



TOWN COUNCIL MEETING
Jamestown Town Hall
Rosamond A. Tefft Council Chambers
93 Narragansett Avenue
Monday, November 9, 2015
6:00 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) Town Council Sitting as the 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; continued from Town Council Meeting of November 2, 2015

RENEWALS: Approval of Licenses by Class, continued

a) CLASS A (PACKAGE STORE) – RETAIL

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

- i) Request a motion to approve the liquor license renewal application 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

b) **CLASS B – VICTUALER**

Islandish, Ltd.
dba: Chopmist Charlies
40 Narragansett Avenue

New England Golf Course Management, Inc.
dba: Jamestown Golf and Country Club
aka: The Caddy Shack

- 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

V. OPEN FORUM

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

- A) Scheduled to address
- B) Non-scheduled to address

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

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- A) Awarding of Bid: Upgrade of the Audio and Visual components of the Jamestown Philomenian Library Meeting Hall to SoundFX of Warwick, RI for an amount not to exceed \$24,855 as recommended by Library Director Donna Fogarty (using Champlin Foundation Grant Awarding funding)
- B) Jamestown Parks and Recreation Director; discussion and/or potential action and/or vote

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

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) November 2, 2015 (regular meeting)
 - 2) November 2, 2015 (interview session)
- B) Minutes from Boards, Commissions and Committees
 - 1) Jamestown Charter Review Committee (09/23/2015)
 - 3) Jamestown Charter Review Committee (10/14/2015)
 - 4) Jamestown Fire Department Incentive Committee (07/14/2015)
- C) CRMC Notices
 - 1) November 2015 Calendar
- D) Abatements/Addenda of Taxes
 - Total Abatements: \$614.54
 - 1) Properties – Abatement to 2015 Tax Roll
 - Property/Abatement Amount**
 - a) Plat 5 Lot 457 \$273.94
 - 2) Motor Vehicles – Abatement to 2013 Tax Roll
 - Account/Abatement Amount**
 - a) #08-0003-75M \$ 65.87
 - 3) Motor Vehicles – Abatement to 2014 Tax Roll
 - Account/Abatement Amount**
 - a) #08-0003-75M \$144.27
 - 4) Motor Vehicles – Abatement to 2015 Tax Roll
 - Account/Abatement Amount**
 - a) #08-0003-75M \$130.57
- E) Finance Director’s Report
- F) Multi-License renewal applications (December 1, 2015 - November 30, 2016):
 - 1) Islandish, Ltd. dba: **Chopmist Charlies**
 - a) Victualing License
 - b) Entertainment License
 - 2) BADA Bing, Inc. dba: **House of Pizza**
 - a) Victualing License
 - b) Amusement License
- G) Victualing License renewal applications (December 1, 2015 – November 30, 2016):
 - 1) Ace’s Pizza, Inc. dba: **Ace’s Pizza, Inc.**
 - 2) BADA Bing, Inc. dba: **Freddie Bing’s Hot Dog Thing** (Mobile Cart)
 - 3) East Ferry Market, Ltd. dba: **East Ferry Deli & Market**
 - 4) The Island Scoop dba: **Island Scoop**
 - 5) New England Golf Course Management, Inc. dba: **Jamestown Golf and Country Club aka: Caddy Shack**
 - 6) Varsha, Inc. dba: **Jamestown Wine & Spirits**

- 7) T-M-T Enterprises, Inc. dba: **McQuade's Supermarket**
- 8) Doriana Carella/The Village Hearth dba: **The Village Hearth**
- H) One Day Event/Entertainment License Applications
 - 1) Applicant: Shannon Alves/Lawn School 8th Grade Class
 Event: 8th Grade Fundraising Yard Sale
 Date: December 5, 2015
 Location: Jamestown Fire Station
 - 2) Applicant: Tom Harris
 Event: Jamestown Christmas Tree Lighting Ceremony
 Date: December 5, 2015
 Location: East Ferry
 - 3) Applicant: Conanicut Island Art Association/Alexandra Kent
 Event: CIAA Holiday Craft Fair
 Date: December 5, 2015
 Location: Lawn Avenue School

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

XII. AGENDA ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

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

MEMORANDUM

TO: Town Administrator
COPIES TO: Town Council Members, Solicitor
FROM: Cheryl Fernstrom, Town Clerk
DATE: November 6, 2015
SUBJECT: Liquor and Other License Renewals and Approvals

This memorandum is a follow-up to last Monday's Council meeting agenda items regarding license renewals, approvals, and compliance by license holders/applicants.

Liquor License Renewals. Three (3) liquor license renewals were continued from the November 2, 2015 Town Council Meeting:

Islandish, Ltd. dba: Chopmist Charlies
New England Golf Course Management, Inc. dba: Jamestown Golf & Country Club
Varsha, Inc. dba: Jamestown Wine & Spirits

All three (3) liquor license renewal applicants have received all required signatures and clearances. Town Council granting of the three liquor license renewals at the November 9th Town Council Meeting is requested.

Multi-License Renewals. Of the two multi-license renewals applicants, only the following is now in compliance:

Islandish, Ltd. dba: Chopmist Charlies
Victualing License
Entertainment License

The following applicant is not compliant and is missing signatures/clearances from one or more Town Department:

BADA Bing, Inc. dba: House of Pizza

Without all required signatures/clearances, this establishment will have to be closed effective as of 12:00 midnight on Monday, November 30, 2015.

Victualing Licenses. The following license renewal applicants have received all required signatures/clearances and Town Council granting of the Victualing licenses at the November 9th Town Council meeting is requested:

New England Golf Course Management, Inc. dba: Jamestown Golf & Country Club
Varsha, Inc. dba: Jamestown Wine & Spirits
East Ferry Market, Ltd. dba: East Ferry Deli & Market
Ace's Pizza, Inc. dba: Ace's Pizza
T-M-T Enterprises, Inc. dba: McQuade's Supermarket
Doriana Carella/The Village Hearth dba: The Village Hearth

The following license renewal applicants are not in compliance and are missing signatures/clearances from one or more Town Departments:

BADA Bing, Inc. dba: Freddie Bing's Hot Dog Thing (mobile cart)
The Island Scoop dba: Island Scoop

Without all required signatures/clearances, the above listed establishments will have to be closed effective as of 12:00 midnight on Monday, November 30, 2015.

Per Deputy Chief Tighe, Island Scoop has been working on rectifying the fire alarm violation that exists. He will revisit Island Scoop again this afternoon and report back to us if the violations are cleared. House of Pizza is not in compliance due to fire code violations. His landlord, George Dolos, has not cleared the fire code violations, per Deputy Chief Tighe. Fire Chief Bryer is out of town until Monday and stated he would be available for any re-inspections required. Per Water Clerk Denise Jennings, Freddie Bing has paid his Water & Sewer Bill, but his tenant at his personal property (Fowler Street) has not paid the Water & Sewer Bill, and payment is expected from the tenant by the end of the day (per Denise Jennings).

Victualing Licenses, continued. The following Victualing License and Victualing License (mobile cart) are continued to the December 7, 2015 Town Council Meeting for further review and discussion (as directed at the November 2nd Town Council Meeting):

Tallulah, LLC dba: Tallulah's Tacos
Tallulah, LLC dba: Tallulah's Tacos Mobile Unit

Thank you.

State of Rhode Island

Jamestown
City or Town RECEIVED
TOWN OF JAMESTOWN, R.I.

Board of Licensing Commissioners

15 AUG 31 AM 10:40

Application for License by Corporation

Retailer Class:

A BT BV C

Name of Applicant (Corp. Name): Varsha, Inc.

DBA: Jamestown Wine & Spirits Phone #: 423-0100/569-9981

Address of Premise: 30 Southwest Avenue, Jamestown, RI 02835

Hours of Operation: Monday - Saturday 8 AM to 10 PM/summer to 11 PM

State - Incorporated: RI Date of Incorporation: 02/17/2006

Name Address, Phone # and Date of Birth of all Officers: (8/16/39)

President: Varsha I. Patel, 30-A Southwest Avenue, Jamestown, RI 02835 08/11/1966

Vice President: n/a

Secretary: Varsha I. Patel, " "

Treasurer: Varsha I. Patel, " "

Name and Address of all Directors or Board Members:

n/a

Classes of Stock: (circle one) One Class No Par Value

Amount of Each Authorized: 1000 Amount of Each Issued: 1

Names and Addresses of All Registered Owners of Each Class and Amount Owned:

Varsha I. Patel, 30-A Southwest Avenue, Jamestown, RI 100%

If any of the above stock is hypothecated or pledged provide details:

n/a

If application is in behalf of undisclosed principal or party in interest, give details:

n/a

Does Applicant Own Premise? YES -or- NO Is Property Mortgaged? YES -or- NO

Is Property Leased? YES -or- NO

Town of Jamestown, Rhode Island
Board of License Commissioners
Alcoholic Beverage License Application

As part of the application process for a liquor license in the Town of Jamestown, the Alcoholic Beverage Licensing Commission of said town conducts an investigation to determine if the applicant has ever been convicted of any crime in this state or any other state. The applicant acknowledges the same, and consents to the investigation by the Commission or its designee, including the Jamestown Police Department, and the release of any information relating to a past criminal conviction of the applicant by any federal, state or municipal source to the Commission or its designee.

Signature of Applicant: Varsha T Patel

Print Name: VARSHA T PATEL

8/31/15 For Office Use Only

Advertising Fee: \$ 19.50 License Fee: \$ _____ Paid/Date: August 31 2015

Approval: Please Sign & Date

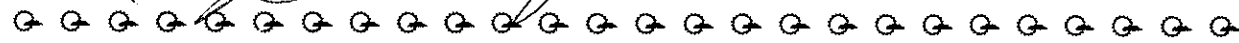
Chief of Police: [Signature] 9/18/15

Fire Chief: [Signature] 11.5.15

Zoning Official: [Signature] 10-28-15

Water & Sewer Clerk: [Signature] 10/26/15

Tax Collector: [Signature] 10/26/15



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a Public Hearing held on the _____ day of _____, 20____ for the period of **December 1, 20_____ to November 30, 20_____.**

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

State of Rhode Island

Jamestown
RECEIVED
TOWN OF JAMESTOWN, R.I.

Board of Licensing Commissioners

15 SEP 15 AM 10:28

Application for License by Corporation

Retailer Class:

A _____ BT _____ BV C _____

Name of Applicant (Corp. Name): Islandish, Ltd.

DBA: Chopmist Charlies Phone #: 423-1020

Address of Premise: 40 Narragansett Avenue, Jamestown, RI 02835

Hours of Operation: 11:30 AM to 1 AM

State - Incorporated: RI Date of Incorporation: 1995

Name Address, Phone # and Date of Birth of all Officers:

President: Charles T. Masso, 15 Weeden Ln. Jamestown, RI 02835

Vice President: S/A cell # 742-1980 DOB: 11/24/1956

Secretary: S/A

Treasurer: S/A

Name and Address of all Directors or Board Members:

n/a

Classes of Stock: One Class No Par Value

Amount of Each Authorized: 1000 Amount of Each Issued: 500 shares

Names and Addresses of All Registered Owners of Each Class and Amount Owned:

Charles T. Masso - 500 Shares Common

If any of the above stock is hypothecated or pledged provide details:

N/a

If application is in behalf of undisclosed principal or party in interest, give details:

N/a

Does Applicant Own Premise? YES -or- NO Is Property Mortgaged? YES -or- NO

Is Property Leased? YES -or- NO

Town of Jamestown, Rhode Island

Board of License Commissioners Alcoholic Beverage License Application

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Signature of Applicant: *Charles Masso*
Print Name: CHARLES MASSO

For Office Use Only

Advertising Fee: \$ _____ License Fee: \$ _____ Paid/Date: _____

Approval: Please Sign & Date

Chief of Police: *[Signature]* 9/18/15

Fire Chief: *[Signature]* 11-5-15

Zoning Official: *[Signature]* 10-28-15

Water & Sewer Clerk: *[Signature]* 10/26/15

Tax Collector: *[Signature]* 10/26/15



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Board of Licensing Commissioners

15 SEP -4 PM 2: 29

Application for License by Corporation

Retailer Class:

A _____ BT _____ BV C _____

Name of Applicant (Corp. Name): New England Golf Course Management, Inc.

