



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, November 2, 2015
7:00 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

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) PUBLIC HEARINGS

- 1) Proposed Amendment of the Jamestown Code of Ordinances, Chapter 70 Traffic and Vehicles, Article III. Specific Street Regulations, Sec. 70-52 Stop Intersections and Sec. 70-55 Restrictions on Certain Streets; duly advertised in the *Jamestown Press* October 22nd edition; discussion and/or potential action and/or vote

B) COUNCIL SITTING AS ALCOHOLIC BEVERAGE LICENSING BOARD

- 1) **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 under said Act, for the period December 1, 2015 to November 30, 2016 (duly advertised in the *Jamestown Press* October 8th and October 15th editions); discussion and/or potential action and/or vote

RENEWALS: Approval of Licenses by Class

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

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

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

- i) Request a motion to approve the liquor license renewal applications for **CLASS A (PACKAGE STORE) – RETAIL**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2015 to November 30, 2016.
- ii) Request a motion to set the **CLASS A (PACKAGE STORE) – RETAIL** Liquor License Cap at TWO (2)

b) **CLASS B – VICTUALER**

Islandish, Ltd.
dba: Chopmist Charlies
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

- i) Request a motion to approve the liquor license renewal applications for **CLASS B-VICTUALER**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2015 to November 30, 2016.
- ii) Request a motion to set the **CLASS B-VICTUALER** Liquor Licenses Cap at SEVEN (7)

c) **CLASS B – LIMITED**

Lucky Ridge Co., LLC
dba: Spinnaker's Café
3 Ferry Wharf

- i) Request a motion to approve the liquor license renewal application for **CLASS B – LIMITED**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2015 to November 30, 2016.
- ii) Request a motion to set the **CLASS B – LIMITED** Liquor Licenses Cap at ONE (1)

d) **CLASS D - FULL (CLUB)**

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

- i) Request a motion to approve the liquor license renewal application for **CLASS D – FULL (CLUB)**, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2015 to November 30, 2016.
- ii) Request a motion to set the **CLASS D – FULL (CLUB)** Liquor Licenses Cap at ONE (1)

C) **LICENSES AND PERMITS**

- 1) RIGL §5-24-1 (a) and (b) and §5-24-2: Title 5 Businesses and Professions (Taverns, Cookshops and Oyster Houses); discussion and/or potential action and/or vote
 - a) Request a motion to approve the Victualing License with

extended hours **RENEWAL** application, upon resolution of debts, taxes, State approval and appropriate signatures for the year December 1, 2015 to November 30, 2016:

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

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).

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

- A) Administrator's Report: Town Administrator Andrew E. Nota
 - 1) Town Council Goals and Objectives
 - 2) Town Positions
 - 3) Rental Property
 - 4) Rotary Bike Race
 - 5) Fort Getty Story Circle
 - 6) Legislative Items

VII. UNFINISHED BUSINESS

- A) Jamestown Rotary Club Classic Bike Race; discussion and/or potential action and/or vote

VIII. NEW BUSINESS

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

- A) Appointments & Vacancies (Interviews scheduled for November 2nd & 9th)
 - 1) Jamestown Harbor Commission (One vacancy with an unexpired three-year term ending date of December 31, 2017); duly advertised, interviews conducted (11/2*); review and/or potential action and/or vote
 - a) Letters of interest
 - i) Daniel Wurzbacher*

- ii) Wayne Banks*
- 2) Jamestown Tax Assessment Board of Review (One vacancy with an unexpired three-year term ending date of December 31, 2016); duly advertised; interviews scheduled (11/2* & 11/9+)
 - a) Letters of interest
 - i) Karen Gabriele*
 - ii) Joyce Antoniello+
- 3) Jamestown Library Board of Trustees (One vacancy with an unexpired three-year term ending date of December 31, 2015); duly advertised; interviews scheduled (11/2* & 11/9+)
 - a) Letters of interest
 - i) Christian Infantolino*
 - ii) Frank F. Sallee
 - iii) Holly Turton*
 - iv) David Reardon*
 - v) Marianne Kirby+
 - vi) Lauren McCombs+
 - b) Additional interview date for remaining applicant
 - i) Frank Sallee
- 4) Jamestown Planning Commission (One vacancy with an unexpired four-year term ending date of December 31, 2018); duly advertised (no applicants)

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) October 19, 2015 (regular meeting)
 - 2) October 19, 2015 (executive session)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Affordable Housing Committee (04/13/2015)
 - 2) Jamestown Affordable Housing Committee (05/11/2015)
 - 3) Jamestown Library Board of Trustees (09/22/2015)
 - 4) Jamestown Planning Commission (08/19/2015)
 - 5) Jamestown Planning Commission (09/02/2015)
 - 6) Jamestown Planning Commission (09/16/2015)
 - 7) Jamestown Traffic Committee (09/15/2015)
 - 8) Jamestown Tree Preservation & Protection Committee (9/15/2015)
- C) Abatements/Addenda of Taxes

Total Abatements: \$87,225.59 Total Addenda: \$82,243.96

 - 1) Properties – Abatements to 2015 Tax Roll

	<u>Property/Abatement Amount</u>	
a) Plat 7 Lot 127	\$ 3,700.58	
b) Plat 16 Lot 351	\$ 4,683.06	
c) Plat 9 Lot 662	\$ 3,243.28	

- d) Plat 9 Lot 277 \$ 5,078.43
- e) Plat 9 Lot 94 \$ 3,900.49
- f) Plat 3 Lot 396 \$ 2,963.06
- g) Plat 4 Lot 105 \$27,408.33
- h) Plat 7 Lot 39 \$ 8,064.24
- i) Plat 9 Lot 620-I \$ 3,258.91
- j) Plat 7 Lot 181 \$19,899.68
- 2) Properties – Addenda to 2015 Tax Roll
 - Property/Addenda Amount**
 - a) Plat 7 Lot 127 \$ 3,700.58
 - b) Plat 4 Lot 105 \$27,408.33
 - c) Plat 7 Lot 39 \$ 8,064.24
 - d) Plat 9 Lot 94 \$ 3,900.49
 - e) Plat 3 Lot 396 \$ 2,963.06
 - f) Plat 9 Lot 620-I \$ 3,258.91
 - g) Plat 9 Lot 277 \$ 5,122.33
 - h) Plat 7 Lot 181 \$19,899.68
 - i) Plat 16 Lot 351 \$ 4,683.06
 - j) Plat 9 Lot 662 \$ 3,243.28
- 3) Motor Vehicles – Abatements to 2015 Tax Roll
 - Account/Abatement Amount**
 - a) #15-0072-80M \$ 29.56
 - b) #13-1947-53M \$ 312.91
- D) Multi-License renewal applications (December 1, 2015-November 30, 2016):
 - 1) Conanicut Yacht Club dba: **Conanicut Yacht Club**
 - a) Victualing License
 - b) Entertainment License
 - 2) ESJ, Inc. dba: **Simpatico Jamestown**
 - a) Victualing License
 - b) Entertainment License
- E) Victualing License renewal applications:
 - 1) Del’s Lemonade & Refreshments, Inc. dba: **Del’s of Jamestown** (Mobile Unit)
 - 2) Isis Cakes, LLC dba: **Isis Cakes**
 - 3) KALI, LLC dba: **J 22 & The Unmarked Door**
 - 4) Lucky Ridge Co., Inc. dba: **Spinnakers Café** (Mobile Unit)
 - 5) Slice of Heaven, Inc. dba: **Slice of Heaven**
 - 6) Tunstall LLC. dba: **Grapes & Gourmet**
 - 7) Yun Chen dba: **Peking Garden**

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

- A) Communications
 - 1) Letter of Carol Newman Cronin re: The Shack at West Ferry
 - 2) Letter of Mary and William Brennan re: The Shack at West Ferry

- B) Resolutions and Proclamations of other Rhode Island cities and towns
 - 1) Resolution of the Providence City Council In Support of the Quonset Air Museum
 - 2) Resolution of the East Providence City Council In Support of the Quonset Air Museum
 - 3) Resolution of the Warwick City Council In Support of the Quonset Air Museum

XII. AGENDA ITEMS FOR NOVEMBER 16, 2015 AND FUTURE MEETINGS

- A) Upcoming term expirations for Town Boards/Commissions/Committees

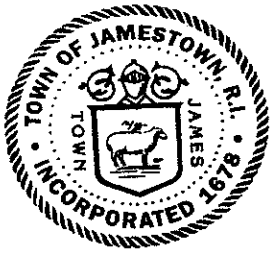
XIII. EXECUTIVE SESSION

XIV. 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.

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

Town Clerk's Office
Town Hall
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9800 Fax 401-423-7230
Email: cfernstrom@jamestownri.net

Cheryl A. Fernstrom, CMC
Town Clerk/Probate Clerk

PUBLIC HEARING NOTICE TOWN OF JAMESTOWN

Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on **Monday, November 2, 2015 at 7:00 p.m.** at the Jamestown Town Hall, 93 Narragansett Avenue on the following proposed amendment to the Code of Ordinances. Opportunity shall be given to all persons interested to be heard upon the matter at the public hearing. The following proposed ordinance amendment is under consideration and may be adopted and/or altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment must be presented for comment in the course of the public hearing. The proposed amendment is available for review and/or purchase at the Town Clerk's Office between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, excluding Holidays.

Section 1. The Town Council of the Town of Jamestown hereby ordains that the Jamestown Code of Ordinances, Chapter 70 Traffic and Vehicles Article III. Specific Street Regulations Sec. 70-52 Stop Intersections and Sec. 70-55 Restrictions on Certain Streets, as the same may have been heretofore amended, is hereby amended.

The following is a summary description of the proposed amendments:

To authorize stop intersections in conformance with Sec. 70-51 and restrict commercially-registered vehicles weighing over 7,000 pounds GVRW.

Section 2. This Ordinance amendment shall take effect upon its passage.

A copy of the entire amendment, as proposed, is available for review at the Jamestown Philomenian Library, 26 North Road; Jamestown Town Hall, 93 Narragansett Avenue; and online at www.jamestownri.gov.

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

FOR ADVERTISEMENT IN THE JAMESTOWN PRESS: October 22, 2015 edition.

Adopted by the Jamestown Town Council
At a Public Hearing on _____, 2015

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

**PUBLIC HEARING NOTICE
TOWN OF JAMESTOWN**

Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on November 2, 2015 at 7:00 p.m. at the Jamestown Town Hall, 93 Narragansett Avenue on the following proposed amendment to the Code of Ordinances regarding Chapter 70 – Traffic and Vehicles. Opportunity shall be given to all persons interested to be heard upon the matter at the public hearing. The following proposed ordinance amendment is under consideration and may be adopted and/or altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment must be presented for comment in the course of the public hearing. The proposed amendment is available for review and/or purchase at the Town Clerk's Office between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, excluding Holidays.

Section 1. The Jamestown Code Of Ordinances, Chapter 70, Traffic and Vehicles, as the same may have been heretofore amended, is hereby amended by changing the text of the Chapter, as follows:

NOTE: words set as ~~strike through~~ are to be deleted from the ordinance;
words underlined are to be added to the ordinance.

See Exhibit A, attached hereto and incorporated herein by reference.

Section 2. The Town Clerk is hereby authorized to cause said changes to be made to Chapter 70 of the Town of Jamestown's Code of Ordinances.

Section 3. This Ordinance shall take effect upon its passage.

Ad Date(s): October 22, 2015

Publication Source: Jamestown Press

Hearing Date: November 2, 2015

Action: _____

Certified: Cheryl A. Fernstrom, Town Clerk

Sec. 70-52. - Stop intersections.

Stop signs shall be erected and traffic controlled in conformance with Section 70-51 on the following streets and highways within the town:

Windsor Street and Cole Street	Cole Street
Windsor Street and Columbia Avenue	Columbia Avenue <u>4-way stop</u>
Windsor Street and Clarke Street	Clarke Street
Windsor Street at Southwest Avenue	Windsor Street

Sec. 70-55. Restrictions on certain streets.

Any commercially-registered vehicle weighing over 7,000 pounds GVRW is prohibited on the following streets. ~~Carr Lane and Reservoir Circle~~. This prohibition shall not apply to commercially-registered vehicles going to or coming from places upon such streets for the purpose of making deliveries of goods or providing services to property owners or similar activities for abutting lands or buildings, or federal, state, public service corporation or town-owned vehicles or, emergency response vehicles. ~~Carr Lane and Reservoir Circle shall be posted on each end with the use restriction information by the Department of Public Works. The Department of Public Works shall also post signage on East Shore Road and Route 138 as the "Truck Route."~~

Carr Lane

Columbia Avenue-from a point 200 feet south of West Street and continuing entire length to southern end.

Reservoir Circle



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: TOWN ADMINISTRATORS REPORT
DATE: October 30, 2015

The following information is provided as part of the November 2015 Administrator's report. Please advise if you should have any questions or require additional information on any of the matters noted.

1) Town Council Goals and Objectives:

Included in the November Administrators report is a further update provided by the Town Staff regarding the Town Council Goals and Objectives approved in April 2015. The Goals listed have been set by the Council for the Town Council's 2014-2016 Term with the expectation on many of the items that significant progress and/or full completion of an item will be achieved by the end of the term. The list of Goals and Objectives with corresponding updates is attached for your review.

2) Town Positions:

Parks and Recreation Position

Preliminary interviews were conducted this past week with an initial group of applicants for this position. At this time we have nineteen (19) applications with six (6) of the nineteen (19) having been invited to interview. The candidates are all from Rhode Island or have previously lived or worked in Rhode Island and several candidates are also from Jamestown. The interview committee is made up of Lisa Bryer, Mike Gray, Tina Collins and me. If needed, second interviews will be held with select members of this group or additional interviews will be held should other candidates of interest apply. Based on the progress made in the coming weeks, I remain hopeful that I will present a recommendation to the Council in late November early December.

Library Associate Position

Interviews for the vacant Library Associate Position have been scheduled for the first week of November. This was the former Library Assistant position that has been vacant for approximately six months and has recently been filled by part-time personnel and with various schedule adjustments.

3) Rental Property:

Residents in the community continue to express significant interest in various topics surrounding rental properties and the impact(s) that local regulations may/may not have on this business opportunity being utilized by many. The public is invited to attend a public session of the Ordinance Committee, scheduled for November 30, 2015 at 6:00 pm at Town Hall at which time this topic will be discussed in more detail. Several of the major discussion topics will focus on the value of a rental registry, landlord and tenant responsibilities, the need for inspections, minimum housing standards, enforcement, and related zoning issues. Town staff are continuing to meet with residents expressing concerns with local rentals as well as working actively with property owners engaged in the rental business to assist them in ensuring they are operating in accordance with all local and state regulations that govern this activity.

4) Rotary Bike Race:

A post event review was held with members of the town's management staff this past week who were involved directly with race support for this event. The annual Rotary Club bike race was held on Monday October 12, 2016 and included approximately 500 participants. In summary, here are some of the basic points raised during this internal review. Town staff will be available at Monday's Town Council meeting to provide additional insight into the points mentioned below.

Parking – Directions for parking in town were mainly ignored by participants and onlookers. Parking along Narragansett Avenue, East Ferry and surrounding roads were filled early by participants with little to no turnover throughout the day. No vehicles were observed using the satellite parking at the Melrose School.

EMS: The Fire Department committed two staffed rescues to the event. There were no injuries this year although staffing and equipment cost remains and the units are not dedicated to the event. The Rescues may need to leave at any time to respond to a community emergency, thus leaving no dedicated support for the event.

Barricades: The Town purchased pedestrian barricades this past year and now provides them to the organization at no cost for the event. Town staff placed the barricades in the appropriate locations as well as delivered and retrieved the barricades during pre/post event setup and breakdown. The annual rental value previously incurred by the organization is estimated to be (\$800-\$900).

Police Support: Police details at this year's event included 8 officers for 56 hours at a total cost of \$2,634.97. Additional fees normally associated with community events would include an administrative fee of \$269.00 which covers associated payroll taxes and \$420.00 for use of police cruisers. Total fees waived by the Town: \$3,324.46. If staffed according to the full safety plan established for the event, 15 officers would be required at various intersections or high hazard areas (this estimated cost is approximately \$5,000). During the event, the existing public safety staff were stretched to the point that there were no additional Police Officers available to respond to a problem within the community. Officers would have been required to leave important posts during the event to respond in any such case.

Traffic: The course is designed as an open course, allowing vehicles and bicycles to flow simultaneously. This continues to be a safety concern particularly at intersections in which pace cars and bicycles are not expected to stop for stop signs and allowed to pass through at speeds estimated as high as 25 MPH. The Rotary is responsible to provide for volunteers of sufficient experience and maturity to manage these intersections with volunteers to focus on the race participants and thereby allow police officers to remain focused on vehicle traffic. Of the 38 volunteer traffic positions listed in the plan, only 26 were staffed. There was at least one case in which a participant went in the wrong direction due to the lack of a volunteer at this location.

Roads: The Public Works Department dedicated three days with one, three-member crew, patching mainly State Roads on the bike course in anticipation of this event. This function usually varies between 1-3 days annually. The Rotary provides an overview of the course in email form, listing all the course areas that require attention. The cost of asphalt patch was \$900 and the estimated value of the crew and truck falls into the range of \$2,000 - \$2,500 for a total cost of approximately to \$3,000 - \$3,500.

Bathroom and Changing Areas:

Restrooms provided for race participants and onlookers was limited to the public restrooms located at the Recreation Center. There were no additional porta-jons provided for the event participants or for the general public, resulting in long lines at times. Some participants were reported to be using areas along the course and in public areas generally as restrooms. Changing facilities or tents were not provided resulting in many participants changing clothing in vehicles parked in commercial and residential areas.

The Recreation Center building was offered by the Town to the Rotary at no fee and closed from Friday evening through Monday evening for this event. In addition, the Recreation Department is required to clean/restock and staff the bathrooms at times through the entire weekend. The estimated cost for staffing, supplies and utilities was estimated between \$750 - \$1,000 and loss of building use for the weekend was \$1,000 - \$2,000 depending on the potential alternate uses of the facility during the Holiday weekend.

These comments represent the observations and financial estimates of the Town staff regarding this local event. The staff is prepared to provide recommendations that could be implemented as part of this program to address some of the more obvious concerns and issues that have been mentioned. Any such requirements will most certainly change the scope of the event as it exists today and impact the ability of the organization to generate the same level of funding from this event for their charitable efforts.

5) Fort Getty Story Circle:

Construction of the Story Circle at Fort Getty, a contribution made by the Roach Family, has been fully completed and now prominently overlooks the Dutch Harbor Lighthouse. The project is located on the outer grassy rim of the property to the west and includes a 20 ft. in diameter stone sitting wall that surrounds a large fire pit in the center, with handicapped accessible walkway that approaches from the northern part of the property. A dedication of this beautiful gathering area is planned for November 21st, at a time yet to be determined. The Recreation department will be providing a professional story teller for this public event and a dedication is planned with family and friends. The community is encouraged to attend.

6) Legislative Items:

Code Red System - The State of Rhode Island has implemented the Code Red Emergency notification system. All Cities and Towns can also contract with Code Red to use this system, with cost varying based on the scope of service level requested. The Town had previously contracted with Code Red prior to the States implementation, although we can now maintain our same service level at a discounted annual rate, realizing savings of approximately \$1,500 per year.

Permit Structure and Fee Schedule – Discussions surrounding a proposed state-wide Building Permit/Fee schedule is gaining traction. This initiative is deigned to consolidate fee schedules for various permitting requirements while improving consistency and streamlining the process, while also limiting costs for all communities in the State. The preliminary permitting schedule provide for a base fee that varies when compared town by town, although there are also a series of rate factors that can influence those unique differences amongst communities. Based on Jamestown's rates today, it would appear that the proposed fee schedules will have a positive impact on local revenues. This could result in a loss of revenue for those communities considered to have higher fees in place at this time. More information with detailed rate proposals is expected in the coming months. This information should prompt much discussion on a statewide basis.

If anyone has a question regarding these items, please contact me at your earliest convenience.

Goal: To Promote Quality of Life in the Community

1. Maintain Jamestown’s “Rural Character “

- A. *Define rural character and Jamestown’s unique character and sense of place;*
 - a. This is expressed in the Preamble of the Comprehensive Plan. The Planning Commission spent several evenings defining “Rural Character” as it pertains to Jamestown. The Planning Commission, acknowledging the vagueness and vastness of the term “rural character,” has defined it to mean, “that which is unique to the Island of Jamestown – a town infused with a rural feeling, an insular spirit and a village identity”.
- B. *Encourage preservation of open space on individual lots and small subdivisions;*
 - a. The Planning Commission has adopted amendments to the Comprehensive Plan related to Conservation Development and the importance of designing meaningful open space into subdivisions. The Planning Commission is in the process of adopting amendments to the Zoning and Subdivision Regulations (Conservation Development) which encourage open space in all subdivisions and mandate it in subdivisions of 5 lots and over. (Expected completion date December 2015). More clarification is needed to define “preservation of open space on individual lots” since development of existing lots requires nothing but a building permit in most situations.
 - b. *The Tax Assessor’s office will continue to support and monitor properties in the Open Space Program. These properties, which must remain undeveloped for a period of 15 years, benefit by way of reduced assessments.*
- C. *Develop a strategy for the protection of vistas, views, and open space including landscape elements that evoke rural character;*
 - a. One effective option for the Council to consider in developing this strategy would be to task the Planning Commission and to include this language in the Zoning Ordinance/Jamestown Special Development District, in areas that provide and share the islands most treasured scenic views/vistas, open space and landscape elements. One of the purposes of the Zoning Ordinance is, 5) Provide for the protection of the natural, historic, cultural, and scenic character of the town or areas therein; The Rhode Island “Green Book” also provides for a solid basis for identifying such landscape elements. Additional work in this area is required.
- D. *Develop a policy regarding preservation of historic structures;*
 - a. This topic has at times been somewhat divisive within the community with various perspectives offered by Planning Commission members, various organized groups as well as individuals within the community. Further discussion and research should be conducted in order to assess the need and/or support for such a policy/regulation in the community.
- E. *Support initiatives that encourage farming, sustainable agriculture, fishing and aquaculture;*
 - a. *Working with CRMC on evaluation process of permits for expansion of aquaculture activities in local waters.*
 - b. *Seeking viable options for the installation of upwellers at the Fort Getty waterfront and possible improvements to support commercial fishing operations. Discussion and research in this area will be ongoing through the winter months 2015-2016.*
 - c. *The Tax Assessor’s office will continue to support and monitor properties in the Farmland Program. These properties, after being approved by the RI Division of Agriculture, must be*

actively farmed and undeveloped for a period of 10 years. The parcels are assessed at reduced rates based on state guidelines.

- F. *Continue to support Farmers Market and Community Farm;*
 - a. *Supporting licensing application and function of Farmers Market at Fort Getty – seeking ways to increase food presence at Farm and balance local craft presence with locally grown products.*
 - b. *The need for a winter farmers market should be considered, if a sufficient number of local vendors, including Newport and South County vendors, if needed, express interest and a viable location can be secured.*
 - c. *The Zoning Dept. will review and advise on all Special Use Permits, License's, and permits in support of community farming and farmers markets in the community.*
- G. *Develop a strategy for road marking, signage and lighting that reduces visual clutter; and*
 - a. *Shores parking restriction program designed to limit signage by area regulatory approach, versus signing each specific roadway. Broader Town-wide strategy remains in discussion before Traffic Committee. Community-wide should be investigated along with improvements to directional signage, street signs and directional signs for places of local importance.*
 - b. *Council approves (Sept. 2015) delegation of permit review to Bldg./Zoning Official to address sandwich board signs used by community organizations and within the commercial district(s). Future review of*
- H. *Support the development of trails, walks, habitat restoration and programs that support resident's awareness and knowledge of the natural world around them.*
 - a. *Ongoing Projects include, the Taylors Point Initiative, Mackerel Cove Dune Restoration, the Creek Restoration program, Fort Getty Trails, active dialogue on access to North and South Pond property.*

2. Protect Natural Resources

- A. *Continue to protect the center island watershed;*
 - a. *Discussion on various supporting initiatives is ongoing.*
- B. *Support community efforts towards habitat restoration, resource protection;*
 - a. *Dune restoration efforts at Mackerel Cove and Fort Getty with the use of dune fencing and grass replanting efforts are continuing. A major restoration project is in the planning stages at Taylor Point with inventoring of invasive species already underway along with a detailed mapping of the property and the establishment of a partnership with a habitat restoration program at the University of Rhode Island.*
- C. *Implement measures to address poor water quality in Sheffield Cove;*
 - a. *Consultant hired and water testing phase is ongoing; Justin Jobin and interns for the Town are working with our consultant ESS Group on determining the source of elevated bacteria levels in stormwater discharges to Sheffield Cove. Over the past two months water samples have been collected from the drainage and watershed during wet and dry weather events. Another round of sampling will be conducted and a report will be prepared that will summarize the findings.*
 - b. *In October 2015, the Council supported the submittal of a grant application for \$118,200 with the New England Interstate Water Pollution Control Commission (NEIWPCC) along with the Narragansett Bay Estuary Program. A 40% Town match is required, although the Town's proposal*

includes a \$5,000 financial match and \$35,000 in-kind match. This is a competitive review process and the Town will receive notification as to the status of our application in 2016.

