Board of the Town of Jamestown;

NOW THEREFORE, it is RESOLVED:

That the Town Council agrees to accept the conveyance of the above described property on the condition that all appropriate approvals are obtained from said Zoning Board and said Planning Board.

**ADOPTED:**

**Town Council Meeting  
November 10, 1980**

JAMESTOWN PLANNING COMMISSION

Minutes of Meeting - October 1, 1980

PRESENT: John Heelan, Chairman; Thomas Feeney; Carol Anderson; Robert Broadhead; Cliff Chappel and Karen Osenton, constituting a quorum.

ABSENT: Elisabeth Brown; Roy Dutra and Jack Jossi.

ALSO PRESENT: Robert Sutton, Town Administrator

The meeting was called to order at 7:00 P.M. A MOTION was made and seconded to waive the reading of the Minutes of the previous meeting. So ordered.

COMMUNICATIONS: Correspondence received from SOW (Save Our Watershed) outlining their position on the proposed new Jamestown Bridge route.

Hazardous waste newsletter received. Statewide Planning bulletin announcing a public hearing on the R.I. State Rail Plan also received.

OLD BUSINESS: Mr. Clarke's request to create a single lot and to deed some land to the Town and transfer the frontage to create a right of way was further discussed. A letter was received from the Town Solicitor rendering an opinion on same. A letter was also received from the Town Administrator attaching a resolution recommended by the solicitor and if approved, it would be referred to the Zoning Board of Review for their approval.

A discussion took place on whether or not the proposal required Planning Commission approval and after consideration by the members, it was decided that Planning Board approval was not necessary.

A map of the area was available for review.

Mr. Robert Clarke and Mr. Frederick J. Jeib were present. Mr. Jeib said he had no objections to the driveway. However, he would like it graded so there is no problem with run off water. Mr. Clarke said he would be willing to amend the driveway to a reasonable width. It is basically on the property line with a buffer. It is a driveway and not a continuation of the road. As far as drainage is concerned there will be a problem. Mr. Clarke feels the engineers will handle it adequately. Mr. Sutton said any driveway construction through the town's right-of-way would be contingent on the Town Engineer's review.

Mr. Clarke informed the Planning Commission that there is a loose homeowners association, who own and maintain the existing Battery Lane property.

The Planning Commission will ask the solicitor to be more specific in his opinion. Approval will be contingent upon the solicitor answering the question: Is there anything in the State Law that would not allow a landlocked lot to be created?

Mr. Heelan asked if the new lot would use town water. The reply was affirmative.

A MOTION was made that upon review of the plan for Conanicut Reserve presented by Mr. Clark, the Planning Commission feels that this plan should be adopted for the following reasons:

1. That the plan allows the town to acquire additional open space. The acquisition of open space in the Beavertail area is consistent with the comprehensive plan.

2. The lot that is being created has an area that is more than twice that required by current zoning.

3. It eliminates long, thin lots in the Beavertail area.

4. It brings about the stabilization of an odd sized piece of land resulting from the shape of land at the DAR.

5. The Planning Commission recommends that the following conditions be made prior to the implementation of this plan:

a. All parties must agree that the lot that is being created will never be subdivided.

b. That the lot will not block access to the waterfront from the town owned land.

c. That the Town Engineer and the Highway Superintendent review and approve the plans for the driveway and the drainage in the driveway.

d. That the paved width is not to exceed 12'.

e. That approval of the Conanicut Reserve Property Owners Association be obtained.

MOTION made by John Heelan and seconded by Cliff Chappel, and so ordered.

A second MOTION was made that this letter be written and signed but not forwarded to the Zoning Board until the Town Solicitor has answered the question of the Planning Commission regarding the creation of a land locked lot. Seconded and so ordered.

The remainder of the meeting was dedicated to Zoning. Mr. Heelan will ask Mr. Lachowicz (Planner) to re-write Section 404, Page 25, "Non-Conforming Lots of Record."

Meeting adjourned at 9:10 p.m. Next meeting will be a special meeting called to review zoning on Wednesday, October 8, 1980. Notices will be sent out.

Respectfully submitted,

Jeanne S. Chappel  
Recording Secretary

cc:  
Town Clerk  
Town Administrator

November 26, 1980

Mr. Robert M. Clarke  
Highland Drive  
Jamestown, R. I.

Dear Bob:

At a meeting of the Zoning Board of Review held on November 25, 1980 the following vote was passed, to-wit:

Voted, that the application of Robert Munro Clarke whose property is located on Beavertail Road and Battery Lane, Tax Assessor's Plat 11 - portion of Lot 5 be granted to create a lot without the required minimum road frontage in accordance with Article VIII Section 1, in that the applicant has shown to the satisfaction of the Board that such relief will not be contrary to the public interest, providing:

that (a) there be no new division of the newly created lot;

(b) that the driveway access to the lot shall not block access to the waterfront from Town owned land and

(c) That the Town Engineer and the Highway Superintendent review and approve the plans for the driveway, not to exceed a paved width of 12', and for the drainage in the driveway.

Very truly yours,

Lucy C. Jenkins  
Town Clerk

/j

CC: Bilding Inspector

November 17, 1980

Mr. Robert Munro Clarke  
Highland Drive  
Jamestown, R. I. 02835

Re: Zoning Variance Hearing, November 25, 1980, 71 Narragansett Ave  
8:00 P.M.

TO: TOWN CLERK'S OFFICE DR.

Fifteen (15) certified letters @1.40 each  
Advertising Charges

21.00  
54.72  
75.72

All charges must be paid in full before the hearing. Please plan to attend.

*Rec'd Payment*  
*11-25-80*  
*L.C.J.*

Sec. 82-1307. - Special permit signs.

Temporary signs, banners, posters and special promotions, except posters intended for window display, will require a special permit from the zoning enforcement officer. Permits for these signs are not to be issued more than 14 days prior to the scheduled event and are to be removed within 48 hours after the event.

*(Code 2003, § 82-1307)*

Sec. 82-1303. - General prohibitions.

The following signs are prohibited in all zoning districts:

1. [*Advertising signs.*] Advertising signs tacked, posted, painted or otherwise attached to utility poles, trees, sidewalks, curbs or rocks.
2. [*Billboards.*] Billboards or any sign or advertising device which advertises a use or activity not located on, or a product not sold nor manufactured on the lot upon which the sign or device is located.
3. [*Interior-lighted signs.*] Interior-lighted signs, which are signs lighted by an interior lighting source and projected through a translucent sign material; provided that neon signs which do not fall within the definition of interior-lighted signs are permitted in accordance with section 82-1309
4. [*Moving, revolving, flashing, mobile or animated signs.*] Moving, revolving, flashing, mobile or animated signs, or signs with any such visible parts; provided, however, that clocks, barber poles and time/temperature devices may be permitted if they comply with all other provisions of this ordinance [chapter]. Signs with any visible moving parts shall also be prohibited.
5. [*Roof signs.*] Roof signs or display signs placed above or supported on the top of a building or structure.
6. [*Trailer signs.*] Trailer signs, defined as any sign which is mounted or designed for mounting on wheels, or which is mounted or designed for mounting on a self-propelled or towed vehicle. Such signs shall include, but not be limited to, mobile advertising signs attached to a truck, chassis, detachable vehicle trailer or other such mobile signs, but shall not include signs painted or otherwise inscribed on a self-propelled vehicle or towed vehicle which identify the product, service or activity for which the vehicle is used, unless the principal use of such vehicle is for advertising purposes.

(Code 2003, § 82-1303)

Sec. 82-1305. - Regulations for commercial districts.

The total number of signs, including wall, window, awning, ground, projecting and sandwich board signs shall not exceed three for any single commercial use on lots exceeding 10,000 square feet in size and two for any single commercial use on lots under 10,000 square feet in size, except multiple uses on a single lot, which shall not exceed the total number of commercial units on the lot plus one additional group sign. The following signs may be erected in the CD, CL and CW districts (except as noted):

1. *Wall sign.* [Wall sign is] defined as a sign attached parallel to, or painted on, the vertical wall of a building exterior. One wall sign per established business for each street frontage not exceeding a total of 16 square feet.
2. *Window sign.* [Window sign is] defined as any sign affixed to, in contact with, or within 12 inches of a window thereof. Window signs permanently erected or maintained in the window of any building, which are visible from any public or private street or highway, are permitted provided such signs shall not occupy more than 25 percent of the area of said window. Normal displays of merchandise in store windows shall not be considered signs.
3. *Ground sign or ladder sign.* [Ground sign or ladder sign] is permitted in the CL district only and is a freestanding single- or double-faced sign, supported from ground level by posts or similar vertical supports. A ladder sign differs from a regular ground sign in that it has two or more horizontal crosspieces serving as individual signs for identification or advertising purposes. One ground [sign] or ladder sign, not to exceed five feet in height nor 20 square feet in area, shall be permitted for each lot.
4. *Projecting, overhanging blade signs.* [Projecting, overhanging blade signs] are signs which project over public ways. These signs installed perpendicular to the facade within the first layer shall be restricted to one per business, and shall not exceed eight square feet in area. In addition, they must have a clear height of eight feet above the sidewalk and be erected and secured in such a manner as to preclude their becoming a safety hazard to the public. The zoning enforcement officer shall require proof of adequate public liability coverage applicable to all signs extended over town property.
5. *Awnings and canopies.* The lowest portion of any awning or canopy shall be not less than eight feet above the level of a sidewalk or public right-of-way. No awning may extend beyond a point two feet inside the curblin. There is no limitation on the horizontal width of an awning.  
There shall be no advertising on any awning or canopy, except that the business name may be painted on the vertical portion of the street apron which is geometrically parallel to the building front.
6. *Signs for multiuse commercial establishments.* A single lot containing more than one commercial unit as an identifiable group shall be allowed one group sign, up to 20 square feet in area, as well as one wall-mounted sign for each separate commercial unit, each sign not to exceed 12 square feet in area.
- 7.

*Signs for gasoline stations, garages and commercial boating facilities.* Such businesses may, if they elect to do so, divide that one exterior sign affixed to the front wall of the building, to which they are entitled as herein above provided, into separate signs affixed to and parallel to such wall and indicating the separate operations or departments of the business; provided, however, that the total of the area of the separate signs shall not exceed the maximum area (16 square feet) permitted under this ordinance [chapter] for a single, exterior sign on such a wall.

In addition, one ground [sign] or ladder sign, subject to limitations as defined above [subsection 3. of this section] (up to 20 square feet), may be permitted. In addition, one sign, standing or otherwise, indicating the company whose gasoline is being sold, may be erected, subject to the approval of the zoning enforcement officer. The standard type of gasoline pump bearing thereon, in usual size and form, the name or type of gasoline and the price thereof, or any other sign required by state law, shall not be deemed to be in violation of this ordinance [chapter]. Temporary or movable signs of any and every type are specifically prohibited.

8. *Signs on town-owned property.* The town council shall have sole discretion as to the suitability of all signs erected, or to be erected on town-owned property, under lease of private enterprise, or otherwise. Any person wishing to place a sign on or over town property shall make a request for such to the town council. All said signs shall conform to the existing sign code. This provision shall include sandwich boards, and other signs which are customarily placed on the public sidewalks. Sandwich boards shall not exceed 24 inches in width nor 40 inches in height.

*(Code 2003, § 82-1305; Ord. of 10-22-2009, § 82-1305)*

**TOWN COUNCIL MEETING**  
**September 8, 2015**

**I. ROLL CALL**

Town Council members present:

Kristine S. Trocki, President  
Mary E. Meagher, Vice President  
Blake A. Dickinson  
Michael G. White  
Thomas P. Tighe

Also in attendance:

Andrew E. Nota, Town Administrator  
Peter D. Ruggiero, Town Solicitor  
Christina D. Collins, Finance Director  
Lisa Bryer, Town Planner  
Michael C. Gray, Public Works Director  
Michael Swistak, Planning Commission Chair  
Edward A. Mello, Police Chief  
Cathy Kaiser, School Committee Chair  
Arlene D. Petit, Charter Commission Chair  
Representative Doreen Costa  
Cheryl A. Fernstrom, Town Clerk

**II. CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Council President Trocki called the regular meeting of the Jamestown Town Council to order at 7:01 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Councilor Dickinson led the Pledge of Allegiance.

**III. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, RESOLUTIONS**

A) Proclamation

1) No. 2015-14 “September as Childhood Cancer Awareness Month”

The Proclamation was read by President Trocki.

**A motion was made by Vice President Meagher with second by Councilor White to approve the Proclamation. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

B) Resolution

1) No. 2015-15: “In Support of the Quonset Air Museum”

a) Letter of Representative Doreen Costa requesting support for the Quonset Air Museum

Representative Doreen Costa spoke on behalf of the Quonset Air Museum. Her goal is to receive a Resolution of Support from all 39 cities and towns in order to save the Museum, and Jamestown is the 30<sup>th</sup> municipality adopt a Resolution. Representative Costa thanked the Council for their time and support. The Resolution was read by President Trocki.

**A motion was made by Vice President Meagher with second by Councilor White to approve the Resolution. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

#### **IV. PUBLIC HEARINGS, LICENSES AND PERMITS**

*All approvals for licenses and permits are subject to the resolution of debts, taxes and appropriate signatures as well as, when applicable, proof of insurance.*

**A motion was made by Vice President Meagher with second by Councilor White to convene as the Alcoholic Beverage Licensing Board for the Town of Jamestown at 7:05 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

Town Council Sitting as the Alcoholic Beverage Licensing Board

A) **Request for a motion** that the applications listed below will be in order for hearing at a meeting of said Licensing Board on Monday, November 2, 2015 at 7:00 p.m. and advertised in the *Jamestown Press*. **NOTICE:** Is hereby given by the Town Council of the Town of Jamestown, being the Licensing Board in said Town as provided under Title 3, Chapters 1-12 of the General Laws of Rhode Island 1956, and as amended, that the following **RENEWAL** applications have been received by the Town Council for licenses under said Act, for the year December 1, 2015 to November 30, 2016:

#### **CLASS A (PACKAGE STORE) – RETAIL**

Tunstall, Inc.  
dba: Grapes & Gourmet  
9 Ferry Wharf

Varsha, Inc.  
dba: Jamestown Wine & Spirits  
30 Southwest Avenue

**A motion was made by Vice President Meagher with second Councilor Tighe to proceed to advertise the Class A (Package Store) – Retail Liquor License renewals. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

#### **CLASS B – VICTUALER**

Islandish, Ltd.  
dba: Chopmist Charlie's  
40 Narragansett Avenue

Jamestown Culinary Partners, LLC  
dba: Jamestown Fish  
14 Narragansett Avenue

Jamestown Restaurant Group, LLC  
dba: Narragansett Café  
25 Narragansett Avenue

New England Golf Course Management, Inc.  
dba: Jamestown Golf and Country Club  
aka: The Cady Shack  
245 Conanicus Avenue (lower level rear)

Slice of Heaven, Inc.  
dba: Slice of Heaven  
32 Narragansett Avenue

ESJ, Inc.  
dba: Simpatico Jamestown  
13 Narragansett Avenue

KALI, LLC  
dba: J Twenty-Two and the Unmarked Door  
22 Narragansett Avenue

**A motion was made by Vice President Meagher with second by Councilor Dickinson to proceed to advertise the Class B – Victualer Liquor License renewals. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

**CLASS B – LIMITED**  
Lucky Ridge Co., LLC  
dba: Spinnaker's Café  
3 Ferry Wharf

**A motion was made by Vice President Meagher with second by Councilor Dickinson to proceed to advertise the Class B – Limited Liquor License renewal. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

**CLASS D - FULL (CLUB)**

Conanicut Yacht Club  
dba: Conanicut Yacht Club  
40 Bay View Drive

**A motion was made by Vice President Meagher with second by Councilor White to proceed to advertise the Class D – Full (Club) Liquor License renewal. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

**B) Request for a motion** to advertise for extended hours [in accordance with RIGL §5-24-1 (a) and (b)] in the *Jamestown Press* for a public hearing on November 2, 2015:

- 1) **NOTICE:** Is hereby given that there will be a public hearing by and before the Town Council of the Town of Jamestown on Monday, November 2, 2015 at 7:00 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers, 93 Narragansett Avenue, Jamestown, RI pursuant to §5-24-1 of the General Laws of Rhode Island 1956 and as amended upon the following **RENEWAL** application:

Cumberland Farms, Inc.  
dba: Cumberland Farms Store #1108  
41 North Main Road  
Plat 8 Lot 626  
7:11

Application of **Cumberland Farms, Inc. dba: Cumberland Farms Store #1108**, for renewal of additional operational hours to open at 5:00 a.m. for said establishment, holder of a Victualing License issued by the Town of Jamestown. If granted, this will allow the establishment to continue to be open from 5:00 a.m. to 2:00 a.m. daily (RIGL §5-24-1 allows this establishment to be open from 6:00 a.m. until 2:00 a.m. without additional operating hours).