DBA: Jamestown Golf & Country Club aka: Caddy Shack Phone #: 423-9930

Address of Premise: 245 Conanicus Avenue, Jamestown, RI 02835

Hours of Operation: 6 AM - 1 AM

State - Incorporated: RI Date of Incorporation: 4/1987

Name Address, Phone # and Date of Birth of all Officers:

President: Joe Mistowski, 265 Conanicus Ave., Jamestown 423-3041 10/7/1950

Vice President: Harriet Mistowski, 265 Conanicus Ave., Jamestown 423-3041 5/17/1951

Secretary: " "

Treasurer: " "

Name and Address of all Directors or Board Members:

Classes of Stock: One Class No Par Value

Amount of Each Authorized: 400 Amount of Each Issued: 100

Names and Addresses of All Registered Owners of Each Class and Amount Owned:

J. Mistowski - 50%

H. Mistowski - 50%

If any of the above stock is hypothecated or pledged provide details:

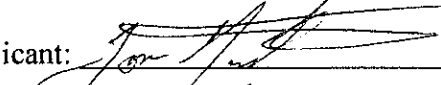
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Does Applicant Own Premise? YES -or- NO Is Property Mortgaged? YES -or- NO

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Town of Jamestown, Rhode Island
Board of License Commissioners
Alcoholic Beverage License Application


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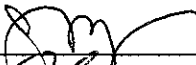
Signature of Applicant: 
Print Name: Jon Mistowski

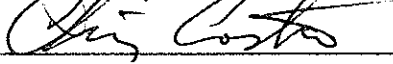
For Office Use Only


Advertising Fee: \$ 19.50 License Fee: \$ _____ Paid/Date: 9/4/15

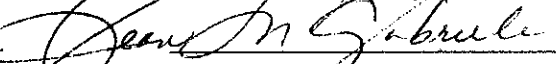
Approval: Please Sign & Date

Chief of Police:  9/18/15

Fire Chief:  11.5.15

Zoning Official:  10-28-15

Water & Sewer Clerk:  10/26/15

Tax Collector:  10/28/15



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Name Address, Phone # and Date of Birth of all Officers: (8/16/39)

President: Varsha I. Patel, 30-A Southwest Avenue, Jamestown, RI 02835 08/11/1966

Vice President: n/a

Secretary: Varsha I. Patel, “ ”

Treasurer: Varsha I. Patel, “ ”

Name and Address of all Directors or Board Members:

n/a

Classes of Stock: (circle one) One Class No Par Value

Amount of Each Authorized: 1000 Amount of Each Issued: 1

Names and Addresses of All Registered Owners of Each Class and Amount Owned:

Varsha I. Patel, 30-A Southwest Avenue, Jamestown, RI 100%

If any of the above stock is hypothecated or pledged provide details:

n/a

If application is in behalf of undisclosed principal or party in interest, give details:

n/a

Does Applicant Own Premise? YES -or- NO Is Property Mortgaged? YES -or- NO

Is Property Leased? YES -or- NO

Town of Jamestown, Rhode Island
Board of License Commissioners
Alcoholic Beverage License Application

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Signature of Applicant: Varsha T Patel

Print Name: VARSHA T PATEL

8/31/15 For Office Use Only

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Approval: Please Sign & Date

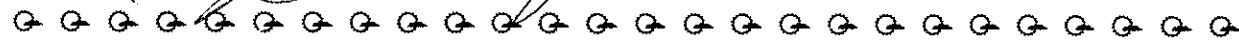
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Vice President: S/A cell # 742-1980 DOB: 11/24/1956

Secretary: S/A

Treasurer: S/A

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n/a

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Names and Addresses of All Registered Owners of Each Class and Amount Owned:

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Town of Jamestown, Rhode Island

Board of License Commissioners Alcoholic Beverage License Application

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Signature of Applicant: *Charles Masso*
Print Name: CHARLES MASSO

For Office Use Only

Advertising Fee: \$ _____ License Fee: \$ _____ Paid/Date: _____

Approval: Please Sign & Date

Chief of Police: *[Signature]* 9/18/15

Fire Chief: *[Signature]* 11-5-15

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Water & Sewer Clerk: *[Signature]* 10/26/15

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Board of Licensing Commissioners

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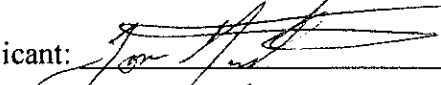
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Board of License Commissioners
Alcoholic Beverage License Application


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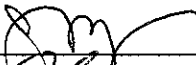
Signature of Applicant: 
Print Name: Jon Mistowski

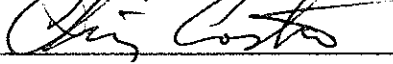
For Office Use Only


Advertising Fee: \$ 19.50 License Fee: \$ _____ Paid/Date: 9/4/15

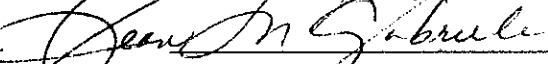
Approval: Please Sign & Date

Chief of Police:  9/18/15

Fire Chief:  11.5.15

Zoning Official:  10-28-15

Water & Sewer Clerk:  10/26/15

Tax Collector:  10/28/15



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a Public Hearing held on the _____ day of _____, 20____ for the period of **December 1, 20____** to **November 30, 20____**

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

Town Jamestown, Rhode Island
P.O. Box 377
Jamestown, Rhode Island
02835
Phone 401-423-7220
Fax 401-423-7229
<http://www.jamestownri.gov/>

Date: October 27, 2015
To: Andrew Nota, Town Administrator

From: Donna Fogarty, Library Director

RE: Bid Award

Champlin Foundation Grant Award of 2013 in the amount of 31,195.00 to upgrade the audio and visual components in the Meeting Hall.

As you may know, the library Meeting Hall is used by numerous non-profit and local organizational groups of Jamestown, in addition to the library itself and the Friends of Jamestown Library for informational programming and services.

In 2013, the equipment being used in the hall for presentations did not support many of the new advances to video and audio and therefore presentations were often of poor quality. In fact, the installed audio system had not been working for many years so computer speakers intended for small spaces were being used in its stead.

During this time, the library was able to participate in a Consortia-wide movie license purchase in order to show new DVD releases. We experienced an increase in attendance after this purchase. In addition to these films, the "Friends of Jamestown library" host a series of resident-favorite "Arm-Chair" travel programs that often included more advanced digital photo files than the equipment the library was using was capable of displaying.

With the assistance of Jack Evens, Technology Advisor for Newport Architecture Inc, the library explored new technologies and future needs of the library's Meeting Hall. The decision to install a larger stable wall-mounted screen with daylight technology was made. The ceiling mounted projector will produce a quality reproduction of photos and process a HD film with excellent visibility along with our new Cat6 technology. This installation will also allow for the smaller currently installed retractable screen to remain in place for small groups to utilize.

In Phase Two of the Grant, the library will address and evaluate the audio component that will include the sound quality and needs of the hall including but not limited to: acoustic ceiling tiles, blue tooth speakers, and applications for the hearing impaired with headsets or sound bars, etc....

Bids were advertised for the first phase (visual component) of the project on September 28.
Three companies attended a required Bidder's Conference on October 7th.
One Bid was received, opened and read in public on October 30.
Request to approve bid to:

SoundFx
Steve Medeiros
339 Quaker Lane
Warwick, RI 02893-2122

For the amount of \$24,855.00 (Please see attached)

I am recommending the first phase of the Champlin Grant Project be awarded to SoundFx for the visual components of the grant.

Thank you for your continued support

Donna Fogarty
Library Director
Jamestown Philomenian Library



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/02/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zelano Insurance Agency Inc 37 PLEASANT VIEW AVE GREENVILLE RI 02828-1907	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No):																				
	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :</td> <td>NATIONWIDE MUTUAL INSURANCE COMPANY</td> <td>23787</td> </tr> <tr> <td>INSURER B :</td> <td>THE BEACON MUTUAL INSURANCE COMPANY</td> <td>32924</td> </tr> <tr> <td>INSURER C :</td> <td></td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	NATIONWIDE MUTUAL INSURANCE COMPANY	23787	INSURER B :	THE BEACON MUTUAL INSURANCE COMPANY	32924	INSURER C :			INSURER D :			INSURER E :			INSURER F :	
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INSURED SOUND FX INC 339 QUAKER LN WEST WARWICK RI 02893-2122																					

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		ACP BPRM 5373566020	11/01/2015	11/01/2016	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPI/OP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		ACP BA 5373566020	11/01/2015	11/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	32924	04/17/2015	04/17/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: Jamestown Philomenian Library, Meeting Hall AVI RFP
26 North Road, Jamestown, RI 02835

Jamestown Philomenian Library is named as an Additional Insured

CERTIFICATE HOLDER

Town of Jamestown
 Town Administrator's Office
 93 Narragansett Avenue
 Jamestown RI 02835

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
 Anthony Zelano *Anthony zelano*



Meeting Hall AVI RFP

Clarification of bid

To clarify our bid submission to the Meeting Hall AVI RFP,

- 2 Cat6e cables to be supplied and installed between the projector and network
- Permit fee to the Town of Jamestown is to be deleted as it is not needed
- Terms and conditions corrected to read:
 - Acceptance of this proposal requires a purchase order to commence installation.
 - Proposal is good for 90 days.

Steven Medeiros

SoundFX Inc.

339 Quaker lane

West Warwick RI, 02893


401-826-2626



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: PARKS AND RECREATION DIRECTOR RECOMMENDATION
DATE: November 6, 2015

The following information is provided in support of my recommendation to the Council for the appointment of a new Parks and Recreation Director for the community. The Town's former Parks and Recreation Director, Bill Piva, served in this capacity for more than seven years, completing his tenure in this position on Friday, October 30, 2015. A search committee was formulated early during the month of October to develop and manage the search process for this position. In formulating this committee, I selected the Finance Director, Christina Collins, Public Works Director, Michael Gray and the Director of Planning, Lisa Bryer to directly participate in this process due to their routine contact and interaction with this position. The committee met on several occasions leading up to the beginning of the candidate review process. The official job description was updated after a thorough review of industry and professional criteria being used today in the hiring of professional staff in this field. The content of this position description was updated to address the broad responsibilities and involvement of this position in community initiatives, programing, and facility development and management, as well as the breadth of supervision and oversight that this person will have in the community on a wide array of issues. A copy of the revised job description is attached for your review.

In the paper review of resume materials provided by the applicants, a total of six candidates were selected for a first round of interviews. Of those six candidates, two reside in Jamestown, all six reside and have worked in Rhode Island and four possessed extensive professional recreation and parks work experience. It was pre-determined that a second round of interviews would be held should the need arise due to the competitive nature of the search process and should a candidate not be selected in this round, that the process would remain open until the right candidate for the community was eventually located.

Interviews were scheduled and held for the six candidates on October 28 and October 29, 2015. At the conclusion of this process a review of all of the interviewed candidates was held by the committee. The result of that process was that the full committee supported the recommendation of applicant, Andrew Wade, the Assistant Director of Parks and Recreation presently working in Lincoln, R.I. Andrew has served in this capacity for fifteen years, and spent considerable time in managing the Town's extensive recreation program, as well as coordinated the parks department maintenance functions, and provided support in the development of the department's capital improvement program, department master plan, hiring of full-time and part-time personnel, and budget development. He has also served as a consultant and Team Building facilitator since 1998, and previously worked with the YMCA of Greater Providence for five years.

In my familiarity with Andrew's work in the field and the diverse and broad conversation covered during his interview, all members of the committee were extremely impressed with his ability to address the questions presented in a professional and thorough fashion, tying in past and possible future applications here in Jamestown. His work with the Rhode Island Recreation and Parks Association has also been extensive having previously served as the organizations President and received numerous awards for his exemplary service.

Based on Andrew's past work in Rhode Island and my communication with his references and with other professionals within the Recreation field, it is without reservation that I recommend, Andrew Wade as Jamestown's next Parks and Recreation Director. With affirmation of this recommendation, Andrew is prepared to begin work with the Town during the month of December.

Should you have any questions regarding the process or this recommendation please let me know at your convenience.

Andrew Wade
145 Rathbun St.
Coventry, RI 02816
401-465-8541

9/17/15

Andrew E. Nota
Town Administrator
93 Narragansett Ave.
Jamestown, RI 02835

Town Administrator Nota,

I am writing to you today to formally submit my application for the position of Director of the Parks and Recreation Department your website on September 11th. I am excited about the opportunity to further my career in the field of Parks and Recreation in the State of Rhode Island. Having held a position for the last 15 years in the Town of Lincoln as the Assistant Director of Parks and Recreation, I have obtained many skills needed to lead a successful department. The attached resume highlights the unique skills and experience that qualify me to assume the role of Director of Parks and Recreation for the Town of Jamestown. I would like to have the opportunity to meet with you to discuss my qualifications in more detail and will make myself available for an interview at your earliest convenience. I can be reached via phone at (401)465-8541. I can also be reached by email at andrewwade5577@gmail.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Wade", written over a light blue horizontal line.

Andrew Wade

Enclosure: Resume, 2 p

ANDREW J. WADE

145 Rathbun Street | Coventry, RI 02816 | T: 401.465.8541 | Email: andrewwade5577@gmail.com

ACCOMPLISHED OPERATIONS MANAGER – PARKS & RECREATION FOCUS

- ❑ Highly motivated and experienced candidate with expert proficiency in the administration of Parks & Recreation programs, special events, and other activities for the benefit of Lincoln, Rhode Island, a city of 21,000.
 - ❑ An innovative thinker seeking to translate knowledge and experience into practical opportunities to improve the development of communities; hands-on expertise in operations management, coupled with extensive experience in back-office responsibilities that include budget management, cost estimates, analytics, and reporting.
 - ❑ Comprehensive understanding of the skills needed to manage and train cross-functional teams of supervisors and staff members in all aspects of daily operations, risk management, safety, and activities development.
 - ❑ Regarded for the ability to deliver outstanding results with the highest degree of expertise and professionalism.
-

PROFESSIONAL EXPERIENCE

TOWN OF LINCOLN, RHODE ISLAND, Lincoln, RI (2000-Present)

Assistant Director of Parks and Recreation

Leads all vision, strategy, and execution for recreational activities, summer camp, and special events for a community of approximately 21,000, with authority over an operating budget of \$600,000.