- D. *Continue to update and revise the Ground Water Ordinance;*
 - a. *Ongoing program, Ordinance will be updated by the end of 2015.*
- E. *Continue to purchase environmentally sensitive tax lots in the Shores neighborhood;*
 - a. *This program is ongoing in the shore neighborhood with the Town providing the closing costs and related expenses associated with the acquisition of property.*
 - b. *The Tax Assessor's office will continue to maintain up-to-date lists of all vacant properties acquired by the Town.*
- F. *Continue with the ongoing efforts to improve the health and condition of Round Marsh; and*
 - a. *In December of 2014 the DPW worked with staff from Save the Bay and RIDEM to improve tidal flow to Round Marsh. Tidal ditches were excavated and cleaned to restore tidal flows to the salt marsh. A contractor was hired to mulch invasive phragmites within Round Marsh. Over the next two years additional mulching will be conducted. Save the Bay has been monitoring the marsh for the effectiveness of the ditch excavation.*
- G. *Continue efforts in wildlife management suggested by Tick Task force.*
 - a. *The Task Force is entering its second year of program development and its second hunting season. The committee is working on the development of a comprehensive educational program, improved educational opportunities and media exposure to its messaging. In addition, communication remains ongoing with RIDEM officials regarding approved methods to manage the local deer population and future opportunities to positively impact the herd on Dutch and Gould Islands. The Town has coordinated a visit to Dutch Island with RIDEM officials in November 2015 to evaluate the improvements being conducted by the Army Corps. Of Engineers and further discuss the idea of hunting in 2016 and possibly allowing public access in the future. The approved budget for this program in FY2015-16 is \$15,000.*

3. Promote Public Access to the Water, Water-based Activities and Use of Jamestown's Natural Resources

- A. *Develop stable funding mechanism and clear line of responsibility for maintenance of Public Right of Ways to the water;*
 - a. *Town staff, along with a volunteer ROW committee and the Conservation Commission is reviewing the findings of the most recent ROW report from 2013. In review of this document, and a series of on-site visits to specific ROW's in the Shores neighborhood, the Town is preparing to send letters to all ROW abutters alerting them the effort to clearly delineate all property lines and to appropriately mark all public ROW's. The High Street ROW has been completed in 2015 with the engineering being completed for the bid development for the Hull Cove accessible boardwalk project. The Friends group and Town are preparing a broader discussion with the Town Council on Public ROW's for later October, early November 2015. The Friends of Jamestown ROW's presented information to the Council in Oct. 2015 with Town staff in updating the ROW inventory document that was produced in 2013. The first phase of this work included ROW's (1-21) from the Creek to the Northern tip of the island, with work on the southern ROW's to continue in 2016.*
 - b. *Maintenance continues to be one of the greatest challenges in terms of the sustainability of a ROW program. Town staff are working with neighbors in an attempt to secure the necessary assistance in this area.*

- B. *Improve restroom facilities and parking accommodations at Mackerel Cove and Fort Getty;*
 - a. *Funding for replacement restrooms at Mackerel Cove were approved as part of the FY2015-16 Capital Program. The portable structure is expected to be built during the upcoming winter months and be completed in time for the 2016 beach season.*
 - b. *Discussion regarding improved restrooms at Fort Getty is continuing with more formal discussions expected to occur as part of the 2015 season review discussion with the Parks and Recreation Department. The future of both the lower and upper structures remain in question, and the need to replace both facilities is a priority improvement needed in the park. The concept of a shared facility in the park accommodating public restroom/shower use, park storage and program space is also being researched with the potential of a third party partner relationship.*
- C. *Continue improvements to the Pier, Ramp, Boat Storage and Water Access at Fort Getty;*
 - a. *A thorough review of existing facilities is underway, Town staff has been in communication with RIDEM officials regarding various grant programs available to assist with the refurbishment and improvements to the Fort Getty waterfront. This in concert with a long-term Capital waterfront funding commitment will be necessary to support any major improvements that are desired.*
- D. *Refresh long-term plans for Fort Getty and Fort Wetherill in assessing future improvement and development options for each property;*
 - a. *Fort Getty long-term planning is set to be revisited in late 2015. Ongoing discussions include the refurbishment and possible relocation of existing restroom facilities, the construction of a new gatehouse, the completion of Pavilion improvements in 2016, improvements to the waterfront facilities, and possible enhancements to the historic military facilities.*
- E. *Review the parking design at East Ferry and plans for rehabilitating the East Ferry-Ferry Landing;*
 - a. *Review of the East Ferry parking area and sidewalks remains ongoing with a funding recommendation planned for the FY2016-17 budget program. This project will be phased with curbing and sidewalk reconstruction followed by pavement reconstruction. In terms of the importance of the East Ferry area to the community, this project is deemed a priority to be considered in the upcoming budget cycle.*
- F. *Provide support for all community appropriate sailing, fishing, and marine-based activities; and*
 - a. *Recreation Department personnel are working on developing expanded water-based programs, using local organizations and businesses to support program offerings. Discussions are planned in fall 2015 with the CISF organization to discuss options to expand water-based programming at Fort Getty. Jamestown Outdoors has continued offering access to the public to water-based recreation equipment at Fort Getty in a MOU with the Town as well as offering delivery services at other locations in the community.*
- G. *Complete components of bike path improvements and continue to assess options for integration of pedestrian/bicycle paths and trails connecting key areas within the community.*
 - a. *North Pond connector design funding approved in FY2016 capital program, with award of contract made in August 2015. Preliminary work on path base expected to begin in 2016 by the Town's consultant PARE. Project development timeline is based on Town staff availability and funding.*
 - b. *North Road reconstruction beginning in FY2016, with three year(three phase) road drainage and repaving program accompanied by a fourth phase that includes a bike path/trail connector from West Reach to North Pond to interconnect with the North Pond Connector that exits onto Eldred Avenue. Project completion anticipated in FY2019-2020, based on funding availability.*

4. Recognize the Importance of the Village as the Town Center, the Focal Point for Most Community Activities

- A. *Encourage economic development, especially in prime and undeveloped properties to achieve suitable commercial and retail growth, with emphasis on the Town Center and waterfront;*
 - a. *Consider the development of an Economic Development Committee to guide a local process; The Sustainability of Jamestown's Economy will be a specific topic addressed during the Sustain Jamestown program. Discussions are ongoing with cultural arts-based organizations in developing concepts around exposure to the wealth of the artist community residing in Jamestown and how this resource can be harnessed to benefit the community and commercial district. Discussion are also incurring with business owners/Chamber of Commerce seeking alternative methods to attract unconventional businesses and entrepreneurs to the community to fill vacant storefronts.*

- B. *Continue to work with Newport County Communities, Washington County Regional Planning Council and local organizations (i.e. Chambers of Commerce) to develop strategies to encourage investment and business sustainability in the village;*
 - a. *Discussion is continuing with the Washington County Regional Planning on the street light purchase and replacement program; Town also looking into other options for street light replacement with neighboring Town's.*
 - b. *Progress is anticipated with the development of a Newport County EDC agency to champion the opportunities that exist in each local community for business retention and new business development; meetings are continuing and all Newport County Communities have committed varying financial commitments to implement this program in FY2015-2016.*
 - c. *The development of an economic development committee is presently being considered. Town staff have been working with the Chamber of Commerce on the installation of an informational kiosk in town to provide members with improved marketing opportunities; targeted conversations with individual commercial investors is continuing regarding properties that are presently available for possible development in the village.*

- C. *Ensure that future development and renovation in the Village maintains small scale and "walkable" character, while supporting businesses and investment that will encourage residents' and visitors use;*
 - a. *More detailed discussions need to occur on this topic in order to agree on best and appropriate practices in this area.*

- D. *Provide improved customer and employee parking in the village;*
 - a. *Continue to seek opportunities for parking enhancements in the village and encourage businesses to coordinate off-site parking for their employees. Seek Planning Commission attention to this issue in their review of applications in the Village District. Additional consideration should be given to the review of properties (possible acquisition) that may be able to assist in either seasonal parking, event parking or additional dedicated parking for local uses.*

- E. *Develop a policy regarding preservation of historic structures in Village;*
 - a. *This topic has previously been divisive within the community with various perspectives offered by Planning Commission members and residents. Further discussion and research should be conducted in order to assess the need and/or support for such a policy/regulation in the community.*

- F. *Support the development of a Community Center, with the support and for the benefit of community organizations and residents;*
 - a. *Continue to evaluate the options available to diversify the use of the existing community center facility (Recreation Dept.). Also, consider possible enhancements and/or repurposing of areas in other public facilities, including the Library, EMS Barn, Schools and quasi-governmental buildings like the Grange, for such purposes. The Library Building project in particular is one that has raised this point as nationally Libraries are taking on an expanded role with the changes in services, technology and community demand. Research and communication on this item is ongoing and dependent on future public, private and grant funding to support any such initiative.*
- G. *Complete the planning, design and construction of consolidated Fire/EMS station; and*
 - a. *Building Committee has held TRC meeting on July 23 and August 25, and Planning Commission public hearing was held on September 2nd with plan approval granted with support for relief that was sought. Zoning Board meeting to follow on September 22nd to address zoning relief required. Bid specifications are presently being developed and a tentative schedule to advertise bids has been planned for October/November 2015, barring delays. Estimated project completion period, summer/fall 2016.*
- H. *Coordinate planning, design and capital campaign activities with the Town's Library Board in guiding plans for future building improvements and the establishment of a Library endowment.*
 - a. *Library Board is progressing with the organization for a Capital Campaign; evaluating its relationship with Friends of the Jamestown Library (501-c3); Building Committee is continuing to review the Library needs assessment and preliminary architectural designs; OLIS Consultant has been selected by Trustees per a requirement of the OLIS program; and alternative financial resources are being researched (Champlin Foundation, RI Foundation, OLIS, etc.) The Board of Trustees for the Library began this process in 2011.*

5. Support Cultural, Civic and Recreational Opportunities that Promote a Sense of Community

- A. *Implement an improved Parks & Recreation program based on resident need and ongoing community assessment;*
 - a. *Discussion on this topic is slated to begin in September FY 2015-2016 and continue into the fall; Comparisons and assessment of data gathered on needed P&R programming in recent years, Collins Center Report, the PAC discussions, prior studies, and other influence on this subject should be considered during this assessment.*
- B. *Provide expanded, accessible and diversified program offerings for Jamestown's seniors;*
 - a. *Coordination with Senior Association Board and Executive Director is ongoing with communication occurring as to expanded program opportunities inside and outside of the community, including expanded transportation services. These services are to be supported by the Association jointly with the Parks and Recreation Department. Additional staff and facility coordination is being implemented via improved communication amongst agencies and personnel involved. Quarterly reports being submitted by Association to Town regarding meals, programming data and other pertinent information. The Town also provides guidance in the areas of payroll, information technology and purchasing procedures. Library programs and services are available for seniors and include home delivery of materials and assistance within-home library technology.*

- C. *Continue to maintain a strong partnership with the Jamestown Schools;*
 - a. *The Town maintains a close working partnership with the District and individual School Administrations, in terms of municipal department interaction, coordinated budgeting approach including capital program and long-term debt requirements, pension matters, as well as statewide financial issues and concerns, etc.;*
 - b. *The library participates and promotes, in collaboration with the Jamestown Schools, a summer reading program; Afterschool activities: Book Groups, safe haven and meeting space, tutor space as well as class visits including library use instruction from professional librarians;*
 - c. *Coordinated use and maintenance of indoor and outdoor facilities continues by the Recreation Department for community programming and the board of canvassers for various town election functions.*
- D. *Review the need for additional community space, condition and quality of space, and long-term funding options for improvements;*
 - a. *The Council may wish to consider the reformation of the Buildings and Facilities Committee to provide useful input into this analysis. Ongoing at this time is the work being performed at the Library through the efforts of the Board of Trustees who are looking into the redesign of the facility and improvements to the existing structure to meet the needs of the community; Initial review of restoration work needed at the Recreation Center facility is underway; and further review is being performed for the construction of a new Clubhouse at the Town Golf Course. Further study will continue through the winter of FY2015-2016.*
- E. *Complete the planning, design and refurbishment of PAC facility as a potential new recreation center, subject to voter approval;*
 - a. *Property has been sold and project is no longer viable. Ongoing discussions continue in review of alternate Town facilities to consolidate services or to provide for expanded recreation space.*
- F. *Support the development of a Community Center, with the support and for the benefit of community organizations and residents;*
 - a. *Continue to evaluate the options available to diversify the use of the existing community center facility (Recreation Dept.). Also, consider possible enhancements and/or repurposing of areas in other public facilities, including the Library, EMS Barn, Schools and quasi-governmental buildings like the Grange, for such purposes. Research and communication on this item is ongoing and dependent on future public, private and grant funding to support any such initiative.*
- G. *Coordinate planning, design and capital campaign activities with the Town's Library Board of Trustees in guiding plans for future building improvements and the establishment of a Library endowment;*
 - a. *The Board of Trustees are moving forward in this area with planning and design work on a redesign of the facility and planning of a capital campaign and partnership with the Friends of the Library in terms of managing private donations raised during the campaign to support the building project and the establishment of an endowment to support future library needs. This initial meeting with the Friends is planned for September 2, 2015.*
- H. *Coordinate planning for the replacement of the Town's playground with proposed library improvements, safe routes to school and neighborhood;*
 - a. *The CIP for FY2015-2016 included the first allotment of funding for the refurbishment of the Town's playground. It is anticipated that this project will cost between \$150,000 - \$200,000 to complete. It is anticipated that the second allotment of funding in the amount of \$50,000 will be requested as part of the Towns FY2016-2017 CIP program. The remainder of funds needed will be included*

- as part of a grant application with RIDEM in the coming year or when the next grant program is released to all municipalities.*
- b. As part of the playground enhancement, the Public Works Department is working on a redesign of Valley Street in order to provide for angle parking along the playground and the installation of a sidewalk to tie-in with the sidewalk to be installed along North Road.*
 - c. The Town has authorized Crossman Engineering to proceed to 90% design on the Safe Routes to School program, specially addressing the parking, sidewalks and crosswalks along North Road adjacent to the Library and Playground. Upon completing the 90% design, the Town staff will meet with Federal and State Highway officials, including a representative from the Narragansett Tribe regarding the next step in the authorization process.*
 - d. Informal discussions have occurred involving the Town, Library staff/Board of Trustees, select artists, the JAC and Worldway Social Marketing representatives, regarding an investigation into submitting a Planning grant with the National Endowment of the Arts(NEA). This grant that would be submitted in FY2016-2017 would involve the development of a Master Plan that would reflect the physical and programmatic integration of various public and private entities in the Village. This integration possibly culminating in the creation of a Cultural distinction that could be branded to attract and service residents and visitors. The next meeting has been planned with various partners to assess public sentiment to the concept of coordinated programming and marketing of arts/culture-based programming along with various municipal initiatives all that provide for ancillary benefits and support of the business community.*
- I. Complete the 90% design phase and secure approval to initiate the implementation of the Safe Routes to School program;*
- a. The consultant (Crossman Engineering) is progressing with 90% design phase plans that will prompt the initiation of the implementation phase of the program; Town staff are in contact with Federal and State Highway representatives and will be meeting once this next phase is completed.*
- J. Complete components of bike path improvements and assess options for integration of pedestrian/bicycle paths and trails connecting key areas within the community;*
- a. Award for consultant services (PARE) made on August 3rd to complete the design work on bike path connector (bridge design) at North Pond, Highway division to begin planning for path base installation from North Road to Eldred Avenue, North Road path project scheduled for FY2019. Engineering work on bridge design has begun, with boring samples being taken on-site in October 2015.*
- K. Review the need for a new Golf Course Clubhouse project and related facility needs;*
- a. Project options under review, on hold during PAC discussion although planning will recommence in fall 2015. Overall need established during prior review of Building and Facilities Committee. Staff is preparing to re-engage the architect of record to finalize a draft plan for Town Council review in early 2016.*
- L. Acknowledge and support social and cultural organizations in the allocation of town spaces (meeting rooms) and services (security for events); and*
- a. This remains on ongoing discussion amongst community groups. Thoughts on this topic are being revised since the loss of the PAC opportunity. Social and cultural organizations remain interested in addressing this ongoing space issue and are seeking to creative options to do so. Town staff are working on research for future improvements to the Recreation Center space, repurposing*

opportunities of other Town/local facilities, and future opportunities to collaborate in the development of a solution to this challenge.

M. Complete Fort Getty Pavilion improvements.

- a. Pavilion Improvements are approximately 60-75% complete as of summer 2015 with the anticipated completion date estimated in summer 2016. Additional improvements to include, stonework on the east and west needs of the structure, hardscape paver walkways, expanded shall surfaced walkways, and the installation of two portable restroom structures that will be connected to holding tanks.*

6. Promote a Sustainable Jamestown

A. Adopt Sustainable Jamestown Plan that supports community goals;

- a. Process scheduled to begin in fall 2015.*

B. Support initiatives that encourage farming, sustainable agriculture, fishing and aquaculture;

- a. Town staff working on update.*

C. Ensure that future development and renovation in the village maintains small scale and “walkable” character, while supporting businesses and investment that will encourage residents’ and visitors use;

- a. Town staff working on update.*

D. Promote the use of green technologies and energy conservation;

- a. Town needs to hire a consultant to perform an energy evaluation and develop a comprehensive plan. RFP development will commence in FY2015-2016.*

1. Research grant opportunities to support town-wide energy conservation measures and energy-based facility improvements; and

- a. The Town is taking on this initiative in terms of planned energy enhancements to all town facilities and town-wide street lighting replacement and these improvements are a major part of the work being performed as part of the library redesign efforts, in terms of energy efficient lighting, HVAC systems and water conservation.*

2. Take part in initiative to improve energy efficiency of Town street lights, while curbing light pollution and improving traffic safety.

- a. Town staff are evaluating several options in this regard. Continued efforts by the Washington County Regional Planning Council with the PRISM program, along with National Grid programs and other sub-groups of Rhode Island Town’s will all provide the community with viable alternatives in the next year to consider moving forward with this effort.*

7. Ensure Housing Affordability and Provide a Range of Housing Choices for Residents

A. Develop, renovate or restore units of affordable housing by promoting affordable accessory apartments and existing opportunities to subdivide lots for affordable housing purposes;

- a. Program is active and ongoing.*

B. Develop new strategies to buy “development rights “ for existing homes, allowing current residents to age in place;

- a. Affordable Housing Trust Fund implemented and presently active.*

C. Encourage the development of an Affordable Housing Trust that could include private donations;

- a. Program approved, funded and implemented.*

- D. *Support the development of additional affordable housing units;*
 - a. *Review of new opportunities for affordable housing development remains ongoing. The Tax Assessor's office will assist in the identification of potential affordable housing properties. Several properties in the Village are under review at this time as possible candidates.*
 - 1. *Review strategies for creating or subsidizing work-force housing for Town employees;*
 - a. *Very little interest has been expressed in this area by town personnel, although further research is needed.*
 - 2. *Research additional funding sources to support housing initiatives;*
 - a. *Research is ongoing, future updates to be provided.*
 - 3. *Complete Rules and Regulations for Affordable Housing Revolving Fund project eligibility;*
 - a. *Completed on 5/18/2015.*
 - 4. *Continue to provide stable and consistent annual grant funding for housing programs*
 - a. *In FY2015-2016 Town providing consistent \$75,000 in grant funds for affordable housing opportunities. \$400,000 Revolving fund local program also activated in FY2015-2016.*
- E. *Foster and expand partnership opportunities with Housing Agencies seeking to build-out projects;*
 - 1. *Educate the community as to the importance of this initiative, the existing Affordable Housing Funding Programs and the efforts of the Affordable Housing Committee;*
 - a. *Education effort is ongoing.*

8. Senior Citizen Programming and Services

- A. *Ensure Senior Citizen program, facility, transportation and funding needs are being met.*
 - b. *Coordination with Senior Association Board and Executive Director is ongoing with communication occurring as to expanded program opportunities inside and outside of the community, including expanded transportation services. These services are to be supported by the Association, jointly with the Parks and Recreation Department. Additional staff and facility coordination is being implemented via improved communication amongst agencies and personnel involved. Quarterly reports being submitted by Association to Town regarding meals, programming data and other pertinent information. The Town also provides guidance in the areas of payroll, information technology and purchasing procedures. Library programs and services are available seniors and include home delivery of materials and assistance within-home library technology.*
 - c. *The Tax Assessor's office will continue to assist seniors with the Elderly Exemption Program, which aims to help qualifying seniors remain in their homes by offering them a reduction in taxes.*

Goal: Ensure Effective and Accountable Town Government

1. Improve Access to Local Government

- A. *Improve services provided by the Town's web site;*

1. *Enable on-line application process and payments;*
 - a. *The Finance Department is in the process of establishing an on-line payment system for water/sewer payments for credit card use through a third party vendor at no cost to the Town. This work will be completed in the fall 2015.*
 - b. *The Tax Assessors/Finance Department are collaboratively working on placing all motor vehicle and real property data on-line which will add great flexibility and search capability of the data by residents.*
 - c. *Research is being conducted into various accounting systems that would provide more direct access and transparency with Town revenues and expenditures.*
- B. *Encourage both internal and external public engagement and pursue cooperative relationships with various local, state and regional organizations;*
 - a. *Town staff are continuing to work on the development of public engagement opportunities with local, state and regional groups. An example of this includes, joint efforts to address the cost of street lighting, economic development efforts in Newport County, broader County and statewide efforts as organized through the RI League of Cities and Towns.*
- C. *Continue to foster volunteer initiatives and seek increased public participation; and*
 - a. *Various Town Departments have engaged the support of volunteers in the community and are working collaboratively on a number of local initiatives, including but not limited other broad structure of volunteer boards and Commission in the community. Some of the more active groups today involve, the Friends of Jamestown ROW's, the Taylor Point Restoration Association, and the Friends of the Jamestown Philomenian Library.*
- D. *Maximize use of local media, internet, and Town's web site to improve public access to information.*
 - a. *The Department continues to be very active in maintaining current and useful information on the Town's website. Additionally, the department uses a very active Facebook account informing the residents of events, noteworthy achievements within the department and emergency conditions i.e. weather events.*

2. Maintain the Town's Remarkable Sense of Fiscal Responsibility

- Strive for financial stability and sustainability in the Town's Enterprise Fund programs;*
- a. *The Town is presently negotiating the three Town marina leases to achieve improved services and revenue generation allowing for increased investment through the Town Waterfront Fund in future waterfront projects.*
 - b. *Town staff is developing a proposal involving a restructuring of the management and staffing of Fort Getty to address financial stability, asset maintenance and sustainability of the site.*
- B. *Continue to pursue cost recovery and revenue generating strategies in the Water & Sewer Division to provide for rate stabilization;*
 - a. *Town staff working on update.*
 - C. *Maintain open communication with the School Committee/Administration to allow for coordinated approach in achieving transparent financial management practices;*
 - a. *Ongoing dialogue with the School District.*
 - D. *Implement a Capital Budget year closeout process for projects to assess the need for project continuation;*

- a. Closeout of CIP projects is reviewed on an annual basis during the budget process and managed in the Finance Department.*
- E. Ensure a clear process and stable funding source to support Town waterfront improvements;*
 - a. Revisions to the Harbor Management Plan and Ordinance have provided for the Waterfront Reserve Fund in conjunction with annual harbor commission funding and periodic Town Capital Funding to provide the consistent availability of funding in this area.*
- F. Streamline the local government process, by improving efficiency through prioritization of resource allocation, and continual review of unfunded mandates;*
 - a. Internal and external assessment are being performed annually in reevaluation areas where improved efficiencies can be achieved. An example of this is a reduction in 20% of the Tax Assessor services in FY2015-2016 and a statewide effort being considered locally for the consolidation of dispatch services.*
 - b. With the hiring of a new Building/Zoning Official the existing permitting systems in that office are under review for potential updating and online options.*
 - c. The consolidation of the Fire Department into one facility and the centralization of dispatch services in the Police Department are steps recently taken to improve efficiency and streamline the government process.*
- G. Continue to maintain a favorable bond rating; and*
 - a. This effort is ongoing with a continual focus on prudent budgeting and fiscal responsibility. The towns Aa2 rating is very strong for a community of Jamestown's size, and may represent the highest rating we can achieve based on the limitations of the Towns commercial district.*
 - b. In order to maintain fair, accurate and up-to-date property values, the Tax Assessment Department will conduct a scheduled 3 year Statistical Revaluation as of December 31, 2015.*
- H. Develop a consistent and equitable fee policy and rate structure for outside organizations when public safety details are required.*
 - a. This effort is limited by the collective bargaining agreement language and will need to be addressed in future negotiations.*

3. Maintain and Improve Town Infrastructure

- A. Continue to support the Towns Pavement Management Program;*
 - 1. Complete the drainage and road reconstruction of North Main Road in accordance with the Towns Pavement Management Plan;*
 - a. Drawings will be complete in August 2015 for submission to RIDEM for review and approval. Materials will be advertised for bid and construction is anticipated to start in the fall of 2015 for the first phase of the project which includes drainage installation between Sloop Street and West Reach Drive.*
- B. Complete planning, design and construction of consolidated Fire/EMS station;*
 - a. Building Committee has scheduled TRC meeting on July 23, and Planning Commission meeting on August 5th, with public hearing and zoning board meetings to follow in September/October. Tentative schedule to advertise bids is September/October 2015, barring any delays. Estimated project completion period, summer/fall 2016.*

- b. The Building and Zoning Department will be working with the Planning Office, TRC, Planning Commission and Zoning Board to ensure compliance of this project with the Building and Zoning Codes.*
- C. Complete the planning, design and refurbishment of PAC facility as a potential new recreation center, subject to voter approval;*
 - a. Property has been sold and project is no longer viable.*
- D. Review the need for additional community space, condition and quality of space, and long-term funding options for improvements;*
 - a. The review of community needs in this area is an ongoing process with additional discussions planned in fall/winter 2015. The library currently acts as a defacto secondary Community Center offering resident instructed classes, meeting space for non-profit Boards, community organizations and groups: Children’s programing, story hours, book discussion for adults and children, the Friends cultural and educational programing. Future needs in the area of a community wide center, inclusive of recreation programming and senior services will require further community discussion and research.*
- E. Coordinate planning, design and capital campaign activities with the Town’s Library Board in guiding plans for future building improvements and the establishment of a Library endowment;*
 - a. The Board of Trustees are moving forward in this area with planning and design work on a redesign of the facility and planning of a capital campaign and partnership with the Friends of the Library in terms of managing private donations raised during the campaign to support the building project and the establishment of an endowment to support future library needs.*
- F. Coordinate planning for the replacement of the Town’s playground with proposed library improvements, safe routes to school and neighborhood;*
 - a. The first allotment of funding (\$50,000) has been placed in reserve for the replacement and upgrading of the Towns playground. Informal discussions have begun involving representatives for the Library staff, Board of Trustees, Town Administration and JAC regarding the coordination of infrastructure improvements and programming. Additional public discussion and research is required.*
- G. Complete the 90% design phase and secure approval to initiate the implementation of the Safe Routes to School program;*
 - a. The consultant is progressing with 90% design phase plans that will prompt the initiation of the implementation phase of the program; Town staff are in contact with Federal and State Highway representatives and the plan is in draft form and beginning to take shape.*
- H. Complete Fort Getty Pavilion improvements;*
 - a. Landscape improvements are complete. Walkways, field stone seating areas, and chimney will be installed in the fall of 2015. Modular Bathrooms will be constructed during the off season by the highway department for use during the 2016 season.*
- I. Complete components of bike path improvements and assess options for integration of pedestrian/bicycle paths and trails connecting key areas within the community;*
 - a. This is an ongoing discussion, with existing projects including the safe routes to school program, North Pond connector and North Road path proposals. The design work on the North Pond connector is being presented for approval in August 2015 with work projected to begin in 2016, subject to funding availability. The North Road path is part of a 4-5 year program to*

reconstruct the final two phases of the North Road Drainage and repaving project. This work is also subject to available funding.