**A motion was made by Vice President Meagher with second by Councilor White to proceed to advertise for the Extended Hours Victualing License renewal public hearing on November 2, 2015. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

**A motion was made by Vice President Meagher with second by Councilor White to adjourn as the Alcoholic Beverage Licensing Board at 7:08 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

## **V. 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.*

A) Scheduled to address.

Gary Girard of Seaside Drive. Rental Properties in Jamestown. Mr. Girard commented he is not opposed to owners renting their properties, but is opposed to motel-like renting property rentals for less than 7 days. He requests the Town Council enforce existing ordinances or create new ordinances if required to protect the citizens of Jamestown. President Trocki stated this will be coordinated with the Town Administrator.

B) Non-scheduled to address.

Karen Gray of Seaside Drive. Rental Properties in Jamestown. Ms. Gray requests enforcement of the Zoning Ordinance against motels in a residential area and commented on a Seaside Drive property being operated as a motel. Ms. Gray read the RI Division of Taxation definition of what constitutes a hotel/motel, referenced the Air B & B listing for the Seaside Drive property, the rate, check-in and checkout time, and one-night minimum. A picture of 9 cars in the driveway was provided. Seaside Drive is in the R40 zoning district, which does not allow motels. The Council was thanked for support in enforcing the zoning ordinance. President Trocki stated this will be coordinated with the Town Administrator and Town staff.

Bernie Pfeifer of Seaside Drive. Rental Properties and Quality of Life. Mr. Pfeifer expressed concern for the quality of life for residents with the motel rentals causing water and drainage issues. Many afternoons there are 9 cars at the rental property with showering and water use by guests, as water quality and quantity is a concern on the Island. The high transient population is difficult for area residents. Mr. Pfeifer thanked the Council.

Ken Newman of Avenue B. Rentals in West Ferry area. Mr. Newman commented Newport is monitoring Air B & B and other ads in order to monitor this type of activity and notifies property owners they are in violation of ordinances.

John Pagano of Seaside Drive. Rentals and Quality of Life. Mr. Pagano commented on activities at rental properties including football games on the back lawn, making it impossible to use your own backyard, people arriving at the wrong property by mistake at all hours, unknown dogs on property defecating, waking residents, water usage, and fear of liability. He asks Council for assistance.

Charlotte Zarlengo of Seaside Drive expressed support for her neighbors and would appreciate Council assistance with this increasing problem.

Richard Koster of West Reach Drive. Hunting in Residential Areas and the Tick Task Force Newspaper Ad. Mr. Koster expressed concern regarding the newspaper ad seeking property owners who would allow hunting on their property, regardless of size, to reduce the size of the deer herd, as hunters could access the wrong property or stray bullets could travel to another property. Councilor Dickinson, TTF member, explained and clarified the request. Town Administrator Nota stated hunting is governed by State law and private property owners can invite hunters onto their property and neither the Town nor property

owner is liable. Mr. Nota offered to discuss this further with Mr. Koster. Councilor Dickinson suggested he speak with Chief Mello regarding the safeguards that have put in place above and beyond State regulations.

Perry Scott of Top O Mark Drive. Hunting on private property and *Jamestown Press* ad. Mr. Scott stated he is not against hunting but is concerned for young children observing animals being shot and processed. Vice President Meagher commented on hunting regulations and that the TTF ad seeks a combination of small lots for hunting rather than an individual small lot in a densely populated area. Mr. Scott expressed concern for hunters and animals crossing multiple lots and potential liability issues. Councilor Dickinson referenced parameters that must be followed. Mr. Scott was invited to attend TTF meetings and speak with the Town Administrator for more information.

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

A) Administrator's Report: Town Administrator Andrew E. Nota.

1) Goals and Objectives Updates

Mr. Nota referenced the 18-page updated Goals and Objectives distributed to Town Council members. The Council established three main goals, with various prioritized objectives and related action items. The Goals and Objectives are updated at the first meeting of the month to show progress by Town staff in achieving the Council's goals and objectives. This is also posted on the Town's website.

Mr. Nota referenced the bulleted list forwarded to Council members regarding Town activities. Paving work will commence (lasting 4 to 5 weeks) in neighborhoods, with notification to area residents. Meetings with youth organizations are ongoing including the soccer association, baseball and softball; Public Works is working on finalizing plans for North Road improvements Phase 1; striping on North Road this fall; design work on North Pond bridge and area drainage; bids are in preparation for a new roof for Ft. Wetherill building, with the exterior to be completed this fall. Parks and Recreation Director Piva submitted his resignation, effective at end of October, and the job description is almost complete. The Police Chief's Administrative Assistant position has been posted, and all town departments are updating job descriptions with completion by the end of September.

Rental Properties Taxation. There have been a number of calls on this issue and the Division of Taxation is catching up on the new process. Town residents are asked to report any such rentals to the Town Administrator. To date there has been great cooperation from local realtors and the large internet rental agencies. Discussion ensued of potential revenues.

Sandwich Board signs. New Building Official Costa noticed various signs around town at popular locations. He reviewed the Zoning Ordinance and contacted businesses on signage regulations. This section of the Zoning Ordinance needs attention, the Ordinance

Review Committee will be working on signage regulations, and this will be before the Council in the future. Discussion continued.

## VII. UNFINISHED BUSINESS

None.

## VIII. NEW BUSINESS

A) Awarding of Bid: Public Works Vehicles and Heavy Equipment through a lease/purchase financing for an amount not to exceed \$634,331.00 for a 5-year term at 1.79% or 7-year term at 1.95% to Santander Bank, N.A., as recommended by Finance Director Christina Collins, with authorization for signing by the Town Administrator and Finance Director; discussion and/or action and/or vote to approve.

1) Adoption of Authorizing Resolution

Finance Director Collins is pleased with the bids received, with 6 of the 8 bids having an interest rate below 2%. President Trocki read the Authorizing Resolution.

**A motion was made by Vice President Meagher with second by Councilor White to approve the bid award and adopt the Authorizing Resolution No. 2015-16. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

B) Awarding of Bid: 10-year Lease for East Ferry Marina – Proposals received from Conanicut Marine Services, Inc. and Jamestown Boat Yard; review and discussion and/or possible action and/or possible vote to approve and/or award bid

Proposals were received from Conanicut Marine Services and Jamestown Boat Yard. Councilor Dickinson recused on this issue, filed the appropriate form, and left the Council table due to his family relationship to one of the bidders. President Trocki noted she spent 11 hours reading and reviewing the RFP and two proposals. Town Administrator Nota prepared a PowerPoint presentation that summarizes the proposals. Mr. Nota thanked citizens for their attendance and proceeded with the presentation. CMS has been a presence in Jamestown for 40 years. The Town is obligated to engage in the complicated RFP process by State law. Mr. Nota thanked both excellent local marina companies that submitted bids; both operations want to maintain and improve East Ferry. Finance is one of the determining factors, and the entire proposal is evaluated to determine what bid is in the best interest of the Town. The town has benefited by engaging the RFP process and this process will be used for all leases as they expire. The PowerPoint presentation covered the following:

### East Ferry Marina – RFP Review

Purpose of Request and Introduction

RFP Format

- Timeline and Schedule – RFP released August 14, 2015

- Questions and Answers – due by August 24, 2015
- Pre-Bid Conference – August 19, 2015 – requirement for bid submission
- Proposal Submission – September 2, 2015
- Required Format and Proposal Content
- Additional Information
- Town Option to Reject all proposals
- General RFP Instructions and Information
- Items Covered by Evaluators

#### Jamestown Boatyard Proposal

- Cover Letter and Executive Summary

#### Jamestown Boat Yard Operations Plan

- Three-Stage Plan
- Parking Plan
- Safety and Hurricane Plan

#### Conanicut Marine Services Proposal

- Cover Letter and Executive Summary
- CMS Approach
- Proposal Summary

#### Conanicut Marine Operations Plan

- CMS Internal Plans and Best Management Practices

#### Comparison Spreadsheet Review:

- Existing Lease – Base Rent (2005-2015)
- RFP – Base 10-Year Term Comparison – Review and Discussion of spreadsheet
- Service Cost Estimation – Review and Discussion of spreadsheet
- Service Cost Estimation - Revised – Review and Discussion of spreadsheet

Town Administrator Nota commented the Town received two great proposals. President Trocki noted both proposals are available on the Town website and the Town Administrator's Presentation will be available tomorrow morning. President Trocki invited public comment.

#### Public Comment:

The two applicants were invited to speak first.

Steve DeVoe, Jamestown Boat Yard. Mr. DeVoe commented the Town Administrator did a great job analyzing the bids. He would like to hear public comment first so he can address the public's questions rather than speak at this time.

Arlene Petit of Bryer Avenue commented the Town Administrator's presentation was excellent and inquired on the three stages of Jamestown Boat Yard's proposal timeline, asked about public facilities, and whether showers and restrooms were part of the proposal.

Bill Munger, Conanicut Marine Services. Mr. Munger commented this was a brutal  
Town Council Meeting 09.08.2015

process. The Town provided a comprehensive outline and he commended the job done by the Town Administrator, Finance Director, Public Works Director and Town Solicitor. The Pre-bid stated the RFP must be complete in every way, and he thanked his team and staff for their efforts in preparing the proposal. The Town knows what it has, we have been a strong partner, and consider this a partnership. Mr. Munger thanked the Council.

Suzann Andrews of Blueberry Lane addressed her past experiences on Town committees and stated CMS never turned down a request for support for an event and gave above what was requested. CMS addresses the needs of its customers on the water as well as the needs of the Town and its citizens.

Bruce McIntyre of Umiak Avenue noted the Town must follow rigorous rules in granting an RFP and congratulated the Town Administrator on an excellent presentation. This is a difficult decision for the Council and this is a real community partnership; contracts are not just about money, and the waterfront is the heart and soul of the community. The services provided by CMS and how they treat visitors to Jamestown must be factored into the decision. CMS has a clean, safe facility, polite employees, and do everything they have ever been asked. CMS in-kind services were noted. Mr. McIntyre commented on the excellent proposal by JBY. He asked the Council to consider the 40-year history and what CMS has done for our community.

Bob Bailey of East Shore Road. Mr. Bailey commented the Jamestown Boat Yard Proposal Appendix C has no signature on the document and asked if that made the proposal invalid. He asked if offsite parking is not a permitted use per the Zoning Ordinance, would a special use be required. He stated both bidders did an excellent job on the proposals.

Town Administrator Nota stated two viable proposals were submitted. The original documents were not posted on the website and will have to be reviewed and a determination made that the submissions were complete. Presently JBY provides Dumpling Drive parking for its existing customers. Per Town Planner Bryer, if parking revision is required, it would be part of the process and would not affect the awarding of the bid; the question is whether this a non-conforming use.

Deb Swistak of Lincoln Street commented on what the downtown area looked like in 1974 when Bill and May (Munger) came along. They took a chance and had a vision when Jamestown was depressed after the ferry departed. This is a very clean and maintained operation, they provide a beautiful facility, and care about the Town.

Ken Newman of Avenue B commented on Phase 1 in the JBY proposal and asked how the current gasoline situation would affect the Town during storm emergencies and what is JBY's intention regarding the gas tanks - are they going to be permanently removed or replaced?

Steve Froberg of North Road stated he has worked for CMS a long time and has been a

firefighter for a long time and realizes the land required to store equipment and boats. JBY does a great job, but will they have enough storage space for equipment and boats so that the Fire Department would have proper access to the storage area in case of a fire during the off season?

Barbara Herman of Hawthorne Road, District 12 Power Squadron Commander, stated CMS is known as the best in class marina and their members want to come back year after year as they provide the best services and facilities. When the recreational boaters leave for the season, CMS continues its support for the community year round.

Dick Allphin of Lincoln Street stated CMS pays a fair rent. He knows what downtown looked like 28 years ago and referenced the old ferry. CMS has donated equipment and personnel numerous times to assist the community, including putting sails on the windmill for the Historical Society, never charging for their services. It doesn't make sense to have two marina operations at East Ferry.

Sav Rebecchi of Sail Street stated 20 years ago Labor Day he came to Jamestown and rented an apartment above the deli and observed the CMS operation. The marina was fascinating to watch and he got to see what they do over the four seasons, including the Christmas tree in the square. Having owned various businesses, he understands operations and over the years did an analysis of CMS, and they are a class act. They go above and beyond anything asked or expected, they are professional, and he calls it value-added services; they are always there to help. What they give far exceeds the \$15,000 annual difference in the proposal, a small community needs committed businesses, and they have proven themselves.

Paul Sprague of Mast Street stated his family fell in love with Jamestown after completing a Tall Ships film project and moved here from Indianapolis in 1976. They first lived on a boat at CMS and the Mungers became an extended family. All that CMS has done for the Town made a huge impact, and if the lease changes, it changes the face of Jamestown. The Mungers and CMS are always there to help everyone whenever there is a small or large disaster. It is too large a risk to take to change operators.

Charles Petit of Bryer Avenue asked about the proposals and commercial services on the pier. Town Administrator Nota stated JBY proposed to remove the existing crane from the pier and make it more accessible for recreation. Mr. Petit stated he is very much at home in Jamestown and part of that is due to Bill Munger who got him involved in the town. His business is known all over for the services provided and for what they do for the Town.

Deacon Nelson of Bay View Drive stated he is a long-time customer of CMS and captain of the Coastal Queen, one of the oldest documented boats in the country and docked in Jamestown. Bill and May have provided ferry services, cleaned up facilities, provided numerous services, and to jeopardize that business would jeopardize the business structure of the marina, CMS, and the Jamestown business community. The crane is used

constantly by businesses in Town, it is needed, and would create a hardship if removed. The CMS operation downtown has a larger operation for parking and docks. He applauds both parties and town for the RFP proposal, which may have resulted in higher revenues for the Town. It is hard to see a new team come in and it would significantly impact the business community. Discussion continued.

John Hall (boat yard owner in Westerly) of Standish Road stated he has known the Mungers for many years. In ABRA, CMS sets the standard of excellence for about 200 boat yards, something to keep in mind.

Robin Foote of Hamilton Avenue stated it is hard to add additional accolades to CMS services. They have been Jamestown residents for three years, and prior to living here had a boat at CMS and it was a wonderful experience. Having owned four businesses he has an appreciation for what it takes to put together, inspire, and maintain a team, and what CMS has at the marina is perfection. He remembers what Jamestown looked like when the ferry left and how it looks today. CMS is the heart and soul of what people see in Jamestown, they have done a marvelous job, and it would be a risk to change operators. What CMS offers is worth more than \$15,000 a year.

Jerry Scott of Walcott Avenue commented as a member of the Taxpayer Association he has spoken many times about his concern the Town gets its fair share when it comes to the leases. His biggest concern is the Town has no policy in place. The East Ferry lease requires that all taxes must be paid, but no taxes are paid. There has been a dramatic increase in real estate values, but no increase in income, and he wants there to be specific requirements. Discussion continued. Town Administrator Nota stated he has previously spoken to Jerry regarding the leases. The Town can't tax CMS for property owned by the Town. Other than property they own, the Town can't tax them. What is owned and taxed for CMS was referenced and there will be movement as leases are renewed. Vice President Meagher stated what we are seeing is the start of a policy. President Trocki noted the Town Administrator has done an excellent job closing loopholes and improving the leases going forward.