- Leverages superior organizational skill and attention to detail to successfully coordinate the operations of six summer day camps, assuming the lead role in the recruitment, hire, training, and management of 50 seasonal staff members; coordinates and leads annual staff training to build competencies in all facets of operations, best practices, safety procedures, and other key areas.
- Serves as the architect of innovative and effective programming that includes an after school youth center and youth sports programs spanning basketball and flag football; contributes additional service as the Coach for basketball, soccer, flag football, baseball, tennis, and golf, teaching audiences of children ranging in age from 6 to 17.
- Responsible for the overall fiscal health and direction of the Parks and Recreation department; assembles budgets and cost estimates for all department programs and ensures the efficient allocation of a limited pool of financial resources.
- Empowers leadership with the ability to commit key strategic decisions backed by solid data and information by building a broad spectrum of studies and reports; additionally, leads the production of all public relations material and social media marketing efforts.
- Recognized with multiple awards and accolades for outstanding and exceptional performance from the Rhode Island Recreation and Parks Association, including the *Walter A. Henry Award*, the *Ralph Coppa Memorial Award*, and the *John "Jack" Cronin Award*; other awards include *Volunteer of the Year* from the Appalachian Mountain Club Youth Opportunities Program and the *Knights of Columbus Spirit of Columbus Award* for community service.

INDEPENDENT CONSULTANT (1998-Present)

Team Building Facilitator

Serves as a trusted advisor and subject matter expert, providing guidance and direction to commercial clients and nonprofit organizations with respect to team-building initiatives, outings, and challenge courses. Orchestrated and executed special events and charity events, while serving as a mediator to address and resolve workplace issues that threaten to compromise productivity.

YMCA OF GREATER PROVIDENCE, Providence, RI (1995-2000)

Teen Coordinator / Camp Director

Met the challenge of coordinating a summer day camp for this charitable organization, exercising the authority to screen, hire, train, and supervise a high performing team of 20 staff members, as well as the Waterfront Director. Successfully organized a number of special events that included *Teen Night* and operated an after school program.

- Effectively managed risk management protocols governing all program execution and the fitness facility.
 - Recipient of the *Mary Katherine Preston Giving Tree Award*.
-

EDUCATION

UNIVERSITY OF RHODE ISLAND
Bachelor of Science Degree in Physical Education

ANDREW J. WADE

145 Rathbun Street | Coventry, RI 02816 | T: 401.465.8541 | Email: andrewwade5577@gmail.com

PROFESSIONAL AFFILIATIONS

Past President and Board Member, Rhode Island Recreation and Parks Association
Conference and Legislative Committee Member, Rhode Island Recreation and Parks Association
Member, National Recreation and Parks Association
Volunteer Chairperson, Appalachian Mountain Club (AMC) Youth Opportunities Program
Member (Narragansett Chapter), Appalachian Mountain Club (AMC)
State Sectional Coordinator and Regional Lead Volunteer, MLB Pitch Hit and Run
Member, State of Rhode Island Recreation Resource Review Committee

PROFESSIONAL LICENSES & CERTIFICATIONS

Certified American Red Cross CPR/AED and First Aid
Certified Trip Leader through AMC Youth Opportunities Program
Certified as a High and Low Ropes Course Facilitator
State of Rhode Island Pesticide Applicators License

TECHNICAL SKILLS

Microsoft Office, Microsoft Publisher, Microsoft Excel, Adobe Photoshop, Adobe Illustrator

Personal Interests: Golf, Backpacking, Kayaking, Hiking, Camping, Disc Golf, Live Music

REFERENCES

T. Joseph Almond

Town of Lincoln - Town Administrator
401-333-8419 - jalmond@lincolnri.org

Bill Mulholland

Manager Pawtucket Municipal Employees Credit Union
401-335-3538 - uncsprings@gmail.com

Jim Jahnz

Director -Diocese of Providence, Town Council Vice President - Lincoln, Rhode Island
401-527-8648 - jim_jahnz@hotmail.com

Paul Prachniak

Town of Lincoln - Parks and Recreation Director
401-333-8417 - pprachniak@lincolnri.org

TOWN OF JAMESTOWN POSITION DESCRIPTION

Class Title: Parks and Recreation Director

NATURE OF WORK

This is supervisory position overseeing the development and operation of the Town's Parks and Recreation programs and facilities. This professional position performs complex supervisory, administrative and professional work in planning, organizing, directing and evaluating the Parks and Recreation program, inclusive of all parks, recreation programs, beaches, Fort Getty, and coordination with the Jamestown Senior Association. The Director is responsible for providing comprehensive year-round program offerings that are designed to accommodate all population segments. The Parks Division manages an inventory of developed and undeveloped recreational sites, beach property, athletic fields and various municipal grounds and buildings.

The position is a non-union managerial position and is appointed by the Town Administrator with the approval of the Town Council.

SUPERVISION RECEIVED

This is a year-round position under the general guidance and direction of the Town Administrator.

SUPERVISION EXERCISED

Supervision is exercised over a limited number of full-time Recreation and Parks Division staff, and varying number of part-time and seasonal personnel.

ESSENTIAL DUTIES AND REPSONSIBILITIES

- Responsible for the development, management and implementation of a comprehensive community-wide parks and recreation program;
- Supervises all recreation activities and the operation of Town recreation facilities, waterfront beaches and parks and plans, coordinates and directs a diversified year-round parks and recreation program including the management of the Recreation Center, various athletic fields, parks, open spaces and provides support to the Senior Association;
- Develops departmental policy, managing directing and coordinating directly or through others the department staff, scheduling programs and facilities;
- Represents the community, when directed, in related intergovernmental and interagency matters;
- Develops with staff annual operating budgets, revenue plans and capital improvement programs;
- Develops and implements policies, procedures and standards for efficient and effective operation and maintenance of department operations and assures compliance with established policies and procedures;
- Select, train, motivate and evaluate personnel; provide and coordinate staff training, evaluate employee performance, work with staff to correct deficiencies;
- Promotes interest in Town programs through correspondence, public speaking, the media and appropriate marketing initiatives;
- Prepares a variety of studies, reports and related information for decision-making purposes; prepares departmental reports for the Town Administrator and Town Council;
- Issues written and oral instructions; assigns duties and examines work of staff for adherence to professional standards;
- Plans and coordinates fundraising activities in the furtherance of parks and recreation facilities and programs;
- Prepares cost estimates to plan and provide improvements in the parks facilities; oversees construction projects;

TOWN OF JAMESTOWN POSITION DESCRIPTION

Class Title: Parks and Recreation Director

- Reviews program areas, implements changes or new programs to meet recreational needs of the community; develops and participates in the maintenance and implementation a current parks and recreation master plan;
- Performs all other relates tasks as assigned by the Town Administrator or as determined by the needs of the department.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience

Bachelor's degree in Parks and Recreation Administration , Public/Business Administration or a related field and five (5) years of progressively responsible experience in the administration of parks and recreation programs and facilities, three (3) of which were in a supervisory capacity or equivalent combination of education and experience.

Master's Degree is preferred.

Certified at the Professional level (CPRP) with the National Recreation and Park Association or have the ability to qualify within 1 year of employment is preferred.

Requires a valid driver's license or ability to obtain one prior to employment.

KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of the principles and practices of modern parks and recreation programs; thorough knowledge of equipment and facilities required in a comprehensive park and recreation program; knowledge of the principles and practices of maintenance, construction, and use of recreation buildings and park facilities; considerable knowledge of community recreation needs and resources.

Knowledge of senior service programs and delivery systems; state and Federal senior grant programs; local, state and Federal laws and regulations governing senior service programs; and program design and evaluation.

Ability to communicate with exceptional verbal and written communication skills, orally and in writing, with employees, consultants, other governmental agency representatives, Town officials and the general public.

Proficiency in Microsoft Office software (Word, Excel, etc.) and general computer skills.

Ability to establish, administer and control a budget.

Must possess exceptional organizational skills.

Must be able to work, at times in confidential work environment.

Ability to drive a motor vehicle.

PERIPHERAL DUTIES

Represents department at meetings and other committees or task forces as assigned. Maintains a liaison role with other department's as well as state, local and other public officials. Assists staff in the performance of their duties as required.

TOWN OF JAMESTOWN POSITION DESCRIPTION

Class Title: Parks and Recreation Director

TOOLS and EQUIPMENT USED

Personal computer including word processing, spreadsheet and data base applications;
Motor vehicle;
One line or multi-line phone system and cell phone;
Fax, copy and other modern office machines;
Base radio and portable radio

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Most work is performed in an office setting. Some outdoor work is required in the inspection of various park and recreation projects and major outdoor events. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to operate, find, handle or feel objects, tools or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

PHYSICAL ENVIRONMENT/WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job, and which are normally found in an office setting. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

The noise level in the work environment is usually moderately quiet and occasionally loud in indoor/outside conditions.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview(s) and reference checks; job related tests may be required. The selection will be made by the Town Administrator with final authorization provided by the Town Council.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related to or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approved: Andrew E. Nota Title: Town Administrator Date: August 28, 2015

Effective Date: August 28, 2015 Revision History: _____

TOWN COUNCIL MEETING
November 2, 2015

I. ROLL CALL

Town Council Members present:

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

Also in attendance:

Andrew E. Nota, Town Administrator
Peter D. Ruggiero, Town Solicitor
Christina D. Collins, Finance Director
Edward A. Mello, Police Chief
Michael C. Gray, Public Works Director
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 7:02 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.

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

A motion was made by Councilor Tighe with second by Councilor White to open the public hearing at 7:04 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

President Trocki noted the proposed four-way Stop at Windsor Street and Columbia Avenue and prohibition on commercial vehicles weighing over 7000 pounds GVRW on Carr Lane, Columbia Avenue, and Reservoir Circle. Chief Mello explained the proposed four-way stop to restrict commercial truck traffic from the south side of McQuade's in order to prevent delivery trucks from accessing McQuade's through the residential neighborhood. The ordinance amendments were fully vetted through the Traffic Committee.

There were no Town Council of Public comments.

A motion was made by Councilor Tighe with second by Vice President Meagher to adopt the proposed amendment to the Code of Ordinances as outlined. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

A motion was made by Vice President Meagher with second by Councilor Dickinson to close the public hearing at 7:05 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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

A motion was made by Vice President Meagher with second by Councilor White to convene as the Alcoholic Beverage Licensing Board and open the Public Hearing at 7:05 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

RENEWALS: Approval of Licenses by Class

As requested by Councilor Dickinson, Town Administrator Nota explained the process for setting liquor license caps by license class. Additional licenses can be issued by Council by vote to increase the license cap in the event there is a viable application for a license in a particular class. President Trocki commented on the process and procedure the Council follows in granting licenses, which is primarily based on protection of the public. The cap is set at each liquor license public hearing, but there is nothing preventing the Council from increasing the liquor license caps and does not prevent anyone from applying for an additional liquor license within a class. Discussion continued.

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

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

- 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.

There were no Town Council of Public comments.

A motion was made by Vice President Meagher with second by Councilor White to approve the Class A Liquor License renewal for Tunstall, Inc. President Trocki, Aye; Vice President Meagher, Aye, Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

- ii) Request a motion to set the CLASS A (PACKAGE STORE) – RETAIL Liquor License Cap at TWO (2)

A motion was made by Vice President Meagher with second by Councilor White to set the Class A – (Package Store) Retail Liquor License Cap at two. President Trocki, Aye; Vice President Meagher, Aye, Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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

A motion was made by Councilor White with second by Vice President Meagher to continue the Class A – (Package Store) Retail Liquor License renewal for Varsha, Inc. to the next Town Council Meeting. President Trocki, Aye; Vice President Meagher, Aye, Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

b) **CLASS B – VICTUALER**

Islandish, Ltd.
dba: Chopmist Charlies
40 Narragansett Avenue

New England Golf Course Management, Inc.
dba: Jamestown Golf and Country Club

aka: The Cady Shack
245 Conanicus Avenue (lower level rear)

A motion was made by Vice President Meagher with second by Councilor White to continue the Class B – Victualer license renewals for Islandish, Ltd. dba: Chopmist Charlies and New England Golf Course Management, Inc. dba: Jamestown Golf and Country Club to the next agenda. President Trocki, Aye; Vice President Meagher, Aye, Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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

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

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 arragansett Avenue

There were no Town Council or Public comments.

- 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.

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

- ii) Request a motion to set the **CLASS B–VICTUALER** Liquor License Cap at SEVEN (7)

A motion was made by Councilor White with second by Councilor Dickinson to set the Class B – Victualer Liquor License Cap at seven.

Public comment. Attorney Neil Philbin, representing the Portuguese American Citizens Club and the Holy Ghost Society, commented on the proposed purchase of the PAC by the Town which did not pass. His clients are concerned with setting of the license cap by class excluding new liquor license application approvals. However, the process explained by Town Administrator Nota clarified the process. President Trocki explained no individual or corporation is excluded from applying for a liquor license by the setting of the license cap by class.

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

c) **CLASS B – LIMITED**

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

There were no Town Council or Public comments.

- 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.

A motion was made by Councilor Tighe with second by Councilor Dickinson to approve the Class B - Limited Liquor License renewal for Lucky Ridge Co., LLC. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

- ii) Request a motion to set the CLASS B – LIMITED Liquor Licenses Cap at ONE (1)

A motion was made by Councilor Dickinson with second by Vice President Meagher to set the Class B Limited Liquor License Cap at one. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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

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

Public Comment: Mary Lou Sanborn of Bay View Drive referenced her September 30th letter to the Conanicut Yacht Club outlining her concerns for noise, parking, and traffic flow associated with CYC functions (copied to the Town Council). Ms. Sanborn stated she did not receive a response from CYC. The Traffic Committee addressed her communication and a traffic study will be performed next summer. Ms. Sanborn noted she is not seeking denial of the CYC license, but asking Council to consider her concerns when granting the license renewal. Chief Mello commented the parking requirements will be reviewed and her concerns can be addressed with of CYC.