- J. *Continue to study the need for a new Golf Course Clubhouse and equipment storage facility, design, funding, lease solicitation and program implementation schedule;*
 - a. *This project was placed on hold pending the outcome of the PAC referendum. Town staff are planning to reengage this process in fall 2015 along with considerations regarding an RFP for a new lease on the Town Golf Course for 2017. The next meeting with the architect is planned for November 2015.*
- K. *Perform evaluation of existing Town assets in assessing options for improvement, repurposing, or removal from Town asset list; and*
 - a. *The Department is actively seeking a \$200,000 grant through the FEMA Hazard Mitigation Grant Program which will be committed to the Bay View Drive revetment project. This project is currently funded through the Town Capital Projects. If this grant is awarded, it will allow for the Town to reallocate this funding to other Town projects.*
- L. *Refresh long-term plans for Fort Getty and Fort Wetherill in assessing future options for each property.*
 - a. *Rehabilitative work is continuing on the Fort Wetherill building, including the restoration of the exterior of the building, new windows and a new roof slated for Fall 2015. The lease renewal with the FWBOA has been finalized and approved by the Town Council and FWBOA for the period, October 1, 2015 – December 31, 2020. Additional assessment of both properties for long-term options will recommence in fall/winter 2015-2016.*

4. Pursue Effective Local, State and Regional Partnerships

- A. *Schedule routine public discussions with our local State Legislative team to educate them as to local concerns and areas of interest;*
 - a. *This matter will be brought to the Council for consideration in the fall/winter 2015.*
- B. *Research regional and statewide programs for financial opportunity;*
 - a. *The library staff participates in continuing education through OLIS and is a member of the Ocean State library Consortia. The Town supports professional staff development on a state, regional and national level.*
- C. *Research grant opportunities to support town-wide energy conservation measures and facility improvements;*
 - 1. *Take part in initiative to improve energy efficiency of Town street lights, curb light pollution and improve traffic safety.*
 - a. *Town staff are engaged with the RI League of Cities and Towns as well as other joint regional assessments as to the most efficient course of action and fiscally prudent choices to consider in this regard.*
- D. *Adopt Sustainable Jamestown Plan;*
 - a. *Town staff working on update.*
- E. *Continue to work with Newport County groups, Washington County Planning, Jamestown Chamber of Commerce and local organizations to develop data and strategies to encourage investment and business in village;*
 - a. *The Town is engaged with the regional organization representing Newport and Bristol Counties to address this specific issue investment business and the health of our commercial districts.*

- F. *Support and work with community organizations in the development of trails, walks, habitat restoration and programs that support residents' awareness and knowledge of the natural environment.*
 - a. *Ongoing Projects include, the Taylors Point Initiative, Mackerel Cove Dune Restoration, the Creek Restoration program, Strom Drain Educational Program, Fort Getty Trails, active dialogue on access to North and South Pond property, and interaction with the State of Rhode regarding their local assets of Beavertail, Fort Wetherill and through CRMC and the permitting of aquaculture zones.*

Goal: Ensure Public Health and Safety

1. Maintain an Effective and Responsive Community Policing Program

- A. *Ensure that all public safety officials become familiar with the community and establish a positive working relationship with its residents;*
 - 1. *Improve and diversify a visual presence throughout the community, the schools, the waterfront and at special community events; and*
 - 2. *Encourage community engagement with residents, local organizations, the schools, boaters and businesses by all Officials.*
 - a. *In 2014, the Police Department developed and adopted a detailed and specific plan to enhance the overall community policing effort. Since that time, a department-wide philosophy of community policing and building a strong relationship with the community has begun to develop. This includes officers attending a variety of community events, community group meetings, bicycle patrols, walking beats within the village, specific liaison officers assigned to the senior population and school department. A computerized system of monitoring all officer activities in these specific areas has been developed. All supervisors are held accountable by monthly monitoring and reporting of all community policing based activities.*
 - b. *The department has established the police leadership council which is comprised of a variety of local residents. The council has met on three occasions and will continue to meet bi-annually. Meetings to date have included discussions regarding police community relations as a local and national topic and police use of force as a local and national topic. We expect the next meeting scheduled for early fall to include additional participants such as high school aged residents.*
 - c. *The Police Department is significantly involved with the Local Traffic Committee as it weighs a wide variety of traffic related concerns.*

2. Maintain a Safe and Secure Environment for Residents of all Ages

- A. *Provide improved town-wide emergency and alert communication through the use of the Code Red Notification System;*
 - a. *The Police Department continues to maintain and use the Code Red System to notify residents as necessary due to local event related emergencies. The Department was a key stakeholder working with Rhode Island Emergency*

Management in the development of a statewide emergency notification system. This led to RIEMA contracting with Code Red to provide a statewide system. When fully implemented, it will result in a greater data base available to Jamestown and a cost savings to the Town.

B. Improve local systems to address community, school and Harbor needs during disaster events;

a. In 2015, the Police Department applied for and received a grant to fund the replacement of all 21 mobile radios installed in the entire DPW fleet of vehicles. This upgrade along with the transition to a high-band radio system will allow for reliable radio communications with all emergency personnel assigned to the DPW.

1. Secure a portable generator for use at Town Hall and to support other critical government functions; and

a. In 2014, the Police Department applied for and received a \$17,500 grant to replace the aging and undersized generator at the police station. This project was funded through a combination of grant and local capital dollars. The end result was a 60 KW generator was installed along with a modern automatic transfer switch.

b. In 2015, the Police Department applied for and received a grant of approximately \$20,000 which assisted in the funding of 70KW portable generator to be assigned to the Town Hall in times of significant duration power outages. This generator has been delivered, is available for use and is stored at the DPW.

2. Expand the Town's fuel capacity to support emergency operations and community need, when necessary and available.

a. The Police Department has applied for a federal grant to partially fund the purchase of a 4,000 gallon diesel tank which will be installed at the Highway Department. This grant announcement is expected in the fall of 2015. If successful the grant will fund \$17,500 of the total \$35,000 project and will greatly increase the Town's diesel fuel capacity.

C. Achieve Police Department Accreditation;

a. The Police Department continues to work toward accreditation through the Rhode Island Accreditation Commission with a tentative review in the late fall of 2015. Lt. Deneault has served as the primary individual responsible for this endeavor. In doing so the Department has revised the rules and regulations and presented this draft to the Town Council for consideration and adoption. It is expected that the Council will take action of this matter in August 2015. Apart from the rules and regulations are the Department's policies and procedures. The existing 60 policies have been reviewed and resulted in the re-write and revision of 20 policies. An additional 52 policies have been developed and are currently under review. Nine job descriptions have been written and are under review. An in-house process of tracking all accreditations standards and the required proofs has been developed including the development and disbursement of nearly 12 reporting forms required for a variety of accountability tracking purposes.

- D. *Maintain active MOU's and ongoing communication with our neighboring communities, State Police and Turnpike and Bridge Authority; and*
 - a. *The Police Department currently has active MOUs with the Town of North Kingstown and the City of Newport. These respective MOUs will require review and revision in the fall of 2015 and will ultimately require Council approval.*
- E. *Adopt policy regarding town surveillance cameras.*
 - a. *A draft policy has been developed and is under review.*

3. Continue to Support Volunteer Fire Department and EMS Modernization and Improvements

- A. *Complete planning, design and construction of consolidated Fire/EMS station;*
 - a. *Building Committee has scheduled TRC meeting on July 23 and August 25, and Planning Commission meeting on September 2 with public hearing and zoning board meeting on September 22. Tentative schedule to advertise bids is October 2015, barring any delays. Estimated project completion period, summer/fall 2016.*
- B. *Continue to monitor new ALS service and support EMS efforts to maintain and upgrade services;*
 - a. *The Fire Department and specifically the EMS Division are in close contact with the Town in regard to this program. Additional updates regarding this program are anticipated in fall 2015, at which time we will have a much better sense of the accuracy of the Town's revenue and expense projects for this program. Additional updates on this program will be forthcoming.*
- C. *Evaluate future need for EMS Barn property and department facility placement in community; and*
 - a. *This future discussion will commence as part of the FY 2016-17 budget process later in the FY2015-2016 year.*
- D. *Define and clarify a framework for the relationship between the Town and Fire Department/EMS.*
 - a. *This discussion is expected to begin in a work session format later in the fall/winter 2015.*

4. Support Water System Improvements

- A. *Continue to evaluate and improve water system infrastructure;*
 - a. *Water Department and DPW are installing a new 12" water main in High Street. Anticipated completion Fall of 2015. Staff will determine the next phase for water distribution improvements for the 2016 construction season.*
- B. *Manage water supply to meet needs of all users; and*
 - a. *There are 3 existing sources of water supply - North Reservoir, Well JR-1, and South Reservoir (transfer to North Pond). Limitations continue to exist regarding the yield capacity of the water system and the demand to increase the size of the district and user base, beyond those properties already recognized in the buildout analysis.*
- C. *Continue to research rate stabilization options.*
 - a. *Driven by capital infrastructure investment of \$50,000 annually which is insufficient to meet the districts needs and general operating costs and conservation and annual usage, predicated on water restrictions limits the Towns ability to stabilize rates at this time. There remains significant needs in water infrastructure in the short term which includes*

the South Reservoir Dam reconstruction and Long Term capital requirements for a large investment in distribution piping estimated to be in the millions.

Revenues are annually driven by water usage, the need for water restrictions and the inability of the Town to dramatically expand the size of the district, based on properties within the district that have the right to tie-in at some point in the future, based on the calculated capacity of the system.

5. Support Continued Wastewater System Improvements

- A. *Continue to evaluate and improve wastewater system infrastructure;*
 - a. *Sewer Lining and Rehabilitation project will improve approximately 9,000 linear feet of sewer piping which includes the main sewer interceptor.*
- B. *Monitor methods to limit excess wastewater flow to collection system; and*
 - a. *Additional slip-lining will be required to eliminate sources of I-I to the system, which drives increased operating costs of the plant. Significant rainfall realized in the fall 2015 increased the flow at the plant from 100k to 1 million in less than 2 hours, which indicates significant I-I into the system.*
- C. *Continue to research rate stabilization options.*
 - a. *A large investment in collection system improvements are required over the next 10-year period and beyond. Presently the \$25,000 in capital investment is inadequate to fund the needed improvements in the system. Typically the \$25,000 is barely enough to address unforeseen equipment replacement needs on an annual basis.*

6. Maintain and Improve Town Roads and Facilities Used by the Public

- A. *Complete the 90% design phase and secure approval to initiate the implementation of the Safe Routes to School program;*
 - a. *The consultant is progressing with 90% design phase plans that will prompt the initiation of the implementation phase of the program; Town staff are in contact with Federal and State Highway representatives and the plan is in draft form and beginning to take shape.*
- B. *Evaluate Village District pedestrian and bicycle safety features;*
 - a. *North Pond connector design funding approved in FY2016 capital program, with award of contract made in August 2015. Preliminary work on path base expected to begin in 2016 by the Town's consultant PARE. Project development timeline is based on Town staff availability and funding.*
 - b. *North Road reconstruction beginning in FY2016, with three year(three phase) road drainage and repaving program accompanied by a fourth phase that includes a bike path/trail connector from West Reach to North Pond to interconnect with the North Pond Connector that exits onto Eldred Avenue. Project completion anticipated in FY2019-2020, based on funding availability.*
 - c. *The traffic Committee has recently taken steps to improve pedestrian safety through interaction with the State Traffic Commission for improvements to the crosswalks located at Mackerel Cove and High Street/Spring Street along Southwest Avenue.*

- d. *Traffic Commission is also evaluation the crosswalk placement on Conanicus Avenue adjacent to the Recreation Center and East Ferry.*
- C. *Complete the drainage and road reconstruction of North Main Road in accordance with the Towns Pavement Management Plan; and*
 - a. *This program is under way with Phase I- drainage funded in FY2015-16 with subsequent Phases of drainage and road reconstruction scheduled over the following three-year cycle. The project in its entirety including the pedestrian /bicycle path is estimated to be completed in FY 2018-2019, subject to available capital program funding.*
- D. *Improve restroom facilities at Mackerel Cove and Fort Getty.*
 - a. *Funding for replacement restrooms at Mackerel Cove were approved as part of the FY2015-16 Capital Program. The portable structure is expected to be built during the winter months and be completed in time for the 2016 beach season.*
 - b. *Discussion regarding improved restrooms at Fort Getty is continuing with more formal discussions expected to occur as part of the 2015 season review discussion with the Parks and Recreation Department. The future of both the lower and upper structures remain in question, and the need to replace both facilities is a priority improvement needed in the park. The concept of a shared facility in the park accommodating public restroom/shower use, park storage and program space is also being researched.*

7. Reduce Incidence of Tick Borne Disease

- A. *Continue to pursue Lyme disease prevention strategies initiated by Tick Task Force and deer herd management under the process regulated by RIDEM.*
 - a. *In 2014, the Police Department was tasked with developing the rules and regulations governing the hunting to be allowed on four parcels of Town owned property. These rules and regulations were adopted by the Council. Immediately following, the Department was tasked with managing the use of said properties. It is anticipated that this program will continue into the next hunting season with the same responsibilities remaining with the Department.*
 - b. *The Town is scheduling a managed visit to Dutch Island with RIDEM officials to evaluate the restoration and safety work being performed by the Army Corps. Upon the completion of this work, it is anticipated that the Town will seek authorization form RIDEM to allow a controlled hunting program on the island.*

**TOWN COUNCIL MEETING
October 19, 2015**

I. ROLL CALL

Town Council Members present:

Kristine S. Trocki, President
Blake A. Dickinson
Michael G. White
Thomas P. Tighe

Town Council Members absent:

Mary E. Meagher, Vice President

Also in attendance:

Andrew E. Nota, Town Administrator
Peter D. Ruggiero, Town Solicitor
Christina D. Collins, Finance Director
Lisa Bryer, Town Planner
Edward A. Mello, Police Chief
Justin Jobin, Environmental Scientist/GIS Coordinator
Chris Costa, Building/Zoning Official
Donna Fogarty, Library Director
Maureen Coleman, Conservation Commission Chair
Cathy Kaiser, School Committee Chair
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 7:35 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

None.

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.

None.

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. None.

- B) Non-scheduled to address. None.

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

A) Town Administrator's Report: Town Administrator Andrew E. Nota. Clarke Street Sub Station. Town Administrator Nota reported National Grid has kept the Town informed of the project progress. Clarke Street will be closed on Wednesday to remove the old transformer and landscaping and fencing will begin in next few weeks. National Grid expects to complete the Clarke Street Substation Project in the next month and a half.

Meetings for November. Mr. Nota reported the Council will hold its regular meetings on November 2nd and November 16th, and will hold a workshop on November 9th at 6:00 p.m. dedicated to the Parks and Recreation Department to review its programs, staff, facilities, Fort Getty season, and search for a new Director to replace Bill Piva, who retires on October 30th. The Conanicut Island Sailing Foundation Year End Report was received and will be reviewed at the November 9th Parks and Recreation Department work session.

Tree Preservation and Protection Committee. Mr. Nota reported he is meeting this week with the Tree Preservation and Protection Committee. The Committee produced a comprehensive report on the tree inventory on Narragansett Avenue for long-term planning in the commercial district. A final report will be reviewed and adopted by the Tree Committee and then forwarded to the Council for review.

RI Resource Recovery Corporation and Tipping Fees. Mr. Nota reported the RI League of Cities and Towns conducted an assessment of tipping fees. For 2015 Jamestown had municipal solid waste of just under 2,000 tons with billing just under \$68,000. For 2017-2018 it is projected residential and commercial solid waste tipping fees will increase from \$32 to \$54 per ton, an increase of almost \$43,000, or 2 cents on the tax rate, a 63% increase in costs for Jamestown. A future workshop on the topic will be scheduled.

VII. UNFINISHED BUSINESS

A) Rental Properties in Jamestown; discussion and/or potential action and/or vote
Town Administrator Nota provided a brief introduction to the topic. There are three individual topics associated with the discussion:

1. The new sales tax for short-term property rentals for less than 30 days is a 7% sales tax plus a 1% hotel tax, or 8%, and for rental of rooms in a private home there is an additional 5% hotel tax, for a total of 13%. The Division of Taxation is working on the collection system for this new tax in compliance with the law enacted as of July 1, 2015 and should be onboard for January 1, 2016. The State collects the tax, and the Town, will receive a basic description

of the tax with the payment. The Town can provide property information to the Division of Taxation, who investigates the properties for tax purposes. The local real estate offices are on board, cooperating, and informing landlords of the new tax. The new law can be found online.

2. Properties located in residential areas marketed and rented for large-scale events, including large weddings and parties, are of concern to neighboring property owners. Town staff is aware of the problem, have engaged landlords, and monitoring activities for Zoning and other violations. The Police Department, Fire Department, and Building/Zoning Official, are developing a procedure is under development to assist with the management of these properties.
3. Managing rental properties – nuisances, unruly behavior, and other disturbances in neighborhoods. Mr. Nota reported he and Chief Mello met with residents to hear their concerns, which will be discussed later this evening. Problems faced by other seaside communities for seasonal rentals and the challenges to manage the behaviors affecting the quality of life for their residents were referenced. Mr. Nota suggests scheduling a workshop to review the issues and resident's concerns.

President Trocki referenced the makeup of the Ordinance Review Committee, which works with Town staff and makes recommendations for upgrading and revising the Code of Ordinances. The meeting was opened to public comment.

Gary Girard of Seaside Drive thanked the Town Administrator and Council for their interest in the ongoing problem. There are 77 short-term rentals (less than 7 days) in Jamestown. He urges the Council to move this along to solve the problem and suggested enacting an ordinance to regulate or exclude rentals in residential neighborhoods for less than 7 days.

President Trocki continued discussion with Mr. Girard to clarify the issues and his suggestions for regulations. Mr. Girard stated we need something done for short-term rentals.

President Trocki commented on the difficulty to restrict rentals for no less than 7 days, as a property could be rented for a week but only be inhabited for a three-day weekend. The real issue is renters who act inappropriately and create a nuisance. How do we actually regulate time, number of people, and behavior? Mr. Girard explained the difference between a long-term and short-term rental and stated with a long-term rental you get to know your neighbor and it is uncomfortable not knowing who is next door. President Trocki stated she is trying to grasp the problem and the solution. Councilor White clarified the premise stating the problems come from short-term rentals, and one of the suggestions is to regulate the rental period. Mr. Girard agreed. The Ordinance Review Committee could review the problem and possible solutions, and prohibiting rentals for less than a week is a good place to start. Councilor White commented a lot of evidence-

gathering is required, including a rental registry. President Trocki noted the Council wants to hear from residents in order to grasp the issue.

Anita Girard of Seaside Drive stated the reason for the restriction for no less than 7 day rentals is potential of a different group renting a property 6 out of 7 days in a week, with any number of people, and the issues with multiple cars in the driveway and on the street. This creates a traffic problem and access issues for public safety vehicles in the event of an emergency. The rapid turnover, multiple people arriving at all hours, wandering dogs, excessive noise, and trespassing are difficult for area residents. Discussion continued.

President Trocki asked how can we regulate trespassing? Has the property owner/renter been contacted? Ms. Girard stated by cutting down on the turnover you cut down some of the nuisance issues. John Pagano of Seaside Drive likes the separate workshop suggested by Town Administrator Nota to vet the issues.

Bernie Pfeifer of Seaside Drive stated he lives in a residential neighborhood and hotels and motels are usually located in commercially zoned areas. The short-term rental is the problem, as outlined in his memo.

Discussion ensued of property rights, quiet enjoyment of one's property, and property valuation changes due to short-term rentals. President Trocki commented it seems like there is one property causing the difficulties on Seaside. Mr. Pfeiffer stated short-term rentals are the problem and should be regulated. The 4th issue is the rental located at 43 Seaside Drive.

Councilor White commented that most property regulations exclude family members, and that cannot be regulated. Discussion continues. Town Administrator Nota explained it is not illegal to rent a two bedroom property as a four bedroom property or advertise a property as sleeps six. Discussion ensued of parking spaces. In some cases not all people who arrive for a visit stay overnight. Councilor Dickinson stated illegal and not regulated are two different issues, and Councilor White commented we are in the beginning of the process. Town Administrator Nota commented the Code of Ordinances is silent on the issue of rental properties and regulating the maximum number of parking spaces.

President Trocki commented this is a complicated issue – residents want to regulate the problem neighbor, but this must be done consistently for everyone.

Karen Gray of Seaside Drive commented we need to regulate the problem and the definition of the business of hotels and motels is a place to start, and the house in question is operating as such and it could then be regulated or prohibited.

Town Administrator Nota referenced the Zoning Ordinance definition and the Sales Tax legislation definition of hotels and motels and thanked Finance Director Collins for the extensive research on this subject. The new law defines hotel or motel as a revenue generation and collection practice for tax purposes, which is not in sync with our

ordinances. Discussion continued. Building Official Costa will review the occupancy issue. Ms. Gray commented this should be regulated as a business as the property is listed on Air B & B and per that advertisement, is clearly a business. A proper and legal definition of a hotel/motel business is needed, and if a property falls under the definition, it can be regulated and/or prohibited.

Mary Lou Scott of Top of Mark Drive commented for only one house there must be controls in place enacted by the town to regulate this, and if violated, complaints can be issued and fines assessed. The properties need to be registered so that the Town knows who is renting out properties. Discussion continued.

President Trocki stated no property registry or ordinance for enforcement exists at this time. Town Administrator Nota commented the scope of the problem is what can be done to regulate this activity. Is this an isolated problem and is an ordinance needed for one property or scaled to the entire town. Discussion ensued. What we need to determine is how widely-spread are the problems. Ms. Scott referenced issues in her neighborhood and how they were alleviated.

Sav Rebecchi of Sail Street stated he was lucky this year as the neighbor who previously rented out his property and created issues now lives in the house. This is a matter of economics for the property owner, and a time limit for rentals may be the solution. Discussion of past activities ensued.

Liz Brazil of East Shore Road stated as a broker it is unfortunate neighbors are experiencing problems. She explained her screening procedure as an agent and how rentals are handled. If handled properly, weekend rentals bring a lot of revenue to the town as renters frequent gas stations, restaurants, the grocery store, shops, and help the owner pay taxes. The economy is such that people cannot stay for an entire week. Ms. Brazil stated 1/3 of her business is rentals. President Trocki commented how to solve this problem is frustrating. If handled properly with proper parking it is okay. Discussion continued. Town Administrator Nota questioned Ms. Brazil on regulations to assist with rentals and she agreed a registry would be helpful; however, limiting a rental for six days or less is not a good idea, as rentals help property owners pay taxes, maintain the home, and provide revenue for vendors and businesses. It is not just one scenario, it is complex.