Rob Packer of Pennsylvania Avenue expressed concern that there may or may not be gas at the dock. What will happen in an emergency? In the past CMS has provided fuel to town vehicles in an emergency, but there is no guarantee there will be fuel at the dock with a new operator. CMS operates a green marina, which makes them a good neighbor, and they are the only marina in town that is green.

Steve Munger of Southwest Avenue asked if JBY can prove they have financial lending approval or the resources available to achieve the infrastructure they propose. He feels their proposal will result in reduced services to the town and CMS losing the lease will result in loss of employment to the town.

Paul Sprague of Mast Street commented on concern for emergency management if the fuel capacity for the town is lost, and the resulting infrastructure costs to provide tanks

for municipal fuel storage/use should be a consideration in any decision.

Ray Ianetta of Stanchion Street stated we have two viable marina businesses and everything he is hearing will damage one, which is not good policy. As a boat owner he has seen CMS operations and use of the crane. Where can a sail boat be placed in the water if the crane must be moved because people don't like looking at it? To eliminate CMS would not do anything for the businesses in town.

Donna Wood of Southwest Avenue stated CMS has done wonders for the downtown area. The crane provides an affordable option for many boaters to get boats in the water. If the crane service goes away, she is unsure where it will be provided and affordable boating in Jamestown will cease. The Mungers have done a great deal for the community and they are wonderful to their employees, treating them like family, and she feels that should be a consideration. If it ain't broken don't fix it, and 40 years of commitment to the community says a lot.

Mike Swistak of Narragansett Avenue stated it is the Council's job to make the best decision for the Town and the bottom line. But that is not the only consideration, as the award is for professional services as well and he hopes the Council looks at the whole proposal and the operation that is best for the town.

Charles Petit of Bryer Avenue commented on the lifestyle and quality of life in Jamestown and we have it right now. He advises the Council to be leery of changing that.

President Trocki thanked the public for their comments.

Steve DeVoe of Clinton Avenue and co-owner of Jamestown Boat Yard stated their proposal has three phases. The first 1<sup>st</sup> phase is to buy and install new docks and ramps. The fuel issue goes back to the tanks that have been there for a long period. The current lessee has enjoyed the income from the sale of fuel from those tanks. If granted the lease they would do an analysis of the fuel sold, how much is sold, and whether the demand justifies putting in new tanks. The current lessee is responsible for removal of the tanks. After the first year of operation they would be able to make that decision and petition the Town for permission/approval for replacement of the tanks. It would be their intention over the 10 years of the lease to provide fuel at the marina. As far as the lack of a signature, their cover letter of intent was signed by Clement Napolitano as President of the firm. As far as zoning, 60 Dumplings Drive has a non-conforming use, and they park boats and vehicles for their mooring customers and all members/residents of the Dumplings Association who use the beach and there is no issue with parking. If they are not able to have boat storage or dock storage they will secure upland heated storage for their customers. Launch services are not needed as they have launch service and if needed service can be provided with their two launches and they may run one from JBY to East Ferry. As for community service, they can provide Santa, and can assure that if they get the lease, will put up the Christmas tree on alternate years. They will bring Santa into Town and he can play Santa as well as anybody. JBY will not have permanent

restrooms and showers in the first year. If they are the successful bidder, a permanent dock structure will be designed by Burgin Lambert that will include restrooms and showers and would be built as soon as possible. JBY has a long-standing relationship with Bank Newport, no mortgage, a line of credit for \$500,000, and a commitment for project work for another \$500,000. In 1974 CMS saw an empty waterfront and saw an opportunity and the need for hard work and have done very well. They built their business on use of the Town dock and he can't comment on building a business on something you don't own. There are three other boat yards on the Island that all step masts and can get it done, and it is a minor issue. The good deeds of the Mungers can't be denied. This is a competitive process that has already saved the town money, and without it the proposals would not be what they are. As far as community service, JBY would strive to meet and excel the level of services currently provided by CMS. If given the opportunity, they will do their best for the Town of Jamestown.

President Trocki asked if there were any additional questions that need to be answered.

Mr. Munger stated boat launching and mast stepping is charged by the foot, and must be efficient. By reducing operations and eliminating the crane, most sailboats would not be accommodated here, losing efficiency.

President Trocki commented that each of the bidders excels in different areas and accommodate and refer people to each other. Mr. Munger stated he refers business to other boat yards in town and they work well together.

Mr. DeVoe stated JBY is better able to launch larger boats; their average vessel is 44 feet. CMS better handles the 25 to 39 foot vessels with the crane. Larger vessels would have to go to JBY or Clarks to be launched on their railways.

Council members were asked for their questions and comments.

Vice President Meagher congratulated the two bidders, everyone involved, and thanked all for coming. She thanked the Town Administrator and staff for a wonderful RFP. She thanked the respondents, and stated it is difficult to choose between the two excellent businesses we respect and admire. There are different visions by the two and they show they do a good job. In a small town past performance is all we have and both businesses have a good one and they are two terrific companies we can rely on. She feels CMS is the company to go with. The Mungers created something from nothing, and they have improved the marina and continue to make it better. She has not always agreed with their plans. Based on the proposal, she feels CMS is the right choice.

President Trocki commented she has been home recuperating from surgery and has had plenty of time to review the proposals. One option is to take the information and review further prior to making a decision. She asks Council members if they are comfortable voting or wish to continue.

Councilor White stated how difficult it is to decide and vote to award the bid. He thought he wasn't ready to make a vote, but he has more of an inclination of what he should do now. He referenced the book he wrote "If it ain't broke, break it." Going with what is may not be good, but also believes if it ain't broke don't fix it. He is impressed with both proposals, including the succinctness of the JBY proposal and the weight of the CMS proposal. He is impressed with the RFP prepared by Town Administration. The competition between the two businesses was great, and he is in a position to vote for Conanicut Marine.

Councilor Tighe stated he is also ready to vote. He has been here over 40 years and was here when the ferry operated and wrote a paper on the economic impact of the ferry closing on the downtown area. He is glad the Town used a different process for the leases and agreed we have to look at not only the finances but the whole picture and how it benefits the Town. We have had good service, he is ready to make a decision, and his vote is for Conanicut Marine.

President Trocki stated she is ready to make a decision. This process was different and she appreciates the RFP process as both an attorney and a Council member to achieve what is in the best interest of the Town. She is pleased with the process even though it has been difficult and is impressed with the RFP and the process, town staff, and the efforts of all involved. President Trocki commented on the RFP documents and the bids which she read thoroughly, and after reading both, has a different appreciation. She was disappointed at first with the dollar amount of difference; however, when she read the entire proposals and saw all of the awards, recommendations, and at the end of reading every single word, appreciates both bids and the very difficult decision before the Council. It is not only dollars and cents. After reading all of the information she came here to listen to additional comments. Based on all information she is in favor of CMS for the comprehensive, extensive nature of its proposal. This includes the consistency of services provided, including staffing and fuel, green technology, what is expected of the employees, increased financial value to the town, extended history of CMS, experience of Bill and the entire team, maintenance of current staffing level, Jamestown preference for boaters, scope of services provided, and it is difficult. She is able to change, take a risk, and support the under-dog. As a Council member she must protect the town assets. She is prepared to take a vote and awaits a motion.

**A motion was made by Vice President Meagher with second by Councilor White to grant the lease for the East Ferry Marina to Conanicut Marine. President Trocki Aye; Vice President Meagher, Aye; Councilor Dickinson, Recused; Councilor White, Aye; Councilor Tighe, Aye. Motion passes by a majority vote in the affirmative. (applause)**

President Trocki thanked Steve DeVoe and Jamestown Boat Yard for their efforts.

A recess was called at 10:06 p.m. The regular meeting resumed at 10:14 p.m.

President Trocki noted the bid award is subject to acceptance of the RFP and the lease and its terms, which must be negotiated. Town Administrator Nota and Solicitor Ruggiero will prepare the lease and work with CMS on it, and it will come back to the Council for review and approval.

## **IX. ORDINANCES AND APPOINTMENTS AND VACANCIES**

### **A) Appointments and Vacancies**

- 1) Jamestown Philomenian Library Board of Trustees (one vacancy with an unexpired three-year term ending date of December 31, 2015); duly advertised
  - a) Request for appointment
    - i) Mary Lou Sanborn (previous candidate)

**A motion was made by Councilor Tighe with second by Councilor Dickinson to appoint Mary Lou Sanborn to the vacancy on the Library Board of Trustees to December 31, 2015. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

- 2) Jamestown Philomenian Library Board of Trustees (one vacancy with an unexpired term ending date of December 31, 2015)
  - a) Letter of Resignation
    - i) Karen K. Montoya

A letter of thanks will be sent to Karen Montoya for her services to the Town and the vacancy will be advertised.

- 3) Jamestown Harbor Commission – Coastal Waters (One vacancy with an unexpired three-year term ending date of December 31, 2017); duly advertised (no applicants)

The Coastal Waters designation may deter people from applying, and amendments to the Harbor Ordinance designation requirements that may inhibit people from applying were eliminated. The ad should just state Harbor Commission and not include the Coastal Waters designation.

## **X. 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.*

President Trocki noted the Public Hearing on the Fire Station will be on the September 22, 2015 Zoning Board agenda. The Jamestown Half Marathon is on the Consent Agenda, and Chief Mello stated all conditions put in place have been met and he has no concerns with granting this license. The Town has received the \$7,500 base payment from Half Marathon promoter Eident Sports Marketing.

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

The Consent Agenda approved consists of the following:

- A) Approval of Council Minutes
  - 1) August 3, 2015 (regular meeting)
  - 2) August 3, 2015 (executive session)
- B) Minutes of Boards, Commissions and Committees
  - 1) Jamestown Philomenian Library Board of Trustees (06/09/2015)
  - 2) Jamestown Philomenian Library Board of Trustees (07/14/2015)
  - 3) Jamestown Planning Commission (05/06/2015)
  - 4) Jamestown Planning Commission (05/20/2015)
  - 5) Jamestown Planning Commission (06/03/2015)
  - 6) Jamestown Planning Commission (06/17/2015)
  - 7) Jamestown Planning Commission (08/05/2015)
  - 8) Jamestown Tick Task Force Education & Outreach (09/23/2014)
  - 9) Jamestown Tick Task Force Education & Outreach (11/25/2014)
  - 10) Jamestown Tick Task Force Education & Outreach (01/27/2015)
  - 11) Jamestown Tick Task Force (06/04/2015)
  - 12) Jamestown Zoning Board of Review (07/28/2015)
- C) CRMC Notices
  - 1) Notice Requesting concurrence of OCM as a routine program change the addition of two new federal agency licenses issued by the FAA to the RI federal consistency list contained in Table 2 of the CRMC Federal Consistency Manual as follows:
    - Certificates for the operation of new airports (Federal Aviation Regulations Part 139) (USC §44706)
    - Final approval of airport layout plans (ALP) (49 USC §47107(a)(16)).
  - 2) CRMC/RIDEM Joint Notice of Assent and Water Quality Certification for installation of a seasonal long aluminum access ramp leading to long floating dock to service URI Crew Team at Middlebridge Marina, 95 Middlebridge Road, Narragansett
  - 3) CRMC September 2015 Calendar
- D) Zoning Board of Review Abutter Notice
  - 1) Notice is hereby given that the Jamestown Zoning Board of Review will hold a Public Hearing September 22, 2015, at the Jamestown Town Hall, 93 Narragansett Avenue, Jamestown, Rhode Island at 7:00 p.m. upon the following: Application of Jamestown Fire Department whose property is located at 50 Narragansett Avenue, and further identified as Assessor's Plat 8, Lot 479 for Variances and Special Use Permits as follows:
    1. Special Use Permit under Article 3, table 3.1.

2. Special Use Permit under Article 11, entitled “Jamestown Village Special Development District”, section 82-1109.
3. Special Use Permit under Article 7, entitled “Non-conforming Uses”, section 82-704.
4. Setback Variances under Article 3, table 3.2, distance to side yard 30 feet required.
5. Minimum lot size under Article 3, table 3.2, 40,000 square feet required.
6. Minimum lot frontage/lot width for museum lot. Width 120’ on Coronado and 59.0 on Narragansett.
7. Special Use Permit and Variance from Article 12, entitled “Parking Regulations”, section 82-1205 entitled “Shared Parking”.
8. Variance from Loading Space requirement – section 82-1206.
9. Variance from number of parking spaces required under section 82-1203, 28 spaces required for combined fire station and museum uses. Section 82-1204J, for use of on-street parking spaces.
10. Variance from Village Design Standards, Section 82-1108(3). Requirement for 30% clear glass.
11. Variance from section 82-1111 as to parking locations and standards for the Village overlay. All garages and parking shall be located at least 6 feet behind the principal building façade. Parking is on the side. Vehicular entrances to garages shall be no wider than 18’ at the frontage.

Said property is located in a Public Zone and contains 8,774 square feet. Applicant proposes to decrease the lot size to 6,600 square feet.

E) Abatements/Addenda of Taxes

1) Abatements: Properties – 2015 Tax Roll

	<b><u>Property/Abatement Amount</u></b>
a) Plat 9 Lot 588	\$28,877.86
b) Plat 4 Lot 74	\$ 2,776.04
c) Plat 16 Lot 133	\$ 1,980.57
d) Plat 16 Lot 207	\$ 2,543.37
e) Plat 8 Lot 544	\$ 3,938.67
f) Plat 1 Lot 165	\$ 2,642.59
g) Plat 7 Lot 101	\$ 8,245.98
h) Plat 8 Lot 494	\$ 5,811.33
i) Plat 3 Lot 409	\$ 4,094.80
j) Plat 12 Lot 197	\$ 5,070.26
k) Plat 14 Lot 370	\$ 2,241.34
l) Plat 4 Lot 23	\$ 3,131.63
m) Plat 14 Lot 215	\$ 1,258.86
n) Plat 2 Lot 19 & Plat 9 Lot 783	\$14,012.43
o) Plat 1 Lot 358	\$ 118.53
p) Plat 3 Lot 44	\$ 1,741.76

q)	Plat 7 Lot 134	\$15,816.98
r)	Plat 3 Lot 416	\$ 3,632.97
s)	Plat 3 Lot 377	\$ 2,223.78
t)	Plat 3 Lot 142	\$ 2,949.01
u)	Plat 15 Lot 46	\$ 3,276.50
v)	Plat 7 Lot 127	\$ 3,700.58
w)	Plat 3 Lot 388	\$ 2,417.82
x)	Plat 12 Lot 24	\$ 8,758.73

2) Addenda: Properties – 2015 Tax Roll

<b><u>Property/Addenda Amount</u></b>		
a)	Plat 8 Lot 494	\$ 5,811.33
b)	Plat 7 Lot 134	\$15,816.98
c)	Plat 7 Lot 127	\$ 3,700.58
d)	Plat 3 Lot 416	\$ 3,632.97
e)	Plat 3 Lot 44	\$ 1,741.76
f)	Plat 12 Lot 24	\$ 8,758.73
g)	Plat 4 Lot 74	\$ 2,819.94
h)	Plat 7 Lot 101	\$ 8,245.98
i)	Plat 12 Lot 197	\$ 5,070.26
j)	Plat 1 Lot 165	\$ 2,642.59
k)	Plat 9 Lot 783	\$10,097.62
l)	Plat 2 Lot 19	\$ 3,914.81
m)	Plat 16 Lot 133	\$ 1,980.57
n)	Plat 3 Lot 377	\$ 2,267.68
o)	Plat 8 Lot 544	\$ 3,938.67
p)	Plat 16 Lot 207	\$ 2,543.37
q)	Plat 9 Lot 588	\$28,877.86
r)	Plat 15 Lot 46	\$ 3,276.50
s)	Plat 3 Lot 143	\$ 2,949.01
t)	Plat 14 Lot 215	\$ 1,258.86
u)	Plat 14 Lot 370	\$ 2,241.34
v)	Plat 3 Lot 388	\$ 2,417.82
w)	Plat 4 Lot 23	\$ 3,131.63
x)	Plat 3 Lot 409	\$ 4,094.80