Town Council comments. President Trocki hopes any problems will be addressed and monitoring will continue.

- 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.

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

- ii) Request a motion to set the CLASS B – LIMITED Liquor License Cap at ONE (1)

A motion was made by Vice President Meagher with second by Councilor White to set the Class D – Full (Club) Liquor License cap at one. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

A motion was made by Councilor Dickinson with second by Vice President Meagher to close the public hearing and adjourn as the Alcoholic Beverage Licensing Board at 7:21 p.m. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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).

There were no Town Council or Public comments.

A motion was made by Vice President Meagher with second by Councilor White to approve the Victualing License with extended hours for Cumberland Farms. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

V. OPEN FORUM

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

- A) Scheduled to address. 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.

1) Town Council Goals and Objectives

Town Administrator Nota gave an update on the Goals and Objectives (19 page report), which is addressed at the first meeting of each month and monitors our progress in meeting the prioritized goals. The document is available on the Town website.

2) Town Positions

Town Administrator Nota updated the Council on vacant positions and interviews.

Parks and Recreation Director. To date 20 applications were received and six outstanding candidates were interviewed by the Interview Committee (Finance Director Collins, Public Works Director Gray, Town Planner Bryer, and Town Administrator Nota).

Library Associate (formerly Library Assistant). Of the 10 applicants, four or five are scheduled for interviews next week (Interview Committee is Library Director Fogarty, Assistant Librarian Sheeley, Finance Director Collins and Town Administrator Nota).

3) Rental Property

The Ordinance Review Committee will hold a public session on November 30th at 6:00 p.m. at Town Hall to review the rental property topic, including updates on the new sales tax program, problems with marketing residential properties for events, short-term and long-term property rentals, landlord and tenant responsibilities, concept of a rental registry, and a comprehensive discussion of local ordinances in place and what is needed to address property rental issues.

4) Rotary Club Bike Race

An update on the Bike Race will be addressed in detail later in the agenda.

5) Fort Getty Story Circle

Construction of the Story Circle, contributed by the Roach Family in memory of Linda Roach, has been completed. The story circle is a beautiful 20 ft. stone circular gathering place with a fire pit in the middle. The dedication, with a professional story teller, is tentatively set for November 21st at a time to be determined. The story circle was designed by Jamestown resident and architect Arek Galle. The Roach family was active in all phases of the project and they are very pleased with the outcome. Vice President Meagher commented the new structure is a great gathering place for residents. More information on the event will be forwarded to the Council as it becomes available, and the public is invited to the dedication, which will be a magical evening. Council members expressed gratitude to the Roach Family. Councilor Dickinson commented on the need for a process and procedure to use the facility. Town Administrator Nota stated that will one of the first tasks for the new Parks and Recreation Director.

6) Legislative Items

Code Red System. The State of RI emergency notification contract was awarded to Code Red, the current service provider for the Town of Jamestown. As a result of the State contract, the Town will save \$1,500 annually on the system and maintenance.

Viewpoint Cloud Permitting System. This is a new online building permit system to be unveiled on November 17th and piloted by 10 communities to replace the paper permit applications currently in use. Implementation of the program would decrease the number of in-person applications and streamline the permit process.

Building Codes Standards Sub Committee. The new Committee is reviewing building permit fees statewide and standardizing them based on community size. Building Official Costa has run some scenarios and if the program and new rates are imposed, Jamestown's revenue projections would benefit slightly. The main question is whether the State should regulate local fees. Discussion continued. Updates on all legislative issues will continue.

VII. UNFINISHED BUSINESS

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

Town Administrator Nota provided a brief introduction to the topic and reviewed his post event report on the Race (held annually on Columbus Day) developed with input from Town staff and included in the Town Administrator's Report (available on the Town website). Important information was gathered from the session and will be discussed.

Parking. Chief Mello's observations on parking issues were reviewed, including satellite parking. Event onlookers parked wherever possible and did not follow instructions for satellite parking. There was significant congestion and the East Ferry parking lot filled early with no turnover throughout the day. Local input is needed to determine if the event was detrimental to local businesses on this last day of the season.

EMS Services. JFD provided staffed rescues services without charge during the event. Discussion ensued of whether dedicated EMS services are needed for the (approximate) 500 participants.

Barricades. Last year the Police Department purchased barricades at a cost of \$4,000. Estimated rental cost for barricades is \$800 to \$900 per event, which is a cost savings for Rotary. Significant Town staff time is required for barricade set up and removal, and Rotary volunteer assistance would be helpful.

Police Support. Police details for the event included 8 officers for 56 hours at a total cost of \$2,634.97. An administrative fee of \$269 and payroll taxes of \$420 bring the total cost of services waived by the Town to \$3,324.46. During the Bike Race no additional police officers were available to respond to calls, and if an emergency had arisen, officers would have had to abandon important posts to respond, and due to the speed factor, proper staffing is imperative. Discussion of mutual aid ensued. No injuries associated with the event were reported, a tribute to law enforcement and volunteers. Lengthy discussion ensued.

Traffic. Of the 38 traffic volunteers needed for monitoring key intersections, only 26 locations were properly staffed. The open course of the race has vehicles and bicycles traveling simultaneously, which is a safety concern. Rotary is responsible for providing experienced, responsible volunteers to manage these key intersections, allowing police officers to remain focused on vehicle traffic.

Roads. A Public Works crew dedicated three days to patching roads (mainly state roads) along the course route. The cost of asphalt patch was \$900 and estimated value of the crew and equipment is \$2,000 to \$2,500, for a total of \$3,000 to \$3,500 for this service provided.

Bathroom and Changing Areas. Restrooms provided for participants and onlookers were the restrooms located at the Recreation Center. No port-a-johns were provided for the

event, resulting in long lines at the Recreation Center bathrooms. Changing facilities or tents were not provided, resulting in participants changing in vehicles along the course route in commercial and residential areas.

The Recreation Center was provided to Rotary at no fee and was closed for the event from Friday evening through Monday evening. The Recreation Department staff cleaned and restocked bathrooms throughout the weekend at an estimated cost for staffing, supplies, and utilities of \$750 to \$1,000, with lost use of the building estimated at \$1,000 to \$2,000. These are all important issues to factor into future Bike Race and other events.

President Trocki commented the review close to the event is helpful. She is happy there were no injuries and expressed concern for potential injuries due to lack of staffing. The discussion was open to public comments.

Mark Holland of Intrepid Lane, Rotary President, stated his appreciation for the event review and to hear expenses and Town staff involvement related to the event. He hopes that the benefits of the race as well as expenses can be reviewed. Discussion of a survey to determine the economic benefits and impact of the race ensued. This was the 40th annual event, and Rotary takes safety issues very seriously. Prior to the race required police officers, volunteers, and signage were discussed with Chief Mello. A list of pot hole patching locations (approximately 12) was provided to DPW prior to the race as well, and resulting repairs should benefit the community as well as the bike race. He thought there was sufficient restroom facilities for the race and did not notice a backlog. Satellite parking was new this year; and some merchants were closed that day and not impacted. Discussion ensued of areas of concern for future improvement. Mr. Holland stated post race follow-up is ongoing.

President Trocki thanked Mr. Holland for his comments and encouraged continued discussion. Councilor Dickinson noted his concerns with the Bike Race and feels in the future the process should be started sooner.

Chamber of Commerce President Marilyn Munger noted several Chamber members reached out to the Rotary due to the event's impact on local businesses, most notably parking issues (especially at East Ferry), preventing businesses from operating. Changes were implemented this year, but it appeared satellite parking and parking in the East Ferry lot were not enforced. The Chamber is glad to see this is up for discussion and hopes changes can be made for next year for the benefit of all.

Michael Ridge of Spinnakers gave his feedback as business operator at East Ferry. The new traffic pattern only went in one direction from Narragansett Avenue eastward to the water. Coming south from Conanicus Avenue police officers directed traffic back up Conanicus Avenue, with no instructions how to come back to East Ferry, which impacted Ferry customers and employees. It was his observation the East Ferry parking lot was mostly empty later in the day and business owners did not open due to past experiences. It seems that race participants now frequent local businesses on race day rather than the

entire weekend. Mr. Ridge further commented on parking and crosswalk issues. Whatever can be done to improve the event and potential revenues would be appreciated.

Amy Barclay of Simpatico Jamestown expressed her love for the race and its positive impact on the Island and its visitors. Simpatico doesn't open during the day, and if parking spots are needed for race day, please contact them. The event is a great way to showcase the Island and she would love to see it continued.

Rob Packer of Pennsylvania Avenue stated he has done many races and the only issue with the race is space, as there is not enough space downtown in front of the Recreation Center. Another location for the race start and finish could be found. Mr. Packer gave examples, including the Golf Course. Parking is the biggest issue, and busing does not work. A better location for start/finish needs to be found.

Vice President Meagher asked how we should proceed with the discussion. Town Administrator Nota stated the Town is supportive of the event, and he will follow up with Rotary, the Chamber, and other parties over the winter so that details can be worked out for next year.

VIII. NEW BUSINESS

None.

IX. ORDINANCES AND APPOINTMENTS AND VACANCIES

President Trocki noted that five interviews were conducted. The Council will continue the interview process and hold off on appointments until all interviews are complete and there is more research on upcoming vacancies and applications. President Trocki expressed gratitude for the applicants who came forward and appreciation for their volunteerism.

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

President Trocki noted licenses and permits continued to the next agenda.

The Consent Agenda approved consists of the following:

- 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)

Abatements/Addenda of Taxes

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

- 1) Properties – Abatements to 2015 Tax Roll

Property/Abatement Amount

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 PROCLAMATIONS AND RESOLUTIONS FROM OTHER RI CITIES AND TOWNS

Carol Cronin of Narragansett Avenue referenced her letter listed under Communications regarding the Victualing License renewal and operation of "The Shack" at West Ferry. West Ferry area residents have been concerned since The Shack (currently Tallulah's Taco's) opened six years ago. Town Administrator Nota explained the license renewal is not on the agenda as all requirements were not met. Solicitor Ruggiero advised Council members to hold all comments until the license renewal is on the agenda. Councilor Tighe noted some of the issues would be handled by the Town Administrator and Building/Zoning Official. Mr. Nota stated residents' concerns can be reviewed with the operator of Tallulah's to ensure the licensee is adhering to the original terms for granting of the license. Ms. Cronin stated the neighborhood residents are not trying to close the business but to enforce compliance. She expressed appreciation for the opportunity to have this discussion with the Council.

President Trocki stated the Council will work with residents to alleviate the issues. Mr. Nota commented West Ferry is very active and issues arise as a result of the success of the operation.

President Trocki informed Ms. Cronin that any citizen can request to have an item on the agenda or as Scheduled to Address under Open Forum in addition to submitting a communication item. Ms. Cronin will be informed when the license renewal will be addressed. Councilor Tighe informed Ms. Cronin that parking at West Ferry is on the November 17, 2015 Traffic Committee agenda and encouraged her to attend the meeting to express her concerns.

A motion was made by Vice President Meagher with second by Councilor White to accept the Communications, Petitions, Proclamations and Resolutions from other RI Cities and Towns. President Trocki, Aye; Vice President Meagher, Aye; Councilor Dickinson, Aye; Councilor White, Aye; Councilor Tighe, Aye.

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

- A) 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. ITEMS FOR NOVEMBER 16, 2015 AGENDA AND FUTURE MEETINGS

A) Upcoming term expirations for Town Boards/Commissions/Committees
Council would like updated spreadsheets of current positions, vacancies, and expiring terms for the next interview session. Discussion continued.

Perry Scott of Top O Mark Drive inquired about the license for Isis Cakes. Mr. Scott was informed this is a Victualing License renewal. The operator's name is Isis, and she makes wonderful desserts that are prepared and sold out of Grapes & Gourmet.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

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

The regular meeting was adjourned at 8:33 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
Town Administrator
Finance Director
Solicitor

TOWN COUNCIL INTERVIEW SESSION
November 2, 2015

I. CALL TO ORDER

The interview session for the Jamestown Town Council was called to order at 5:33 p.m. on Monday, November 2, 2015 in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue. Interviews were conducted in the Conference Room.

II. ROLL CALL

Town Council members present:

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

III. INTERVIEW SESSION

The following candidates were interviewed:

David Reardon	Library Board of Trustees
Christian Infantolino	Library Board of Trustees
Wayne Banks	Harbor Commission
Daniel Wurzbacher	Harbor Commission
Karen Gabriele	Tax Assessment Board of Review

Town Council interviews were concluded at 6:29 p.m.

Candidate Holly Turton withdrew her application.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Town Solicitor
 Finance Director

Approved: 10/14/15

Charter Review Committee
Town of Jamestown, Rhode Island

Minutes of the September 23, 2015 Meeting

The meeting of the Jamestown Charter Review Committee was held at the Jamestown Town Hall, in the small Conference Room, 93 Narragansett Avenue, Jamestown, RI. The Vice Committee Chairman, James Rugh, called the meeting to order at 3:31 PM.

I. ROLL CALL

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

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

Mary E. Meagher and Arlene D. Petit were absent.

II. MINUTES

A motion was made by Blake Dickinson and seconded by John Pagano to accept the minutes from the meeting of September 9, 2015. Tony Antine, Blake Dickinson, Ed Gromada, John Pagano, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Time of motion 3:37 PM.

Mary Lou Sanborn suggested a wording change to the minutes of August 26, 2015. In Section III, Old Business, paragraph B) a new sub-paragraph h. to be added with the wording "Section 211. Referred to the Town Solicitor for review." Time of motion 3:40 PM.