John Lawless of Pemberton Avenue added short-term rental problems are an issue and we do not hear about the success stories. Jamestown does not have much lodging and people come here to visit family or attend a wedding and need a place to stay. There are responsible landlords monitoring their rentals and do not create a problem. The issues are isolated to a few properties and this is not a town-wide problem. It is a complicated situation and he hopes the reaction does not penalize the good property renters for an isolated problem.

Building Official Costa commented on restrictions that could accompany a registry and included as part of the town's regulations.

Gary Girard commented on 18 people staying at the property under discussion, which has a well and septic designed for a two bedroom home. Mr. Costa commented there may be visitors at the property and you can't stop that.

Catherine Hines stated she owns property on Howland Avenue which she has to rent in order to cover expenses until she can retire here. She loves the community, pays taxes, does not use any services, and advertises on Air B & B. A good landlord has rules, maximum tenants, keeps the property clean, and cares about the Island. She has weekly rentals in the summer, has had great tenants, has only had problems with residents who live year round, would not like tenants who disturb the neighbors, feels she is a successful landlord, and hopes there is a forum to look at this.

Perry Scott of Top of Mark Drive stated it seems like two things: rentals are not the problem but the behavior of people, and people who don't care about ordinances or laws but care about money. Requiring the property owner or rental agent to post a bond and having a registration may help alleviate some of the problems.

Councilor Dickinson stated he is open to addressing the issue, is sensitive to the issue, and is a private property advocate. The Town needs tools in place to address the problems. There are two types of renters: people maintaining a local residence and those running a business. The Town should regulate this, as we do the businesses downtown that have restrictions on parking and other activities. The Zoning Ordinance manages behaviors of residences and businesses to protect us as well as give us the tools needed to regulate such operations. Everybody has parties, the issue is the behavior of people, and there should be regulations in place to protect our citizens. Discussion continued.

John Pagano of Seaside Drive comments this is one nuisance property and not all rental properties cause problems. President Trocki stated we need an island-wide perspective and a session dedicated to this topic is needed. Town Administrator Nota commented on options, such as moving this to the Ordinance Review Committee or holding a public workshop with public input. Councilor Tighe would like this to go to the Ordinance Review Committee for public hearing, which the Council could attend, and make recommendations back to the Council from their findings and testimony at the public hearing. Councilor White agrees with Councilor Tighe. He also stated a Registry is a great thing and would allow people to gather evidence. Rowdy renters are caused by poor landlords.

Discussion of potential dates ensued and the week of November 30th was suggested. Mr. Nota is working with the Police Chief and Building/Zoning Official and will reach out to residents and property owners for cooperation to alleviate the issues. November 30th at 6:00 p.m. is the tentative workshop date, and this will be confirmed upon Vice President Meagher's return.

B) Public Rights-of-Way: Town Administrator Nota and Friends of Jamestown Rights-of-Way; discussion and/or potential action and/or vote

Town Administrator Nota gave an introduction, stated the Rights-of-Way has been before the Council for quite some time, and referenced the 2013 update of the Shoreline Access and Rights-Of-Way Inventory (highlighting 40 separate rights-of-way). The volunteer Friends of Jamestown ROW's took on updating information in the inventory. The group revisited the first 21 ROW's, documented issues, and took photos. The report is being finalized and soon will have a record of their findings from mid-island north. One of the Council's goals is "Develop stable funding mechanism and clear line of responsibility for maintenance of Public Rights-of-Way to the water" and the Conservation Commission and other groups are working to manage dormant ROW's. Tonight's presentation will be posted on the Town website.

Friends of Jamestown Rights-of-Way Member Carol Nelson Lee introduced the presentation and stated each right-of-way offers a unique experience and we all should have water access and views. Friends volunteers and their expertise were reviewed. The presentation was turned over to Samira Hakke. Pictures of the High Street ROW with CRMC signage and bench for observation were displayed. The Friends are surveying all ROW's and to date completed those in the north end. The survey form was displayed and explained. The 2013 survey map with the Friends findings depicting problems (in red), minor issues (in yellow), and those in good condition (in green) was displayed. 75% of the ROW's are in good condition. The Friends and Conservation Commission recommended amenities for all ROW's are (CRMC) signage and benches for access and proper usage.

Councilor Dickinson commented his interpretation of ROW is providing access to the shore not just providing benches for viewing.

Conservation Commission Chair Maureen Coleman stated the ROW issue has been on their project list for years, but they did not have the expertise to do it, and are delighted with the job done by the Friends. Access does not always mean an access point to water but a public space that lets people appreciate the water. There are ROW locations that are not safe, such as High Street, but a bench provides access to enjoy the water view. Discussion continued. The State through CRMC and Save the Bay will be embarking on the same project to define ROW's and is supportive of the Town's activities. Councilor Dickinson asked if the access to water or views in a natural state is the goal, and Ms. Coleman stated both. The goal is not to landscape but to return the ROW's more to their natural state with public access. Discussion ensued of maintenance and who performs it. Mr. Nota stated the town will be working with CRMC and their team to guide us along the way and balance the project, with a lot of work ahead. Tonight the Friends are sharing the group's work and report on their progress, with a projected completion of Spring 2016. The presentation will be posted on the town website. Mr. Nota referenced other initiatives and volunteer committees.

President Trocki stated her appreciation for the work of the Friends and that No. 9 missing on the map will be added. She thanked them for attending this evening and for working with CRMC and the Conservation Commission.

Sav Rebecchi of Sail Street distributed information on the transfer of the Mast Street ROW, its history, and turn over to CRMC in 1982. Two photos from the CRMC file were noted, including the 2014 photo showing the current status. A former stairway no longer exists and the inviting view has disappeared. He requests the Mast Street ROW receive a priority, as residents of the south shores area have the longest distance from a safe, free ROW to the shore with parking. Mr. Rebecchi thanked the Council.

Gary Girard of Seaside Drive questioned the installation of benches and who pays for and maintains them. The Town should think of the expense for installation and maintenance. Instead of paying money for views, the town should pay for access to the shore for Heads Beach. To open ROW's without research on parking and expenses would be premature, and he suggests spending money for the area that would have the most public usage. Discussion continues.

Mary Lou Scott of Top O Mark Drive asked if the purpose of ROW's was mainly for emergency access. Councilor Dickinson stated emergency agencies have eminent domain. President Trocki stated ROW's are for public access not emergency services only. Lengthy discussion ensued.

President Trocki thanked the Friends of the Jamestown Rights-of-Way for their efforts and for coming this evening.

VIII. NEW BUSINESS

A) Sheffield Cove Innovative Stormwater and Pathogen Control Grant – Authorization to apply; discussion and/or potential action and/or vote

1) Memorandum of Environmental Scientist/GIS Coordinator Justin P. Jobin
President Trocki gave an overview of the grant application. Town Administrator Nota commented on the competitive nature of the grant and the technical implications. Staff members worked on the grant with ESS Consulting, and Council support and authorization is required to move forward.

Environmental Scientist/GIS Coordinator Justin Jobin explained this is the second level of the grant. The initial goal was to put a project forward with grant funding to determine the bacteria source loading into Sheffield Cove. Funding through the Narragansett Bay Estuaries Program (total of \$900,000) became available and the Town applied. There were 30 applicants for the competitive grant, which was narrowed to 16, and only 8 will be funded. The town's application seeks \$118,200 in total funding. The Town's \$40,000 provision includes \$35,000 for in-kind services by the Public Works Department and staff and \$5,000 from the capital budget line item for the stormwater management program. Working with consultant ESS and two interns, it was determined the source of the bacteria is wildlife and pet waste. The proposed solution is use of a sand filter installed in the road (portion of Maple Avenue) using pervious concrete to allow oxygen to go through the concrete and stormwater run-off from the street to infiltrate as well. This will

accomplish two things – minimize flooding on Maple Avenue and treat the water through the sand filter. The Project goal includes the use of findings from the project for public outreach and education to curb the pet waste infiltration at Sheffield Cove. Discussion continued.

This would be a pilot program to determine what works and could be applied to the rest of the watershed. This is the first step to getting Sheffield Cove re-opened seasonally for shell fishing. The application must be submitted by November 17th. The consultant's report and presentation will be before Council in the near future. Mr. Jobin was thanked for his presentation and grant work.

A motion was made by Councilor Dickinson with second by Councilor Tighe to authorize continuance of the initiative for the stormwater control grant and authorize the letter of support for the grant. President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion carries by a majority vote in the affirmative.

- B) Community Septic System Loan Program; discussion and/or potential action and/or vote
- 1) Memorandum of Environmental Scientist/GIS Coordinator Justin Jobin
 - 2) Adoption of Resolution No. 2015-19 "Community Septic System Loan Program"

Environmental Scientist/GIS Coordinator Justin Jobin gave a history of the Community Septic System Loan Project for low cost loans for septic system replacement through Clean Water Finance Agency administered through RI Housing. The project was initiated in 2004 and the first loan given out in 2006. The maximum amount of the loan is \$25,000, to be paid back over 7 years at 2% interest. Jamestown has \$18,000 left of the \$250,000 initial loan project. With the cesspool phase-out program we have 35 systems requiring replacement, and property owners seek funding from the program to replace the systems. The amount proposed for the loan program is \$300,000. Town Administrator Nota stated there is no investment of funds by the Town and this is a great opportunity. Property owners must have an approved permit in order to apply. In most cases the loan is needed to purchase materials to begin the process, and having the loan moves the project along. Mr. Jobin reports there has been 100% loan repayment to date, with 9 loans still active.

A motion was made by Councilor Tighe with second by Councilor Dickinson to obtain a second round of funding for the Community Septic System Loan Program in the amount of \$300,000 and adopt Resolution No. 2015-19. President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion carries by a majority vote in the affirmative.

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

A) Appointments and Vacancies (interviews scheduled for November 2, 2015)
The number of applicants for vacancies is ample and it appears an additional date needs to be added to the November 2, 2015 interview schedule. Councilor Tighe suggests making the appointment under 5). Solicitor Ruggiero stated the appointment would be allowed.

- 5) Jamestown Zoning Board of Review (One vacancy with an unexpired five-year term ending date of December 31, 2016); duly advertised; if favorable appoint*
 - a) Letter of Interest to fulfill unexpired term
 - i) Judy Bell, 1st Alternate, Zoning Board of Review

*Jamestown Home Rule Charter Sec. 707: The town council shall, within 45 days, fill any vacancy, which may occur in the membership of said zoning board, for the unexpired term.

A motion was made by Councilor Tighe with second by Councilor Dickinson to appoint Judy Bell to the Zoning Board Member position for the unexpired term. President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion passes by a majority vote in the affirmative.

Council members determined interviews will be continued to November 9, 2015 prior to the work session, beginning no earlier than 5:00 p.m.

- 1) Jamestown Planning Commission (One vacancy with an unexpired four-year term ending date of December 31, 2018); duly advertised
 - a) Letter of Resignation
 - i) Michael Jacquard
- 2) Jamestown Library Board of Trustees (One vacancy with an unexpired three-year term ending date of December 31, 2015); duly advertised
 - a) Letters of interest
 - i) Christian Infantolino
 - ii) Frank F. Sallee
 - iii) Holly Turton
 - iv) Dave Reardon
 - v) Marianne Kirby
- 3) Jamestown Harbor Commission (One vacancy with an unexpired three-year term ending date of December 31, 2017); duly advertised
 - a) Letter of interest
 - i) Daniel Wurzbacher
 - ii) Wayne Banks
- 4) Jamestown Tax Assessment Board of Review (One vacancy with an unexpired three-year term ending date of May 31, 2017); duly advertised
 - a) Letter of Interest
 - i) Karen Gabriele

A letter of thanks will be sent to Michael Jacquard for his services to the town.

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 motion was made by Councilor Dickinson with second by Councilor Tighe to approve and accept the Consent Agenda. President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion passes by a majority vote in the affirmative.

The Consent Agenda approved consists of the following:

- A) Adoption of Council Minutes
 - 1) October 5, 2015 (regular meeting)
 - 2) October 5, 2015 (executive session)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Charter Review Committee (09/09/2015)
 - 2) Jamestown Charter Review Committee (09/23/2015)
 - 3) Jamestown Conservation Commission (05/14/2015)
 - 4) Jamestown Conservation Commission (06/11/2015)
 - 5) Jamestown Conservation Commission (07/09/2015)
 - 6) Jamestown Harbor Commission (09/09/2015)
- C) CRMC Notices
 - 1) October 2015 Calendar
- D) Zoning Board of Review Abutter Notification
 - 1) NOTICE IS HEREBY GIVEN THAT THE JAMESTOWN ZONING BOARD OF REVIEW WILL HOLD A PUBLIC HEARING OCTOBER 27, 2015, AT THE JAMESTOWN TOWN HALL 93 NARRAGANSETT AVENUE, JAMESTOWN, RHODE ISLAND AT 7:00 P.M. UPON THE FOLLOWING: Application of Creighton & Anne Condon, whose property is located at 255 Hull Cove Farm Rd., and further identified as Assessor's Plat 12, Lot 26 for a variance from Article 3, Sec. 302, (District Dimensional Regulations)to build a second floor on an existing house that is 21 feet from the side lot line and extend the front (south) porch 4 ft. that is 23.75 from the side lot line instead of the required 30 ft. Said property is located in a RR80 zone and contains 1.43 acres.
- E) Abatements/Addenda of Taxes
 - Total Abatements: \$76,775.29 Total Addenda: \$77,288.67
 - 1) Properties – Abatements to 2015 Tax Roll
 - Property/Abatement Amount**
 - a) Plat 14 Lot 381 \$ 3,415.23
 - b) Plat 2 Lot 112 \$ 6,650.66
 - c) Plat 8 Lot 580 \$ 2,981.41
 - d) Plat 7 Lot 135 \$13,636.90

	e)	Plat 8 Lot 525	\$ 3,801.50
	f)	Plat 3 Lot 566	\$24,035.06
	g)	Plat 9 Lot 640	\$ 2,036.26
	h)	Plat 3 Lot 460	\$ 778.79
	i)	Plat 2 Lot 126	\$ 5,064.99
	j)	Plat 9 Lot 163	\$ 3,004.48
	k)	Plat 2 Lot 217	\$ 4,962.26
	l)	Plat 15 Lot 103	\$ 3,334.45
	m)	Plat 1 Lot 324	\$ 2,598.00
2)	Properties – Addenda to 2015 Tax Roll		
		<u>Property/Addenda Amount</u>	
	a)	Plat 8 Lot 525	\$ 3,801.50
	b)	Plat 9 Lot 163	\$ 3,004.48
	c)	Plat 2 Lot 112	\$ 6,650.66
	d)	Plat 3 Lot 460	\$ 778.79
	e)	Plat 1 Lot 324	\$ 2,598.00
	f)	Plat 14 Lot 381	\$ 3,415.23
	g)	Plat 8 Lot 580	\$ 2,981.41
	h)	Plat 2 Lot 126	\$ 5,064.99
	i)	Plat 15 Lot 103	\$ 3,334.45
	j)	Plat 3 Lot 466	\$24,035.06
	k)	Plat 2 Lot 217	\$ 4,962.26
	l)	Plat 7 Lot 135	\$13,636.90
	m)	Plat 9 Lot 640	\$ 2,780.16
3)	Motor Vehicles – Abatements to 2015 Tax Roll		
		<u>Account/Abatement Amount</u>	
	a)	#07-1024-15M	\$ 102.05
	b)	#16-0840-05M	\$ 244.78
	c)	#19-0072-84M	\$ 128.47
4)	Motor Vehicles – Addenda to 2015 Tax Roll		
		<u>Account/Addenda Amount</u>	
	a)	#16-0840-04M	\$ 244.78
F)	Finance Director’s Report		

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

A motion was made by Councilor Dickinson with second by Councilor Tighe to receive the Communications, Petitions, and Proclamations and Resolutions from other RI Cities and Towns. President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion passes by a majority vote in the affirmative.

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

- A) Communications
 - 1) Letter of Restoration Advisory Board Co-Chair Margaret A. Kirschner informing Jamestown of upcoming meetings, providing information on RAB activities, and Five-Year Review Report

XII. ITEMS FOR NOVEMBER 2, 2015 AGENDA AND FUTURE MEETINGS

- A) Interview Session (prior to Water and Sewer Meeting)
- B) Appointments for Board/Commission/Committee Vacancies

Councilor Dickinson requests the Jamestown Rotary Bike Race be placed on the next agenda.

XIII. EXECUTIVE SESSION

- 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

A motion was made by Councilor Dickinson with second by Councilor White to enter into Executive Session pursuant to RIGL §42-46-5(a) Subsection (1) to discuss Personnel at 10:02 p.m.

Pursuant to RIGL §42-46-5(a) Subsection (1) Personnel the following vote was taken: President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion carries by a majority vote in the affirmative.

The Jamestown Town Council reconvened the regular meeting at 10:24 p.m. President Trocki announced that no votes were taken in the Executive Session.

A motion was made by Councilor White with second by Councilor Tighe to seal the Minutes of the Executive Session. President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion carries by a majority vote in the affirmative.

XIV. ADJOURNMENT

A motion was made by Councilor White with second by Councilor Dickinson to adjourn. President Trocki, Aye; Vice President Meagher, Absent; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye. Motion passes by a majority vote in the affirmative.

The regular meeting was adjourned at 10:25 p.m.

Approved As Written

Affordable Housing Committee Minutes

April 13, 2015

Jamestown Town Hall
Conference Room
93 Narragansett Ave
5:30p.m

I. Call to Order

The meeting was called to order at 5:30 p.m. and the following members were present:

Derek Hansen, Judith Sutphen, Heather Lopes, Bill Dawson, Jerry Scott, Barbara Szepatowski, Lisa Bryer

Also present – Mary Meagher, Cinthia Reppe

Not present – Debra Murphy

II. Approval of Minutes from February 10, 2014

A motion to approve the minutes as written was made by Bill Dawson and seconded by Heather Lopes. So unanimously voted.

III. 147 Beach Ave. – Discussion with CCHC – Buyer Selection Process – see executive session

A motion was made by Barbara and seconded by Judith to go into Executive Session.

A motion was made by Derek and seconded by Barbara to seal the minutes of the Executive session. So unanimously voted.

IV. Homebuyer Education Program

Can we set up a sub-committee to get the homebuyers club moving. Bill Dawson, Heather Lopes and Barbara Szepatowski said they would like to be on the committee. If it is formed as official committee they need to let Cyndee Reppe know to post the meeting. At next meeting they will give us an update.

Mary Meagher suggested the Affordable Housing Committee send a letter asking for an Update on the rules of the \$400,000.00 and where that stands at this point, CCHC


is looking to use some of the money. Jerry wants to have a question and answer session, sooner rather than later. We can talk about the survey results, those that want it, those that need it and those against it. Derek will write a letter to the town council about this \$400,000. The letter will force this issue to be brought up to the Town Council.

V. **Survey Update**

The committee is happy with the articles in the paper. Lisa let the committee know how many surveys have come in. A discussion about the survey ensued.

A motion to adjourn at 6:41 p.m. was made by Heather Lopes and seconded by Barbara Szepatowski. So unanimously voted.

Attest:



Cinthia L. Reppe

Approved As Written

Affordable Housing Committee Minutes

May 11, 2015

JamestownTown Hall
Conference Room
93 Narragansett Ave
5:30p.m

I. Call to Order

The meeting was called to order at 5:32 p.m. and the following members were present:

Derek Hansen, Judith Sutphen, Bill Dawson, Heather Lopes, Debra Murphy, Jerry Scott, Barbara Szepatowski

Also present:

Cinthia Reppe

II. Approval of Minutes from April 13, 2014 – continued until next meeting

III. Correspondence

1. Letter of Resignation/Reappointment Support

He is finding he does not have enough time to devote at this point, so he is resigning from the committee. Debra said he has brought a lot to this committee.

IV. Survey Results - Update

Cinthia Reppe updated the committee on the survey and the committee took a look at the results. Take the demographic information from this and line it up with the census info.

Derek it is useful to see how people conceive of this and those are the ones that are vocal.

The committee would like to see the update to the 400,000. Barbara said the PAC is under contract and they will be wanting to go above the density allowed so then they will have to do the 20% affordable housing requirement.

V. Planning Conference – Discussion – continued until the next meeting

VI. Homebuyer Education Program

Bill and Heather met today. Barbara is taking herself off the committee. They wanted to hear what the survey said, they are still in the development stage, Bill wants to approach the Chamber of Commerce. He can bring people in from Pawtucket Credit Union and other banks to do these education programs. Jerry asked can we incorporate that with affordable housing?

Derek asked is the requirement for taking the class something that CCHC has asked for? RI Housing does. And USDA does. Bill is going to talk to the Chamber of Commerce.

The committee discussed how many service people live in Jamestown. Judith does not think it is service people she thinks it is mostly restaurants.

Bill wants the entire committee's involvement. What would you like to do for the next meeting. Bills idea for the Education classes would be, balancing a checkbook for instance, something different each month. What to look at as far as maintenance for your house. Jerry's concern is if you are targeting low income housing can you get them to come? Bill thinks they will because they are going to be on a savings plan. First put on a fair and see what the results are vote.

Derek Hansen made a motion to go into Executive Session and Judith Sutphen seconded the motion. All in favor.

A motion was made to seal the minutes of the Executive Session was made by Barbara Szeptowski and seconded by Bill Dawson. All in favor.

A motion to adjourn at 6:30 p.m. was made by Judith Sutphen and seconded by Bill Dawson. All in favor.

VII. Executive Session – Acquisition of real property pursuant to RIGL 42-46-5(a)(5)(real estate)

Information about a house that is being foreclosed on was discussed. We will find out if the foreclosure happened or not and if it didn't then the town wants to talk about it.

A discussion regarding 147 Beach Ave. ensued. Barbara talked to Lisa Bryer about Guy Settupane's property on Beacon Ave. She went by there with Christian Belden. The neighbors want it fixed up. Barbara is going to check and see if a 2 bedroom septic will be approved there.

Jerry Scott why has the committee not done anything about the Grinnell property? It is a very old building. Is this a candidate for affordable housing? No.

A motion to close Executive Session was made by Heather Lopes and seconded by Barbara Szepetowski. All in Favor.

Seal the minutes Barbara Bill

JAMESTOWN PHILOMENIAN LIBRARY
Minutes of a Regular Meeting of the Board of Trustees
Tuesday, September 22, 2015

The meeting was called to order at 5:02 p.m. by President Peter Carson. The meeting was held in the Sidney Wright Museum Room of the library.

In Attendance: Peter Carson, Laura Yentsch, Donna Fogarty, Mary Lou Sanborn, Paul Housberg, Jennifer Cloud, and Chris Walsh

Guest: Kristine Trocki (Town Council President and Liaison to the Library Board of Trustees); Andrew Nota (Town Administrator)

- I. **Roll Call of Members:** The roll call of attendance was completed by Secretary Laura Yentsch. All members were present.
- II. **Disposition of Minutes of the Previous Meeting and the Minutes of August 11th**
 - a. There was a motion to accept the minutes pending one revision noted at the meeting. The following Trustees voted to accept the minutes, as corrected: Peter Carson, Paul Housberg, Jennifer Cloud, Laura Yentsch and Chris Walsh; a new appointee this month, Mary Lou Sanborn abstained.
- III. **Financial Reports:**
 - Trustee:**
 - a. Donna Fogarty reviewed an account statement received from the past Treasurer, Karen Montoya. Since a vacancy in this office was in effect at the opening of this meeting, this topic was reserved for further discussion. Peter Carson moved to table this discussion. All Trustees accepted the motion. Donna Fogarty submitted to Peter Carson a report from Karen Montoya.
 - Library:**
 - b. Donna reviewed the library accounts. A handout was distributed listing payments, expenditures, and balances ending August 2015. Quarterly payments were discussed.
- IV. **President's Report:** Peter Carson reported on the following:
 - a. An Interim Treasurer is needed due to the retirement of Karen Montoya. Peter asked for volunteer to be the interim treasurer; Mary Lou Sanborn volunteered to fill the vacancy. A motion passed unanously to appoint Mary Lou Sanborn as Interim Treasurer
 - b. Follow-up to the RI Foundation Training – A discussion to move to a consent agenda was posed by Peter Carson. This will be discussed under “New Business.”
 - c. Peter appointed Paul Housberg to draft governance policies which include roles and responsibilities (revision).
 - d. Donna and Peter met with Andy Nota to talk about improving communications between the Board of Trustees and the Town. Mary Lou asked for an overview of the meeting topics. Peter reported that the focus was on the following:
 - i. clarification on grey areas on the hiring of the Library Director and the Town's responsibilities
 - ii. There were members of Trustees and the Friends involved in the research and original plan of the Space Reallocation Committee (revision); there was a discussion of the involvement of the Trustees and the Friends in the research of the original Space Reallocation Committee (revision).

- e. Peter signed a contract with the OLIS Consultant, Kathryn T. Taylor, of Dynamic Solution Associates.
- f. Peter will be appointing a nominating committee for a new slate of officers in January.