3) Abatements: Motor Vehicles - 2015 Tax Roll

<b><u>Account/Abatement Amount</u></b>		
a)	#02-1381-20M	\$ 248.21
b)	#15-0300-00M	\$ 23.95
c)	#16-0147-55M	\$ 56.35
d)	#18-0246-40M	\$ 245.44
e)	#18-0246-60M	\$ 100.80
f)	#19-0469-00M	\$ 37.25
g)	#19-1236-20M	\$ 74.48

4) Addenda: Motor Vehicles – 2015 Tax Roll

**Account/Addenda Amount**

- a) #13-1896-66M \$ 140.60
- 5) Abatements: Motor Vehicles – 2014 Tax Roll  
Account/Abatement Amount
  - a) #15-0300-00M \$ 41.46
  - b) #16-0147-55M \$ 33.64
- 6) Abatements: Motor Vehicles – 2000 Tax Roll  
Account/Abatement Amount
  - a) #01-0696-75M \$ 341.39
- 7) Abatements: Motor Vehicles – 1999 Tax Roll  
Account/Abatement Amount
  - a) #01-0696-75M \$ 408.45
- 8) Abatements: Tangibles – 2015 Tax Roll  
Account/Abatement Amount
  - a) #02-1723-50 \$ 245.84
  - b) #18-0025-25 \$ 1.10
- 9) Addenda: Tangibles – 2015 Tax Roll  
Account/Addenda Amount
  - a) #03-0986-01 \$ 245.84
- F) Finance Director’s Report
- G) One Day Event/Entertainment License Applications
  - 1) Applicant: Eident Sports Marketing, Inc.  
Event: Jamestown Half Marathon  
Date: September 19, 2015  
Location: Ft. Getty and Streets of Jamestown
  - 2) Applicant: RI Turnpike & Bridge Authority  
Event: Citizens Bank Pell Bridge Run  
Date: October 25, 2015  
Location: Freebody Drive to Pell Bridge
  - 3) Applicant: Jamestown Parks & Recreation  
Event: Skate Fest 2015  
Date: September 18, 2015  
Location: Jamestown Skate Park

**XI. COMMUNICATIONS, PETITIONS AND PROCLAMATIONS AND RESOLUTIONS FROM OTHER RI CITIES AND TOWNS**

**A motion was made by Councilor Tighe with second by Vice President Meagher to approve the Communications. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

The Communications, Petitions, and Proclamations and Resolutions from other RI Cities and Towns consists of the following:

- A) Resolutions and Proclamations of other Rhode Island cities and towns
  - 1) Resolution of the Exeter Town Council In Support of the Quonset Air

- Museum
- 2) Resolution of the Pawtucket City Council In Support of the Quonset Air Museum
  - 3) Resolution of the Little Compton Town Council In Support of the Quonset Air Museum
  - 4) Resolution of the Foster Town Council In Support of the Quonset Air Museum
  - 5) Resolution of the Hopkinton Town Council In Support of the Quonset Air Museum
  - 6) Resolution of the Newport City Council In Support of the Quonset Air Museum

## **XII. EXECUTIVE SESSION**

- A) Pursuant to RIGL §42-46-5(a) Subsection (5) real estate (acquisition of property/purchase and sales agreement for affordable housing); discussion and/or potential action and/or vote in executive session and/or open session
- B) Pursuant to RIGL §42-46-5(a) Subsection (2) pending litigation (Stearns Farm v Lischio); discussion and/or potential action and/or vote in executive session and/or open session
- C) Pursuant to RIGL §42-46-5(a) Subsection (1) Personnel; discussion and/or potential action and/or vote in executive session and/or open session

**A motion was made by Councilor Dickinson with second by Councilor Tighe to enter into Executive Session pursuant to RIGL §42-46-5(a) Subsection (5), Subsection (2), and Subsection (1) to discuss Real Estate, Pending Litigation and Personnel.**

**Pursuant to RIGL §42-46-5(a) Subsection (5) Real Estate, Subsection (2) Pending Litigation and Subsection (1) Personnel the following vote was taken: President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

The Jamestown Town Council reconvened the regular meeting at 11:03 p.m. President Trocki announced that no votes were taken in the Executive Session.

**A motion was made by Councilor Tighe with second by Councilor White to seal the Minutes of the Executive Session. President Trocki, Aye; Vice President Meagher, Recused; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

## **XIII. ADJOURNMENT**

**A motion was made by Councilor White with second by Councilor Dickinson to adjourn. President Trocki, Aye; Vice President Meagher, Recused; Councilor**

**Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.**

The regular meeting was adjourned at 11:04 p.m.

Attest:

---

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to:     Town Council  
                  Town Administrator  
                  Finance Director  
                  Solicitor

APPROVED: 9/9/15

;Charter Review Committee  
Town of Jamestown, Rhode Island  
Minutes of the August 11, 2015 Meeting

The initial meeting of the Jamestown Charter Review Committee was held at the Jamestown Town Hall, in the Rosamond A. Tefft Council Chambers, 93 Narragansett Avenue, Jamestown, RI. The Town Clerk, Cheryl Fernstrom called the meeting to order at 3:31 PM.

**ROLL CALL**

The Town Clerk called the roll and noted the following members were present:

Anthony Antine  
Blake A. Dickinson  
Edward Gromada  
John Pagano  
Arlene D. Petit  
James Rugh  
Mary Lou Sanborn

Mary E. Meagher (Ex Officio Member)

Also present:

Wyatt Brochu  
Cheryl Fernstrom  
Andrew Nota

**MINUTES**

Minutes of August 11, 2015

**NEW BUSINESS**

A) Election of Officer. The Town Clerk suggested that the Committee elect officers.

The floor was open to nominations for Chairman. A motion was made by Blake Dickinson and seconded by Jim Rugh to nominate Arlene Petit as Chairman of the Committee.

The motion was unanimous. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion.

A motion was made by Blake Dickenson and seconded by Mary Lou Sanborn to nominate James Rugh as Co-Chairman of the Committee.

The motion was unanimous. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion.

A motion was made by John Pagano and seconded by Blake Dickinson to nominate Edward Gromada as Secretary of the Committee.

The motion was unanimous. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion.

- B) Town Solicitor Wyatt Brochu instructed the Committee on the components, requirements and restriction associated with "Title 42, State Affairs and Government Chapter 42-46, Open Meetings" Act; "Title 38, Public Records, Chapter 38-2, Access to Public Records" Act and "Chapter 36-14, Code of Ethics".
- C) Town Administrator Andrew Nota reviewed with the Committee the Committee's Charge and the Town Charter's Provisions.
- D) The Committee agreed to hold future meeting on the second and fourth Wednesdays of every month. The time of such meetings was set at 3:30 PM with an expectation that meeting last no longer than 90-minutes. The Committee will meet at the Town Hall in an appropriate meeting room.
- E) The Committee agreed to hold its next meeting on August 26, 2015.
- F) Agenda Items for the next meeting were set as Articles I and II of the Town's Charter.

#### **ADJOURNMENT**

A motion was made by Jim Rugh, and seconded by Mary Lou Sanborn to adjourn the meeting. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 5:06 PM.

A handwritten signature in black ink, appearing to be 'Jim Rugh', written in a cursive style.

APPROVED: 9/9/15

Charter Review Committee  
Town of Jamestown, Rhode Island  
Minutes of the August 26, 2015 Meeting

The meeting of the Jamestown Charter Review Committee was held at the Jamestown Town Hall, in the Rosamond A. Tefft Council Chambers, 93 Narragansett Avenue, Jamestown, RI. The Committee Chairman, Arlene Petit called the meeting to order at 3:36 PM.

**I. ROLL CALL**

The Chairman called the roll and noted the following members were present:

Arlene D. Petit, Chairman  
James Rugh, Co-Chairman  
Anthony Antine  
Blake A. Dickinson  
John Pagano  
Mary Lou Sanborn  
Edward Gromada, Secretary

Mary E. Meagher (Ex Officio Member)

Also present: Andrew Nota

**II. MINUTES**

Minutes from the meeting of August 11, 2015 were accepted. There was no vote taken.

**III. NEW BUSINESS**

- A. There was a review of the Meeting Guidelines. The Chairman indicated that the Committee's responsibility was to review all Articles and Sections of the Town Charter and determine their relevance in ~~the~~<sup>the</sup> Jamestown of 2015. The Committee could accept, change or reject any Sections within the Charter. There was further discussion on the Guidelines and general agreement on the overall review process.

A quorum was established as 4 voting members of the Committee. The Committee also agreed to defer voting for two weeks on specific Sections of the Charter. The two week hiatus would allow member to better understand the impact of specific Sections.

- B. The Committee agreed to assign one Committee person, when necessary, to perform specific research on issues associated with certain Sections of the Charter. The researcher would have 30-days to complete the task before an action or vote is taken.
- C. The following Sections were reviewed by the Committee:
- a. Sections 101 to 104: discussion ensued, ~~but no action or vote was taken~~ *NO REVISIONS NECESSARY ay*
  - b. Section 105. Conflict of interest and ethics: Edward Gromada questioned whether the reference in the Section to G.L. 1956, Para. 36-14-1 supported the intent of this Section. Andy Nota indicated that references to all G.L. paragraphs noted in the Charter would be investigated by the Town Solicitor.
  - c. Section 201. (The Town Council) Number, selection, term: Mary Meagher suggested the Committee discuss the Town Council's term of office. Edward Gromada proposed the Town Council's term be changed to 4-years with alternating elections every two years. A reworded Section proposal will be forwarded to all Committee members prior to the next meeting.

Jim Rugh proposed a change in wording to this Section as follows: "The town council shall consist of five members elected from the town at large, each to serve for a term of two years or until a successor is elected and qualified. The regular election of council members shall be held on the first Monday of November in even-numbered years, beginning November 2012. The names of all candidates for town council who shall have qualified to appear on the ballot shall be listed ~~under their respective party designations~~ (in the order determined by the board of canvassers by the drawing of lots). Each elector shall vote for no more than five candidates for town council, and the five receiving the greatest number of votes shall be declared elected."

Mary Lou Sanborn is researching the length of Town Council terms that other towns are currently using. She will report back her finding at the September 23<sup>rd</sup> Charter meeting.

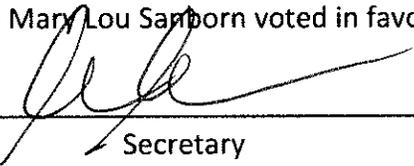
- d. Sections 202 to 205: discussion ensued but no action or vote was taken
- e. Section 206. Special meeting: Jim Rugh proposed a reworded section, as follow: ~~"The town council may convene a special meeting only by majority consent of the town council. The town council may meet sooner than 48 hours after each member has been notified of a special meeting, but only by unanimous consent of the town council. Any member may waive the requirement of notice of a special meeting, and such waiver shall be entered in the record of the proceedings of such special meeting. Special Meetings shall be subject to and comply with the Open Meetings legislation of the State as set forth in Title 42, Chapter 42-46 of the Rhode Island General Laws. The town council may by a majority vote convene an Emergency Meeting as set forth in § 42-46-6 to~~

address only an unexpected occurrence that requires immediate action to protect the public.”

- f. Sections 207 to 211: discussion ensued but no action or vote was taken
- D. The next meeting of the Committee will be held on September 9, 2015.
- E. For the next meeting, the Committee will consider:
  - a. Voting on Sections 101-105 and Sections 201-211
  - b. Reviewing Sections 212-225 and Sections 301-305

#### **IV. ADJOURNMENT**

A motion was made by John Pagano, and seconded by Mary Lou Sanborn to adjourn the meeting. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 5:04 PM.

  
\_\_\_\_\_  
Secretary

MEETING MINUTES JANUARY 15, 2014  
REGULAR MEETING

**1. CALL TO ORDER**

The special meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:06 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Topp  
And Commissioner Phillips. Commissioner Molloy and new Commissioner Chryl Main

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of November, 2013**

**Motion** to accept the minutes as presented by Vice-Chair Topp as amended and second  
Motion by commissioner Phillips

**motion passed 5-0**

**3. APPROVAL OF BILLS**

**MOTION:** Motion to accept the bills for December 2013 and January 2014 as presented  
by Vice-Chair Topp and second Commissioner Phillips

**Motion passed 5-0**

**4. COMMUNICATIONS:** no communications

**5. OLD BUSINESS**

No old business

**NEW BUSINESS**

Executive director reported on the following

HUD update: no update at this time

Unit update – 100% occupancy

Resident activity report

Commissioner Phillips reported that the newsletter and pot luck supper would resume

Commissioner Phillips also notified board that she was not seeking re-appointment.

Executive director will notify residents of vacancy in position of resident commissioner and if more than one person is interested an election will be held among the residents.

Motion by Vice Chair Topp and seconded by Commissioner Phillips to adjourn at 7:24 p.m.

Motion passed 5-0

Next Meeting February 13, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director

MEETING MINUTES FEBRUARY 12, 2014  
REGULAR MEETING

**1. CALL TO ORDER**

The special meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:10 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Topp  
. Commissioner Molloy and new Commissioner Cheryl Main

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of January, 2014**

**Motion** to accept the minutes as presented by Vice-Chair Topp and second Motion by commissioner Main

**motion passed 4-0**

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Molloy – yes**

**Commissioner Main - yes**

**3. APPROVAL OF BILLS**

**MOTION:** Motion to accept the bills for February 2014 as presented by Commissioner Molloy and second Commissioner Main

**Motion passed 4-0**

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Molloy – yes**

**Commissioner Main - yes**

**4. COMMUNICATIONS:** no communications

## **5. OLD BUSINESS**

No old business

## **NEW BUSINESS**

HUD update: no update at this time  
Executive director reported on the following

Unit update – 2 vacancies being renovated and filled

Resident activity report : no report

**\*Executive Director Leco excused himself from meeting for family emergency**

**Presentation by Attorney Louise Marcus on no smoking policy**

Motion by Vice Chair Topp and seconded by Commissioner Molloy to adjourn at 6:56 p.m.

Motion passed 4-0

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Molloy – yes**

**Commissioner Main - yes**

Next Meeting March 5, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director



MEETING MINUTES MARCH 5, 2014  
REGULAR MEETING

**1. CALL TO ORDER**

The special meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:10 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Topp  
. Commissioner Cheryl Main, new Commissioner Jane Carroll, Absent Commissioner Molloy

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of February, 2014**

**Motion** to accept the minutes as presented by Vice-Chair Topp and second Motion by commissioner Main

**motion passed 4-0**

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Carroll – yes**

**Commissioner Main - yes**

**3. APPROVAL OF BILLS**

**MOTION:** Motion to accept the bills for March 2014 as presented by Commissioner Topp and second Commissioner Main

**Motion passed 4-0**

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Carroll – yes**

**Commissioner Main - yes**

**4. COMMUNICATIONS:** Chairman Anthony stated that he had received a letter from Town Council notifying him of the appointment of Jane Carroll as the new resident commissioner.

## **5.OLD BUSINESS**

- a. smoke free policy: the board discussed the idea of a smoke free policy. It was moved that the board direct the executive director and legal counsel to begin research and proposals to be reviewed by board for a smoke free policy.

MOTION: motion made by Vice-Chair Topp t have executive director and legal counsel research the parameters of a smoke free policy. Second by Commissioner Main.

**Motion passed 4-0**

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Carroll – yes**

**Commissioner Main - yes**

## **NEW BUSINESS**

HUD update

Vacancy report

Financial report

Resident Activity report

Motion by Vice Chair Topp and seconded by Commissioner Carroll to adjourn at 6:40 p.m.