III. OLD BUSINESS

- A) The following Sections were reviewed by the Committee:
- a. Section 201. The Committee decided to reserve action on this Section until the October 14, 2015 Committee meeting.
 - b. Section 301. The Committee generally felt that this Section does not specifically identify the qualifications, i.e. education, work experience, etc., necessary for a

Town Administrator. Blake Dickinson will research Town Administrator qualification with the National Association of Town Administrators and report back at the October 14, 2015 meeting.

Additionally the Committee felt that this section should codify a specific candidate selection committee for the purpose of researching, interviewing and proposing final candidates for the position of Town Administrator.

- c. Section 302. Mary Lou Sanborn suggested a complete wording change to this section that would be consistent with a similar section in the Town of Smithfield's Charter. The new wording would be: "The Town Manager can be removed at the discretion of the Council, by vote of a majority of all members of the Council with or without a public hearing, as the Council in its discretion shall determine. There shall be no right of appeal from the decision of the Council." Blake Dickinson made a motion that was seconded by Mary Lou Sanborn to review the new wording. Tony Antine, Blake Dickinson, Ed Gromada, John Pagano, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. The Committee decided to reserve action on this Section until the October 14, 2015 Committee meeting.

Following this vote, John Pagano excused himself from the meeting for health reasons. A quorum remained as there were still five sitting members of the Committee.

- d. Sections 303 to 305 had no revisions necessary.
- e. Section 401. There was a discussion regarding the terminology of this section. The section's wording indicates that the Town Council will "establish town departments", when in fact that is the function of the Town Charter. Ed Gromada made a motion that was seconded by Blake Dickinson to remove the word "departments," from this section. Tony Antine, Blake Dickinson, Ed Gromada, Jim Rugh and Mary Lou Sanborn voted in favor of the motion.

The wording of the title of this section (Creation of departments) would need to be changed to compliment the content of the section. A motion was made by Ed Gromada and seconded by Mary Lou Sanborn to change the title of this section to "Creation of office and agencies". Tony Antine, Blake Dickinson, Ed Gromada, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. The Committee decided to reserve action on this Section until the October 14, 2015 Committee meeting.

- f. Section 402. The wording of this section suggests that the Town Council give "annual" consent to the Town Administrator to head or appoint heads of town departments, offices and agencies. In fact that authority need only be granted once to a new Town Administrator and it would automatically be renewed indefinitely. A motion was made by Mary Lou Sanborn and seconded by Blake Dickinson to remove the word "annual" from this section. Tony Antine, Blake Dickinson, Ed Gromada, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. The Committee decided to reserve action on this Section until the October 14, 2015 Committee meeting.
- g. Sections 403 had no revisions necessary.

- h. Section 404. Jim Rugh suggested the following change to this section: “There shall be a tax assessor with training and experience with regard to the duties required of the office who shall be nominated by the town administrator with the approval of the town council, and shall have those powers and perform those duties prescribed now and in the future by town ordinance, the constitution and laws of the state not inconsistent with this Charter. A motion was made by Ed Gromada and seconded by Blake Dickinson to review the new wording in this section. Tony Antine, Blake Dickinson, Ed Gromada, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. The Committee decided to reserve action on this Section until the October 14, 2015 Committee meeting.
- i. Section 405. Mary Lou Sanborn will research the need for including the words “members belonging to the same political party” in this section. She will report back to the Committee on October 14, 2015.
- j. Section 406. The Committee was concerned about the wording in this section, because the only true function of the Town Moderator is to officiate at the annual town financial meeting. The Committee decided to revisit this section after hearing from the Town Solicitor regarding Section 212.

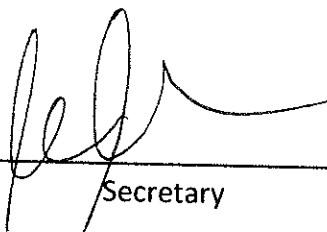
Section III, Old Business concluded at 5:07 PM.

IV. NEW BUSINESS

- A. The next meeting of the Committee will be held on October 14, 2015.
- B. For the next meeting, the Committee will consider:
 - i. Reviewing Section 407 and 423
- B. Mary Lou Sanborn open a discussion regarding the second meeting in November, which would be November 25th, the day before Thanksgiving – was this an effect date for the meeting. That opened a larger discussion about perhaps lengthening meetings in October, November and early December because the impact of the holiday season. The Committee decided to reserve action on this Section until the October 14, 2015 Committee meeting.

V. ADJOURNMENT

A motion was made by Mary Lou Sanborn, and seconded by Ed Gromada to adjourn the meeting. Anthony Antine, Blake Dickinson, Edward Gromada, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 5:15 PM.


Secretary

Approved: 10/28/15

Charter Review Committee
Town of Jamestown, Rhode Island

Minutes of the October 14, 2015 Meeting

The meeting of the Jamestown Charter Review Committee was held at the Jamestown Town Hall, in the Rosamond A. Tefft Council Chambers, 93 Narragansett Avenue, Jamestown, RI. The Committee Chairman, Arlene Petit, called the meeting to order at 3:37 PM.

I. ROLL CALL

The Chairman called the roll and noted the following members were present (3:38 PM):

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

Mary E. Meagher was absent.

II. MINUTES

A motion was made by Jim Rugh and seconded by Tony Antine to accept the minutes from the meeting of September 23, 2015. Tony Antine, Blake Dickinson, Ed Gromada, John Pagano, Arlene Petit, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Time of motion 3:40 PM.

III. OLD BUSINESS

A. The following Sections were reviewed by the Committee:

- a. Sections 201, 212 and 302 had no revisions necessary.
- b. Section 301. Blake Dickinson suggested the following change to this section: "The town council shall appoint a town administrator for an indefinite period of time, based solely upon the executive and administrative qualifications of the applicant, as outlined by generally accepted professional standards such as those in the International City/County Management Association. The town administrator need

not be a resident of the town or state at the time of appointment, but must become and remain a qualified elector and resident of the state within six months after appointment, unless an extension is approved by town council. The relationship between the town and the town administrator shall be contractual and not that between a municipality and a civil officer. A motion was made by Jim Rugh and seconded by Mary Lou Sanborn to accept the new wording. Tony Antine, Blake Dickinson, Ed Gromada, John Pagano, Arlene Petit, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Time of motion 4:16 PM.

- c. Section 401. The Committee decided to reserve action on this Section until the October 28, 2015 Committee meeting.
- d. Section 402. The wording of this section suggests that the Town Council give "annual" consent to the Town Administrator to head or appoint heads of town departments, offices and agencies. A motion was made by Jim Rugh and seconded by Mary Lou Sanborn to remove the word "annual" from this section, because authority need only be granted once to a new Town Administrator and it would automatically be renewed indefinitely. Tony Antine, Blake Dickinson, Ed Gromada, John Pagano, Arlene Petit, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Time of the motion 4:44 PM.
- e. Section 404. The Committee felt that the description of the tax accessor's position did not indicate an experience or training level required for that position. A motion was made by Jim Rugh and seconded by Mary Lou Sanborn to revised the wording in this section, as follows: "There shall be a tax assessor with training and experience who shall be nominated by the town administrator with the approval of the town council, and shall have those powers and perform those duties prescribed now or in the future by town ordinance, the constitution and laws of the state not inconsistent with this Charter." Tony Antine, Ed Gromada, John Pagano, Arlene Petit, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Blake Dickinson voted in opposition to the motion. Time of the motion 4:49 PM.
- f. Section 405. There was much discussion about the inclusion or exclusion of political party membership on the Board of Assessors. Jim Rugh volunteered to research a number of towns across Rhode Island and report back to the Committee by October 28, 2015 to determine the Board of Accessor makeup relative to party affiliation.
- g. Section 406. Jim Rugh suggested the following change to this section: "There shall be a town moderator, who shall be elected at the regular town election and shall have those powers and perform those duties prescribed now or in the future by the constitution and laws of the state not inconsistent with this Charter. In the event that the office of the town moderator becomes vacant during the term of office, the next highest vote getter from the most recent election shall be elevated to serve until a replacement is found. Should there be no next higher vote getter or if none of the vote getters be willing to serve then the council shall appoint a member, pursuant to the laws of the State of Rhode Island." A motion was made by Blake Dickinson and seconded by Tony Antoine to accept the new wording. Tony Antine, Blake

Dickinson, Ed Gromada, John Pagano, Arlene Petit, Jim Rugh and Mary Lou Sanborn voted in favor of the motion. Time of motion 5:03 PM.

h. Sections 407 to 410 had no revisions necessary.

Section III, Old Business concluded at 5:07 PM.

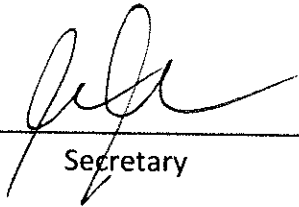
IV. NEW BUSINESS

- A. The next meeting of the Committee will be held on October 28, 2015.
- B. Blake Dickinson suggested the Committee revisit the start time of meetings. The Committee decided to reserve action on start times until the October 28, 2015 Committee meeting.

Section IV, New Business concluded at 5:09 PM.

V. ADJOURNMENT

A motion was made by Mary Lou Sanborn, and seconded by Jim Rugh to adjourn the meeting. Anthony Antine, Blake Dickinson, Edward Gromada, John Pagano, Jim Rugh, Arlene Petit and Mary Lou Sanborn voted in favor of the motion. The meeting adjourned at 5:11 PM.



Secretary

> JFD Incentive Committee Meeting Minutes
>
> Date/Time : July 14 , 2015
> Location : Jamestown Fire Dept (7PM)
>
> Incentive Committee Members: (Bold/Underline indicates member attendance):
> Ron Barber, Jerry Scott, Steve Jepson, Pat Perry, Prim Bullock
>
> Non-Members:
> Bev Barber
>
> OPENING:
> Introduced and welcomed our new committee member (Pat Perry) who is replacing Paul Balzer.
>
> We skipped the scheduled May meeting, so we had a lot to catch up on.
>
> TRAINING RECORD REVIEW:
> Committee reviewed and approved TRAINING records starting Feb 5 thru May 21 2015. These training records are for the cycle ending in June 2016. These totals will be used to determine eligibility for incentive/compensation to be distributed in Q3 of 2016. 24 trainings are required.
>
> RUN/INCIDENT RECORD REVIEW:
> Committee reviewed and approved RUN records for February, 2015 (starting at run #68) through the end of June 2015, to complete the RUN accounting for the FY (ending at run #426). These totals will be used to determine incentive/compensation amount to be distributed in Q3 of 2015.
>
> CLOSING
> No new issues. Next meeting will be Tuesday, November 10, 2015... 7PM
> at JFD



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

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

NOVEMBER 2015 CALENDAR

- Tuesday, November 10** **Semimonthly Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.
6:00 p.m.
- Thursday, November 12** **Administrative Fine Hearings.** East Providence City Hall, Council Chambers, 145 Taunton Avenue, East Providence, RI.
9:30 a.m.
- Tuesday, November 17** **Policy and Planning Subcommittee Meeting.** CRMC; Conference Room, Oliver Stedman Government Center, 4808 Tower Hill Road, Wakefield, RI.
8:30 a.m.
- Tuesday, November 24** **ROW Subcommittee Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.
5:45 p.m.
- Tuesday, November 24** **Semimonthly Meeting.** Administration Building, Conference Room A, One Capitol Hill, Providence, RI.
6:00 p.m.

Individuals requesting interpreter services for the hearing impaired for any of the above meetings must notify the Council office at (783-3370) 72-hours in advance of the meeting date.

**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 9, 2015** MEETING

MOTOR VEHICLE ABATEMENT TO 2013 TAX ROLL

#08-0003-75M Hackman, Theodore and Susan	Motor Vehicle – 2012 Flagstaff Camper Reg. #075895 – Over-assessment	\$65.76
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MOTOR VEHICLE ABATEMENT TO 2014 TAX ROLL

#08-0003-75M Hackman, Theodore and Susan	Motor Vehicle – 2012 Flagstaff Camper Reg. #075895 – Over-assessment	\$144.27
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MOTOR VEHICLE ABATEMENT TO 2015 TAX ROLL

#08-0003-75M Hackman, Theodore and Susan	Motor Vehicle – 2012 Flagstaff Camper Reg. #075895 – Over-assessment	\$130.57
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REAL PROPERTY ABATEMENTS TO 2015 SUPPLEMENTAL TAX ROLL

#04-0673-00 Dolce, David	Plat 5, Lot 457 - Re-inspection after sale Reduced Grade & Depreciation - N/V \$325,000	\$273.94
-----------------------------	--	----------

TOTAL ABATEMENTS	\$614.54
TOTAL ADDENDA	\$0.00

RESPECTFULLY SUBMITTED,

Kenneth S. Gray

KENNETH S. GRAY,
TAX ASSESSOR

November 6, 2015

To: Andy E. Nota, Town Administrator
From: Christina D. Collins, Finance Director

A handwritten signature in black ink, appearing to be 'C. Collins', written over the 'From:' line of the email header.

Re: Budget to Actual Reports

Attached is the Budget to Actual reports for the Fiscal Year 2015/2016. The report contains the expenses that have been paid through October 31, 2015.

Please do not hesitate to contact me with any questions or concerns.