V. Progress and Service Report of the Library Director:

Donna submitted a report covering the following topics:

- a. The wireless upgrades to the Cat6 install was completed.
- b. The Town will be installing and testing town-recommended recording equipment for Trustee Board Meetings.
- c. Lisa Sheley will be on vacation beginning Monday, 9/28, for two weeks.
- d. Saturday winter hours are in effect.
- e. Donna and Lisa are in the process of ordering new furnishings for the YA area.
- f. The Annual Report has been completed and filed.

VI. Friends of the Library Report:

- a. The Friends worked nominating committees.
- b. A flu clinic will be held at the library.
- c. Dorothy Strang will be a liaison to the Trustees.
- d. Laura and Jennifer will be liaisons to the Friends' group.

VII. Communications: None

VIII. Old Business:

a. **Building Committee Charge:**

- i. Chris Walsh asked for a detailed, precise set of instructions or expectations of the new Building Committee. Chris also mentioned there was a question from the Town Solicitor on the number of voting Trustees permitted to sit on the committee. Peter asked Andy Nota or Kristine Trocki to follow up on the matter. A discussion ensued on the nature of the committee, program, and design, and Space Reallocation Committee research. Chris Walsh wanted expectations and a charge. Peter posed a challenge: the committee needs a recommendation. Jennifer discussed two phases:

- a. needs assessment (Phase 1, including an open forum)
- b. design (Phase 2) (at a later date).

Chris asked about the OLIS timeline (3 years). It was concluded that the Building Committee will focus on Phase 1.

- b. **Library Repairs:** Peter reported on capital projects that need to be completed before the renovation project is completed. Donna will come up with a prioritized list of capital expenditures (6-year) projects that need to be completed. This list will be finished in November 2015.
- c. **OLIS Library Consultant-** Kathryn T. Taylor of Dynamic Solution Associates will address the Building Committee on Sept. 29, 2015.
- d. **Survey:** Chris Walsh reported that a survey will be used as a focal point in the Building Committee.

IX. New Business:

a. **Board Ethics:** Paul reported on the following;

- i. He will be developing a governance policy.
- ii. He proposed a list of topics which will be addressed by the Board; this will occur at the next meeting. A handout of topics was distributed.
- iii. Peter said that this will be evaluated in an ongoing process.

b. **Adoption of a Consent Agenda:**

- i. A handout on consent agenda was distributed. Additional time is needed to make a final decision on this topic.
 - c. **Trustee Recognition:**
 - i. Peter said that whenever a Trustee leaves the Board of Trustees, past protocol has been to award a gift (voucher to purchase books for the library) for recognition and service to the library. Karen Montoya and Craig Watson are to receive recognition for dedication to the library.
 - d. **Capital Campaign Committee Report:** Peter suspended the Capital Campaign Project.
 - X. **Public Presentation to, or discussion with, the Board** – None
 - XI. **Executive Session:** Not recorded
 - XII. **Adjournment and Date of the next regular meeting** –The meeting was adjourned at 6:29 p.m. The next regular meeting of the Trustees will be held on Tuesday, October 13, 2015, at 5 p.m.

Laura Yentsch
Secretary.

Approved As Written
PLANNING COMMISSION MINUTES
August 19, 2015
7:30 PM
Jamestown Town Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:30 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Michael Jacquard	Bernie Pfeiffer
Michael Smith	

Also present:

Lisa Bryer, AICP – Town Planner
Wyatt Brochu – Town Solicitor
Cynthia Reppe – Planning Assistant
Quentin Anthony - Attorney
Christian Smith
Douglas DeSimone – Douglas Enterprises
Christian Infantalino – Attorney
Matt Cotta – American Engineering
David Presbey – Architect
Mark Naciel

II. Approval of Minutes August 5, 2015

A motion was made by Commissioner Enright and seconded by Commissioner Pendlebury to accept the minutes with the following change:

Page 4, 1st sentence - All of the vehicle traffic ~~existing~~**exiting** from the property will occur on Narragansett Ave. and not Grinnell St.

So unanimously voted.

III. Correspondence – nothing at this time

IV. Citizen’s Non Agenda Item – nothing at this time

V. Reports

1. Town Planner's Report – meeting next Wednesday at 6:00 Conservation Development lots meeting in case anyone is interested in coming. The Planning Commission is welcome to attend. She will explain that the change is just in the process.
2. Chairpersons report
3. Town Committees
4. Sub Committees

VI. Old Business – nothing at this time

VII. New Business

1. **Christian Smith, Plat 1 Lot 264, Circuit Avenue (paper street) - Application for Zoning Relief from Zoning Ordinance Section 82-302 to allow construction of a single family residence on a lot without any frontage on a public road where 200 feet are required**

This application was on the Zoning Board agenda in August and they requested the Planning Commission review the Zoning Application of Christian Smith, Plat 1 Lot 264, Circuit Avenue (paper street).

Attorney Quentin Anthony represented Mr. Christian Smith who owns a parcel that was platted the end of the 19th century and the adjacent street has never been developed. Mr. Smith came to the town to ask what he could do and was told if he has adequate turn around for emergency vehicles and applied to the zoning board since he had no official frontage, he would get the relief he needed. Mr. Smith went through on all the advice he was given and went to DEM for wetland approval and DOT for curb cut approval since East Shore Road is a State Road, the fire chief for help in designing the road for fire trucks etc. He thought he had followed all the procedures recommended by the Department Heads and agencies. When Mr. Smith went to the Zoning Board they said they would like the Planning Board's opinion. This is why they are before us.

Lisa Bryer said this is a fairly routine matter. These types of applications generally go to Zoning and they do not generally come to the Planning Commission. But the Zoning Board has the ability to ask the Planning Commission opinion on any matters before them. They have no technical frontage and a street is defined as being dedicated and accepted by the town. Because the lot has no frontage, it needs a variance. Ms. Bryer spoke to the Zoning Board chair and Wyatt Brochu about this. The Zoning Board is looking to insure that the application is consistent with the Comp Plan. Public safety has been addressed in this process. The application is certainly consistent with the Comprehensive Plan.

Commissioner Swistak asked about maintenance of the road. Solicitor Brochu noted that it is the purview of the Zoning Board but that Mr. Smith noted that he has volunteered to maintain the road and Attorney Anthony has a maintenance agreement noting that the Town has no responsibility.

Discussion ensued regarding the radius being accurate and the turn around base needs to be appropriate depth and the gravel needs to be compacted.

A motion was made by Commissioner Swistak and seconded by Commissioner Pfeiffer to

“to recommend to the Zoning Board approval for the application of Christian Smith, Plat 1 Lot 264, Circuit Avenue, to develop an existing lot of record on a paper street with no “street” frontage.

The recommendation for approval is based on the following findings of fact:

1. The property fronts on Circuit Avenue, a paper street, which is accessed by Providence Avenue (also a paper street, but a portion of which is utilized by the abutter as a driveway) from East Shore Road;
2. The Town of Jamestown has no record of Circuit Avenue nor the portion of Providence Avenue to be utilized, being accepted by the Town as a public street;
3. The Town of Jamestown Zoning Board routinely reviews applications for development on paper streets as a variance application for development of an existing lot with no frontage on a public street;
4. The applicant has a letter from the Fire Department stating that the design for access is acceptable;
5. The applicant has an Insignificant Alteration permit from the RI DEM for construction of the road/driveway;
6. The applicant proposes that this road will be maintained privately and the Town shall not be asked to accept or maintain this right of way;
7. The applicant does not propose exclusive use of this paper street;
8. The proposal is consistent with the Jamestown Comprehensive Plan;
9. Attorney Quentin Anthony testified on behalf of the applicant.
10. The PC accepted the following exhibit into the record:
 - a. Property survey prepared by Douglas Land Surveying & Consulting originally dated Jan 21, 2013, and last revised Jan 30, 2015.

Recommended Condition of approval:

1. Applicant will review the design of the proposed road improvement with the Jamestown Fire Department as it pertains to the ability of the road materials and compaction to handle vehicular traffic including emergency vehicles appropriately.

So voted:

Michael Swistak – Aye

Duncan Pendlebury – Aye

Rosemary Enright – Aye

Mick Cochran - Aye

Michael Jacquard - Aye

Bernie Pfeiffer - Aye

Michael Smith - Aye

Motion carries 7-0

Commissioners Swistak and Smith recused and left the table

2. **Jamestown Village Condominiums, Douglas Enterprises, LTD., A.P. 8 Lot 79, 138 Narragansett Avenue, Application for Major Land Development Project , Comprehensive Permit per Zoning Article 17, Zoning Variances and Special Use Permit. Pre-application Review**

Christian Infantalino, Attorney for the applicant, Douglas Enterprises, Douglas DeSimone and David Presbey, architect are present for this application. This is the former site of the PAC.

The property is in an R20 zone and is neighbored by Jamestown Village. The proposed project is 19 units 5 of those units being affordable. Mr. DeSimone updated the list of the most recent variances based on the TRC meeting from yesterday.

Attorney Infantalino introduced Doug DeSimone. He is applying for a Comprehensive Permit for affordable housing. He has developed under this act previously with projects in South Kingstown, Westerly and is going through a project in Coventry currently. The challenges they have are in design and marketability. He explained the density bonus. It translates to the number of units he can have. Lot size is what decides the density. It is difficult to find a lot size in the village that will accommodate a project like this without using the Comprehensive permit option. This design is changing as it goes. Each apartment will be approximately 1200 sq. ft. 1 is handicap accessible. Building B they originally wanted to put 6 units in it but decided upon 5 units, it is 2 1/2 stories but at the 35 ft. high maximum allowed. They do not know how high the elevator shaft will go so it is depicted by a chimney, when they are done they believe there will be a significant reduction in pervious surface. They are planning on pervious parking. He turned it over to David Presbey the architect on this project who explained the design to the Planning Commission.

Commissioner Pendlebury said we need enlightenment on how he is doing this application under affordable housing. He is also wondering if the affordable units will be spread throughout the 2 buildings. Yes and 25% of the project must be affordable. The Planning Commission has the authority to grant all the waivers and variances needed.

Since the TRC meeting they have changed it to 4 units at 100% and 1 at 80%. There will be 1 in the smaller building and the rest will be in the larger building. It is their plan to construct the first building and it will be the small building. The units have 9 ft. ceilings, slab on grade, no basements. Hoping tonight for discussion about the way the building looks.

Mr. Presbey showed the landscaping. All access to the buildings is off of Narragansett Ave. it passes by building B. He described the floorplans of the building. There will be 2 top floor units in the big building and they will be about 1600-1800 sq. ft.

Mr. DeSimone thinks this is an appropriate site for this project.

Commissioner Pfeiffer who is the representative at the TRC said this is the first time seeing the rendering. His biggest concern is the amount of relief asked for based on the 41,000 sq. ft. lot. This is a major amount of building then what is there currently. DeSimone thinks this is probably the only site that we will have in Jamestown to offer this with affordable units.

Ms. Bryer said our zoning ordinance is not very friendly to multi-family and we discussed this in 2010. She thinks multi family is appropriate for that site as a transition between commercial zoning and residential zoning. But in her mind it is about scale and density. It is difficult to visualize the size of the building. DeSimone noted that the PAC is just over 7000 sq. ft. now. 8149 sq. ft. is a little bigger than the building there now with another story on it.

Commissioner Pendlebury asked about the relationship to the building behind you. DeSimone thinks it is about 25 feet, it is at a higher elevation so you may see it. Scale is an important factor. The one story houses in the vicinity will be dwarfed. They can come back with a plan that shows

the surrounding buildings for scale purposes. Pendlebury said it is required but DeSimone said usually not at pre-app. Pendlebury wants to see the heights of the surrounding homes.

There is not an application filed yet with Rhode Island Housing. Pendlebury noted that we have skimmed over the top as to what the benefit is to the town. This is a long list of variances that will be asked for. Mr. DeSimone said there are certain affordable housing requirements the towns have to meet in the state of Rhode Island (10%) and Jamestown is not there and he thinks this is a nice project. Commissioner Jacquard asked if we can have the Affordable Housing Committee take a look at it. Yes, we can have them look at it noted the Planner.

Commissioner Cochran said he is curious about a condo association and the rules and regs.

Mr. DeSimone said there is a lot of housing out there that is affordable but it cannot be counted. There has to be some kind of subsidy, they are asking for a municipal subsidy waiving the fees including the building permit fee, inspection fee only to the affordable units. Will that include water and sewer Ms. Bryer asked? He has not thought about that yet, they will look at it when he does the budget. You will see exactly what the budget is so the Planning Commission will see the profit margin etc. These applications are very transparent noted DeSimone

Commissioner Enright would like to see how it compares to Bridges new building. It is similar in size. DeSimone will look at that building. The difference is the subsidy is a real subsidy; this is a for-profit developer. Commissioner Enright said you are still going to be part of the neighborhood. The apartments that he is creating are larger than a typical affordable housing unit.

Commissioner Pendlebury asked if anyone in the audience had any questions or comments.

Mike Swistak - 143 Narragansett Ave. is an abutter, his initial reaction is it is extremely offensive, you need a lot of relief, there is a huge disparity between what is permitted and what is being requested; this is very aggressive. The 2 buildings are out of scale for the neighborhood.

Mark Naciél - 144 Narragansett Ave. – he is a Florida resident originally from RI. He is a direct abutter. When he first looked at property he was a little surprised at the size of this since by-right only 2.4 units are permitted for the property. He has nothing against affordable housing. He would like to have a neighborhood workshop.

Commissioner Cochran asked about Jamestown Village how many units and how many variances? Commissioner Enright noted that there are 20 units at Jamestown Village, next door, it is 2000 sq ft more property and those units are smaller.

Mike Smith - 125 Narragansett Ave. - his reaction is similar to Swistak's, setbacks are close, will you be back to expand for the Martin and the corner property? DeSimone had a signed contract from Bill Martin who just passed away and he had conveyed the house to his brother who passed away a few years ago so there is a lot of owner issues going on and probate, so he is not going to purchase it. Without the Martin property he would not acquire the Mercer property if he did he would have to ask for more density.

Commissioner Pendlebury asked at this point what is your proposed schedule, he is going to ask for continuance he will reach out to the neighbors and will meet with them without the planning commission. Timing wise he hopes to file the Rhode Island Housing application within the next 6 weeks. It cannot be filed until you are comfortable with the relief and density. He wants to go forward in 6 weeks. The traffic study will be done at Master Plan he will have 3 experts Matt Cotta, Traffic Engineer, a financial expert, and a planner. The board has the ability to ask for experts to make a decision on this application.

A motion to continue this application until the Sept 16th Planning Commission meeting was made by Commissioner Cochran and seconded by Commissioner Enright. All in Favor.

VIII. Adjournment

A motion to adjourn was made by Commissioner Enright and seconded by Commissioner Cochran at 8:54 p.m. All in Favor.

Attest:



Cynthia L. Reppe

Approved As Written
PLANNING COMMISSION MINUTES
September 2, 2015
7:30 PM
JamestownTown Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:30 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Michael Jacquard	Bernie Pfeiffer

Not present – Michael Smith

Also present:

Diane Williamson – AICP, Planning Consultant
Wyatt Brochu – Town Solicitor
Cynthia Reppe – Planning Assistant
Andrew Nota – Town Administrator
Michael Gray – Public Works Director/Town Engineer
Chris Costa – Building Official and Zoning Officer
John Murphy – Attorney
Christian Infantalino – Attorney
Mark Liberati – Attorney
John Aharonian – Architect – Aharonian & Associates
Alex Ziemba – Architect – Aharonian & Associates
ShahinBarzin – Architect
Jim Cronin – Crossman Engineering
Kelly Baptista – Crossman Engineering
Steve Tiexiera – Jamestown Fire Department Deputy Chief
Howie Tighe - Jamestown Fire Department Deputy Chief
Donald Richardson
Gary Girard
Blake Dickinson
Dante Tita

II. Citizen’s Non Agenda Item – nothing at this time

III. Reports

1. Town Planner's Report
2. Chairpersons report
3. Town Committees
4. Sub Committees

IV. Old Business

Master Plan/Preliminary **PUBLIC HEARING**

Town of Jamestown and The Jamestown Fire Department, Co-Applicants, Subject Property: 50 Narragansett Avenue (Fire Station) and 50 Narragansett Avenue (Memorial Museum), Plat 8, Lots 476, 871, 161, and 479; Proposed improvements to the Jamestown Fire Station and reconfiguration of the lot line between Lots 479 and 161 – transferring 2,174 square feet of land from Lot 479 (Memorial Museum) to Lot 161 (Fire Station). Master Plan/Preliminary Review pursuant to the Subdivision and Development Review Regulations for the Major Land Development and Administrative Subdivision and pursuant to the Zoning Ordinance for Development Plan Review within the Jamestown Village Special Development District and for a Special Use Permit for the fire station use, shared parking, and for variances

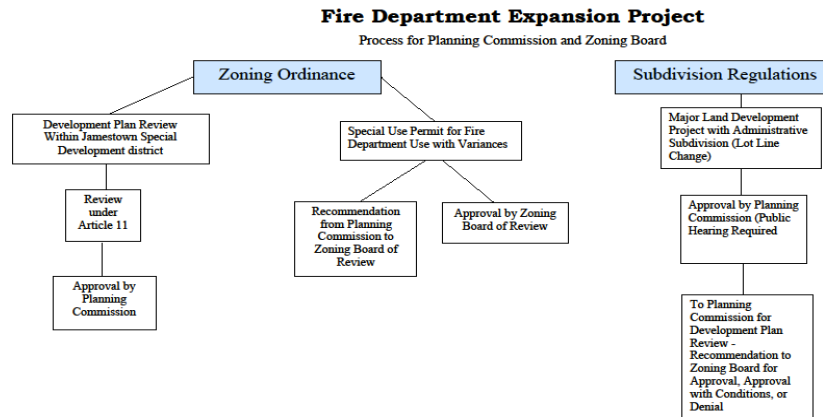
A motion to open the public hearing was made by Commissioner Enright and seconded by Commissioner Cochran. All in Favor.

Commissioner Swistak explained how the evening would work. Commissioner Swistak introduced all the applicants and consultants involved in this project.

Diane Williamson – AICP, Planning Consultant, Wyatt Brochu – Town Solicitor, Andrew Nota – Town Administrator, Michael Gray – Public Works Director/Town Engineer, Chris Costa – Building Official and Zoning Officer, John Murphy – Attorney for Fire Dept, Christian Infantalino – Attorney for Fire Dept., Mark Liberati – Attorney for the Town, John Aharonian – Architect – Aharonian & Associates, Alex Ziemba – Architect – Aharonian & Associates, ShahinBarzin – Architect – consultant for the Planning Commission, Jim Cronin – Crossman Engineering, Kelly Baptista – Crossman Engineering, Jim Bryer – Fire Chief, Steve Tiexiera – Jamestown Fire Department Deputy Chief, Howie Tighe - Jamestown Fire Department Deputy Chief

A motion to accept John Aharonian, Alex Ziemba, Michael Darveau, Jim Cronin, Kelly Baptista and ShahinBarzin as expert witnesses was made by Commissioner Pendlebury and seconded by Commissioner Cochran. All in favor.

Diane Williamson introduced herself and did a presentation on the screen explaining the process that the applicants have gone through:



There have been Technical Review Committee meetings and this is being reviewed under Article 11.

Attorney John Murphy represents the Fire Dept. along with Christian Infantolino. It seems unduly complicated for an expansion that has been used as a fire dept. for the last 75-100 years. There has been an extraordinary growth of the population of Jamestown since the 2nd story was added to the fire station. At the last financial town meeting the citizens recognized that that growth needed an expansion for the safety of Jamestown. There has been a merger of EMS with the fire dept. and a need to consolidate the personnel. It is more difficult today to round up the volunteers. The fact that Jamestown has a volunteer fire dept. needs to be recognized and having them well trained and well equipped and up to date saves us as citizens a lot of money. This project has been reviewed on several occasions by the TRC. With the team that has been introduced and all the input from all the professionals it is a very good project.

He turned it over to John Aharonian and Alex Ziemba who gave a power point presentation of the plan to the audience. He showed the existing structure and pointed out the new addition to the plan. The addition is for EMS and the new structure will be able to accommodate regular vehicles instead of the fire dept. and ems having to order special vehicles to fit into the station like in the past. The intent is we have an existing component that we are attaching an addition to they used the existing for the same entrance and now will have an entry way through the same entrance. They have maintained the existing 4 bay trucks in the same area and have added an area at the addition to accommodate 3 trucks and 2 utility trucks that will exit on Grinnell but only on occasion are they needed and not in emergency situations. Restrooms have been upgraded. Working with the TRC, Fire Dept and EMS it has come together very well in his opinion.

He presented the site plan that showed formalized parking and gave an accurate count of the required parking spaces and it is in alignment with the zoning ordinance. He showed the audience where all the parking places are located.

He introduced James Cronin from Crossman Engineers, he specializes in traffic studies. Originally he showed the trucks coming out on Grinnell but that has changed now and all trucks will exit on Narragansett Ave. He gave a description of the personnel and their hours which he observed to give his report. He gave averages of the traffic coming out per day and the average will increase possibly by 1-3 ½ per day. He says as an expert it will not have a detriment on traffic on Narragansett Ave.

Kelly Baptista, Engineer for Crossman came up to discuss the drainage. She is showing a preliminary plan on the screen. She explained the drainage plan that she handed out to the planning commission. She explained the cisterns and catch basins shown on the plan.

Onsite drainage will tie into the catch basin on Grinnell St.

She was asked if with the cisterns will there be an overflow, most likely at the roofdrain so when it does back up there will be a slash pump. Commissioner Swistak asked if the cisterns are definitely in the plan, yes there is one on Grinnell St. side and the plan shows an optional one. If we do not have a second cistern it does not make the condition worse. The cisterns only help with small storm events. Commissioner Cochran asked if there will be a bit of an increase over the house that is there now. So small that it is negligible she answered.

Mr. Ziemba went through the exterior elevations starting with the view of Narragansett Ave. and explained the materials that will be used. The largest doors will be of glass on the Narragansett Ave. side. Maintaining the existing stone and working with the committees they have scaled the stone down and it takes into consideration the history of the structure. Working around the corner to Grinnell they leaned more towards a residential look scaling down the windows and doors and allowing for space for storage of the equipment and apparatus. 2nd floor allows for space within the floor plan increased by the dormers. He showed the back elevation of both the existing building and the addition.

Commissioner Enright asked about replacing the fencing and asked what kind of fencing are you proposing? It will mimic what is currently there on the corner of Coronado and Narragansett Ave. where the museum is which is about 4 ft. high. On Grinnell they will add to the fence that is currently there. This plan was developed to aid in the parking requirements, to show how they came up with the parking calculations of 24 spaces.

Mr. Ziemba asked if the board had any questions related to his presentation at this point.

Mr. Darveau will present the administrative subdivision plan. They were asked to survey the property that is currently 4 parcels. The museum is currently on lot 479. He explained the plan to the audience with the square footage of all lots involved. He explained the current encroachments and by redoing the lot lines that will eliminate it. By doing this though they will be needing some variances, 3 of them for lot 479 (museum lot), the side setback is reduced, the area of the lot is reduced, and lot width. The variances for the fire

station lot are 2, side setback of 7.5 feet where the requirement is 35 feet, and the 2nd is regarding lot area, which is still less than 40,000 feet.

Mr. Mark Liberati has been retained by the town to represent them with regard to the zoning variances and special use permits. He listed all the Special Use Permits and Variances as follows:

SU permit for Article 3, table 3.1 and Article 11,82-1109 for fire station in public zone

SU Permit Article 7- Sec 82-704 non conforming use

SU Permit Article 12 82-1205 for shared parking or variance.

Setback variance Article 3 Table 3.2, 20 ft from the side relating to Fire Station and 30 ft for Museum need relief for both. Neither lot has the minimum 40,000 sq. ft.

Variance for minimum lot size and frontage 150 feet does it have to be in single line, debatable.

Variance from loading space requirement. 82-1206

Variance for Shared parking for that requirement, and for use of on-street parking spaces in a public zone number of parking spaces

Variance 30% clear glazing on the Grinnell Street side

Variance for parking locations and standards and vehicular entrances to garages in Village Overlay
Mr. Liberati erred on being cautious.

Commissioner Swistak stated that all these variances and special use permits being requested are very important and will need to be cross referenced for the motion. Ms. Williamson went through the list to double check and verified that all of the Variances and Special Use permits are listed on the plan. Mr. Murphy said this concludes the presentation.

Commissioner Swistak asked if Mr. Shahin Barzin architect was asked to review the plan submitted by Aharonian Architects, he noted after preliminary review there were a few things that were not compatible with the Village guidelines so he reviewed and sent the applicants a list which they made changes to satisfy most of the concerns.

Mr. Gray agrees with the traffic report and the drainage and site plan.

Commissioner Enright asked about the utility trucks will and if they have to be dispatched. They do not leave during an emergency Deputy Chief Tighe said, they do have emergency lights on them the trucks are for basements being emptied, non emergency calls. Commissioner Swistak asked how often do they leave the building, last year 6 or 7 times he said.

Commissioner Swistak asked Chris Costa about the 2 spaces in front of the garage bays on Grinnell St. that house the trucks for non emergencies. Should they ask for more relief? Cochran said standard practice is to leave keys in car if those trucks go out they will be moved. A large volume of responders go on their own and do not park at the station they meet on site.