Motion passed 4-0

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Carroll – yes**

**Commissioner Main - yes**

Next Meeting April 9, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director



MEETING MINUTES  
REGULAR MEETING

APRIL 9, 2014

**1. CALL TO ORDER**

The special meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:04 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony,  
. Commissioner Cheryl Main, new Commissioner Jane Carroll  
Commissioner Molloy, (EXCUSED ABSENCE)  
Vice-Chairperson Topp arrived at 6:31 p.m.  
Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of March, 2014**

**Motion** to accept the minutes as presented by Commissioner Carroll, and second Motion by commissioner Main

**Motion passed 3-0**

**Chairman Anthony – yes**

**Commissioner Carroll – yes**

**Commissioner Main - yes**

**3. APPROVAL OF BILLS**

**A separate meeting will be held on April 23, 2014 to review financials and proposed 2015 budget**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

A smoke free policy will be presented at the May meeting for board review

**Motion passed 4-0**

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Carroll – yes**

**Commissioner Main - yes**

## **NEW BUSINESS**

HUD update: CDBG application has been completed and submitted. Ex. Director will attend hearings

Vacancy report: 100% occupancy

Financial report: Capitol funding in the amount \$29,451.00 has been awarded from HUD down from \$31,000.00. Motion by Vice Chair Topp and seconded by Commissioner Main Adopt resolution 2014-01 To accept and approve capitol fund program in the amount of \$29,451.00

Roll Call

Main-yes

Carroll-yes

Topp-yes

Anthony-yes

Passed 4-0

Resident Activity report

Motion by Vice Chair Topp and seconded by Commissioner Main to adjourn at 6:55 p.m.

Motion passed 4-0

**Chairman Anthony – yes**

**Vice Chair Topp - yes**

**Commissioner Carroll – yes**

**Commissioner Main - yes**

Next Meeting May 14, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director



MEETING MINUTES            MAY 14, 2014  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:00 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony,  
. Commissioner Cheryl Main, Commissioner Jane Carroll  
Commissioner Molloy, (EXCUSED ABSENCE)  
Vice-Chairperson Topp  
Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of APRIL 9, 2014**

**Motion** to accept the minutes as presented by Vice-Chair Topp, and second Motion by commissioner Main

**Motion passed 4-0**

**3. APPROVAL OF FINANCIALS**

**The Fee Accountant will be at next meeting to present updates**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

A smoke free policy was presented by executive director and legal counsel

**Motion passed 4-0**

**NEW BUSINESS**

HUD update was presented by executive director

Vacancy report: 2 vacancies were reported by executive director

Financial report

Resident Activity report: update was given by both Commissioner Carroll and tenant Pat Monahan. Commissioner annual picnic set for September 6

Motion by Vice Chair Topp and seconded by Commissioner Carroll to adjourn at 6:44 p.m.

Motion passed 4-0

Next Meeting June 18, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director



MEETING MINUTES  
REGULAR MEETING

JUNE 18, 2014

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:16 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony,  
. Commissioner Cheryl Main, Commissioner Jane Carroll  
Commissioner Molloy,  
Vice-Chairperson Topp (EXCUSED ABSENCE)  
Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of May 14, 2014**

**Motion** to accept the minutes as presented by Commissioner Carroll second by commissioner Molloy

**Motion passed 4-0**

**3. APPROVAL OF FINANCIALS**

**The Fee Accountant will be at next meeting to present updates**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

The smoke free policy was discussed and the location of a smoking area/shelter  
Health insurance issue:

Executive director reported that after much research it was found that if both employees receiving health insurance benefits were to purchase the insurance on their own it would be cheaper than group insurance. The executive director recommended that the board vote to approve a monthly allowance to each employee of up to \$460 per month to assist in individual plans. The reimbursement by the agency to the employee would require monthly documentation of the purchase of the insurance by the employee:

At this point of the meeting Chairman Anthony recused himself from the meeting and Vice-Chair Topp chaired the meeting.

Motion to approve the proposal for health payments as presented by the executive director was made by Commissioner Main and second by Commissioner Carroll

**Motion Passed 3-0**

**At this point Chairman Anthony rejoined the meeting as chairman**

**NEW BUSINESS**

HUD update was presented by executive director

Vacancy report: no vacancies

Financial report

Resident Activity report

Annual picnic set for September 6

Motion by Commissioner Main and seconded by Commissioner Molloy to adjourn at 7:04 p.m.

Motion passed 4-0

Next Meeting August 13, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director

MEETING MINUTES  
REGULAR MEETING

August 13, 2014

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 7:04 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony,  
. Commissioner Cheryl Main, Commissioner Jane Carroll  
Commissioner Molloy, (EXCUSED ABSENCE)  
Vice-Chairperson Topp  
Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of June 18, 2014**

**Motion** to accept the minutes as presented and amended by Vice-Chair Topp second by commissioner Main

**Motion passed 4-0**

**3. APPROVAL OF FINANCIALS**

**The Fee Accountant will be at next meeting to present updates**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

The smoke free policy was discussed and the location of a smoking area/shelter was discussed. Concern was mentioned regarding lack of RIPTA bus top at agency. Executive Director will correspond with RIPTA

**NEW BUSINESS**

HUD update was presented by executive director. HUD will be conducting their REAC inspection on Friday August 29, 2014. Brian is directing/supervising maintenance staff in preparation for the inspection.

Vacancy report: 2 vacancies were reported and are being prepared for occupancy. One was created by medical transfer approved by executive director.

Financial report

Resident Activity report

Annual picnic set for September 6

Motion by Commissioner Carroll and seconded by Commissioner Main to adjourn at 8:16 p.m.

Motion passed 4-0

Next Meeting September 24, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director

MEETING MINUTES            September 24, 2014  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:06 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony,  
. Commissioner Cheryl Main, Commissioner Jane Carroll  
Commissioner Molloy  
Vice-Chairperson Topp , (EXCUSED ABSENCE)  
Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of August 13, 2014**

**Motion** to accept the minutes as presented by Commissioner Main second by Commissioner Carroll

**Motion passed 4-0**

**3. APPROVAL OF FINANCIALS**

**Bob Counihan provided handouts and budget/financial update report**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

**Concerns about RIPTA were again discussed and the Chair reminded the executive director to contact RIPTA for update at next meeting.**

**NEW BUSINESS**

HUD update was presented by executive director.

Vacancy report: 2 vacancies were reported and are being rented this week and next. An additional vacancy will be added created by eviction granted by the courts.

Financial report

Resident Activity report

Motion by Commissioner Main and seconded by Commissioner Molloy to adjourn at 7:05 p.m.

Motion passed 4-0

Next Meeting October 8, 2014 at 6:00 p.m.

Respectfully submitted,  
Richard A. Leco, Executive Director



MEETING MINUTES            October 8, 2014

REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:29 pm by Chairman Anthony.

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Topp

., Commissioner Jane Carroll

Commissioner Molloy

Commissioner Cheryl Main, (EXCUSED ABSENCE)

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of September, 2014**

**Motion** to accept the minutes as presented by Commissioner Molloy second by Commissioner Carroll

**Motion passed 3-0-1**

**3. APPROVAL OF FINANCIALS**

**Handouts and budget/financial update reports were provided**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

**Concerns about RIPTA were again discussed and the Chair reminded the executive director to contact RIPTA for update at next meeting.**

**NEW BUSINESS**

HUD update was presented by executive director.

Vacancy report: 2vacancies have been filled. An additional vacancy will be added created by eviction granted by the courts.

Financial report

Resident Activity report

Motion by Commissioner Main and seconded by Commissioner Molloy to adjourn at 7:28 p.m.

Motion passed 4-0

Next Meeting November 12, 2014 at 6:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director



MEETING MINUTES            November 19, 2014  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 6:02 pm by Vice-Chair Valerie Topp.

**ROLL CALL:**

Commissioners present were Vice-Chairperson Topp

. Commissioner Jane Carroll

Commissioner Molloy

Commissioner Cheryl Main,

Chairman Anthony (EXCUSED ABSENCE)

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of October, 2014**

**Motion** to accept the minutes as presented by Commissioner Molloy second by Commissioner Main

**Motion passed 4-0**

**3. APPROVAL OF FINANCIALS**

**Handouts and budget/financial update reports were provided**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

**Executive Director reported on designated smoking area. Director recommended new designated are be the Gazebo vs the far corner of the property. This recommendation is based on feedback from residents both smokers and non-smokers.**

**Commissioner Carroll made motion to designate gazebo as smoking area as recommended. Commissioner Molloy seconded the motion**

**Motion passed 4-0**

**NEW BUSINESS**

HUD update was presented by executive director.

REAC score for JHA was 93 and again designation as high performer.

Executive Director reported on an anonymous letter of complaint to HUD. One issue was the need to vote a waiver in accordance with the ACC for the hiring of Brian Anthony.

This waiver should have been voted eight years ago when Mr. Anthony first started his employment with the agency. HUD has asked that it now be voted.

Motion made by Commissioner Carroll to grant the waiver, second by Commissioner Molloy. Commissioner Carroll stated that she was reluctant because it seemed difficult to vote on an issue that took place eight years prior before most of the members were on the

board and the executive director was not working here at the time. However if it was required by HUD she would vote for it.

Motion passed 4-0

Vacancy report: no vacancies

Financial report: as presented

Resident Activity report

Newspaper is again active thanks to Coffee Bell, Thanksgiving staff breakfast for residents will be held again this year on the day before thanksgiving. Holiday party set for Wednesday December 10 at 6PM

Motion by Commissioner Main and seconded by Commissioner Carroll to adjourn at 7:03 p.m.

Motion passed 4-0

Next Meeting December 10, 2014 at 5:30 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director

MEETING MINUTES            DECEMBER 10, 2014  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:47 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Topp  
. Commissioner Jane Carroll  
Commissioner Molloy  
Commissioner Cheryl Main,

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of November, 2014**

**Motion** to accept the minutes as presented by Vice-Chair Topp second by Commissioner Main

**Motion passed 4-0-1 (Chairman Anthony abstained)**

**3. APPROVAL OF FINANCIALS**

**Handouts and budget/financial update reports were provided**

**4. COMMUNICATIONS: no communications**

**5. OLD BUSINESS**

**Executive Director reported on designated smoking area. Director recommended new designated are be the Gazebo vs the far corner of the property. This recommendation is based on feedback from residents both smokers and non-smokers.**

**Commissioner Carroll made motion to designate gazebo as smoking area as recommended. Commissioner Molloy seconded the motion**

**Motion passed 4-0**

**NEW BUSINESS**

HUD update was presented by executive director.

REAC score for JHA was 93 and again designation as high performer.

Executive Director reported on an anonymous letter of complaint to HUD. One issue was the need to vote a waiver in accordance with the ACC for the hiring of Brian Anthony. This waiver should have been voted eight years ago when Mr. Anthony first started his employment with the agency. HUD has asked that it now be voted.

Motion made by Commissioner Carroll to grant the waiver, second by Commissioner Molloy. Commissioner Carroll stated that she was reluctant because it seemed difficult to vote on an issue that took place eight years prior before most of the members were on the

board and the executive director was not working here at the time. However if it was required by HUD she would vote for it.

Motion passed 4-0

Vacancy report: no vacancies

Financial report: as presented

Resident Activity report

Newspaper is again active thanks to Coffee Bell, Thanksgiving staff breakfast for residents will be held again this year on the day before thanksgiving. Holiday party set for Wednesday December 10 at 6PM

Motion by Commissioner Main and seconded by Commissioner Carroll to adjourn at 7:03 p.m.

Motion passed 4-0

Next Meeting December 10, 2014 at 5:30 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director

MEETING MINUTES            January 20, 2015  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 4:04 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy  
.Commissioner Jane Carroll  
Commissioner Cheryl Main,  
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of December, 2014**

**Motion** to accept the minutes as presented by Commissioner Main second by Commissioner Carroll

**Motion passed 4-0-1 (Commissioner Pruell abstained)**

**3. APPROVAL OF FINANCIALS**

**Handouts and budget/financial update reports were provided**

**4. COMMUNICATIONS: Project ZERO 2016 regarding homeless veterans in RI was discussed. Executive Director recommended that the agency endorse the program.**

**Motion to accept by Commissioner Main**

**Second by Vice-Chair Molloy**

**Motion passed 5-0**

**5. OLD BUSINESS**

**NEW BUSINESS**

Vacancy report: no vacancies

Financial report: as presented

Resident Activity report

Electrical and utility savings were discussed and the idea of eliminating designated lights on the grounds.

Motion by Commissioner Main and seconded by Vice Chair Molloy to adjourn at 4:40 p.m.

Motion passed 5-0

Next Meeting February 11, 2015, 5:00 p.m.

Respectfully submitted,

Richard A. Leco, Executive Director

MEETING MINUTES            February 18, 2015  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:09 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy  
Commissioner Jane Carroll  
Commissioner Cheryl Main,  
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of January 20, 2015**

**Motion** to accept the minutes as presented by Vice Chair Molloy second by Commissioner Main

**Motion passed 5-0**

**3. APPROVAL OF FINANCIALS**

Handouts and budget/financial update reports were provided  
A discussion followed on what goes into the budget as presented and as to what the line items represented. Commissioner Carroll felt that she would appreciate a greater explanation and understanding of both the budget and the fiduciary responsibility of the board. The executive director said that he would begin a series of trainings for the board members including a financial work shop prior to the next meeting presented by our fee accountant.

**4. COMMUNICATIONS:**

**5. OLD BUSINESS**

**NEW BUSINESS**

HUD Report: The executive director presented the 2015 Annual Contributions contract capital fund amendment in the amount of \$29,064.00. Discussion followed regarding use of capital dollars. It was agreed that an emphasis on energy conservation should be a priority.

Resolution 2015-01 was introduced by the executive director to accept the amendment and funding.

A motion was made by Commissioner Main to adopt resolution 2015-01. Second by Commissioner Jane Carroll.  
Motion passed 5-0

Vacancy report: executive director reported on the possibility of 2 future vacancies

Financial report: as presented

Resident Activity report

.

Motion by Commissioner Main and seconded by Vice Chair Molloy to adjourn at 6:50 p.m.

Motion passed 5-0

Next Meeting March 11, 2015, 5:00 p.m.

Respectfully submitted,  
Richard A. Leco, Executive Director

MEETING MINUTES            March 11, 2015  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:05 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy  
Commissioner Jane Carroll  
Commissioner Cheryl Main,  
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus

**2. READING AND APPROVAL OF MINUTES**

**Minutes of February 18, 2015**

**Motion** to accept the minutes as presented by Commissioner Main second by Commissioner Carroll

**Motion passed 5-0**

**3. APPROVAL OF FINANCIALS**

**Financials were presented to the board by Fee Accountant Bob Counihan**

**4. COMMUNICATIONS:**

**5. OLD BUSINESS**

**NEW BUSINESS**

Vacancy report: executive director reported on 1 vacancy that is being turned over

Financial report: as presented

Resident Activity report

Auxiliary parking was discussed as well as tenant pot luck dinners

.

On a motion by Commissioner Main and second by Vice Chair Molloy the Board went into executive session at 5:31 **In accordance with Rhode Island General Law 42-46-5(a)(2), session pertaining to litigation.**

**Roll Call Vote:**

**Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes**

On a motion by Commissioner Main and second by Vice Chair Molloy the Board came out of executive session at 5:31

**Roll Call Vote:**

**Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes**

Open session was reconvened at 6:30 p.m..