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 2015 - JUNE 2016
October 1, 2015 - October 31, 2015**

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
TOWN COUNCIL					
70001101 Salaries (5)	11,300.00	0.00	2,825.00	8,475.00	25.00%
70001302 Fees & Supplies	1,250.00	0.48	0.48	1,249.52	0.04%
70001305 Advertising	2,000.00	0.00	0.00	2,000.00	0.00%
70001 Town Council	14,550.00	0.48	2,825.48	11,724.52	19.42%
TOWN ADMINISTRATOR					
70002101 Salary, Administrator	108,572.00	12,840.66	38,521.98	70,050.02	35.48%
70002102 Salary, Clerical w/longevity	63,002.00	11,117.47	24,610.16	38,391.84	39.06%
70002302 Fees, Supplies & Dues	2,500.00	46.09	400.35	2,099.65	16.01%
70002303 Travel Expenses	12,000.00	2,634.10	5,342.10	6,657.90	44.52%
70002 Town Administrator	186,074.00	26,638.32	68,874.59	117,199.41	37.01%
PROBATE COURT					
70003101 Salary, Judge	5,081.00	586.23	1,758.69	3,322.31	34.61%
70003302 Fees, Supplies & Dues	1,750.00	138.00	550.64	1,199.36	31.47%
70003 Probate Court	6,831.00	724.23	2,309.33	4,521.67	33.81%
ELECTION & TOWN MEETINGS					
70004101 Salaries, Canvassers (3 & 2alt.)	5,234.00	0.00	1,309.00	3,925.00	25.01%
70004102 Salary, Clerical	700.00	0.00	0.00	700.00	0.00%
70004103 Salaries, Moderator & Sergeant	1,450.00	0.00	448.68	1,001.32	30.94%
70004104 Election Supervisors	1,000.00	0.00	0.00	1,000.00	0.00%
70004302 Fees, Supplies & Dues	2,300.00	96.89	253.07	2,046.93	11.00%
70004305 Advertising & Printing	500.00	0.00	0.00	500.00	0.00%
70004 Election & Town Meetings	11,184.00	96.89	2,010.75	9,173.25	17.98%
LEGAL					
70050201 Professional Services	95,000.00	8,930.00	24,188.00	70,812.00	25.46%
70005 Legal	95,000.00	8,930.00	24,188.00	70,812.00	25.46%
CLERK & RECORDS					
70060101 Salary, Town Clerk w/longevity	67,550.00	7,608.72	22,826.16	44,723.84	33.79%
70060102 Salary, Clerical (2) w/longevity	87,680.00	9,808.82	29,935.82	57,744.18	34.14%
70060302 Fees, Supplies & Dues	33,000.00	1,846.87	5,811.67	27,188.33	17.61%
70060305 Advertising & Printing	3,000.00	201.00	436.20	2,563.80	14.54%
70060 Clerk & Records	191,230.00	19,465.41	59,009.85	132,220.15	30.86%
PLANNING					
70070101 Salary, Town Planner w/longevity	77,545.00	8,262.33	24,786.99	52,758.01	31.96%
70070102 Salary, Clerical (.8) w/longevity	36,444.00	6,403.07	14,217.37	22,226.63	39.01%
70070201 Planning Commission	7,150.00	0.00	0.00	7,150.00	0.00%
70070302 Fees, Supplies & Dues	5,500.00	263.25	1,210.10	4,289.90	22.00%
70070305 Advertising	500.00	0.00	121.50	378.50	24.30%
70070 Planning	127,139.00	14,928.65	40,335.96	86,803.04	31.73%
ZONING					
70080101 Salaries, Zoning Board (10)	10,000.00	325.00	975.00	9,025.00	9.75%
70080302 Supplies	700.00	-39.46	-181.03	881.03	-25.86%
70080 Zoning	10,700.00	285.54	793.97	9,906.03	7.42%
PERSONNEL					
70090900 Social Security Tax	291,485.00	33,254.00	104,471.00	187,014.00	35.84%
70090901 Blue Cross/Delta Dental	681,500.00	46,459.20	188,543.03	492,956.97	27.67%
70090902 Worker's Compensation	70,000.00	0.00	63,500.00	6,500.00	90.71%
70090903 Retirement System	296,425.00	19,867.06	75,643.10	220,781.90	25.52%
70090906 Life Insurance	10,000.00	1,011.71	4,007.78	5,992.22	40.08%
70090907 General Liability Insurance	110,000.00	0.00	103,493.87	6,506.13	94.09%
70090910 Salary Study Adjustment	30,000.00	0.00	0.00	30,000.00	0.00%
70090920 Blue Cross - Police Retirees	118,805.00	9,623.27	39,209.08	79,595.92	33.00%
70090 Personnel	1,608,215.00	110,215.24	578,867.86	1,029,347.14	35.99%

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 2015 - JUNE 2016
October 1, 2015 - October 31, 2015**

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
FINANCE OFFICE					
70100100 Salary, Finance Director w/longevity	89,597.00	15,867.81	36,352.50	53,244.50	40.57%
70100101 Salary, Deputy Tax Collector w/long	64,989.00	6,996.82	23,210.03	41,778.97	35.71%
70100102 Consultant, Computer Technican	40,000.00	4,643.39	13,052.22	26,947.78	32.63%
70100201 Professional Services	16,000.00	764.42	2,659.24	13,340.76	16.62%
70100302 Fees, Supplies & Dues	22,000.00	257.05	3,937.54	18,062.46	17.90%
70100 Finance	232,586.00	28,529.49	79,211.53	153,374.47	34.06%
TAX ASSESSOR					
70110101 Salary, Assessor (.8) w/longevity	53,508.00	5,797.17	17,391.51	36,116.49	32.50%
70110102 Clerical (as needed)	0.00	0.00	0.00	0.00	#DIV/0!
70110302 Fees, Supplies & Dues	12,500.00	-266.09	9,425.51	3,074.49	75.40%
70110305 Advertising & Printing	1,100.00	272.00	654.98	445.02	59.54%
70110308 Field Inspections	0.00	0.00	0.00	0.00	#DIV/0!
70110 Tax Assessor	67,108.00	5,803.08	27,472.00	39,636.00	40.94%
AUDIT OF ACCOUNTS					
70120201 Professional Services	22,000.00	3,255.00	15,810.00	6,190.00	71.86%
70120 Audit of Accounts	22,000.00	3,255.00	15,810.00	6,190.00	71.86%
POLICE PROTECTION					
70310100 Salary, Police Chief	88,521.00	10,213.89	30,641.67	57,879.33	34.62%
70310101 Salaries, Police(13)/ Dispatch(4.5) /Support (.8 & 1 seasonal)	911,986.00	103,346.91	359,681.05	552,304.95	39.44%
70310102 Longevity, Officers/Dispatch	45,943.00	0.00	17,375.95	28,567.05	37.82%
70310103 Police Benefits	46,320.00	4,171.70	17,167.63	29,152.37	37.06%
70310104 Overtime & Sick Leave	165,000.00	16,525.37	84,702.66	80,297.34	51.33%
70310105 Police Retirement	165,215.00	0.00	0.00	165,215.00	0.00%
70310302 Fees, Supplies & Dues	21,000.00	552.50	3,045.46	17,954.54	14.50%
70310303 Computer Maintenance	18,500.00	1,030.17	16,403.19	2,096.81	88.67%
70310305 Advertising	0.00	0.00	65.10	-65.10	#DIV/0!
70310307 Building Maintenance	5,000.00	342.93	457.19	4,542.81	9.14%
70310308 Vehicle Insurance	8,197.00	0.00	8,197.00	0.00	100.00%
70310309 Telephone	21,500.00	1,093.60	3,601.43	17,898.57	16.75%
70310310 Personal Equipment, Uniforms	8,000.00	0.00	238.59	7,761.41	2.98%
70310311 Maintenance Of Uniforms	32,150.00	235.60	1,780.73	30,369.27	5.54%
70310312 Ammunition & Supplies	4,000.00	0.00	1,758.00	2,242.00	43.95%
70310313 Maintenance, Police Cars	17,500.00	235.60	2,647.11	14,852.89	15.13%
70310314 Gas & Tires	38,000.00	0.00	4,409.33	33,590.67	11.60%
70310315 Training	20,000.00	645.00	5,029.08	14,970.92	25.15%
70310316 Police Incentive	0.00	0.00	0.00	0.00	#DIV/0!
70310317 Maintenance of Radio System	14,000.00	0.00	5,197.35	8,802.65	37.12%
70310318 Equipment	8,000.00	273.75	811.35	7,188.65	10.14%
70310 Police Protection	1,638,832.00	138,667.02	563,209.87	1,075,622.13	34.37%
EMERGENCY MANAGEMENT AGENCY					
70311302 Emergency Management Agency	10,000.00	0.00	1,145.00	8,855.00	11.45%
70311 Emergency Management Agency	10,000.00	0.00	1,145.00	8,855.00	11.45%
FIRE PROTECTION					
70320100 Salary, Fire Chief/Fire Inspector	55,325.00	6,383.64	19,150.92	36,174.08	34.62%
70320101 Salary, Dispatch/Maintenance OT & Fill-in for Dispatch	56,510.00	1,313.53	14,504.07	42,005.93	25.67%
70320102 Deputy Fire Chief Stipend (2)	3,731.00	0.00	0.00	3,731.00	0.00%
70320103 Salary, Fire Inspector	2,000.00	0.00	0.00	2,000.00	0.00%
70320104 Salary, Fire Inspector	17,980.00	2,428.38	5,064.05	12,915.95	28.16%
70320104 Fire Incentive Program	70,000.00	0.00	0.00	70,000.00	0.00%
70320302 Fees, Supplies & Dues	5,000.00	96.90	732.99	4,267.01	14.66%
70320308 Insurance	55,000.00	668.00	23,265.00	31,735.00	42.30%
70320309 Telephone	8,800.00	683.19	2,381.59	6,418.41	27.06%
70320313 Apparatus & Truck Repair	25,000.00	3,480.32	4,402.09	20,597.91	17.61%
70320314 Gas, Tires & Oil	15,000.00	262.41	2,316.28	12,683.72	15.44%

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 2015 - JUNE 2016
October 1, 2015 - October 31, 2015**

Account Number & Description	Annual Budget	PTD Expenses	YTD Expenses	Remaining \$	% of Budget
70320315 Training	12,000.00	0.00	270.00	11,730.00	2.25%
70320319 Fuel Oil	14,000.00	0.00	145.24	13,854.76	1.04%
70320320 Maintenance	13,500.00	3,572.06	4,937.31	8,562.69	36.57%
70320321 Electricity	12,000.00	786.92	2,729.99	9,270.01	22.75%
70320322 Alarm & Radio	6,000.00	168.66	368.16	5,631.84	6.14%
70320323 Oxygen & Air Pack	5,000.00	0.00	0.00	5,000.00	0.00%
70320324 Water	1,500.00	322.76	322.76	1,177.24	21.52%
70320325 Fire Equipment	15,000.00	0.00	524.97	14,475.03	3.50%
70320326 Fire Extinguisher Agents	2,400.00	0.00	963.00	1,437.00	40.13%
70320399 Subscriptions & Journal	500.00	0.00	0.00	500.00	0.00%
70320 Fire Protection	396,246.00	20,166.77	82,078.42	314,167.58	20.71%
EMERGENCY MEDICAL SERVICES					
70600101 Ambulance Incentive Program	80,000.00	0.00	0.00	80,000.00	0.00%
70600102 EMS Director	27,930.00	2,152.46	8,320.39	19,609.61	29.79%
70600103 JFD EMS Captain	0.00	0.00	0.00	0.00	#DIV/0!
70600xxx Medical Director Stipend	3,000.00	0.00	0.00	3,000.00	0.00%
70600104 ALS Per Diem (12 months)	175,200.00	14,880.00	59,040.00	116,160.00	33.70%
70600330 Ambulance Building	16,000.00	1,496.57	2,411.80	13,588.20	15.07%
70600332 Ambulance Personal Equipment/Uniform	10,000.00	0.00	0.00	10,000.00	0.00%
70600333 Ambulance Medical	20,000.00	786.74	6,968.74	13,031.26	34.84%
70600334 Ambulance Office	5,000.00	33.42	752.28	4,247.72	15.05%
70600336 Ambulance Vehicles	12,000.00	548.00	3,104.24	8,895.76	25.87%
70600337 Ambulance Training	23,000.00	584.95	2,679.95	20,320.05	11.65%
70600455 Insurance on Ambulance	30,000.00	0.00	19,081.00	10,919.00	63.60%
70600 EMS	402,130.00	20,482.14	102,358.40	299,771.60	25.45%
PROTECTIVE SERVICE					
70330101 Salary, Building Inspector PT for New Position	64,564.00 5,395.00	7,449.66 0.00	50,418.41 0.00	14,145.59 5,395.00	78.09% 0.00%
70330102 Salary, Clerical (.5) w/longevity	25,014.00	5,015.73	10,509.82	14,504.18	42.02%
70330117 Salary, Electrical Inspector	10,000.00	833.33	3,333.32	6,666.68	33.33%
70330118 Salary, Plumbing Inspector	5,000.00	416.67	1,666.68	3,333.32	33.33%
70330119 Salary, Mechanical Inspector	5,000.00	416.67	1,666.68	3,333.32	33.33%
70330302 Fees, Supplies & Dues	4,500.00	82.05	2,882.06	1,617.94	64.05%
70330328 Hydrant Rental	160,000.00	0.00	0.00	160,000.00	0.00%
70330 Protective Service	279,473.00	14,214.11	70,476.97	208,996.03	25.22%
ADMINISTRATION					
70410101 Salary, Public Works Director (.5)	50,357.00	5,247.39	19,524.82	30,832.18	38.77%
70410302 Fees, Supplies & Dues	1,200.00	88.99	88.99	1,111.01	7.42%
70410 Administration	51,557.00	5,336.38	19,613.81	31,943.19	38.04%
ENGINEERING					
70420101 Salary/Environ Services (.6) w/longevity	38,927.00	4,185.36	12,556.08	26,370.92	32.26%
70420103 Intern	10,000.00	0.00	7,519.50	2,480.50	75.20%
70420302 Fees, Supplies & Dues	1,200.00	0.00	122.52	1,077.48	10.21%
70420 Engineering	50,127.00	4,185.36	20,198.10	29,928.90	40.29%
HIGHWAY					
70430100 Salary, Supervisor w/longevity	67,047.00	7,325.52	22,502.65	44,544.35	33.56%
70430101 Salaries (10) w/longevity & Overtime	568,266.00	68,405.36	207,071.57	361,194.43	36.44%
70430308 Vehicle Insurance	14,520.00	0.00	14,520.00	0.00	100.00%
70430313 Upkeep of Equipment	65,000.00	10,461.20	31,510.35	33,489.65	48.48%
70430314 Oil & Gas	80,000.00	4,649.46	15,010.52	64,989.48	18.76%
70430330 Sand & Gravel	15,000.00	3,003.51	3,003.51	11,996.49	20.02%
70430331 Cold Patch	17,500.00	1,332.80	3,884.76	13,615.24	22.20%
70430333 Road Supplies/Street Signs	15,000.00	818.80	2,811.32	12,188.68	18.74%
70430334 Equipment Rental	3,000.00	0.00	1,450.00	1,550.00	48.33%
70430336 Clothing (contractual)	5,500.00	0.00	2,983.38	2,516.62	54.24%
70430399 Safety & Licensing	6,500.00	1,099.80	2,037.98	4,462.02	31.35%
70430 Highway	857,333.00	97,096.45	306,786.04	550,546.96	35.78%