This was expressed at TRC and the parking of the vehicles in front of the doors they leave the keys in the car and they are not going on emergency basis so there is time to move them and they are acceptable there. Pendlbury said.

Ms Williamson had commented at TRC regarding the angled parking suggesting to make them employee parking. Commissioner Swistak asked if the Planning Commission should insist on it or if it was just a recommendation. The Fire Dept agreed to mark them and it

could be a condition if they want signage. Very infrequent that you see people park there. 2 compact spaces between the 2 buildings they are reachable from Coronado.

Commissioner Swistak said we are going to open up to public comment. The Planning Commission is reviewing the town's application so it is important for the commission to review this as strenuously as another application. Attorney Murphy's comment he has not seen an application go through this much scrutiny before and Commissioner Swistak agrees with his comment. He also stated for the members of the public this has been a very well done plan.

Gary Girard – Seaside Dr.– he thinks this project is very important to the public, he added up the number of variances. As a former planning commissioner he said this is a big project and make sure that they have all been vetted. With all the rain recently what size storm drains are these designed for? What you see there today is what you will see when the addition is done.

Mike Gray said the site generates run off today it is impervious they treat gravel as a pervious surface the site generates runoff to the street both have collection systems that go down to the bay, they looked to see what they could do. They looked at the cistern and there will be a garden as well they are trying to mitigate the collection with the cistern and then they can put the second one in if needed.

Don Richardson – of the parking spaces mentioned are they of legal size? Yes they meet the parking criteria with the distance and our design standards. Is there a legal design for a size for a parking space. How many parking spaces are we required for the fire station and how many for ems? They are based on the useable area of the building, he was answered. Sometimes there are 110-120 volunteers there if they come to a training will there be enough parking? He thinks they should leave the EMS where it is. It is going to cost more money to move it.

John Murphy said Jamestown made a decision that they cannot accommodate even parking for tall ships or other major events so the issue of whether or not to use the parking at the current ems site is not relevant. The decision was made at the financial town meeting to go forward with this project.

Commissioner Swistak said he appreciates Mr. Richardsons comments but they are not within the purview of the Planning Commission. This discussion was approved by the voters and the town council and administration already decided this.

The fire dept has a written agreement with Tim Baker for the extra parking needed for training.

Mr. Nota responded to Mr. Richardson's comment and said as the chairman stated tonight on any given night for training they are still under the required spaces of 1 space per 5 people 20 spaces. We are proposing 28 spaces. The whole team shared his concern and the standard has been met and the fire dept went to Bakers to get a shared parking agreement. With regards to the lot on Knowles Ct. those spaces are for the ems volunteers and when the public uses those spaces which they should not do in case there is a call and the volunteers have to park there. The traffic committee was going to have to address this

issue if we did not have this plan. Location and sizing we went through an exhausting project and made the decision to consolidate. They will decide eventually what will be done with that lot.

Blake Dickinson – 18 Arnold Ave. – how you evaluate the project with regards to the parking spaces. The project itself is only specific if relief is given. The spaces on the museum lot can you use those? Mr. Liberati said the fire dept and the town will have a shared parking agreement. So the total number of spaces include relief from their neighbor the museum and yes they have to seek relief and it will be a requirement.

Jerry Scott – Walcott Ave. – he is not sure if this is the right forum but what happens to 4 Grinnell St. that was used for affordable housing?

Dante Tita- 26 Columbia – the plan is excellent and the volunteers are too. They have asked for a certain amount of money budgeted for the project that the citizens have approved. He has never seen a budget without a contingency plan so his point is he hopes the budget will not increase. Commissioner Swistak said the planning commission is not in charge of the town budget.

Town Administrator Andy Nota said relative to the project there is a 5% estimate contingency built into the budget. All the utilities are there already and that will drive down the cost.

Commissioner Pendlebury represented the Planning Commission for the TRC process. It was long and very detailed they made every effort to cover all the bases and nothing was slipping through the cracks. Very complete process and he thinks the architects for the applicants were very responsive and the fire dept very responsive to all the suggestions made, we are at a point where the issues were addressed from the village design handbook and it all being done in conformance. As far as the variances yes it is a long list but when you look at what is being asked for and to take care of this in a cautionary way made sense. The design guidelines are really for a retail building so you can look at each one of the things like the setbacks we are improving a non conforming condition as best we can and it is an improvement over what we currently have there, almost everyone of these variances can be counted all over the village.

Commissioner Swistak said we have a draft motion in front of us does anyone have any changes to the motion? A few minor changes were made and conditions of approval added.

Commissioner Pendlebury made a motion seconded by Commissioner Swistak that the Planning Commission finds:

1. The subject property consists of 4 lots that are improved with the following: a single-family residential dwelling, a parking area, Jamestown Fire Station and the Fire Department Museum.

2. The application consists of a Major Land Development and an Administrative Subdivision under the Subdivision and Development Plan Review Regulations and a Development Plan under the Jamestown Special Village Development Overlay Zoning.
3. Lots 476,161, and 871 are owned by the Town of Jamestown, and Lot 479 is owned by The Jamestown Fire Department, which is a separate non-profit corporate entity.
4. The development proposal is to demolish the single family dwelling, remove the parking lot, and to construct a 2-story addition on the west side of the existing Fire Station. The addition has 7,544 square feet of useable interior space on two floors, and a footprint of 3,935 square feet.
5. An earlier addition to the east side of Jamestown Fire Station was built straddling the lot line between Lots 161 and 479. The Administrative Subdivision will remedy this non-conformity by moving the lot line to the east and conveying 2,174 square feet of land (shown as Parcel A) from Lot 479 to Lot 16. Parcel A will be combined together with the 3 Town-owned parcels into one lot.
6. A utility easement is provided over Lot 479 to accommodate the existing underground electric service for the Fire Station.
7. The subject property is zoned Public. The property is also within the Jamestown Special Village Development Overlay.
8. An application is pending with the Zoning Board of Review for a special use permit for the expansion of the Fire Station which is a Special Use in the Public Zone and for the shared parking agreement.
9. The total parking space requirement for the Fire Station is 24 spaces, as determined by the Zoning Officer, based on the calculation of 1 space per 400 square feet of livable floor area. The total parking spaces required for the museum are 4 spaces. The proposal includes 26 parking spaces on the subject properties with 2 on-street parking spaces. A variance is being sought for using the 2 on-street parking spaces in a Public Zone.
10. A traffic study has been submitted by Crossman Engineering dated July 13, 2015. The Public Works Director reviewed this study and provided a memorandum dated July 21, 2015 to the Technical Review Committee in concurrence with the findings of the traffic study that the proposal will not have a detrimental impact on the adjacent streets.
11. A drainage analysis has been submitted by Crossman Engineering dated July 15, 2015. The Public Works Director reviewed this analysis and provided a memorandum dated July 21, 2015 to the Technical Review Committee in concurrence with the findings of the drainage analysis that the proposal will result in negligible alteration of the stormwater runoff.

12. Mr. ShahinBarzin, the Peer- Review Architect for the Planning Commission, has reviewed the proposal and has determined that it is in compliance with the Special Village Development Overlay.
13. The Technical Review Committee met on July 23, 2015 and again on August 25, 2015 and recommends approval of the applications.
14. The Planning Commission held a pre-application and concept review meeting on August 5, 2015.
15. The proposed development is consistent with the general purposes stated in Article 1 of the Planning Commission's subdivision and development review regulations. Specifically, paragraph A. Purpose, which states that the purpose of the regulations is to "1. Protect the public health and welfare of the community" and "5. Promote subdivision and land development designs that are well-integrated into surrounding neighborhoods, and concentrate development in areas that can best support intensive use because of natural characteristics and existing infrastructure".
16. The proposed development is consistent with the Comprehensive Community Plan because it promotes the overriding goal as stated in the preamble that "Jamestown should live within its means, both fiscally and environmentally." and "Government should be small, responsive and largely dependent on volunteers" The design is compatible with the character of the neighborhood in which it is located, and it consolidates the Emergency Medical Services functions adjacent to the fire station. (Policy #1 and Action g from Public Services and Facilities).
17. The application is not in compliance with the zoning ordinance. An application is also pending with the Zoning Board for the needed variances.
18. There will be no significant negative environmental impacts from the proposal with the conditions of approval.
19. A shared parking agreement has been submitted for shared parking and access between the museum and fire station property.

Combined Master Plan and Preliminary Approval is therefore granted for the Major Land Development with the Administrative Subdivision and Preliminary Approval is granted for the Development Plan Review for the proposal to demolish the existing dwelling, eliminate the parking area and construct an addition on the west side of the existing fire station as shown on the Existing Condition and Subdivision plans prepared by Michael R. Darveau, Professional Land Surveyor; dated as revised August 18, 2015 by Site Plan, and Elevation Plans by John Aharonian of Aharonian Architects dated as revised August 26, 2015 and Soil Erosion Plan by Crossman Engineering dated June 2015 subject to the following conditions:

1. Special Use Permits and Variances from the Zoning Board of Review

2. Receipt of the Physical Alteration Permit from the Rhode Island Department of Transportation prior to final approval.
3. Any proposed changes to the façade, parking, site plan, or any other element governed by Development Plan Review or Special Village Development Overlay Zone; as a result of the contract bidding and/or construction process, will be initially reviewed by the Technical Review Committee, and may be submitted to the Planning Commission for approval if proposed changes are significant.

AND FURTHER, the Planning Commission recommends approval of the Special Use Permit for the use and recommends approval of the variances.

AND, FURTHER, the Planning Commission authorizes final approval to be Administrative.

So voted:

Michael Swistak – Aye
Rosemary Enright – Aye
Michael Jacquard - Aye

Duncan Pendlebury – Aye
Mick Cochran - Aye
Bernie Pfeiffer - Aye

Motion carries 6-0


A motion was made by Commissioner Enright and seconded by Commissioner Pendlebury to close the public hearing. All in Favor.

V. New Business

VI. Adjournment

A motion was made by Commissioner Enright and seconded by Commissioner Jacquard to adjourn the meeting at 9:25 p.m. All in favor.

Attest:


Cynthia L. Reppe

This meeting was recorded

Approved As Written
PLANNING COMMISSION MINUTES
September 16, 2015
7:30 PM
JamestownTown Hall
93 Narragansett Ave.

I. Call to Order and Roll Call

The meeting was called to order at 7:30 p.m. and the following members were present:

Michael Swistak – Chair	Duncan Pendlebury – Vice Chair
Rosemary Enright – Secretary	Mick Cochran
Bernie Pfeiffer	Michael Smith
Not present – Michael Jacquard	

Also present:

Lisa Bryer, AICP – Town Planner
Cinthia Reppe – Planning Assistant

II. Approval of Minutes August 19, 2015

A motion was made by Commissioner Enright and seconded by Commissioner Pendlebury to accept the minutes as written. All in Favor.

Approval of Minutes September 2, 2015

A motion was made by Commissioner Cochran and seconded by Commissioner Enright to accept the minutes as written. All in Favor.

III. Correspondence

1. FYI – Memo to Zoning Board – Christian Smith – Plat 1 Lot 264 Circuit Ave. Received

IV. Citizen’s Non Agenda Item – nothing at this time

V. Reports

1. Town Planner’s Report – Town Planner Lisa Bryer updated the Planning Commission on the letters she sent out to those residents that have property that could be affected by the Conservation Development Ordinance. 3 residents showed up for the meeting but she met with over a dozen property owners separately. These changes are procedural changes and they were well received and there was not undue concern over there effects. We will have this on an upcoming agenda to vote on forwarding this to the Town Council.
2. Chairpersons report

3. Town Committees
4. Sub Committees

VI. Old Business

1. Jamestown Village Condominiums, Douglas Enterprises, LTD., A.P. 8 Lot 79, 138 Narragansett Avenue, Application for Major Land Development Project , Comprehensive Permit per Zoning Article 17, Zoning Variances and Special Use Permit. Pre-application Review –**Continued until October 7th**

VII. New Business

1. John Connors – Plat 16 Lot 222, Frigate Street – Zoning Ordinance Section 314 Sub District A Review, High Ground Water Table Impervious Overlay District – Zoning Ordinance Section 82-308 Variance Request for Development within the 150 foot freshwater wetland setback – Recommendation to the Zoning Board – Continued until October 7th, 2015 at the applicants request
2. CDBG – Endorsement of Application PY 2015

Ms. Bryer explained to the Planning Commission that since 1987 we have applied for Community Development Block Grant (CDBG) funds from the State. They are HUD funds that are filtered down through the State and funds are rewarded to those towns that have need. It is a competitive grant process for Jamestown and we are in a pool of about 33 communities. The remainder of communities are “entitlement” communities and we do not compete against them for funds. We advertise for projects from sub recipients for the funds and hold public hearings. The most we can apply for is \$150,000 this year. . We usually receive partial funding and it is the state’s decision on the awarding of the grant and the projects. We prioritize our projects and the town council approves the list. The state still picks which projects are funded.

The Planning Commission must make a finding that the proposed activities are consistent with the Comprehensive Plan.

Commissioner Swistak asked if all the agencies that asked for grant money serves Jamestowners. Yes they do.

Ms. Bryer said this is the first year that we have received more monetary requests than available funds so we have had to make a few adjustments to the amount of money some applicants have asked for.

Commissioner Cochran made a motion seconded by Commissioner Enright that The Jamestown Planning Commission hereby certifies that the proposed PY2015 Community Development Block Grant activities are in compliance with local development policy as set forth in the 2004 Jamestown Comprehensive Community Plan as amended in 2015 and with the Jamestown Subdivision and Land Development Regulations and Jamestown Zoning Ordinance. So voted:

Michael Swistak – Aye

Duncan Pendlebury – Aye

Rosemary Enright – Aye
Bernie Pfeiffer – Aye

Mick Cochran - Aye
Michael Smith – Aye

Motion carries 6-0

VIII. Adjournment

A motion to adjourn the meeting at 7:42 was made by Commissioner Enright and seconded by Commissioner Cochran. All in Favor.

Attest:


Cynthia L Reppe

JAMESTOWN TRAFFIC COMMITTEE

Tuesday, September 15, 2015

A regular meeting of the Jamestown Traffic Committee was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 6:03 PM by Chairman, Thomas P. Tighe.

The following members were present:

David Cain, Member
William Munger
Timothy Yentsch

Also present were:

Chief Edward Mello
Denise Jennings, Clerk

Absent:

Melissa Mastrostefano, Member
Mary E. Meagher, Vice-Chair.
Vincent Moretti, Member

READING AND APPROVAL OF MINUTES

A) **08/18/15 minutes** (regular meeting)

Motion was made by Committee Member Munger, seconded by Committee Member Yentsch to accept the 08/18/15 regular meeting minutes. Motion so voted, 2 in favor; Committee members Tighe and Cain abstained. Committee members Tighe and Cain were absent at said meeting.

OPEN FORUM

A) Scheduled requests to address:

(None scheduled)

A) Non-Scheduled requests to address:

(None)

UNFINISHED BUSINESS

A) **Four-Way Stop Sign Installation** at the corner of **Columbia Avenue and Windsor Avenue**: request of Brian Cotsonas due to speeding vehicles

Stephanie Cotsonas of 24 Columbia Avenue stated the following:

- Her husband was the one who originally requested the four-way stop at the intersection of Columbia Avenue and Windsor Street.
- She has been monitoring traffic in the area and the average speed is 23 mph.
- There are many children in the neighborhood and 23 mph is too fast.
- She also has concerns about the number of commercial vehicles from McQuade's Market, although speed is her main concern.

Brief discussion ensued regarding the traffic flow in the area of Columbia Avenue and Windsor Street.

Chief Mello stated the following:

- He has monitored the commercial vehicles traveling through the intersection of Columbia Avenue and Windsor Street and he feels that if the loading area at McQuade's Market was cleaned up a bit, it may make access easier for the commercial vehicles and may also allow for more vehicles in that area.
- He suggested that he speak with McQuade's Market regarding this matter.
- His staff has monitored the traffic flow on Windsor Street through the intersection of Columbia Avenue. 150 cars traveled on Windsor Street through the intersection, in a 12 hour period (approximately 10 cars per an hour).
- This amount of vehicles and 23 mph is much higher than he had expected.

Chief Mello further stated that he feels that most people naturally avoid West Street, due to congestion. Committee Member Munger stated that erecting a four-way stop would be something new to consider for a few intersections. Chief Mello stated that his department would be reviewing all stops and that the intersection of High Street and Howland Avenue may be another prospect for a four-way stop.

Brief discussion ensued regarding other alternatives such as the new sign at the school crossing at North Road and Watson Avenue.

Motion was made by Committee member Yentsch, seconded by Committee member Cain to make recommendation to the Town Council as follows:

- To have restrictions set on commercial delivery vehicles proceeding from the south side of McQuade's Market to the intersection of Columbia Avenue and Windsor Street.
- To make the intersection of Columbia Avenue and Windsor Street a four way stop.
- To add enhanced warning signage in the area of the intersection of the Columbia Avenue and Windsor Street.

Motion so unanimously voted.

A) Crosswalk at Conanicus Avenue between the Recreation Center/Teen Center and Ferry Wharf

Committee consensus: To continue this matter to the next meeting on 10/20/15.

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

Committee Chairman Tighe asked Chief Mello for a status report. Chief Mello stated that he would make a formal request to the RI Department of Transportation for this signage.

C) Commercial Vehicle Parking in residential zones: additional review of regulations for parking in residential areas backing up, exhaust fumes, overnight parking)

Committee consensus: To continue this matter to the next meeting on 10/20/15.

D) **Watson Avenue: north side parking restriction** of 40 ft from the intersection of Pemberton Avenue (possible reduction/relief)

At the recommendation of the Chief Mello, it was the consensus of the Committee not to make any changes to the current parking restrictions at this time.

E) **Motorcycle/Scooter/Bicycle Parking** (East Ferry)

The Committee briefly discussed the current usage of the parking spaces. At the recommendation of the Chief Mello, it was the consensus of the Committee not to take any action at this time and to remove this item from the agenda until further notice from Chief Mello.

F) **Jamestown Shores** (North/Garboard Street to Bridge/other Shores Areas) **Parking regulations/revisions**

The Committee stepped away from the Committee table to review a map of the Jamestown Shores area parking/revisions as supplied by Chief Mello. Chief Mello suggested that the same principle be followed as the previously adopted regulations for the Hull Street/Seaside Drive area. Chief Mello briefly outlined the area for discussion and recommended the following:

- No parking on Seaside Drive from Hull Street to Garboard Street.
- No parking on Spirketing Street, as outlined by Chief Mello.
- No parking on the even side of the streets in the area, as outlined Chief Mello.
- Continue the waiver process for overnight parking, as previously adopted for the Hull Street/Seaside Drive area.
- To review the Head's Beach area in the Jamestown Shores at the next meeting in October.

Chief Mello stated that he does not want to overload the neighborhoods with signage.

Brief discussion ensued regarding the rights-of-way, parking restrictions and signage. The Committee returned to the Committee table.

NEW BUSINESS

A) **West Ferry Parking**

Committee consensus: To continue this matter to the next meeting on 10/20/15.

B) **Parking concerns – Green Lane**

Donna Cameron of 22 Union Street and owner of property located at 6, 7 and 10 Green Lane stated the following:

- She had major problems with people parking on Green Lane this summer.
- Her tenants have no place to park and sometimes have to park in the former Bank of America lot or elsewhere.
- She is concerned about the future of the former Bank of America building.
- She requested that 3 spaces be designated for her tenants, during prime parking season.

Ms. Cameron asked the Committee if parking could be allowed at the ambulance building.

Committee Chairman Tighe stated that the ambulance building is still being used at this time and the future of the site is pending. Committee Chairman Tighe further stated that a complete parking study will be done on the downtown area and that Chief Mello will contact Ms. Cameron at that time.

C) Handicap Parking Space – Conanicus Avenue

Brief discussion ensued regarding the handicapped spaces on state roads, specifically the one located in front of 47 Conanicus Avenue. Committee Chairman Tighe stated that this space was put in by a former shop owner who was handicapped and that is not permitted space. Motion was made by Committee Member Munger, seconded by Committee Member Cain to remove the handicapped sign in front of 47 Conanicus Avenue. So unanimously voted.

D) Bicycle Parking at Head’s Beach

Committee consensus: To continue this matter to the next meeting on 10/20/15.

ADJOURNMENT

There being no further business before the Committee, motion was made by Committee Member Cain, seconded by Committee Member Munger to adjourn the meeting at 6:56 PM. So unanimously voted.

Attest:

Denise Jennings
Clerk

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

Jamestown Tree Preservation and Protection Committee

Tuesday, September 15, 2015, 6:45 p.m.

MINUTES

The meeting was called to order at 6:51 PM. Present: Jim Rugh, Tony Antine, John Collins, Lois Migneault, Paula Samos and Tree Warden Steve Saracino. Absent: Roger Birn. The Chairman announced that Paula Shevlin resigned last week due to unavoidable work conflicts. The Town Clerk has been advised.

The July 2015 minutes were read. Mr. Antine moved and Mr. Collins second approval. The motion passed unanimously.

Steve Saracino gave the Tree Warden Report. He reported that the Town is in danger of not meeting the requirements of the 2015 America the Beautiful Grant since no planting has taken place this year at the Transfer Station, a grant requirement. He reported that he has located an assortment of 6-10' high evergreens from Schartner Farms, which needs to clear a field. They are available at \$35 to \$45 each. This is less than half the retail price but due to weather they will need to be planted by the end of October. He stated that he has been unable to get a commitment to plant from the Town Engineer. Mr. Antine asked if we could use a private contractor, but Mr. Saracino said this could only be done if the Town Engineer permitted a private company to work on the land fill, something he has not entertained in the past. The Tree Warden will again discuss this issue with the Town Engineer.

The tree warden reported on several tree permits:

- 44 Maple Street – remove a hazardous Maple tree in front of property. A decision has been made to remove tree.
- 30 Walcott Avenue – remove large dead limbs/branches on Town trees along High Street/Walcott Ave. A decision has been made to remove all hazardous branches/limbs and do some selective pruning.
- 12 Pardon Tucker Place – remove a hazardous Locust tree adjacent to homeowner's driveway. A decision has been made to remove tree.
- 14 Pierce Avenue – remove a hazardous rotted tree in front of property. A decision has been made to remove tree.
- Battery Commission – remove a large limb which has broken and is hanging from tree. The DPW will address this problem.

The Tree Warden reported that he met with Jim Rugh and Tony Antine regarding the report of tree on Narragansett. The committee was provided with a draft copy of the report. Lois Migneault noted that one of the recommended replacement trees, Willow Oak, can get quite large. The Chairman stated that they have been used only in open areas without overhead wires. This will be made clear in the final report. There was

general praise for the Tree Warden's work. John Collins moved to accept the report and provide copies to the Town Manager and Town Engineer at a meeting with the Committee. Lois Migneault seconded the motion and it passed unanimously.

There was discussion on when to meet with the Town Manager and Town Engineer. It was decided that an early morning, 8 or 9 am, weekday would be best, The Chairman will try and set this up for September 22.

Lois Migneault reported on recent activity with the Taylor Point Restoration Association. URI students in a "Restoration Ecology" course have offered assistance. They have met once and will help evaluate the existing native plant material, assist with permitting and with marketing the project. This is a semester long project and will help move this project forward. She reported that they all seem interested, knowledgeable and eager to help.

There was a discussion about moving the next meeting to Tuesday, October 27. There was agreement and the Chairman will secure a room.

A motion to adjourn was made by Paula Samos, seconded by John Collins and passed unanimously. The meeting adjourned at 7:38 PM.