**Motion by Vice Chair Molloy and second by Commissioner Carroll to close and seal the minutes of the executive session.**

**Motion passed**

5-0

Motion by Commissioner Main to adjourn at 6:33second by Vice Chair Molloy.  
Motion passed 5-0

Respectfully submitted,  
Richard A. Leco, Executive Director

MEETING MINUTES            APRIL 9, 2015  
REGULAR MEETING

**1. CALL TO ORDER**

The REGULAR meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:08 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy  
Commissioner Jane Carroll  
Commissioner Cheryl Main,  
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus. Operations mgr Brian Anthony

**2. READING AND APPROVAL OF MINUTES**

**Minutes of March, 2015**

**Motion** to accept the minutes as presented by Vice Chair Molloy second by Commissioner Main

**Motion passed 5-0**

**3. APPROVAL OF FINANCIALS**

**Financials were tabled to May meeting**

**4. COMMUNICATIONS:**

**5. OLD BUSINESS**

**Operations Manager Brian Anthony presented an update on the capitol fund program, the annual plan hearing and the CDBG funding. Mr. Anthony will continue to provide regular updates on these programs and their progress at monthly meetings.**

**NEW BUSINESS**

Vacancy report: executive director reported on 3 vacancies that are being turned over.

HUD report: recommendation by Executive Director to approve arch/engineering contract for capitol fund to Resource controls. **Motion by Cheryl Main to approve, Second by Vice Chair Molloy**  
**Approved 5-0**

Financial report: Tabled

Resident Activity report

News letter, annual meeting well as tenant pot luck dinners were updated

.

On a motion by Commissioner Main and second by Vice Chair Molloy the Board went into executive session at 6:43 **In accordance with Rhode Island General Law 42-46-5(a)(1), session pertaining to personnel**

**Roll Call Vote:**

**Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes**

On a motion by Commissioner Main and second by Vice Chair Molloy the Board came out of executive session at 5:31

**Roll Call Vote:**

**Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes**

Open session was reconvened at 7:01 p.m..

**Motion by Commissioner Main and second by Commissioner Pruell to close and seal the minutes of the executive session.**

**Motion passed: 5-0**

Motion by Commissioner Carroll to adjourn at 7:02 second by Vice Chair Molloy.  
Motion passed 5-0

Respectfully submitted,  
Richard A. Leco, Executive Director



MEETING MINUTES            May 20, 2015  
REGULAR MEETING

**1. CALL TO ORDER**

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:13 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy  
Commissioner Jane Carroll  
Commissioner Cheryl Main,  
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus.

**2. READING AND APPROVAL OF MINUTES**

**Minutes of April, 2015**

**Motion** to accept the minutes as presented by Commissioner Main second by  
Commissioner Carroll

**Motion passed 5-0**

**3. APPROVAL OF FINANCIALS**

**4. COMMUNICATIONS:**

**5. OLD BUSINESS**

**NEW BUSINESS**

Vacancy report: executive director reported that we are at full occupancy

HUD report:

Financial report: Tabled

Resident Activity report

Newsletter, community police meetings as well as tenant pot luck dinners were updated

.

On a motion by Commissioner Carroll and second by Commissioner Main the Board went into executive session at **In accordance with Rhode Island General Law 42-46-5(a)(1), session pertaining to personnel**

**Roll Call Vote:**

**Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes**

On a motion by Commissioner Main and second by Commissioner Pruell the Board came out of executive session

**Roll Call Vote:**

**Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes**

Open session was reconvened

**Motion by Commissioner Carroll and second by Commissioner Main to close and seal the minutes of the executive session.**

**Motion passed: 5-0**

Motion by Commissioner Carroll to adjourn second by Vice Chair Molloy.

Motion passed 5-0

Respectfully submitted,  
Richard A. Leco, Executive Director

MEETING MINUTES            June 13, 2015  
REGULAR MEETING

**1. CALL TO ORDER**

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:48 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy  
Commissioner Jane Carroll  
Commissioner Cheryl Main,  
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus, and Operations  
Manager Brian Anthony

**2. READING AND APPROVAL OF MINUTES**

**Minutes of May, 2015**

**Motion** to accept the minutes as presented by Vice Chair Molloy second by  
Commissioner Main

**Motion passed 5-0**

**3. APPROVAL OF FINANCIALS**

**4. COMMUNICATIONS:**

**5. OLD BUSINESS**

**Report was given by Brian Anthony regarding the capitol fund. Lighting updates and heating zone valve replacements were discussed as well as roof replacements to building A/B.**

**NEW BUSINESS**

**Rick presented the proposed budget for FY 2016. Motion was made by vice chair Molloy to approve as presented. Motion was seconded by Commissioner Carroll. On a roll call vote passed unanimous.**

Vacancy report: executive director reported that we are at full occupancy

HUD report: no further report

Financial report: no further report

Resident Activity report: Commissioner Carroll reported on Do Wop cancellation, tenant enjoyment of individual gardens and pot luck dinner update.

On a motion by Commissioner Carroll and second by Commissioner Pruell the Board went into executive session at **In accordance with Rhode Island General Law 42-46-5(a)(1), session pertaining to personnel at 6:42 p.m.**

**Roll Call Vote:**

**Anthony: yes, Molloy yes, Main yes, Carroll yes, Pruell yes**

**Motion by vice chair Molloy and seconded by Commissioner Main to come out of executive session at 7:44 p.m.**

**Motion passed 5-0**

**Motion to seal the minutes made by Commissioner Carroll and seconded by Commissioner Main.**

**Motion passed 5-0**

**Next meeting date July 15 at 5:30 p.m.**

**Motion to adjourn made by vice chair Molloy and seconded by Commissioner Carroll**

**Motion passed 5-0.**

**Adjourned 7:45 p.m.**

MEETING MINUTES            July 15, 2015  
REGULAR MEETING

**1. CALL TO ORDER**

The regular meeting of the Board of Commissioners of the Jamestown Housing Authority was called to order at 5:47 pm by Chairman Anthony

**ROLL CALL:**

Commissioners present were Chairman Anthony, Vice-Chairperson Molloy (6:12)  
Commissioner Jane Carroll  
Commissioner Cheryl Main,  
Commissioner Carroll Geary Pruell

Also present: Executive Director Rick Leco, Atty Louise Marcus, and Operations Manager Brian Anthony, Fee Accountant Bob Counihan

**2. READING AND APPROVAL OF MINUTES**

**Minutes of June 13, 2015**

**Motion** to accept the minutes as presented by Commissioner Main second by Commissioner Carroll

**Motion passed 4-0**

**3. APPROVAL OF FINANCIALS**

**Presentation was provided by Mr. Counihan. Budget year finished on target and in the black. Financial submittals to HUD are being prepared for year end reports. Mr. Counihan to meet with board quarterly for financial updates.**

**4. COMMUNICATIONS:**

**5. OLD BUSINESS**

**Personnel policy was briefly discussed. Chairman Anthony recommended a sub committee to review policies beginning with personnel policy. Sub committee to will be Commissione Main and the Chairman.**

**Capital Fund update was presented by Brian Anthony. Ue to no meeting in August, recommendation was made to authorize chair to approve bid proposals when they arrived in August to keep the process moving. Commissioner Main made the motion to approve recommendation and authorize the chair for approval. Second by Vice-Chair Molloy**

**Motion passed 5-0**

**NEW BUSINESS**

Vacancy report: executive director reported that we are have one upcoming vacancy.

HUD report: no further report

Financial report: no further report

Resident Activity report: Commissioner Carroll provided the resident report update.

On a motion by Commissioner Main and second by Vice Chair Molloy to adjourn meeting.

Motion passed 5-0

Adjourned 6:49 p.m.

Next Meeting September 16, 2015 5:30 p.m.

## JAMESTOWN TRAFIC COMMITTEE

Tuesday, August 18, 2015

A regular meeting of the Jamestown Traffic Committee was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 6:00 PM by Vice-Chair. Mary E. Meagher.

The following members were present:

Melissa Mastrostefano  
Vincent Moretti  
William Munger  
Timothy Yentsch

Also present were:

Denise Jennings, Clerk

Absent:

Thomas P. Tighe, Chairman  
Chief Edward Mello  
David Cain, Member

### READING AND APPROVAL OF MINUTES

A) **06/16/15 minutes** (regular meeting)

Committee Member Yentsch referred to page 3, paragraph 4 entitled **Jamestown Shores parking** specifically, his suggestion to start addressing parking in the other/small sections of the Jamestown Shores. Committee Member Yentsch stated that this should be amended to say *the area from the bridge to Garboard Street* rather than *the area near Garboard Street to Frigate Street*.

Motion was made by Committee Member Munger, seconded by Committee Member Yentsch to accept the 06/16/15 minutes, as amended by Committee Member Yentsch. Motion so unanimously voted.

### OPEN FORUM

A) Scheduled requests to address:

(None scheduled)

A) Non-Scheduled requests to address:

(No non-scheduled requests)

### UNFINISHED BUSINESS

A) Stop Sign installation at the corner of Columbia Avenue and Windsor Avenue: Request of Brian Cotsonas of 24 Columbia Avenue due to speeding vehicles, update

B) Route 95 Direction Sign at Route 138 and East Shore Road (to Cross Island Expressway) near RITBA Building: Discussion of necessity and potential request to RI State Traffic Commission for determination of need and installation, update

C) Crosswalk at Conanicus Avenue between the Recreation Center/Teen Center and Ferry Wharf, update

Committee consensus: To continue items A through C to the next Traffic Meeting in September, to allow for input from Chief Mello.

D) Commercial vehicle parking in residential zones: Additional review of regulations for parking in residential areas (backing up, exhaust fumes, overnight parking, update

E) Watson Avenue: north side parking restriction of 40 ft. from the intersection of Pemberton Avenue (possible reduction/relief), update

F) Motorcycle/Scooter/Bicycle Parking, update (East Ferry area)  
Committee Member Munger briefly updated the Committee on this matter. Committee Vice-Chair. Meagher stated that she would like to hear from Chief Mello on this matter.

Committee Member Mastrostefano stated that she would like to discuss bicycle parking at Head's Beach, at the next Traffic Committee meeting in September.

G) Jamestown Shores Parking regulations/revisions, update  
The Committee briefly discussed the results of the recently adopted regulations. Committee Member Yentsch stated that he had spoken to some of the residents in the area and it appears as though the parking issues have been resolved. Committee Member Yentsch further stated that he would like to discuss the regulations specifically, the area from the bridge to Garboard Street.

Committee consensus: To continue items D through G to the next Traffic Committee meeting in September.

### **NEW BUSINESS**

(None scheduled)

### **ADJOURNMENT**

There being no further business before the Committee, motion was made by Committee Member Munger, seconded by Committee Member Yentsch to adjourn the meeting at 6:11 PM. So unanimously voted.

Attest:

Denise Jennings  
Clerk

xc: Commission Members (7)  
Chief of Police  
Town Clerk

# **Jamestown Tree Preservation and Protection Committee**

June 16, 2015

## **MINUTES**

The meeting was called to order at 6:49 PM. Present: Jim Rugh, Lois Migneault, Paula Samos and Tree Warden Steve Saracino. Absent: Roger Birn, John Collins and Paula Shevlin.

The May 2015 minutes were read. Ms. Migneault moved and Mr. Antine second approval. The motion passed unanimously.

There being no correspondence, the Tree Warden reported that after meetings with Paula Samos and fruit orchard experts in the state, and after researching orchards that are organic based, we are recommending that the tree committee not pursue the idea of implementing a demonstration fruit orchard at this time due to the time and effort that would accompany this project. In addition, according to experts at URI and Jan Eckhart of Sweet-Berry Farms of Middletown, deer fencing would be required increasing the cost of the project.

On Friday June 5, 2015 a tree evaluation was performed on Narragansett Avenue to identify the overall condition of existing trees and make recommendations for immediate and long term trimming, pruning, or removals. The inventory was performed by members of the Jamestown Tree Preservation and Protection Committee members starting at Conanicus Avenue up to the intersection of Old North Road and Southwest Avenue on both sides. Results of the inventory will be provided at the meeting on Tuesday to further discuss. Mr. Saracino shared a chart of findings with the committee. Tony Antine brought photographs of all trees. There was considerable discussion regarding the feasibility/desirability of planting trees along both sides of the road. It was noted that especially on the south side there is very little distance from the building line to the curb. One thought would be to limit trees replacements to the north side where there is more room for a tree to grow.

Steve Saracino will develop a comprehensive report and will incorporate Mr. Antine's photographs. This report will be reviewed by the committee at the July meeting. The final report will be given to Mr. Nota and Mr. Gray at a tree walk to be held sometime after the July meeting.

There were no Tree Removal/Trimming Requests.

Ms. Migneault reported on progress with the Taylor Point Steering Committee which has been renamed the Taylor Point Restoration Association. The Association has non-profit 401[c] 3 status and can accept donation. John Murphy is the treasurer and the group is exploring sources of funding. On June 27 a walk to identify invasives will be held. Ms. Migneault also reported that a native plant workshop on invasives will be held at URI on June 17. This will be of benefit not only for the Taylor Point project but will provide information on invasive trees that can assist the Tree Committee. Ms. Samos moved and Mr. Antine seconded a motion to authorize and pay for Ms. Migneault attendance at this workshop. The motion passed with Ms. Migneault abstaining.

Ms. Samos moved adjournment and Mr. Antine seconded the motion. The motion was approved and the meeting adjourned at 7:53 PM.

Approved: July 21, 2015

# Jamestown Tree Preservation and Protection Committee

Tuesday, July 21, 2015

## MINUTES

The meeting was called to order at 6:50 PM. Present: Jim Rugh, Tony Antine, Roger Birn, John Collins, Lois Migneault, Paula Samos and Tree Warden Steve Saracino. Absent: Paula Shevlin.

The June 2015 minutes were read. Mr. Collins moved and Mr. Antine second approved. The motion passed unanimously.

Steve Saracino gave the Tree Warden Report. He reported that on June 5, 2015 a tree inventory was performed on Narragansett Avenue to identify the overall condition of existing trees and any recommendations for selective trimming, pruning, or removals if needed of the documented trees. During the May 2015 Tree Preservation and Protection Committee meeting a review of the Tree Inventory results were reviewed and discussed. Additional comments were added and incorporated into the inventory. He reported that he has subsequently re-visited Narragansett Ave. to re-check the accuracy of the tree counts, locations, and condition of the existing trees.

The committee discussed the draft at length. Mr. Birn and Ms. Migneault suggested additional emphasis be placed on proper tree trimming and pruning Mr. Rugh suggested recommending the town consider tree wells for trees in the business area (fire station to East Ferry) and this would allow more water to collect in the tree wells and would help to eliminate tri-and-falls which are a serious problem for the town. Mr. Antine shared photographs he took of all trees surveyed and suggested they be included. Mr. Antine also suggested there be a summary The Tree Warden noted the comments and corrections. Mr. Antine offer to work with the Tree Warden and Chairman to develop an "executive overview". The final draft will be considered at the August meeting

**44 Maple Street** –A request has been made to remove a hazardous Maple tree in front of property. A decision has been made to remove tree.

**1 Circuit Avenue** –A request has been made to remove a hazardous Locust tree on the right front side of the house. A decision has been made to remove tree.

**30 Walcott Avenue** –A request has been made to remove large dead limbs/branches on Town trees along High Street/Walcott Ave. along property line. A decision has been made to remove all hazardous branches/limbs and do some selective pruning.

**80 Umiak Avenue** –A request has been made to remove an alleged hazardous Tupelo tree on a Town right of way along a paper road connecting Umiak Ave. and Seaside Dr. The applicant is not an abutter. The property owner on which the tree stands has submitted a letter opposing the removal of the tree. The tree will not be removed.

**46 Pennsylvania Ave.** – A request has been made to have a private firm remove three dead Oak trees along property and adjacent to power lines. A decision has been made to remove the 3 trees.

**12 Pardon Tucker Place** – A request has been made to remove a hazardous Locust tree adjacent to homeowner’s driveway. Numerous limbs have broken off tree from winds and fallen onto to property. A decision has been made to remove tree.

**14 Pierce Avenue** –A request has been made to remove a hazardous rotted tree in front of property. A decision has been made to remove tree.

Under Old Business, the Tree Warden reported no progress on planting at the Transfer Station. The Chairman asked how this might affect the grant. The Tree Warden responded that if the planting is not completed by fall, the end of the grant cycle, the Town will fail to comply with the terms of the Federal grant and will have to reimburse the money. He was urged to make Town officials aware of this.