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 2015 - JUNE 2016
October 1, 2015 - October 31, 2015**

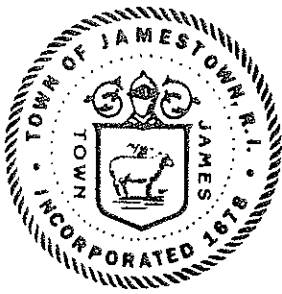
<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
SNOW REMOVAL					
70440336 Snow Removal (overtime)	28,000.00	0.00	0.00	28,000.00	0.00%
70440337 Equipment & Supplies	49,000.00	1,038.00	1,038.00	47,962.00	2.12%
70440 Snow Removal	77,000.00	1,038.00	1,038.00	75,962.00	1.35%
WASTE REMOVAL					
70450101 Salary, Operator w/longevity	55,607.00	6,699.60	21,337.20	34,269.80	38.37%
Sunday OT hours	6,335.00	0.00	0.00	6,335.00	0.00%
70450309 Telephone	600.00	48.00	153.43	446.57	25.57%
70450321 Electricity	1,300.00	20.02	54.00	1,246.00	4.15%
70450340 Maintenance & Testing	42,000.00	190.00	7,785.00	34,215.00	18.54%
70450341 Transfer Trucking & Recycling	310,000.00	21,107.21	84,047.72	225,952.28	27.11%
70450350 Hazardous Waste Recycling	500.00	0.00	0.00	500.00	0.00%
70450 Waste Removal	416,342.00	28,064.83	113,377.35	302,964.65	27.23%
STREET LIGHTING					
70460321 Electricity	82,500.00	5,303.78	15,594.83	66,905.17	18.90%
70460 Street Lighting	82,500.00	5,303.78	15,594.83	66,905.17	18.90%
OTHER PUBLIC WORKS					
70480342 Town Cemetery & Parade	2,100.00	40.50	74.82	2,025.18	3.56%
70480 Other Public Works	2,100.00	40.50	74.82	2,025.18	3.56%
PUBLIC BUILDINGS					
70490101 Service Contract Custodial	60,000.00	5,956.57	20,834.28	39,165.72	34.72%
70490302 Building/Cleaning Supplies	5,300.00	86.45	308.24	4,991.76	5.82%
70490309 Telephone & Alarms	15,000.00	564.74	5,132.99	9,867.01	34.22%
70490321 Electricity	60,000.00	4,539.13	11,929.74	48,070.26	19.88%
70490324 Water	10,500.00	1,471.80	1,637.65	8,862.35	15.60%
70490343 Heat	45,000.00	294.00	671.40	44,328.60	1.49%
70490344 Repairs & Maintenance	43,000.00	6,149.93	14,460.55	28,539.45	33.63%
70490375 Landscape	9,500.00	300.00	1,688.91	7,811.09	17.78%
70490 Public Buildings	248,300.00	19,362.62	56,663.76	191,636.24	22.82%
TREE MANAGEMENT PROGRAM					
70495101 Consultant	9,600.00	0.00	2,125.00	7,475.00	22.14%
70495302 Materials & Supplies	1,800.00	652.86	898.85	901.15	49.94%
70495360 Tree Pruning	15,000.00	1,095.92	1,255.92	13,744.08	8.37%
70495370 Purchase Of Trees	5,000.00	1,070.00	1,070.00	3,930.00	21.40%
70495 Tree Management Program	31,400.00	2,818.78	5,349.77	26,050.23	17.04%
PUBLIC WELFARE					
70500101 Salary, Welfare Director	3,964.00	0.00	991.00	2,973.00	25.00%
70500347 New Visions, Newport County	0.00	0.00	0.00	0.00	#DIV/0!
70500 Public Welfare	3,964.00	0.00	991.00	2,973.00	25.00%
PUBLIC HEALTH					
70600456 Visiting Nurse/Mental Health/ SC Hospice/ Substance Abuse	17,500.00	0.00	9,000.00	8,500.00	51.43%
70600458 Senior Center Operations	71,693.00	5,974.42	23,897.68	47,795.32	33.33%
70600 Public Health	89,193.00	5,974.42	32,897.68	56,295.32	36.88%
ANIMAL CONTROL					
70610xxx Animal Control Services/Shelter	5,000.00	0.00	0.00	5,000.00	0.00%
70610302 Fees, Supplies & Dues	0.00	0.00	0.00	0.00	#DIV/0!
70610306 Tick Task Force	15,000.00	135.01	1,166.28	13,833.72	7.78%
70610 Animal Control	20,000.00	135.01	1,166.28	18,833.72	5.83%

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 2015 - JUNE 2016
October 1, 2015 - October 31, 2015**

Account Number & Description	Annual Budget	PTD Expenses	YTD Expenses	Remaining \$	% of Budget
LIBRARY					
70700100 Salary, Librarian w/longevity	69,921.00	7,871.07	23,613.21	46,307.79	33.77%
70700101 Salaries (2FT & 2@.875)w/longevity	144,990.00	14,667.76	47,609.91	97,380.09	32.84%
70700102 Custodian	0.00	0.00	0.00	0.00	#DIV/0!
70700302 Fees, Supplies & Dues	8,500.00	271.80	2,738.81	5,761.19	32.22%
70700308 Insurance	12,850.00	0.00	12,850.00	0.00	100.00%
70700309 Telephone	1,200.00	0.00	234.62	965.38	19.55%
70700310 Equipment	500.00	0.00	538.95	-38.95	107.79%
70700321 Electricity	24,000.00	2,772.68	5,598.78	18,401.22	23.33%
70700343 Heat	18,500.00	0.00	0.00	18,500.00	0.00%
70700344 Repairs & Maintenance	19,000.00	2,013.55	3,502.24	15,497.76	18.43%
70700345 Information Technology	6,000.00	253.63	546.28	5,453.72	9.10%
70700351 Books & Periodicals	29,000.00	2,531.48	8,415.77	20,584.23	29.02%
70700352 Books - State Aid	87,697.00	8,868.68	28,008.51	59,688.49	31.94%
70700 Library	422,158.00	39,250.65	133,657.08	288,500.92	31.66%
PARKS, BEACHES & RECREATION					
70800101 Salary, Director w/longevity	65,506.00	7,232.82	21,698.46	43,807.54	33.12%
70800102 Salaries, Rec, Parks (3) w/longevity	124,564.00	25,601.26	146,748.59	-22,184.59	117.81%
Seasonal Support Staff	142,221.00	0.00	0.00	142,221.00	0.00%
70800103 Salary, Teen Center Coordinator	35,653.00	4,113.81	12,318.02	23,334.98	34.55%
70800104 Salaries, Teen Center Support Staff	15,749.00	975.00	2,706.25	13,042.75	17.18%
70800302 Fees, Supplies & Dues	5,965.00	520.96	1,893.04	4,071.96	31.74%
70800305 Advertising & Printing	3,750.00	227.25	687.25	3,062.75	18.33%
70800308 Insurance	6,470.00	0.00	6,470.00	0.00	100.00%
70800309 Telephone	2,500.00	85.14	649.06	1,850.94	25.96%
70800310 Equipment	4,500.00	0.00	1,516.28	2,983.72	33.70%
70800314 Gas & Oil	10,000.00	142.88	3,125.27	6,874.73	31.25%
70800321 Electricity & Field Lighting	30,000.00	1,746.86	13,638.19	16,361.81	45.46%
70800322 Ft Getty Waste Water Removal	7,000.00	0.00	2,600.00	4,400.00	37.14%
70800323 Shores Beach/Sanitary Facility	3,000.00	0.00	0.00	3,000.00	0.00%
70800324 Water	12,000.00	0.00	0.00	12,000.00	0.00%
70800341 Trash Removal	10,000.00	238.00	5,152.00	4,848.00	51.52%
70800344 Repairs, Maintenance & Improvements	26,000.00	1,047.15	8,495.14	17,504.86	32.67%
70800382 Summer Programs	3,825.00	0.00	0.00	3,825.00	0.00%
70800383 Winter Programs	1,200.00	0.00	0.00	1,200.00	0.00%
Senior Programs	3,000.00	0.00	0.00	3,000.00	0.00%
PAC-Operational	15,000.00	0.00	0.00	15,000.00	0.00%
70800 Parks, Beaches & Recreation	527,903.00	41,931.13	227,697.55	300,205.45	43.13%
70801381 Special Activities	0.00	-197.60	2,394.40	2,394.40	
70801384 Exercise	0.00	0.00	0.00	0.00	
70801386 Flag Football S/F	0.00	0.00	0.00	0.00	
70801388 Basketball S/F	0.00	0.00	-40.00	-40.00	
70801391 Sports Camp S/F	0.00	2,068.43	3,482.93	3,482.93	
70801392 Tennis S/F	0.00	0.00	638.99	638.99	
70801393 Soccer S/F	0.00	0.00	0.00	0.00	
70801395 Girl's Softball S/F	0.00	0.00	0.00	0.00	
70801396 Restoration Rec Ctr S/F	0.00	0.00	0.00	0.00	
70801398 Pavilion	0.00	337.75	969.48	969.48	
70801399 Miscellaneous	0.00	0.00	0.00	0.00	
70801400 Volleyball S/F	0.00	0.00	0.00	0.00	
70801401 Summer Playground S/F	0.00	-40.00	-11,272.60	-11,272.60	
70801402 J.Y.O. S/F	0.00	0.00	0.00	0.00	
70801 Recreation Programs	0.00	2,168.58	-3,826.80	-3,826.80	

**TOWN OF JAMESTOWN
BUDGET VS. ACTUAL
JULY 2015 - JUNE 2016
October 1, 2015 - October 31, 2015**

<u>Account Number & Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<i>DEBIT SERVICE</i>					
70900504 Payment Of Principal	520,000.00	0.00	0.00	520,000.00	0.00%
70900505 Payment Of Interest	276,060.00	0.00	39,393.75	236,666.25	14.27%
70900503 Lease DPW Equipment Resolution	71,362.00	4,500.00	17,800.00	53,562.00	24.94%
xxxxxxx Lease JetVac *included in above	0.00	0.00	0.00	0.00	#DIV/0!
138 Narragansett Ave	28,500.00	0.00	0.00	28,500.00	0.00%
Fire Station Improvements	47,750.00	0.00	0.00	47,750.00	0.00%
70900 Debit Service	943,672.00	4,500.00	57,193.75	886,478.25	6.06%
<i>MISCELLANEOUS</i>					
70920527 Incidentals & Emergencies	50,000.00	0.00	3,128.28	46,871.72	6.26%
70920530 Conservation Commission	2,200.00	772.00	772.00	1,428.00	35.09%
Chamber of Commerce Development	4,000.00	1,500.00	1,500.00	2,500.00	37.50%
70920536 Eastern RI Co-Op Extension	0.00	0.00	0.00	0.00	#DIV/0!
Economic Development	5,000.00	0.00	0.00	5,000.00	0.00%
70920 Miscellaneous	61,200.00	2,272.00	5,400.28	55,799.72	8.82%
Total	9,184,047.00	669,712.28	2,718,678.08	6,465,368.92	29.60%



Town of Jamestown

Town Clerk's Office
Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-7200 • Fax 423-7230

RECEIVED
TOWN OF JAMESTOWN
15 SEP 15 AM 10: 2

Victualing & Entertainment License Multi-License Renewal Application

email: cfemstrom@jamestownri.net

Cheryl A. Fernstrom, CMC

Town Clerk

Probate Clerk

Please supply the Town Clerk's office with the following:

- Copy of Valid State Health Certificate
- Victualing Fee: \$20.00
- Entertainment Fee: \$140.00/year
- Retail Sales Tax Permit

Permit for the Period of: December 1, 20 15 to November 30, 20 16

Name of Applicant (Corp. Name): Islandish, Ltd.