Approved: October 27, 2015

**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 **NOVEMBER 2, 2015** MEETING

MOTOR VEHICLE ABATEMENTS TO 2015 TAX ROLL

#15-0072-80M O'Connell, David E.	Motor Vehicles – 2002 Toyota Reg. #416765 & 2004 Honda #415045 Soldier/Sailor Exemption	\$29.56
#13-1947-53M Mooney, Michael J.	Motor Vehicle – 2011 Nissan Reg. #539296 Soldier/Sailor Exemption	\$312.91

REAL PROPERTY ABATEMENTS TO 2015 TAX ROLL

#01-0696-80 Attaway, Fritz E. & E. Pembroke	Plat 7, Lot 127 – Property transfer 10-1-15 to Account #02-0442-75	\$3,700.58
#03-1117-00 Colognese, Andrea & Carella, Doriana	Plat 16, Lot 351 – Property transfer 10-9-15 to Account #13-1890-15	\$4,683.06
#03-1117-00 Colognese, Andrea & Carella, Doriana	To correct duplication error on 2015 Supplemental Roll	\$4,683.06
#04-0349-00 Delude, Joseph J. et al	Plat 9, Lot 662 – Property transfer 10-9-15 to Account #14-0010-51	\$3,243.28
#07-0411-00 Giordano, Paul S. et al	Plat 9, Lot 277 – Property transfer 10-1-15 to Account #13-0035-50	\$5,078.43
#08-0341-00 Heath, Jeffrey L.	Plat 9, Lot 94 – Property transfer 10-6-15 to Account #04-0825-00	\$3,900.49
#13-0320-70 Malloy, Gina G. & Liam C.	Plat 3, Lot 396 – Property transfer 10-14-15 to Account #04-0828-90	\$2,963.06
#18-0002-00 Rafaelian, Carolyn A., Trustee	Plat 4, Lot 105 – Property transfer 9-29-15 to Account #04-0343-40	\$27,408.33
#19-0803-40 Sierra, Edward & Christine A.	Plat 7, Lot 39 – Property transfer 10-16-15 to Account #04-0542-50	\$8,064.24
#20-0033-75 Tanner, Christine	Plat 9, Lot 620-I – Property transfer 10-16-15 to Account #05-0085-01	\$3,258.91
#20-0233-10 Terino, Joseph & Procaccini, Frank et al	Plat 7, Lot 181 – Property transfer 10-21-15 to Account #13-0498-51	\$19,899.68

REAL PROPERTY ADDENDA TO 2015 TAX ROLL

#02-0442-75 Bell, Eric	Plat 7, Lot 127 - Property transfer 10-1-15 from Account #01-0696-80	\$3,700.58
#04-0343-40 Delponte, Karen G., Trustee	Plat 4, Lot 105 - Property transfer 9-29-15 from Account #18-0002-00	\$27,408.33

#04-0542-50 Dewey, Wm A. & Desrosiers, Donald R.	Plat 7, Lot 39 – Property transfer 10-16-15 from Account #19-0803-40	\$8,064.24
#04-0825-00 Doyle, Sean W. & Susan B.	Plat 9, Lot 94 - Property transfer 10-6-15 from Account #08-0341-00	\$3,900.49
#04-0828-90 Doyle, Heidi S. & Stephen J.	Plat 3, Lot 396 - Property transfer 10-14-15 from Account #13-0320-70	\$2,963.06
#05-0085-01 Edgerley, Sandra M. et Malt, R. Bradford, Trustees	Plat 9, Lot 620-I – Property transfer 10-16-15 from Account #20-0033-75	\$3,258.91
#13-0035-50 Maccini, Robert J. & Kristen S.	Plat 9, Lot 277 - Property transfer 10-1-15 from Account #07-0411-00	\$5,122.33
#13-0498-51 Marioenzi, A. Louis	Plat 7, Lot 181 – Property transfer 10-21-15 from Account #20-0233-10	\$19,899.68
#13-1890-15 Moloney, Kathryn & Barthel, Kurt Ryan	Plat 16, Lot 351 - Property transfer 10-9-15 from Account #03-1117-00	\$4,683.06
#14-0010-51 Nantucket Cottage Co., Inc.	Plat 9, Lot 662 - Property transfer 10-9-15 from Account #04-0349-00	\$3,243.28

TOTAL ABATEMENTS	\$87,225.59
TOTAL ADDENDA	\$82,243.96

RESPECTFULLY SUBMITTED,

Kenneth S. Gray

KENNETH S. GRAY,
TAX ASSESSOR

Dear Town Council,

I'd like to bring to your attention some ongoing concerns about The Shack, which operates in the summer months as part of the West Ferry neighborhood. Each spring for the past several years (around the time the Shack opened), I've sent emails to the Town Administrator about these issues. Since the annual victualing license renewal notices are not publicly advertised for the Shack, I was not aware of the procedure until this year. Please consider these concerns before renewing The Shack's license for 2016.

The addition of a lunchroom to this waterfront area has put pressure on available resources. Operator Tallulah's Tacos has been responsive to specific requests, but I'd like to focus on some larger concerns.

1. The original agreement was for no cooking to take place on site. This has been violated each year, with no enforcement by the town.
2. As a result of cooking without proper venting, a fan runs 24/7. It is both noisy and smelly for nearby neighbors.
3. Does the Shack conform to all the relevant fire codes?
4. Originally the seating was limited to five picnic tables, but 10 are currently used.
5. Parking is tight in West Ferry for both boats and cars. The Shack increases this burden, especially as boaters use the town docks as a "lunch spot" without respect for the time limit or need for access to the pumpout. (This is aggravated by a lack of signage on the pumpout dock.)

I would appreciate the town considering these concerns before it automatically grants a renewal of the victualing license for 2016.

Thanks for your attention.

Sincerely,



Carol Newman Cronin
234 Narragansett Ave.

October 28, 2015

Dear Jamestown Town Council,

Please consider the planning and zoning board minutes and the memo provided with this letter when considering the victualing license for Tallulah's Tacos at the Shack at DHBV for 2016.

In 2009, at the time of the addition of this lunchroom by the previous owners of the Dutch Harbor Boat Yard, many West Ferry neighbors expressed concerns about this added scope at the only commercial property in this residential neighborhood.

The lunchroom, which became known as the "Shack" was permitted by the town with several stipulations formulated as Conditions of Operation by the planning and zoning boards.

Over time the original "Shack" operators vacated the premises and Tallulah's Tacos came on board. During the 6 or 7 years that the "Shack" has operated, mission creep has occurred by the vendors.

These are issues we are requesting to be addressed:


1. Cooking and frying occur inside the building on a continual basis- when cooking is not allowed by Conditions of Operation.
2. A 24/7 vent fan sending fried food smells into the neighborhood when no external machinery or equipment is allowed.
3. Only 5 picnic tables were originally permitted- this has increased to 10.

Over the years, several West Ferry neighbors have contacted the town about these issues and the town has failed to address these concerns. We are hopeful that the change in administration will provide a renewed commitment to the citizens of the town and enforce the agreed to Conditions of Operations for this lunchroom to operate in this quiet residential neighborhood.

We are abutting neighbors and boaters, and very much enjoy being able to live with and interact the DHBV and its current owners, who are wonderful neighbors and doing a fantastic job with the boatyard. However, we do not believe a lunchroom operated by an outside vendor operating under continued violation of written agreements, is fair to other businesses operating in town, or the residents of the neighborhood.

Thank you in advance for your consideration of this matter.

Sincerely,


William and Mary Brennan
238 Narragansett Avenue
Jamestown, RI 02835

RECEIVED
TOWN OF JAMESTOWN, R.I.

09 APR 16 AM 11:14



Planning Commission
MEMORANDUM

TO: Jamestown Zoning Board
Fred Brown, Zoning Enforcement Officer

FROM: Gary Girard, Chair
Jamestown Planning Commission

RE: Dutch Harbor Boat Yard Deli Proposal Preliminary
Approval - Recommendation to Zoning Board

DATE: April 6, 2009

At the April 1, 2009 Planning Commission meeting Commissioner Girard made a motion that Commissioner Ventrone seconded to grant preliminary approval to the referenced application and draft a recommendation to the Zoning Board with the following conditions/restrictions;

- Hours of operation will be no greater than 8am to 6pm and to allow for only 30 minutes of prep time prior to opening and 30 minutes clean up after closing
- No additional seating will be added and it will not exceed the 5 existing picnic tables
- No cooking on site. Only equipment necessary to handle prepared meals such as microwave and electric heating elements
- No external machinery or equipment such as generators or coolers
- No additional signage other than what was described in the plan and conforms to Zoning
- No externally projected music or sounds of music on exterior of building
- No additional lighting since the operation will occur during daylight hours
- That the "seasonal" Deli open to the public no earlier than May 1 and operate no later than October 18

c: Jamestown Planning Commission

Attachment: Planning Commission Minutes March 18, 2009 and April 1, 2009

Approved As Amended 4-1-09
PLANNING COMMISSION MINUTES
March 18, 2009
7:30 PM
Jamestown Town Hall
93 Narragansett Ave.

The meeting was called to order at 7:33 p.m. and the following members were present:

Gary Girard Michael Swistak
Barry Holland Jean Brown
Nancy Bennett

Not present:

Alexandra Nickol
Richard Ventrone

Also present:

Lisa Bryer, AICP – Town Planner
Cynthia Reppe – Planning Assistant
Peter Rugeiro – Town Solicitor
Jeff Apt – Moap Properties
Mark Liberati – Attorney
Mr. & Mrs. Eichler – owners Dutch Harbor Boat Yard
Bucky & Mary Brennan
Kate Smith
Randy White
Spencer Potter
Andrew Weicker
Maya White
Ken Newman

I. Approval of Minutes March 4, 2009

A motion was made by Commissioner Swistak and seconded by Commissioner Bennett to accept the minutes as written. So unanimously voted. Commissioner Girard abstains.

II. Correspondence

1. FYI – Letter from Chris Powell, Chair of Conservation Commission - Re: Heliports. Received
2. CRMC – Public Notices. Received
3. CRMC – Residential Assent – Lawrence & Elizabeth Allen, 418 East Shore Rd., Jamestown RI; to construct and maintain a residential boating facility, requiring a 76' length variance from the standard. Plat 4, Lot 28. Received
4. FYI – Letter to Joseph Manning – Partial release of bond. Received

III. Citizen's Non Agenda Item – nothing at this time

IV. Reports

1. Town Planner's Report
2. Chairpersons report

Thank you to Commissioners for letting the office know when you will be on vacation or absent. Please continue to do so.

3. Town Committees
 - a. Harbor

Commissioner Bennett reported the Curbs and Rails project at East Ferry is proceeding as weather permits. The Fort Getty Boat ramp is in Type I waters. Chris Powell who attended the meeting had written the Harbor Commission explaining that CRMC is pretty clear about not dredging in Type I waters with the possible exception for maintenance of a preexisting boat ramp. The plans for the boat ramp were considerably more extensive than simply maintenance. After much discussion, it was decided to go to CRMC for a preliminary determination before proceeding with the full-on permitting process.

- b. Fort Getty

Ft. Getty Committee – The Town Solicitor, Town Administrator, myself and FAST representatives are working together to develop a Lease Agreement. Cyndee and I are in the process of developing the process for burying the utilities in the area of the boat ramp for safety reasons.

- c. Buildings and Facilities

Has not met since our last meeting

- d. Tree Preservation and Protection

Tree outside town hall is slated for removal before Arbor Day and new tree planted on Arbor Day. Mike Gray, Town Engineer asked for condition of trees on Narragansett Ave and to recommend replacement species. The tree committee with the help of Trees New England will be preparing a recommendation for removal and replacement with a variety of species.

- e. Affordable Housing Committee

Has not met since our last meeting. They will be meeting soon to review the second draft of the Zoning Ordinance amendments and also the FY09 CDBG application.

- f. Wind Energy

Met on March 3 and discussed the Renewable Energy Grant application that will be submitted on March 31. The Feasibility Study is expected to be delivered this week.

- g. North Rd. Bike Path Committee

They met on March 4 as was verbally reported at the last meeting.

- h. Water Resources Protection Committee

Have not met since our last meeting.

- i. Sub Committees

V. Old Business

1. Spencer – Plat 14, Lot 347 – Boom St. – Zoning Ordinance Section 314 Sub District A Review, High Ground Water Table – Impervious Overlay District – Recommendation to the Zoning Board – Cont'd – Recommendation for Approval

Commissioner Bennett has a couple of questions regarding the plan, she questioned Mr. Aptt about the 2 vs. 3 bedroom plan again. He again explained that this plan was customized for the Spencer's and was made to be a 2 bedroom. She asked if they had brought this plan showing two doors to the second bedroom to anyone in the Planning office. They had brought it to Michael Gray. Commissioner Bennett said that they had agreed to remove the framing of the second

door to second bedroom from the plan but they had not changed the plans. Mr. Aptt assured the commission that the framing of the second door would be removed from the plan.

With regards to the porous concrete Mike Gray, town engineer's words will be added as a major bullet to the recommendation, stated Commissioner Holland. Commissioner Brown with regards to the 2 vs. 3 bedroom issue asked is there a closet in the 3rd room? No there isn't responded Mr. Aptt. Commissioner Brown reminded everyone on the commission that a bedroom is defined as having a closet according to regulations, so therefore it is a 2 bedroom.

Commissioner Bennett referred the commission to Michael Gray's 2/26/09 memo and recommended adding a condition to fulfill his suggestion that "...any approval of the application require that the design engineer review the construction of the porous concrete driveway and submit a letter with supporting information to the building official before a Certificate of Occupancy" is issued. The chair suggested making it a separate bullet and using Mike Gray's words. A Motion to send a positive recommendation to the Zoning board with the above change was made by Commissioner Girard and seconded by Commissioner Swistak.

So unanimously voted.

2. Jamestown Zoning Ordinance Amendments – Transmittal of Second Draft

Commissioner Girard announced to the Planning Commission and the audience to submit in writing any questions or issues they have to the planning office.

Town solicitor Peter Ruggeiro stated the document is up front the way it is structured. He suggested creating a special village map district, and then the Zones would be sub districts. Then the way it is written would be acceptable. He had a question about page 76 the summary of what the Smart Code Does section, maybe it can be reorganized as a footnote or such. Affordable housing needs reference to the state law and housing appeals board, they change from time to time. He can work them in. This is an Evolutionary document that will be reviewed and updated before it's recommended to the council and he can track changes. As far as he sees, there only needs to be minor changes to accomplish what they want. The biggest issue is the map.

Commissioner Bennett – what takes precedent in 82-1107 1c. and 2. and Table 11-1 regarding the disposition of houses on lots? Mr. Ruggeiro said he did not feel there was a conflict between the two sections and the graphic because it specifically states that facades in CL and CD shall be built parallel to front lot lines. But you can always be more specific. Mr. Ruggeiro suggested asking Fred Brown his interpretation since he is the enforcement officer. How would you read this how would you apply it?

Commissioner Bennett questioned the new section regulating PODS (temporary portable storage units). She remembers not having to get a permit for less than 30 days. She remembered and her notes indicated that the Commission voted to eliminate the sentence that "A permit shall not be required if a unit is stored for 30 days or less" as tracking would be difficult. It was agreed that all PODS get a permit for tracking purposes.

Commissioner Girard asked that the commissioners send their questions to the town planner in writing.

VI. New Business

1. **DHBY, LLC – Dutch Harbor Boat Yard Development Plan Review – proposed seasonal deli in existing building – Plat 8, Lot 463**

Attorney Mark Liberati represents the Eichlers, owners and principals of the property. This proposal was generated by Peter Liberati his son who wants to sell sandwiches to Dutch Harbor Boat Yard customers. The owners received requests last year asking for sandwiches, this operation has operated as a bare bones boat yard. There is an existing shack that the sandwiches will be sold from. A variance is needed because it is 3 feet off the property line. He is requesting a variance for the one space it was determined to need from parking. This will only operate during summer months and not when the boats are on land. It should operate on the same schedule as the lease and parking of boats. If planning or zoning needs an additional space they can do that, this is a grandfathered use in terms of parking and parking has always been on town property. They will be asking for relief from parking and zoning setbacks.

Commissioner Swistak asked if this is a subcontract or a lease? A lease. All licensing will be provided for by Mr. Liberati.

A discussion ensued regarding the expected hours of operation. They may open up for bagels in the morning so they think it will be 8-6p.m. but are asking for 8-8p.m. just to be sure. Victualing license will be 8-8p.m. Define the season so it could mesh with the lease from May 15-Oct 15. Will delivery trucks be bringing food in and what about trash trucks, will that increase? He will prepare food at his restaurant in Newport and if not sold in Jamestown it will go back to Newport. A standard indoor deli cooler, minimum retention of food storage, and there is a dumpster there now but it will not be a problem for additional pick up if needed. A microwave will be used, but not a stove and maybe a hot plate for chowder or soup, a coffee pot and a refrigerator or deli case. Those are the only pieces of equipment that will be needed. All plug in appliances.

Commissioner Bennett asked what is your intention if nothing more than sandwiches that you need the hours to be until 8:00 p.m.? Are you open to restricting this to lunch only and closing early? Mr. Liberati explained that people want to go out later when they get off work, so they will have the ability to pick up a sandwich on their way to their boat. Mr. Liberati conceded that the sandwich shop could close at 6 p.m. if that is what the Commission wanted. What about music? Mr. Liberati answered that live entertainment is not part of any proposal, if you want to prohibit a radio they can live with that.

Commissioner Brown asked does the electric need upgrading? They will be checking with Mr. Brown.

Mr. Eichler responded regarding the trash issue, when they took it over they upgraded to a 6 yard container since people from around town were putting their garbage in there. There should not be more garbage then there already is.

They are providing an amenity to their customers who are always asking, where can they get something to eat? Commissioner Bennett asked about picnic benches not being put on Narragansett Ave. They are not there currently, they will be located to the north and the beach end by the railroad system as shown on the plan.

Kate Smith 15 Spanker St. – currently parking is open to public, in the event of a family coming down from Cranston to get a sandwich and not be on a boat there will be parking problems. Don't forget the impact of parking issues and signage etc. This is now inviting anyone to come have lunch at Dutch Harbor.

Mr. Liberati said this is private property. Commercial waterfront in both locations, east and west ferry, this is a public facility. His son has never put ads in the paper to just sell sandwiches it is intended for the customers. This concept is to provide an amenity to their customers.

Randy White - Westwood Ave - will seating at picnic tables be the only seating? He was answered that there are currently 4 tables on North side and the beach end along railroad system.

Mary Brennan - 238 Narragansett Ave – parking is her issue, 150 private moorings parking extends well up Narragansett Ave. during the summer. They need 167 parking spaces just for the moorings. They are already short without the introduction of the sandwich shop

Bucky Brennan - 238 Narragansett Ave. – parking is his issue too. They like the improvements that have been done to the boatyard but it's his opinion that a sandwich shop is not a water related use. What is the definition of a lunchroom? If the residents have no ability to control having a lunchroom then restrict the hours. Mr. Brennan stated outside compressors will be noisy, every weekend the dumpster is overflowing he is not sure about last year but in years past. Mr. Liberati complained when they tried to expand the east ferry area. Mr. Brennan said he is a nimby he doesn't want to be a nimby but he cannot support this without all the other issues being taken care of. His daughter works at East Ferry and she goes in at 5 am. He does not want to see early hours happen. Hour restrictions and size restriction and no cooking on the premises are what he would like.

Spencer Potter – 25 Westwood Rd. and Narragansett Ave – the West Ferry community would be badly served and he is opposed.

Commissioner Swistak questioned an issue that Mary Brennan brought up with regards to parking spots, are there any variances in effect currently.

Fred Brown, zoning enforcement officer did a calculation that relates to what Dutch Harbor is required based on number of moorings owned by DHBV and they own 100 and the parking requirement is 68. But they are grandfathered for what they have. A discussion about parking for the private moorings vs. the town moorings ensued.

Commissioner Brown left at 8:40 p.m.

Commissioner Swistak – during the review of the zoning ordinance amendments during the use tables discussion they discussed adding a lunchroom definition but as of today it is not defined.

Andrew Weicker – West Ferry -The anticipated customer base of people purchasing a sandwich is boaters?

Ads
run in
press

Alison Eichler, owner of Dutch Harbor Boat Yard said the majority of the people are day boaters. Their transient slips are a big part of their income and those boaters have no car.

Fred Brown approved this use under the code because it is listed as a permitted use in CW.

Bucky Brennan thinks the parking calculation he did was 1 additional space to meet his requirement. He does not think it is a grandfathered nonconforming pre existing use. He is ok with that and now you have the burden of proof to show 1 more space is needed. We all want access to the water. He thinks it is not a water related use.

Kate Smith agrees with the concept about it being an amenity, the real crux is parking. We are adding a new use, an eatery, how will you be able to control it?

Commissioner Swistak asked, "Is it a Newport business catering to an off site business or will it have a Narragansett address?" Which Town collects the meal tax? That matters to him.

Spencer Potter – I want to remind you this is the nose of the camel under the tent.

Randy White – 14 Westwood Rd. - you underestimate the attractiveness of the area. He is also concerned about the control, he is encouraged by the fact that it is for the boaters only and the only seating will be the picnic tables.

The Eichlers are letting Peter Liberati try this without charging the first year. Limiting the number of picnic tables is the decision of this board. They are there now.

Ken Newman 23 Ave B – most important is the parking concept. This is a great idea. The purview of this committee, it's your responsibility. He does not restrict the use of his private beach, what he would say is he would not want to tie their hands with the hours but dinner is a little more than lunchroom on the other hand the town does not do much by keeping the area clean the Eichlers do it, the houses south is where there will be impact from the music, you may underestimate how nice this will be. His biggest concern is parking on the front line as long as it isn't a destination for people other than boaters. Be very specific and make sure it does not expand.

Commissioner Girard reminded the commission said this is a permitted use and they are here for development plan review.

Maya White – 14 Westwood Dr. – how about a sticker system for parking your car at West Ferry? The town will not do that she was answered although some people in the audience agreed with her but that is an enforcement issue.

Bucky Brennan asked if DPR allows parking requirements to be addressed. Commissioner Girard stated they are making a recommendation to zoning. The Zoning Board will make the decision.

Commissioner Holland said most of this is speculation on what could happen with regards to parking, it is a permitted use. Will there be an increase in parking? Will this encourage outside people in addition to boaters to go there because of the sandwich shop? Why would anyone want

to go down there just to get a sandwich if parking is a half a mile up the road and since parking seems to be such an issue? It makes sense that the only customers are the ones that are parked there already.

A discussion ensued between the planning commissioners and the town solicitor regarding limiting the approval by recommending conditions and using a Sunset clause. With a sunset clause the applicant's approval will be for one year and then they will come back and ask for an extension but it would have to go before a more formal review. Granting approval for 1 year and then reviewing it at that point they can extend for 5 years or more.

Commissioner Swistak asked if we can require this to be a Jamestown address so that the town will benefit from the meal taxes etc. This is not something this board has any control over stated Mr. Rugeiro.

Commissioner Swistak made a motion that Commissioner Girard seconded to draft a recommendation to the Zoning Board for preliminary approval and that the Town Planner will prepare it with the following conditions or restrictions;

- Reviewed in 1 year by the Planning Commission
- Hours of operation will be no greater than 8am to 6pm and to allow for only 30 minutes of prep time prior to opening and 30 minutes clean up after closing;
- No additional seating will be added and it will not exceed the 5 existing picnic tables
- No cooking on site. Only equipment necessary to handle prepared meals such as microwave and electric heating elements
- No external machinery or equipment such as generators or coolers
- No additional signage other than what was described in the plan and conforms to Zoning
- No externally projected music or sounds of music on exterior of building
- No additional lighting since the operation will occur during daylight hours

Commissioner Bennett suggested hours of 8-4 p.m., Commissioner Girard reminded her that the majority of the board has agreed to 8-6 p.m.

Commissioner Swistak asked if in the draft we can articulate that the season coincides with the lease of Town Land.

This will come back to the Board for final review and approval.

So unanimously voted.

2. FY 2009-2010 Planning Budget – Planning Commission Review

The Planning Commission often reviews the yearly Planning budget stated Town Planner Lisa Bryer. It is the same as last year with a few changes. The grant writer and the architect review line item have been eliminated. The Town Administrator promised her that if we need funding the town will get it out of emergencies and incidentals. If we need it we have it this is just to keep the budget down and we have not used either very much in the past year. We have the ability to charge applicants remember under Section 410 of the Zoning Ordinance for an architect. This line item is for if the Planning Commission wanted to hire an architect on our behalf then it will have to come out of emergencies and incidentals.

Planning Commission Minutes
March 18, 2009
Page 8

Commissioner Girard made a motion to approve the budget which was seconded by Commissioner Swistak. So unanimously voted.

A motion to adjourn at 9:45 p.m. was made by Commissioner Holland and seconded by Commissioner Bennett. So unanimously voted.

Attest:


Cynthia L Reppe

This meeting was digitally recorded

Approved As Amended
PLANNING COMMISSION MINUTES
April 1, 2009
7:30 PM

Jamestown Town Hall
93 Narragansett Ave.

The meeting was called to order at 7:35 p.m. and the following members were present:

Gary Girard	Michael Swistak
Jean Brown	Barry Holland
Richard Ventrone	Alexandra Nickol
Nancy Bennett	

Also present:

Lisa Bryer, AICP – Town Planner
Cynthia Reppe – Planning Assistant
Mark Liberati – Attorney

I. Approval of Minutes March 18, 2009

A motion was made by Commissioner Swistak, seconded by Commissioner Girard to accept the minutes. Commissioner Bennett proposed the following additions to the minutes:

Page 2 – bottom paragraph, after second sentence add:

She (Commissioner Bennett) asked if they had brought this plan showing two doors to the second bedroom to anyone in the Planning office. They had brought it to Michael Gray. Commissioner Bennett said that they had agreed to remove the framing of the second door to second bedroom from the plan but they had not changed the plans. Mr. Aptt assured the commission that the framing of the second door would be removed from the plan.

Page 3 – after the third sentence add:

Commissioner Bennett referred the commission to Michael Gray's 2/26/09 memo and recommended adding a condition to fulfill his suggestion that "...any approval of the application require that the design engineer review the construction of the porous concrete driveway and submit a letter with supporting information to the building official before a Certificate of Occupancy" is issued. The chair suggested making it a separate bullet and using Mike Gray's words.

Page 3 – last paragraph after second sentence add:

She remembered and her notes indicated that the Commission voted to eliminate the sentence that "A permit shall not be required if a unit is stored for 30 days or less" as tracking would be difficult.

Page 4 – 4th paragraph, after the third sentence add:

Mr. Liberati conceded that the sandwich shop could close at 6 p.m. if that is what the Commission wanted.

Commissioner Girard suggested a change on Page 6, middle of page:

Commissioner Girard reminded the commission said-this is a permitted.....

The motion was amended to include the proposed changes by Commissioner Swistak and seconded by Commissioner Girard. So unanimously voted. Commissioners Ventrone and Nickol abstain.