**Taylor Point Restoration Association update:** Ms. Migneault reported good progress. Clearing events continue to be held and there is growing support from the community.

Mr. Birn moved to adjourn and Migneault seconded the motion. The meeting adjourned at 7:55 PM.

Approved: September 15, 2015



Oliver Stedman Government Center  
4808 Tower Hill Road, Suite 116  
Wakefield, RI 02879  
401-783-3370

**PUBLIC NOTICE for PROPOSED RULE-MAKING and  
PUBLIC HEARING**

**Proposed Amendments to the Coastal Resources Management Program  
Management Procedures – Section 4.3 Schedule of Fees**

Pursuant to Chapter 46-23 of the State of Rhode Island General Laws, as amended, the Coastal Resources Management Council proposes to amend and take public comment on the following sections only of the Coastal Resources Management Program (CRMP): **Management Procedures - Section 4.3 Schedule of Fees**. Comments will not be taken on any other section of the Coastal Resources Management Program during this notice period. In accordance with the procedures of the RI Administrative Procedures Act (R.I.G.L. § 42-35-3) and the Rules and Regulations of the Coastal Resources Management Council, notice is hereby given of the intent of the Coastal Resources Management Council to hold a public hearing, accept public comment, and afford interested persons reasonable opportunity to submit data, views or arguments orally or in writing during the 30-day comment period and the public hearing.

The **public hearing** will be held at **6:00 p.m. on October 27, 2015 in Conference Room A at the Department of Administration, One Capitol Hill, Providence, RI**. The room is accessible to the disabled and persons requesting interpreter services for the hearing impaired must notify the Council office at 401-783-3370 or RI 711 at least three (3) business days in advance of the hearing date so that such assistance can be provided at no cost to the person requesting.

**Summary of Proposed Amendment to Management Procedures – Section 4.3:**

The purpose of the proposed regulation change to Section 4.3 Schedule of Fees of the CRMC Management Procedures is to provide a fixed application filing fee of \$1000 for Section 320 Waiver Requests. The proposed rule change would significantly reduce the filing fee for such waiver requests and be consistent with the existing commercial and industrial Preliminary Determination application filing fee of \$1000, as established in subsection 4.3.1(b). Otherwise under current rules applicants for Section 320 Waiver Requests are required to pay a more expensive application filing fee as established in Subsection 4.3.2(e) that is based on the estimated project cost.

The Council has complied with the requirements of R.I. General Laws §§ 42-35.1-3 and 42-35.1-4 and has filed copies of the proposed regulations with the Governors Office and the Office of Regulatory Reform of the Department of Administration's Office of Management and Budget. The Council has determined that the proposed regulations do not overlap or duplicate any other state regulation and will not have any adverse effect on small businesses.

The proposed regulations are available on the CRMC website – [www.crmc.ri.gov](http://www.crmc.ri.gov). Additionally, the proposed regulations can be reviewed in person at the Coastal Resources Management Council offices located at the Oliver Stedman Government Center, 4808 Tower Hill

Road, Wakefield, RI. Further information may be obtained by contacting the Coastal Resources Management Council offices at 783-3370.

All interested persons are invited to submit written comments on the proposed amendments to Section 4.3 of the CRMC Management Procedures by October 19, 2015 to provide advance notice to the Council prior to the public hearing. All such comments should be directed to Grover J. Fugate, Executive Director, at the above address.

Signed this 14<sup>th</sup> day of **September**, 2015



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Jeffrey M. Willis, Deputy Director  
Coastal Resources Management Council

## **Proposed Amendments**

### **RI Coastal Resources Management Program – Management Procedures**

**Revise existing Section 4.3 Schedule of Fees as follows:**

**Unaltered text is existing text in Section 4.3, while new text is underlined and deleted text is ~~strikethrough~~.**

#### **4.3 Schedule of Fees**

**\*Special Note:** All fees are filing fees and are non-refundable. Fees paid on Determination Request fees may be applied against the filing fee of other applications for Council Assent only when such application is filed within one (1) year of the Council's Determination Request report.

##### **4.3.1. Determination Request:**

- (a) Those involving projects of the individual residential homeowner/potential homeowner: **\$150.00.**
- (b) All other projects (development of subdivisions, condominiums, commercial, industrial, waterfront business, etc.): **\$1000.00.**
- (c) Jurisdictional determinations: **\$100.00.**
- (d) Jurisdictional Determinations for Individual Lot Development of Residential Properties Adjacent to New Sewer Lines that no longer require an ISDS for Development: **\$25.00.**
- (e) Coastal Feature Verification: **\$300.00**

##### **4.3.2. Applications for Council Assent:**

**\*Special Note:** All fees are summative. In addition, all fees are filing fees and are non-refundable.

- (a) New Residential Boating Facility (pier/dock): **\$1,500.00.**

- (b) Modification of under 50% of size (area) of a current assented residential boating facility: **\$250.00**.
- (c) Residential development projects (condominiums, subdivisions, paper subdivisions, etc.): **\$3500.00** for the first six (6) units/lots and **\$400.00** for each additional unit/lot, plus one-half of one percent of estimated project cost (see below) of the infrastructure (roads, drainage, etc.) of the project.

**NOTE:** For the purposes of this determination a paper subdivision is a subdivision of a parcel of land which involves no application for construction (roads, utilities, dwellings, etc., except residential development projects, see above.)

- (d) All units and/or lots that are part of a Council-approved subdivision application and are within CRMC jurisdiction and are submitted to the Council for Assent in accordance with all conditions and stipulations of the approved subdivision application: **fee shall be equal to half of the single family residential home application fee.**
- (e) All others ~~projects including Section 320 Reviews~~ (not identified ~~above~~ herein):
  - (1) Projects with an Estimated Project Cost (EPC) up to and including \$1000.00 shall be assessed a **\$50.00** application fee.
  - (2) Projects with an EPC greater than \$1000.00 and less than or equal to \$2500.00 will be assessed a **\$100.00** application fee.
  - (3) Projects with an EPC greater than \$2500.00 and less than or equal to \$5000.00 will be assessed a **\$150.00** application fee.
  - (4) Projects with EPC greater than \$5,000.00 and less than or equal to \$10,000.00 will be assessed a **\$200.00** application fee.
  - (5) Projects with EPC greater than \$10,000.00 and less than or equal to \$25,000.00 will be assessed a **\$250.00** application fee.
  - (6) Projects with EPC greater than \$25,000.00 and less than or equal to \$50,000.00 will be assessed a **\$500.00** application fee.
  - (7) Projects with EPC greater than \$50,000.00 and less than or equal to \$100,000.00 will be assessed a **\$750.00** application fee.
  - (8) Projects with EPC greater than \$100,000.00 and less than or equal to \$150,000.00 will be assessed a **\$1,000.00** application fee.
  - (9) Projects with EPC greater than \$150,000.00 and less than or equal to \$200,000.00 will be assessed a **\$1,250.00** application fee.
  - (10) Projects with EPC greater than \$200,000.00 and less than or equal to \$250,000.00 will be assessed a **\$1,500.00** application fee.
  - (11) Projects with EPC greater than \$250,000.00 and less than or equal to \$300,000.00 will be assessed a **\$1,750.00** application fee.
  - (12) Projects with EPC greater than \$300,000.00 and less than or equal to \$350,000.00 will be assessed a **\$2,000.00** application fee.
  - (13) Projects with EPC greater than \$350,000.00 and less than or equal to \$400,000.00 will be assessed a **\$2,250.00** application fee.
  - (14) Projects with EPC greater than \$400,000.00 and less than or equal to \$450,000.00 will

assessed a **\$2,500.00** application fee.

- (15) Projects with EPC greater than \$450,000.00 and less than or equal to \$500,000.00 will be assessed a **\$2,750.00** application fee.
- (16) Projects with an EPC greater than \$500,000.00 and less than or equal to \$20,000,000.00 will be assessed an application fee of **\$2,750.00** plus one-half of one percent of the EPC beyond \$500,000.00, to a maximum fee of **\$100,250.00**.
- (17) Projects with an EPC greater than \$20,000,000.00 will be assessed an application fee of **\$100,250.00** plus one-fourth of one percent of the EPC beyond \$20,000,000.00.

**\*Note:** Determination of the EPC shall be based, where applicable, on the EPC accepted by the building official subject to acceptance by the CRMC. The EPC shall include all costs associated with site preparation (*e.g.*, earthwork, landscaping, etc.), sewage treatment and disposal (*e.g.*, cost of an ISDS, sewer extension, sewer tie-in, etc.), and construction costs (*e.g.*, materials, labor, installation of all items necessary to obtain a certification of occupancy, etc.). For projects where the determination is not available, the EPC shall be provided by the applicant subject to its acceptance by CRMC after review of the application. For an individual homeowner project (IHP), this can be estimated based on the best information available concerning the construction costs. Applicants for all other types of projects shall provide documentation showing the basis on which the EPC was determined. Where additional specificity in the documentation is deemed necessary by CRMC staff, a written estimate by a qualified appraiser, engineer, or architect will be supplied by the applicant.

(f) Maintenance fees shall be assessed as follows:

- (1) Projects with an EPC up to \$500.00 will be assessed a **\$20.00** application fee;
- (2) Projects with EPC greater than \$500.00 and less than or equal to \$1,000.00 will be assessed a **\$35.00** application fee;
- (3) Projects with an EPC greater than \$1,000.00 and less than or equal to \$5,000.00 will be assessed an application fee of **\$50.00**.
- (4) Projects with EPC greater than \$5,000.00 and less than or equal to \$10,000.00 will be assessed a **\$100.00** application fee.
- (5) Projects with an EPC greater than \$10,000.00 and less than or equal to \$20,000,000.00 will be assessed an application fee of **\$100.00** plus one-half of one percent of the EPC beyond \$10,000.00, to a maximum fee of **\$100,050.00**
- (6) Projects with an EPC greater than \$20,000,000.00 will be assessed an application fee of **\$100,050.00** plus one-fourth of one percent of the EPC beyond \$20,000,000.00.

(g) Assent Renewal or Extensions:

- (1) Single Family Residence: **\$75.00**.
- (2) All Others: **\$250.00**.

(h) Request for Modification of Assent shall be assessed the following application fees:

- (1) Single Family Residence where no Public Hearing is necessary: **\$100.00**.
- (2) All others shall be charged the appropriate application fee or **\$250.00** whichever is greater.
- (3) CRMC permitted aquaculture operation: **\$100.00**.

- (i) Declaratory Rulings: **\$1,000.00.**
- (j) Beach Vehicle Permits: Annual, in state vehicle registration: **\$100.00.**  
Annual, out of state vehicle registration: **\$200.00**  
3-day pass, in state vehicle registration: **\$15.00**  
3-day pass, out of state vehicle registration: **\$50.00**
- (k) Lightering fee: **\$250.00 each transfer**
- (l) Buffer Zone Alterations and/or Management Plans shall be assessed the following application fees:
  - (1) An application fee of **\$50.00** shall be charged when the buffer zone alteration and/or management plan covers less than or equal to one-half an acre.
  - (2) An application fee of **\$100.00** shall be charged when the buffer zone alteration and/or management plan covers an area greater than one-half an acre but less than or equal to 1 acre.
  - (3) An application fee of **\$250.00** shall be charged when the buffer zone alteration and/or management plan covers an area greater than 1 acre but less than or equal to 5 acres.
  - (4) An application fee of **\$500.00** shall be charged when the buffer zone alteration and/or management plan covers an area greater than 5 acres.
- (m) Structural Shoreline Protection Facilities shall be charged an application fee as follows:
  - (1) New structural shoreline protection facilities shall be charged an application fee of **\$1,500.00** for the first 100 linear feet and **\$15** per linear foot thereafter.
  - (2) Maintenance to structural shoreline protection facilities shall be charged an application fee in accordance with (g) above.
- (n) Onsite Wastewater Treatment Systems (OWTS) shall be charged the following application fees:
  - (1) OWTS repairs:
    - (i) Single family homes shall pay a **\$80.00** application fee.
    - (ii) All other OWTS repair activities shall pay a **\$105.00** application fee.
- (o) If a project requires outside consultant staff or extraordinary professional assistance, the CRMC may negotiate a special grant with the applicant to pay the same in accordance with RIGL 46-23-8.
- (p) (1) Aquaculture Renewal Fee: **\$75.00**  
(2) Recreational Aquaculture Fee:
  - (i) Initial: **\$50**
  - (ii) Annual: **\$25**
- (q) Experimental Aquaculture, Each Site **\$25.00**
- (r) (1) The Executive Director, in his discretion and with the concurrence of the Chairman, may

reduce an application fee for commercial, industrial and mixed use projects within the urban core or growth center coastal communities of Providence, East Providence, Pawtucket, and Newport\* or for projects that meet the requirements of RIGL § 42-64-7 et seq. (Mill Building and Economic Revitalization Act), where such application is eligible for an administrative assent and meet all applicable programmatic goals, policies, and standards. The reduced fee shall be no less than the estimated processing time of Council staff of a rate per hour set by the planning and procedures subcommittee (as of May 2006: \$500 per hour). The minimum application fee shall be \$5,000.

(2) Projects that are determined to be brownfield sites under applicable DEM rules and regulations shall be assessed an application fee of \$5,000.

\*These communities are defined as either Urban Core as within the RIPEC report *Strengthening Cities: A Report of the Urban Strategy Project (January 1998)* or as identified as a Growth Center by the state's *Growth Planning Council*.

(s) Application fees for projects which have applied for and been accepted by the Army Corps of Engineers as non-federal dredging applicants in conjunction with the scheduled 2002 begin date of the federal maintenance dredging of the Providence River and Harbor, are hereby waived. This waiver is only available during the time that the federal Providence River and Harbor Maintenance Dredging project is operational. Upon completion of this federal navigation project, this provision will become null and void. The Executive Director shall report to the Council when this provision becomes null and void.

(t) CAD Cell Disposal Fee:	Marinas, Boatyards, Yacht Clubs:	\$11.65 cy
	Commercial Facilities:	\$17.00 cy
	Residential Docks:	\$25.00 cy

(u) Section 320 Waiver Requests: \$1000

Section 320 projects which are determined to require a Council Assent shall pay an application fee in accordance with subsection (e) above.



State of Rhode Island and Providence Plantations  
**Coastal Resources Management Council**  
Oliver H. Stedman Government Center  
4808 Tower Hill Road, Suite 116  
Wakefield, RI 02879-1900

(401) 783-3370  
Fax (401) 783-3767

## **AGENDA**

**Semi-Monthly Meeting – Full Council**  
**Tuesday, September 22, 2015; 6:00 p.m.**  
**Administration Building, Conference Room A**  
**One Capitol Hill, Providence, RI**

**Approval of the minutes of the previous meeting – September 8, 2015**

**Subcommittee Reports**

**Staff Reports**

**Aquaculture Update – Dave Beutel, Aquaculture Coordinator**  
**Sun Farm Oysters, Block Island.**

**Report – Deepwater Wind, LLC -- update from Ted Hofbauer, CVA**

### **Applications requiring Public Hearing for Special Exception:**

**2015-04-109 DEPARTMENT OF ENVIRONMENTAL MANAGEMENT** -- Construct and maintain a public recreational boating facility consisting of a 24' x 80' concrete boat ramp, four 6' x 20' groundout floating docks extending adjacent to the ramp, a 6' x 40' fixed pier and 4' x 40' aluminum gangway leading to a 10' x 20' and 6' x 20' float perpendicular to the boat ramp. Utilizing dredged material from the boat ramp construction, approximately 7300 square feet of salt marsh will be restored in the area utilizing a living shoreline technique. In addition, the existing gravel parking area will be paved; a swale and sand filter basin will be installed to treat stormwater runoff. Special Exceptions will be required to CRMP Section 300.9.D.2 (dredging in Type 1 waters), Section 210.3D.1 (alterations to salt marshes abutting Type 1 waters) and Section 300.12.D.1 (alterations to coastal wetlands abutting Type 1 waters). The project is located at plat 206, lot 1; 1095 Ives Road (Goddard Park Boat Ramp) in Greenwich Cove, Warwick, RI.