II. Correspondence

1. FYI – Letter To Lee, Harris, Turillo – Administrative Subdivision approval. Received
2. FYI – Letter to Mr. Bert Spencer – Recommendation to Zoning Board. Received
3. FYI – Memo to Zoning Board – Spencer – Boom St. recommendation. Received

III. Citizen's Non Agenda Item – nothing at this time

IV. Reports

1. Town Planner's Report
Commissioner Bennett questioned whether or not FAST needed the dredging done at Fort Getty in order to go through with the sailing school proposal. The Town Planner answered no.
2. Chairpersons report
3. Town Committees
 - a. Harbor – has not met since last meeting
 - b. Fort Getty - Lisa Bryer, Town Planner reported that Bruce Keiser, Town Administrator, Solicitor Peter Ruggeiro and others met to discuss the lease between FAST and the town for the proposed Sailing Facility at Fort Getty. The Town Council will meet on April 20th, 2009 to review the lease.
 - c. Buildings and Facilities - has not met since last meeting
 - d. Tree Preservation and Protection - has not met since last meeting
 - e. Affordable Housing Committee – will be meeting Monday April 6, 2009 to review FY 2009 CDBG grant and the proposed 2nd draft of the zoning amendments.
 - f. Wind Energy – The Town Planner reported that the Wind Energy Committee met last night to discuss the draft economic feasibility study. They are expanding the contract by \$3000 for additional work. They will ask the TC for this amendment on Monday night. They will also ask the TC to endorse the Grant to the EDC.
 - g. North Rd. Bike Path Committee – The Bike committee met this afternoon and discussed bike path alignment possibilities.
4. Sub Committees

V. Old Business

1. **DHBY, LLC – Dutch Harbor Boat Yard Development Plan Review – proposed seasonal dell in existing building – Plat 8, Lot 463 – Preliminary approval and Recommendation to Zoning Board - Approval of Motion**

Attorney Mark Liberati sent communication via email to Planning Assistant Cinthia Reppe regarding some issues he had with the proposed motion. Commissioner Girard made a motion that was seconded by Commissioner Ventrone to approve the motion that was drafted by the Commission at the last meeting and presented in a Memo by the Town Planner to the Planning Commission dated March 26, 2009.

A discussion ensued regarding the review after one year and the Town Councils control of the Victualing license. The Town Council can revoke this at any time if they feel it is not working

or can put conditions on the license. Commissioner Holland said he thought the solicitor gave that advice regarding the review but after the solicitors discussed this issue it was decided that the Zoning Board or Town Council can put conditions on it. Commissioner Bennett questioned why this is happening since the neighborhood thought this would be a condition, as far as review after a year. Commissioner Girard said this is the advice of the Zoning Solicitor.

Commissioner Bennett wants an additional condition added. She wants Dutch Harbor boatyard to develop parking stickers they can issue to their customers. Commissioner Swistak said a parking sticker is out of the Planning Commissions purview that is up to the Town Council. Commissioner Girard stated the parking committee tried 15 years ago to develop parking stickers, and it is brought up every now and then. This issue has been going on for a long time. Commissioner Brown has an issue with trying to control parking for the public since this is a public Right of Way to access the water.

The Town Planner reminded the commission that the property owner would have sole authority for enforcement of parking stickers on their private property and if they do not enforce it there is nothing that can be done about it. She also reminded everyone the public Right of Way is waterfront access. The notion that the intent of this sandwich shop is to only service only boaters is not realistic and there is nothing that can be done to limit clientele to only boaters. We do not have the authority to do this Commissioner Girard stated.

Commissioner Bennett wanted to limit the hours further to close at 4 instead of the agreed upon 6 pm. Commissioner Ventrone confirmed that they had originally asked for 8pm. He thinks limiting the hours to a 6:00 p.m. closing is too restrictive because you cannot predict how things will be, he asked the Planning Commission to reconsider the closing time but the majority of the commissioners want to keep the hours as originally agreed upon, 8:00 a.m.-6:00 p.m. with a half hour prep and clean up time before and after. The commission will also recommend May 1 opening- Oct 18 closing, ~~which dovetails with the boat storage and lease.~~ Mr. Liberati said, lets get through the first year and see how it goes.

The Planning Commission eliminated the 1st bullet which says the application will be reviewed in 1 year by the Planning Commission and changed the seasonal deli months of operation to May 1 opening- Oct 18 closing. The final motion read:

At the April 1, 2009 Planning Commission meeting Commissioner Girard made a motion that Commissioner Ventrone seconded to grant preliminary approval to the referenced application and draft a recommendation to the Zoning Board with the following conditions/restrictions;

- Hours of operation will be no greater than 8am to 6pm and to allow for only 30 minutes of prep time prior to opening and 30 minutes clean up after closing
- No additional seating will be added and it will not exceed the 5 existing picnic tables
- No cooking on site. Only equipment necessary to handle prepared meals such as microwave and electric heating elements
- No external machinery or equipment such as generators or coolers
- No additional signage other than what was described in the plan and conforms to Zoning
- No externally projected music or sounds of music on exterior of building
- No additional lighting since the operation will occur during daylight hours
- That the "seasonal" Deli open to the public no earlier than May 1 and operate no later than October 18 ~~which coincides with the lease of Town Land.~~

So voted:

Gary Girard - aye	Michael Swistak - aye
Jean Brown - aye	Barry Holland - aye
Richard Ventrone - aye	Alexandra Nickol - aye
Nancy Bennett - aye	

Motion passes 7-0

VI. New Business

1. CDBG – Endorsement of Application FY 2009

Town Planner Lisa Bryer explained the Community Development Block Grant to the Commission and went over the sub-recipient requests. Commissioner Brown asked about painting at the Bayside apartments and some landscaping to make it aesthetically more appealing. Town Planner Lisa Bryer stated she is not sure what improvements will be made but will suggest this to Church Community Housing Corp.

Commissioner Girard made a motion that was seconded by Commissioner Bennett that states: The Jamestown Planning Commission hereby certifies that the proposed FY2009 Community Development Block Grant activities are in compliance with local development policy as set forth in the 2002 Jamestown Comprehensive Community Plan as amended in 2004 and with the Jamestown Subdivision and Land Development Regulations and Jamestown Zoning Ordinance.

So voted:

Gary Girard - aye	Michael Swistak - aye
Jean Brown - aye	Barry Holland - aye
Richard Ventrone - aye	Alexandra Nickol - aye
Nancy Bennett - aye	

Motion passes 7-0

2. Comprehensive Community Plan 5 year update – Discussion

Town Planner Lisa Bryer informed the Planning Commission that we handed out the 1998 Community Survey including the responses for them to look at and that 31% of the residents responded to the survey which was very successful. She would again like to use this public participation strategy as an initial step to gauge public sentiment. Please review the questions to see if there are any additional questions added. The chair asked members to send comments to the Planner by e-mail.

Statewide planning is looking at changing the requirement for a 5 year update to the comprehensive plan to 10 year plan. The updating of the Comprehensive Plan is a requirement every 5 years, and upon its adoption, the Zoning ordinance and subdivision regulations then need to be updated; the State recognized that this is a cycle that takes longer than 5 years. If our plan expires, locally it is still good and at a state level it would be expired. The state has no authority to grant an extension. If amendment is made we are not sure if it will be retroactive.

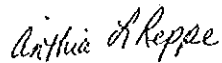
In the mean time, I would like to develop a strategy for going forward. In terms of public participation, the last time we had public hearings on all of the elements, Lisa Bryer did most of the compiling of the update and public input. The Board was the review mechanism. The other towns are using smaller committees now which seem to be very successful, consisting of 1 member of the planning commission and then members of the community. There would be several

short term small committees to provide input. The purpose of the update is to look at what has changed since the last update. Everyone needs to take a look at the survey and we should maintain continuity between the 2 surveys. Let's see how public opinion has changed over the years and see if the questions are still appropriate and we will discuss this at a meeting in May. Please provide your comments to the office before the next meeting.

Commissioner Bennett questioned the amount of time it took for the state to respond and accept the plan last time and was informed it will be that long if not longer this time since staff has been reduced. Town Planner Lisa Bryer said the key is not to get caught up in the minutia, pick a date and a time and no more updating after that. We will discuss this on the May 20th agenda.

A motion to adjourn at 8:26 p.m. was made by Commissioners Ventrone and Swistak. So unanimously voted.

Attest:



Cynthia L. Reppe

This meeting was digitally recorded

JAMESTOWN ZONING BOARD OF REVIEW

Minutes of the April 28, 2009 Meeting

A regular meeting of the Jamestown Zoning Board of Review was held at the Jamestown Town Hall, 93 Narragansett Avenue. The Chairman called the meeting to order at 7:00 p.m. The clerk called the roll and noted the following members present:

Thomas Ginnerty
Don Wineberg
Richard Boren
Joseph Logan
David Nardolillo
Dean Wagner
Richard Cribb
Richard Allphin

Also present: Brenda Hanna, Stenographer
Pat Westall, Zoning Clerk
Fred Brown, Zoning Officer
Wyatt Brochu, Counsel

MINUTES

Minutes of March 24, 2009

A motion was made by Thomas Ginnerty and seconded by Joseph Logan to accept the minutes of the March 24, 2009 meeting as presented.

The motion carried by a vote of 5 -0.

Thomas Ginnerty, Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

CORRESPONDENCE

None at this time.

NEW BUSINESS

Ryng-Dutton Appeal

A motion was made by Thomas Ginnerty and seconded by Don Wineberg to continue the appeal of Janice Ryng-Dutton to the May 19, 2009 meeting.

The motion carried by a vote of 5 -0.

Thomas Ginnerty, Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

Ryng-Dutton

A motion was made by Thomas Ginnerty and seconded by Don Wineberg to continue the variance request of Janice Ryng-Dutton to the May 19, 2009 meeting.

The motion carried by a vote of 5 -0.

Thomas Ginnerty, Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

Dutch Harbor

A motion was made by Don Wineberg and seconded by David Nardolillo to grant the request of Dutch Harbor, LLC whose property is located at 252 Narragansett Ave., and further identified as Tax Assessor's Plat 8, Lots 2, 463, & 597 for a special use permit under Article 82, Section 704 and a variance from Article 82, Section 302, Table 3-2 (District Dimensional Regulations) requiring a thirty foot setback from the street. Three feet is provided. Article 82 Section 1200 requiring one additional parking space for the proposed use and sixty-eight spaces for the existing marine, Article 82 Section 1202 requiring that parking shall be located in the rear portion of the property. The above relief is requested in order to change the use of a non-conforming 10' x 15' storage shed to sell prepared foods at retail.

↙
What does this mean?

Regarding this request, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600

Regarding the request for a Variance, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 606, PARAGRAPHS 1 through 4, and SECTION 607, PARAGRAPH 2.

Regarding the request for a Special Use Permit, this Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 602.

This Variance is granted with the following restrictions:

1. The conditions recommended for this project by Gary Girard, Chair, Jamestown Planning Commission in his April 6, 2009 memorandum to the Jamestown Zoning Board and the Zoning Enforcement Officer are hereby incorporated by reference and imposed as conditions on the project except the condition related to music is that there shall be no music or other audio played by the project and deliveries may only be made during the permitted hours of operation and prep time.
2. This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a CW zone and contains 31,284 sq. ft.
2. Although some residents objected to the proposal in its entirety, most residents indicated they could support the proposed use as long as it was no larger or more intense than proposed.
3. The use itself is permitted as of right in this district, but the property has no other practical and alternative location for the use and the owner expressly indicated a desire for the service to be provided in an attractive manner.

The motion carried by a vote of 5 -0.

Thomas Ginnerty, Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

Spencer

A motion was made by Joseph Logan and seconded by Richard Boren to grant the request of Albert Spencer, whose property is located at Boom St., and further identified as Tax Assessor's Plat 14, Lot 347 for a special use permit under Article 3, Section 82-314 (High ground water table and impervious layer overlay district) to construct a two-bedroom single-family dwelling.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTIONS 600 and 602.

This Special Use Permit is granted with the following restriction/condition(s):

1. This project must be constructed in strict accordance with the site and building plans duly approved by this Board.
2. The Design Engineer shall review the construction of the porous concrete driveway and submit a letter to the Building Official before a C.O. is issued.

This motion is based on the following findings of fact:

1. Said property is located in a R40 zone and contains 7,200 sq. ft.
2. The Town Engineer has reviewed and recommended approval of the site plans for drainage, fill, and grading and runoff.
3. A second door to the second bedroom was removed from the plan.
4. The Planning Commission has recommended approval to the Zoning Board.
5. No dimensional variance was requested.

The motion carried by a vote of 4 - 1.

Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Thomas Ginnerty voted against the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

Peltier

A motion was made by Don Wineberg and seconded by Thomas Ginnerty to request an advisory opinion from planning under the ordinances as they think it should apply.

Don Wineberg withdrew the motion.

A motion was made by Don Wineberg and seconded by Thomas Ginnerty to continue the matter for a month subject to receiving an opinion from counsel as to how likely it is that the planning commission approval would be construed by the court to last this long.

Don Wineberg withdrew the motion.

A motion was made by Richard Boren and seconded by Don Wineberg to grant the request of Laurent Peltier, whose property is located on Hull St., and further identified as Tax Assessor's Plat 14, Lot 52 for a special use permit under Article 3, Section 82-314 (High ground water table and impervious layer overlay district) to construct a two-bedroom single-family dwelling.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTIONS 600 and 602.

This Special Use Permit is granted with the following condition:

1. This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a R40 zone and contains 7,200 sq. ft.
2. The matter was heard by the Planning Commission on 2 occasions, the last being in May 2007.
3. The Planning Commission recommended approval by a 6 - 0 vote.
4. The Zoning Ordinance regarding the overlay district has not changed since May 2007 and there has been testimony that the result would be the same except for a minor change of impervious lot coverage from approximately 14% to 13%.
5. The applicant is not seeking any dimensional variance.

6. Nikki Andrews, a designer of waste water treatment facilities testified that the only impervious area is the home.
7. She further testified there will be minimum runoff.
8. She further testified there are no wetlands on site.
9. She further testified that any building will have no effect on runoff.
10. The location of the house is best for the waste water system location.
11. Kevin Baker, designer, testified that he designed the house. It is a 2 bedroom, 1½ baths, proportionate to the neighborhood, aesthetically pleasing, 2nd floor is approximately ½ the size of footprint, and the house fits well with the surrounding area.
12. The 2 bedroom dead restriction is recorded.
13. No one spoke in opposition of the application.

The motion carried by a vote of 4 - 1.

Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Thomas Ginnerty voted against the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

Brittain

A motion was made by Thomas Ginnerty and seconded by Joseph Logan to grant the request of Jack H. & Mary Brittain, whose property is located at 230 Conanicus Ave., and further identified as Tax Assessor's Plat 8, Lot 493 for a special use permit from Article 82, Section 301 (Table 3-1, I (3)) to allow the use of the presently existing building on the premises as a two-family dwelling. No physical alterations to existing buildings are requested.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTIONS 600 and 602.

This Special Use Permit is granted with the following restriction:

1. This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a R20 zone and contains 47,554 sq. ft.
2. The property was used as a two-family dwelling prior to the single-family use by the present owner.
3. The setbacks are all satisfied.
4. The abutting property is marine storage to the rear, the town police exist to the north, the golf course across the street, and the only residential use is shielded by landscaping.
5. The purpose is to provide a house for their son and family.
6. There is more than adequate parking.
7. There are no objectors and Bill Munger, owner of the property to the rear supported the application.

The motion carried by a vote of 5 -0.

Thomas Ginnerty, Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

Dutra

A motion was made by David Nardolillo and seconded by Thomas Ginnerty to grant the request of Joseph F. Dutra, Jr. Trustee, whose property is located at 9 Mt. Hope Ave., and further identified as Tax Assessor's Plat 8, Lot 866 for a variance from Article 3, Section 302 (District Dimensional Regulations) to construct an addition (garage), which will be 20' from the front property line at Mt. Hope instead of required 30'.

This Board has determined that this application does satisfy the requirements of ARTICLE 6, SECTION 600, SECTION 606, and SECTION 607, PARAGRAPH 2.

In particular reference to ARTICLE 6, SECTION 606, PARAGRAPH 1, 2, 3, & 4.

This Variance is granted with the following restriction:

1. This project must be constructed in strict accordance with the site and building plans duly approved by this Board.

This motion is based on the following findings of fact:

1. Said property is located in a R20 zone and contains 21,822 sq. ft.
2. The variance will have no affect on the general character of the surrounding neighborhood.
3. The relief is the least amount required.
4. The abutting property was recently granted the exact same amount of relief.
5. No objectors were heard.

The motion carried by a vote of 5 -0.

Thomas Ginnerty, Don Wineberg, Richard Boren, Joseph Logan, and David Nardolillo voted in favor of the motion.

Dean Wagner, Richard Cribb, and Richard Allphin were not seated.

Solicitor's Report

Nothing at this time.

EXECUTIVE SESSION

Nothing at this time.

ADJOURNMENT

A motion was made and seconded to adjourn at 10:35 p.m.

The motion carried unanimously.



Town of Jamestown

Town Clerk's Office
Town Hall
93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-9800 Fax 401-423-7230
Email: cfernstrom@jamestownri.net

Cheryl A. Fernstrom, CMC
Town Clerk/Probate Clerk

PUBLIC HEARING NOTICE TOWN OF JAMESTOWN

Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on **Monday, November 2, 2015 at 7:00 p.m.** at the Jamestown Town Hall, 93 Narragansett Avenue on the following proposed amendment to the Code of Ordinances. Opportunity shall be given to all persons interested to be heard upon the matter at the public hearing. The following proposed ordinance amendment is under consideration and may be adopted and/or altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment must be presented for comment in the course of the public hearing. The proposed amendment is available for review and/or purchase at the Town Clerk's Office between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, excluding Holidays.

Section 1. The Town Council of the Town of Jamestown hereby ordains that the Jamestown Code of Ordinances, Chapter 70 Traffic and Vehicles Article III. Specific Street Regulations Sec. 70-52 Stop Intersections and Sec. 70-55 Restrictions on Certain Streets, as the same may have been heretofore amended, is hereby amended.

The following is a summary description of the proposed amendments:

To authorize stop intersections in conformance with Sec. 70-51 and restrict commercially-registered vehicles weighing over 7,000 pounds GVRW.

Section 2. This Ordinance amendment shall take effect upon its passage.

A copy of the entire amendment, as proposed, is available for review at the Jamestown Philomenian Library, 26 North Road; Jamestown Town Hall, 93 Narragansett Avenue; and online at www.jamestownri.gov.

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

FOR ADVERTISEMENT IN THE JAMESTOWN PRESS: October 22, 2015 edition.

Adopted by the Jamestown Town Council
At a Public Hearing on _____, 2015

Attest: _____
Cheryl A. Fernstrom, CMC, Town Clerk

**PUBLIC HEARING NOTICE
TOWN OF JAMESTOWN**

Notice is hereby given that the Town Council of the Town of Jamestown will conduct a public hearing on November 2, 2015 at 7:00 p.m. at the Jamestown Town Hall, 93 Narragansett Avenue on the following proposed amendment to the Code of Ordinances regarding Chapter 70 – Traffic and Vehicles. Opportunity shall be given to all persons interested to be heard upon the matter at the public hearing. The following proposed ordinance amendment is under consideration and may be adopted and/or altered or amended prior to the close of the public hearing without further advertising, as a result of further study or because of the views expressed at the public hearing. Any alteration or amendment must be presented for comment in the course of the public hearing. The proposed amendment is available for review and/or purchase at the Town Clerk's Office between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, excluding Holidays.

Section 1. The Jamestown Code Of Ordinances, Chapter 70, Traffic and Vehicles, as the same may have been heretofore amended, is hereby amended by changing the text of the Chapter, as follows:

NOTE: words set as ~~strike through~~ are to be deleted from the ordinance;
words underlined are to be added to the ordinance.

See Exhibit A, attached hereto and incorporated herein by reference.

Section 2. The Town Clerk is hereby authorized to cause said changes to be made to Chapter 70 of the Town of Jamestown's Code of Ordinances.

Section 3. This Ordinance shall take effect upon its passage.

Ad Date(s): October 22, 2015

Publication Source: Jamestown Press

Hearing Date: November 2, 2015

Action: _____

Certified: Cheryl A. Fernstrom, Town Clerk

Sec. 70-52. - Stop intersections.

Stop signs shall be erected and traffic controlled in conformance with Section 70-51 on the following streets and highways within the town:

Windsor Street and Cole Street	Cole Street
Windsor Street and Columbia Avenue	Columbia Avenue <u>4-way stop</u>
Windsor Street and Clarke Street	Clarke Street
Windsor Street at Southwest Avenue	Windsor Street

Sec. 70-55. Restrictions on certain streets.

Any commercially-registered vehicle weighing over 7,000 pounds GVRW is prohibited on the following streets. ~~Carr Lane and Reservoir Circle~~. This prohibition shall not apply to commercially-registered vehicles going to or coming from places upon such streets for the purpose of making deliveries of goods or providing services to property owners or similar activities for abutting lands or buildings, or federal, state, public service corporation or town-owned vehicles or, emergency response vehicles. ~~Carr Lane and Reservoir Circle shall be posted on each end with the use restriction information by the Department of Public Works. The Department of Public Works shall also post signage on East Shore Road and Route 138 as the "Truck Route."~~

Carr Lane

Columbia Avenue-from a point 200 feet south of West Street and continuing entire length to southern end.

Reservoir Circle

City of Providence

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

RESOLUTION OF THE CITY COUNCIL

No. 470

EFFECTIVE September 28, 2015

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, That the Providence City 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'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 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, Senate President M. Teresa Paiva Weed, Speaker of the House Nicholas A. Mattiello, State Senator Elaine J. Morgan, State Representative Justin Price, State Representative Doreen Costa, the Quonset Development Corporation Board of Directors, the Rhode Island Airport Corporation, and all Cities and Towns seeking their support in opposing same.

IN CITY COUNCIL

SEP 17 2015
READ AND PASSED


PRES.


CLERK

Effective without the
Mayor's Signature


Lori L. Hagen
City Clerk

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

CITY OF EAST PROVIDENCE

RESOLUTION NO. 15

RESOLUTION 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 the State of Rhode Island and the United States; 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 City Council of the City of East Providence (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's 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 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.

BE IT FURTHERH 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 Elaine J. Morgan, State Representative Justin Price, State Representative Doreen Costa, 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 City Council: October 6, 2015

Attest:

A handwritten signature in cursive script, appearing to read "K. Palumbo", is written over a horizontal line.

City Clerk of the City of East Providence, Rhode Island

Requested by: Councilwoman Capobianco

THE CITY OF WARWICK
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

RESOLUTION OF THE CITY COUNCIL

NO. R-15-110 DATE 10/19/15

APPROVED [Signature] MAYOR

RESOLUTION TO THE RHODE ISLAND AIRPORT CORPORATION REQUESTING
THAT THE QUONSET AIR MUSEUM REMAIN AT QUONSET POINT

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Resolved that,

WHEREAS, the health, safety and welfare of the citizens of the City of Warwick are matters of paramount importance to the City Council; and

WHEREAS, the Quonset Air Museum has been a catalyst in keeping the legacy and history of military aviation alive for North Kingstown, our State and this great 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 the public from all over the world in our State's aviation legacy. It has documented the contributions of Rhode Islanders to the growth and development of aviation and space exploration through various collections and displays; and

WHEREAS, the Quonset Air Museum fills a need for aviation education while bringing added tourism, economic development and complementing our highly successful Rhode Island National Guard Open House and Air Show.

NOW, THEREFORE BE IT RESOLVED that the Warwick City Council 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's and North Kingstown's rich military aviation heritage and important events to life; and

BE IT FURTHER RESOLVED, the Warwick City Council does not endorse any plans of the Rhode Island Airport Corporation (RIAC) 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

BE IT FURTHER RESOLVED, the Warwick City Council respectfully requests RIAC work with the Quonset Air Museum and the North Kingstown Town Council on a plan to keep

34 the Museum in its rightful place and retract its eviction notice of September 2015, instead,
35 honoring the Museum's current lease until 2021.

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37 ***BE IT FURTHER RESOLVED***, that a copy of this Resolution be forwarded to Governor Gina
38 Raimondo, Senate President Theresa M. Paiva Weed, Speaker of the House
39 Nicholas A. Mattiello, State Senator Michael McCaffrey, State Representative K.
40 Joseph Shekarchi, the Quonset Development Corporation Board of Directors, the
41 Rhode Island Airport Corporation and its Board of Directors, and all Cities and
42 Towns seeking their support in opposing same.

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45 The City Clerk is hereby directed to forward a copy of this Resolution to the Governor
46 Gina Raimondo, Senate President Theresa M. Paiva Weed, Speaker of the House Nicholas A.
47 Mattiello, State Senator Michael McCaffrey, State Representative K. Joseph Shekarchi, the
48 Quonset Development Corporation Board of Directors, the Rhode Island Airport Corporation
49 and its Board of Directors, and all Cities and Towns seeking their support in opposing same.

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52 This Resolution shall take effect upon passage.

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57 SPONSORED BY: COUNCILWOMAN VELLA-WILKINSON
58 COUNCIL PRESIDENT TRAVIS
59 COUNCILMAN LADOUCEUR
60 COUNCILMAN COLANTUONO

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63 COMMITTEE: INTERGOVERNMENTAL
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