### **Applications which have been Out-To-Notice and are before the Full Council for Decision:**

**2015-06-088 CHRISTINA B. STRICKLER** -- Install a private residential sewer hookup to an existing sewer line located on Ash Street. The project is a Watershed Activity to be conducted within Lands of Critical Concern of the Narrow River SAMP. Located at plat 43-4, lot 34; 210 Ledge Road, South Kingstown, RI.

**2013-08-110 CLAMBAKE CLUB OF NEWPORT** – Construct slope stabilization for the Clambake Club of Newport. Slope stabilization will consist of armor stone fronted by a small reinforced concrete toe wall to resist sliding of stone. Also, remainder of slope will be planted with vegetation to the top of the coastal bluff. The Clambake Club is recognized as a Historic Building (registration #95001267) and abuts RICRMP designated Type 1 waters (conservation area). Shoreline protection facilities abutting Type 1 waters may be allowed to protect historic structures which are currently in the National Register of Historic Places (ref. RICRMP Table 1, footnote #8). Located at plat 122, lot 139; 353 Tuckerman Avenue, Middletown, RI.

**TOWN OF JAMESTOWN**  
**TAX ASSESSOR**  
 93 Narragansett Avenue  
 Jamestown, RI 02835

To: PRESIDENT, JAMESTOWN TOWN COUNCIL

From: JAMESTOWN TAX ASSESSOR

Subject: ABATEMENTS/ADDENDA OF TAXES FOR **SEPTEMBER 21, 2015** MEETING

**ABATEMENT TO 2014 TAX ROLL**

#21-0065-01M Uttley, Laura A.	Motor Vehicle - 2009 Toyota Reg. #930952 Registered in Washington DC on 7-22-13	\$69.03
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**ABATEMENTS TO 2015 TAX ROLL**

#08-0339-77M Heath, Jeffrey L.	Motor Vehicle - 2014 Audi Reg. #468376 Registered in Florida on 4-28-14	\$229.07
#09-0037-10M Insana, Nicholas J.	Motor Vehicle - 2008 Chevy truck Reg. #025316 Sold on 3-8-14	\$96.82
#19-1565-00M Sugalski, Charles R. Jr.	Motor Vehicles-2014 BMW #355492 / #018605 '06 Hyun #BS 171Transfer to #19-1565-01M	\$249.95
#21-0065-01M Uttley, Laura A.	Motor Vehicle - 2009 Toyota Reg. #930952 Registered in Washington DC on 7-22-13	\$99.30
#06-0031-81 Fair Lead	Tangible Property - Declaration re-filed No assets	\$253.66
#08-0415-50 Hellewell, Victoria A.	Tangible Property - Declaration re-filed No assets	\$61.46
#10-0044-00 Jamestown Designs	Tangible Property - Business closed	\$65.85
#16-0308-00 Pease, Fred F. III & Samra	Plat 9, Lot 542 - Volunteer Exemption	\$441.60

**ADDENDUM TO 2015 TAX ROLL**

#19-1565-01M Sugalski, Charles R. III	Motor Vehicles-2014 BMW #355492 / #018605 '06 Hyun #BS 171Transfer from #19-1565-00M	\$249.95
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<b>TOTAL ABATEMENTS</b>	<b>\$1,566.74</b>
<b>TOTAL ADDENDA</b>	<b>\$249.95</b>

RESPECTFULLY SUBMITTED,

*Kenneth S. Gray*

KENNETH S. GRAY,  
TAX ASSESSOR

2  
3 **RESOLUTION OF THE CITY COUNCIL**  
4 **IN SUPPORT OF THE QUONSET AIR MUSEUM**

5  
6 No. 2015-26

7 **Passed:**

8 August 24, 2015



9 **John E. Lanni, Jr., Council President**

10  
11 **WHEREAS**, The Quonset Air Museum has been a catalyst in keeping the legacy  
12 and history of military aviation for our state and nation alive; and

13 **WHEREAS**, The Museum functions as a research, education, and exhibit facility to  
14 preserve Rhode Island's rich aviation history; and

15 **WHEREAS**, Since 1992, The Museum has educated the public from all over the  
16 world in our state's aviation legacies and displays collections that document the  
17 contributions of Rhode Islanders to the growth and development of aviation and space  
18 exploration; and

19 **WHEREAS**, The Quonset Air Museum fills the needs mentioned above while  
20 bringing added tourism and complimenting our extremely successful Rhode Island  
21 National Guard Open House and Air Show;

22 **NOW, THEREFORE, BE IT RESOLVED** that we, the Cranston City Council  
23 respectfully request that the Rhode Island Airport Corporation 1) abandon any plans to  
24 evict, remove, or place the Quonset Air Museum and its artifacts in jeopardy of  
25 destruction, deterioration, repossession, or private purchase for personal gain; and 2)  
26 work with the Quonset Air Museum and the North Kingstown Town Council on a plan to  
27 keep the museum in its rightful place and retract its eviction notice for September 2015  
28 and to honor its lease which has six years remaining.

29 **BE IT FURTHER RESOLVED** that the City Clerk forwards a copy of this  
30 Resolution to Governor Gina Raimondo, Senate President M. Teresa Paiva Weed,  
31 Speaker of the House Nicholas A. Mattiello, State Senator Elaine J. Morgan, State  
32 Representative Justin Price, State Representative Doreen Costa, the Quonset  
33 Development Corporation Board of Directors, the Rhode Island Airport Corporation, and  
34 all Cities and Towns seeking their consideration and support of this resolution.

35

36 Sponsored by Councilman Aceto and Councilman Botts and Councilman Paplauskas

# TOWN OF BURRILLVILLE

## Office of Town Clerk

Louise R. Phaneuf  
Town Clerk



TOWN BUILDING  
HARRISVILLE, R.I.

Telephone: (401) 568-4300 ext. 114  
FAX: (401) 568-0490  
E-mail: townclerk@burrillville.org  
RI Relay 1-800-745-5555 (TTY)

## *Burrillville Town Council Resolution In Support of the Quonset Air Museum*

- WHEREAS, the Quonset Air Museum has been a catalyst to keeping alive the legacy and history of military aviation in our state and nation; and
- WHEREAS, the museum functions as a research, education and exhibit facility to preserve Rhode Island's rich aviation history; and
- WHEREAS, since 1992, the Air Museum has educated people from all over the world on Rhode Island's aviation legacy and has displayed collections that document the contributions of Rhode Islanders to the growth and development of aviation and space exploration; and
- WHEREAS, there is a present need for a museum focused on the history of Rhode Island's place in our rich aviation history; and
- WHEREAS, the Quonset Air Museum fulfills this need while enhancing tourism opportunities and complementing the successful Rhode Island National Guard Open House and Air Show.

NOW, THEREFORE, BE IT RESOLVED, that we, the Town Council of the Town of Burrillville, do hereby fully support the endeavors of the Quonset Air Museum to remain at its current location, work on a plan to remediate its building to resolve maintenance issues, and return stronger than ever to bring Rhode Island's rich aviation heritage to life.

BE IT FURTHER RESOLVED that the Town Council of the Town of Burrillville does hereby oppose any plans for the Rhode Island Airport Corporation to evict, remove or place the Quonset Air Museum and its artifacts in jeopardy of destruction, deterioration, repossession or private purchase.

BE IT FURTHER RESOLVED that the Town Council of the Town of Burrillville hereby respectfully requests that the Rhode Island Airport Corporation work with the Quonset Air Museum and the North Kingstown Town Council on a plan to keep the museum in its rightful place.

Adopted as a resolution this 26<sup>th</sup> day of August 2015.

  
John F. Pacheco III, President  
Burrillville Town Council

ATTEST:

  
Louise R. Phaneuf  
Burrillville Town Clerk

**TOWN OF CHARLESTOWN  
A RESOLUTION  
IN SUPPORT OF THE QUONSET AIR MUSEUM**

WHEREAS, The Quonset Air Museum has been a catalyst in keeping the legacy and the history of military aviation for our town, state and nation alive; and

WHEREAS, The Museum functions as a research, education and exhibit facility to preserve Rhode Island's rich aviation history; and

WHEREAS, Since 1992, the Air Museum has educated the public from all over the world in our State's aviation legacies and displays collections that document the contributions of Rhode Islanders to the growth and development of aviation and space exploration; and

WHEREAS, There is a present need for a museum focused on the history of North Kingstown and the State of Rhode Island's place in our nation's rich aviation history; and

WHEREAS, The Quonset Air Museum fills this need while bringing added tourism, and complementing our extremely successful Rhode Island National Guard Open House and Air Show.

NOW, THEREFORE, BE IT RESOLVED, That the Charlestown Town Council: 1) fully supports the endeavors of the Quonset Air Museum to remain at its current location, work on a plan to remediate its building maintenance issues, and return stronger than ever to bring Rhode Island and North Kingstown's rich military aviation heritage and important events to life; 2) would not endorse any plans for the Rhode Island Airport Corporation to evict, remove or place the Quonset Air Museum and its artifacts in jeopardy of destruction, deterioration, repossession or private purchase for personal gain; and 3) respectfully requests that the Rhode Island Airport Corporation work with the Quonset Air Museum and the Town Council, on a plan to keep the museum in its rightful place and retract its eviction notice for September 2015, since the museum still has six years on its lease with the corporation; and

BE IT FURTHER RESOLVED, That a copy of this resolution be forwarded to Governor Gina Raimondo, Senate President M. Teresa Paiva Weed, Speaker of the House Nicholas A. Mattiello, State Senator Dennis L. Algieri, State Senator Elaine J. Morgan, State Representative Blake A. Filippi, the Quonset Development Corporation Board of Directors, the Rhode Island Airport Corporation and all Cities and Towns seeking their support in opposing the same.

The RESOLUTION shall take effect immediately upon the date hereof.

By resolution of the Charlestown Town Council  
At a meeting held on September 14, 2015

Amy Rose Weinreich, CMC

Attested To By

Amy Rose Weinreich, CMC, Town Clerk





**TOWN OF WEST GREENWICH  
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
RESOLUTION OF THE TOWN COUNCIL NO: 2015-2  
IN SUPPORT OF THE QUONSET AIR MUSEUM**

**WHEREAS** The Quonset Air Museum has been a catalyst in keeping the legacy and history of military aviation for our town, state and nation alive; and

**WHEREAS**, The Museum functions as a research, education, and exhibit facility to preserve Rhode Island's rich aviation history; and

**WHEREAS**, Since 1992, the air museum has educated the public from all over the world in our State's aviation legacies and displays collections that document the contributions of Rhode Islanders to the growth and development of aviation and space exploration; and

**WHEREAS**, There is a present need for a museum focused on the history of North Kingstown and the State of Rhode Island's place in our nation's rich aviation history; and

**WHEREAS**, The Quonset Air Museum fills this need while bringing added tourism and complementing our extremely successful Rhode Island National Guard Open House and Air Show;

**NOW THEREFORE BE IT RESOLVED**, the Town Council of the Town of West Greenwich: 1) fully supports the endeavors of the Quonset Air Museum to remain at its current location, work on a plan to remediate its building maintenance issues, and return stronger than ever to bring Rhode Island and North Kingstown's rich military aviation heritage and important events to life; 2) would not endorse any plans for the Rhode Island Airport Corporation to evict, remove or place the Quonset Air Museum and its artifacts in jeopardy of destruction, deterioration, repossession, or private purchase for personal gain; and 3) respectfully requests that the Rhode Island Airport Corporation work with the Quonset Air Museum and North Kingstown Town Council, on a plan to keep the museum in its rightful place and retract its eviction notice for September 2015, since the museum still has six years on its lease with the Corporation; and

**THEREFORE, BE IT FURTHER RESOLVED:** That a copy of this resolution be forwarded to Governor Gina Raimondo, State President M. Teresa Paiva Weed, Speaker of the House Nicholas A. Mattiello, State Senator Elaine J. Morgan, Senator Nicholas D. Kettle, Senator Leonidas P. Raptakis, State Representative Sherry Roberts, State Representative Antonio Giarrusso, The Quonset Development Corporation Board of Directors, the Rhode Island Airport Corporation, and all Cities and Towns seeking their support in opposing same.

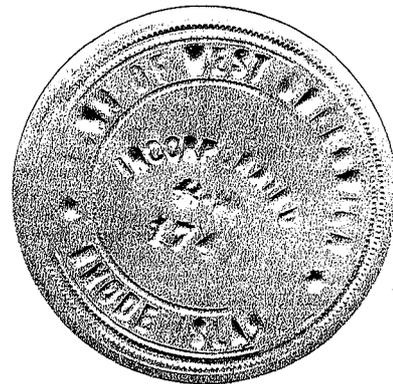
**ADOPTED BY THE WEST GREENWICH TOWN COUNCIL SEPTEMBER 9, 2015**

Signed: \_\_\_\_\_

Mark D. Tourgee, President

Attest: \_\_\_\_\_

Erin F Liese, Town Clerk





## TOWN OF JAMESTOWN

93 NARRAGANSETT AVENUE  
P.O. Box 377  
JAMESTOWN, RHODE ISLAND 02835

Town Offices - 423-7201  
Fax - 423-7229

**TO:** HONORABLE TOWN COUNCIL  
**FROM:** ANDREW E. NOTA, TOWN ADMINISTRATOR  
**SUBJECT:** SIGN ORDINANCE  
**DATE:** September 18, 2015

The use of temporary signs by community organizations and non-profits and by businesses within the various commercial districts has recently come into question. In review of the sections of the code cited below, I provide the Council with an option to address these concerns in the short-term, thus providing the Building and Zoning Official with the additional time needed to conduct a comprehensive review of the existing code in anticipation of bringing this matter to the Zoning Board for formal review.

- 1) **Sec. 82-1307 Special Permit Signs:** (Community Signs) – East ferry/Four Corners, Helm Street, etc.)

Sandwich Board and other similar temporary signs are permitted, although require a: “Special Permit” be issued from the zoning enforcement officer. Signs are presently allowed under this section, not to be issued prior to 14 days prior to a scheduled event and are to be removed within 48 hours after the event. The Town can allow the use of signs on Town property and can regulate how many signs are to be located at a specific location, duration, ADA compliance, size and messaging and other limitations that may be deemed necessary, so not to present a safety hazard for pedestrians and/or vehicles. The Town staff will reach out to those organizations using signs in the community so they are aware of this requirement. There will be no fee for this permit and we can initiate this approach immediately.

- 2) **Sec. 82-1305: Regulations for Commercial Districts:**

- a. **Sec. 82-1305 – 8, Signs on Town Property:** Based on the reading of this section, the Town Council has the sole discretion as to the suitability of all signs erected on Town property. Any person requesting to place a sign on or over town property shall make a request to the Town Council. All signs must conform to the existing code. This provision does include sandwich board signs and other signs customarily placed on sidewalks. Sandwich board signs shall not exceed 24 in. in width and 40 in. in height.

I am requesting that the Council delegate the review and approval of signs on Town property within the Commercial Districts, in accordance with Section 82-1305-8, to the Building and Zoning Official. Said delegation will remain in effect until such time that the Town’s Zoning Code is reviewed and updated by the Zoning Board, relative to the Town’s sign ordinance. Any request made by a local business to use a Sandwich Board sign in front of their business, will be reviewed by the Building official to ensure compliance with Section 82-1305-8 and the full content of the Towns Zoning Code. The Building and Zoning Official will establish a review and approval process to accommodate such requests and establish

any necessary parameters to the program, in terms of size, ADA compliance, installation and removal requirements, messaging and other limitations that may be deemed necessary.

This delegation of the review and approval process will allow local businesses to continue to utilize the sandwich board signs they have grown accustomed to using and provide for improved communication between local business and the Building Officials Office.

Please contact me should you require any additional information on this matter.