DBA: Chopmist Charlies

Partnership: n/a

Sole Proprietorship: n/a Business Phone #: 423-1020

Address of Premise: 40 Narragansett Avenue

Hours of Operation: 11:30 am - 12:30 am RI Retail Tax #: 05-0481124

Home/Mailing Address and Home Phone #: 742-1980 (cell)

15 Weeden Ln. Jamestown, RI 02835

Name, Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:

Name	Address	DOB
<u>Charles T. Masso</u>	<u>15 Weeden Ln. Jamestown, RI 02835</u>	<u>11/24/1956</u>

Type of Operation: (bakery, restaurant, gift shop, etc.)

Restaurant with a Class B-Victualing Liquor License

What type of entertainment are you requesting? Live Music

Seating Capacity: 50

Number of Dining Areas: 1 # of Kitchens: 1

Signature of Applicant: *Charles T. Masso*

All Tax & Water Assessments must be **PAID TO DATE** prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

For Office Use Only

License Fee: \$160.00

Paid/Date: 9/15/2015

Approval: Please Sign & Date

Chief of Police: EL 9/18/15

Fire Chief: [Signature] 11-5-15

Zoning Official: [Signature] 10-28-15

Water & Sewer Clerk: [Signature] 10/26/15

Tax Collector: [Signature] 10/26/15



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20____ to November 30, 20____.**

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

15 SEP 21 AM 10:05

Victualing License Renewal Application

Please supply the Town Clerk's office with the following:

- Copy of Valid State Health Certificate Retail Sales Tax Permit
 Fee: \$20.00

Permit for the Period of: December 1, 2016 to November 30, 2016

Name of Applicant (Corp. Name): Ace's Pizza, Inc.

DBA: Ace's Pizza

Partnership: _____

Sole Proprietorship: _____ Business Phone #: 423-2824

Address of Premise: 1 Clarke Street (see mailing address below)

Hours of Operation: 11 am - 11 pm RI Retail Tax #: 51-0637207

Home/Mailing Address and Home Phone #: _____

P.O. Box 114 Jamestown, RI 02835 261-2492

Name Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:

<u>Name</u>	<u>Address</u>	<u>DOB</u>
<u>Joy E. Vieira</u>	<u>91 Bay View Dr. Jamestown, RI 02835</u>	<u>02/08/1977</u>

Type of Operation: (bakery, restaurant, gift shop, etc.)
Restaurant

Seating Capacity: 28

Number of Dining Areas: 2 # of Kitchens: 1
(including outdoor service)

Signature of Applicant: _____

All Tax & Water Assessments must be **PAID TO DATE** prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

For Office Use Only

License Fee: \$20.00 _____

Paid/Date: 9/21/2015

Approval: Please Sign & Date

Chief of Police: [Signature] 10/11/15

Fire Chief: [Signature] 10-6-15
Dep Chief HFD

Zoning Official: [Signature] 10-28-15

Water & Sewer Clerk: [Signature] 10/26/15

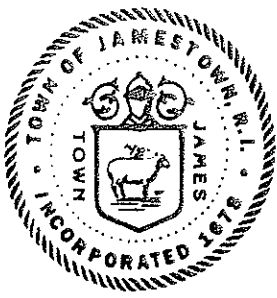
Tax Collector: [Signature] 10/26/15



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20_____ to November 30, 20_____**.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk



Town of Jamestown

Town Clerk's Office
Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-7200 • Fax 423-7230
email: cfernstrom@jamestownri.net

RECEIVED
TOWN OF JAMESTOWN, R.I.
15 SEP 28 PM 2:59

Cheryl A. Fernstrom, CMC
Town Clerk
Probate Clerk

Victualing License Renewal Application

Please supply the Town Clerk's office with the following:

- Copy of Valid State Health Certificate
- Retail Sales Tax Permit
- Fee: \$20.00

Permit for the Period of: December 1, 20 to November 30, 20

Name of Applicant (Corp. Name): East Ferry Market, Ltd. (S-Corp)

DBA: East Ferry Deli & Market

Partnership: _____

Sole Proprietorship: _____ Business Phone #: 423-1592

Address of Premise: 47 Conanicus Avenue, Units 1 & 2, Jamestown, RI 02835

Hours of Operation: 6 am - 5 pm RI Retail Tax #: 05-0480619

Home/Mailing Address and Home Phone #: 423-1747

Name Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:

<u>Name</u>	<u>Address</u>	<u>DOB</u>
<u>W. Robert Umbenhauer</u>	<u>16 Florida Avenue, Jamestown</u>	<u>02/25/1940</u>
<u>Stacy R. Feight</u>	<u>5 Oak Hollow Lane, Charlestown, RI</u>	<u>02/10/1969</u>

Type of Operation: (bakery, restaurant, gift shop, etc.)

Coffee & Sandwich Shop

Seating Capacity: 24

Number of Dining Areas: _____ # of Kitchens: 1
(including outdoor service)

Signature of Applicant: _____

All Tax & Water Assessments must be **PAID TO DATE** prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

For Office Use Only

License Fee: \$20.00

Paid/Date: 9/28/2015

Approval: Please Sign & Date

Chief of Police: [Signature] 10/1/15

Fire Chief: [Signature] 10.5.15

Zoning Official: [Signature] 10-28-15

Water & Sewer Clerk: [Signature] 10/26/15

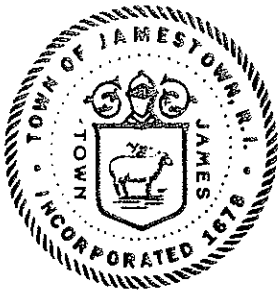
Tax Collector: [Signature] 10/26/15



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20____** to **November 30, 20____**.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk



Town of Jamestown

Town Clerk's Office
Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-7200 • Fax 423-7230
email: cfernstrom@jamestownri.net

RECEIVED
TOWN OF JAMESTOWN, R.I.

15 SEP -4 PM 2: 29

Cheryl A. Fernstrom, CMC
Town Clerk
Probate Clerk

Victualing License Renewal Application

Please supply the Town Clerk's office with the following:

- Copy of Valid State Health Certificate
- Retail Sales Tax Permit
- Fee: \$20.00

Permit for the Period of: December 1, 20 to November 30, 20

Name of Applicant (Corp. Name): New England Golf Course Management, Inc.

DBA: Jamestown Golf & Country Club aka: Caddy Shack

Partnership: _____

Sole Proprietorship: _____ Business Phone #: 423-9930

Address of Premise: 245 Conanicus Avenue, Jamestown, RI 02835

Hours of Operation: 6 am - 12 am RI Retail Tax #: 74528

Home/Mailing Address and Home Phone #: _____
same as above 423-3041

Name Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:

<u>Name</u>	<u>Address</u>	<u>DOB</u>
<u>Joe Mistowski</u>	<u>265 Conanicus Ave</u>	<u>10-07-1950</u>
<u>Harriet Mistowski</u>	<u>265 Conanicus Ave.</u>	<u>05-17-1951</u>

Type of Operation: (bakery, restaurant, gift shop, etc.)

Golf Course, Pro Shop & Bar & Grill with a Class B-Victualing Liquor License

Seating Capacity: 50

Number of Dining Areas: 2 # of Kitchens: 1

Signature of Applicant: [Signature]

All Tax & Water Assessments must be **PAID TO DATE** prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

For Office Use Only

License Fee: \$20.00 _____

Paid/Date: 9/4/15 _____

Approval: Please Sign & Date

Chief of Police: *ELC 2/18/18* _____

Fire Chief: *[Signature] 11.5.15* _____

Zoning Official: *[Signature] 10-28-15* _____

Water & Sewer Clerk: *[Signature] 10/20/15* _____

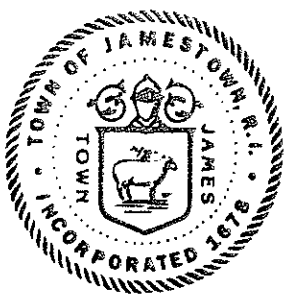
Tax Collector: *[Signature] 10/29/15* _____



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20____ to November 30, 20____**.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk



Town of Jamestown

RECEIVED
TOWN OF JAMESTOWN, R.I.

Town Clerk's Office
Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-7200 • Fax 423-7230
email: cfernstrom@jamestownri.net

15 AUG 31 AM 10:40

Cheryl A. Fernstrom, CMC
Town Clerk
Probate Clerk

Victualing License Renewal Application

Please supply the Town Clerk's office with the following:

- Copy of Valid State Health Certificate
- Retail Sales Tax Permit

Fee: \$20.00

Permit for the Period of: December 1, 2016 to November 30, 2016

Name of Applicant (Corp. Name): Varsha, Inc.

DBA: Jamestown Wine & Spirits

Partnership: _____

Sole Proprietorship: _____ Business Phone #: 423-0100

Address of Premise: 30 Southwest Avenue

Hours of Operation: *8 am – 10 pm/11 pm Summer- Sun. 10 - 6 AM 12-6 pm

RI Retail Tax #: 20-4378629

Home/Mailing Address and Home Phone #: _____

30-A Southwest Avenue, Jamestown, RI 02835 401.569.9981

Name Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:

Name	Address	DOB
Varsha I. Patel (see above)		08/11/1966

Type of Operation: (bakery, restaurant, gift shop, etc.)

Retail of liquors, wines, candies, chips, cigarettes, gourmet food, etc.

of Dining Areas: n/a # of Kitchens: n/a
(including outdoor seating)

Signature of Applicant: Varsha Patel

All Tax & Water Assessments must be PAID TO DATE prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

*per RIGL 3-7-23

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

For Office Use Only

License Fee: \$ 20.00

Paid/Date: August 31 2015

Approval: Please Sign & Date

Chief of Police: *[Signature]* 9/1/15

Fire Chief: *[Signature]* 11/5/15

Zoning Official: *[Signature]* 10-28-15

Water & Sewer Clerk: *[Signature]* 10/26/15

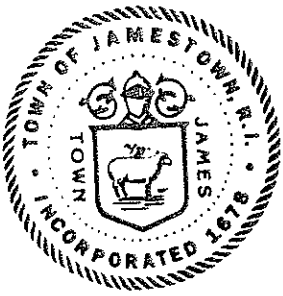
Tax Collector: *[Signature]* 10/26/15



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20____ to November 30, 20____.**

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk



Town of Jamestown

Town Clerk's Office
Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-7200 • Fax 423-7230
email: cfernstrom@jamestownri.net

RECEIVED
TOWN OF JAMESTOWN, R.I.

15 AUG 31 AM 9:20

Cheryl A. Fernstrom, CMC
Town Clerk
Probate Clerk

Victualing License Renewal Application

Please supply the Town Clerk's office with the following:

Copy of Valid State Health Certificate

Retail Sales Tax Permit

Fee: \$20.00

Permit for the Period of: December 1, 2015 to November 30, 2016

Name of Applicant (Corp. Name): T-M-T Enterprises, Inc.

DBA: McQuade's Supermarket

Partnership: _____

Sole Proprietorship: _____ Business Phone #: 423-0873

Address of Premise: 6 Clarke Street, Jamestown, RI 02835

Hours of Operation: 7 am - 8 pm RI Retail Tax #: 05-0396277

Home/Mailing Address and Home Phone #: _____

106 Main Street, Westerly, RI 02891 596-2054

Name Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:

Name	Address	DOB
Michael McQuade	112 River Side Dr., Pawcatuck, CT	06-11-1952

Type of Operation: (bakery, restaurant, gift shop, etc.)

Supermarket, Bakery, Deli

Number of Dining Areas: 0 # of Kitchens: _____
(including outdoor service)

Signature of Applicant: Michael J. McQuade

All Tax & Water Assessments must be **PAID TO DATE** prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

For Office Use Only

License Fee: \$20.00 _____

Paid/Date: August 31 2015

Approval: Please Sign & Date

Chief of Police: [Signature] 9-8-15

Fire Chief: [Signature] Dep Chief H+J 11/6/15

Zoning Official: [Signature] 10-28-15

Water & Sewer Clerk: [Signature] 10/26/15

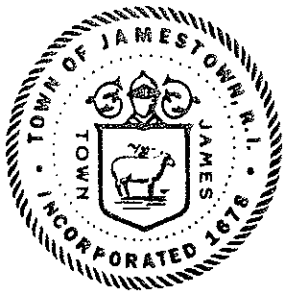
Tax Collector: [Signature] 10/26/15



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20**_____ to **November 30, 20**_____.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk



Town of Jamestown

RECEIVED
TOWN OF JAMESTOWN, R.I.

Town Clerk's Office

Town Hall, 93 Narragansett Avenue
Jamestown, Rhode Island 02835-1199
401-423-7200 • Fax 423-7230
email: cfernstrom@jamestownri.net

Cheryl A. Fernstrom, CMC
Town Clerk
Probate Clerk

Victualing License Renewal Application

Please supply the Town Clerk's office with the following:

- Copy of Valid State Health Certificate
- Retail Sales Tax Permit
- Fee: \$20.00

Permit for the Period of: December 1, 2015 to November 30, 2016

Name of Applicant (Corp. Name): Doriana Carella/The Village Hearth

DBA: The Village Hearth

Partnership: n/a

Sole Proprietorship: Doriana Carella Business Phone #: 423-9282

Address of Premise: 2 Watson Avenue, Jamestown, RI 02835

Hours of Operation: 7:00 am – 7:30 pm; Wednesday – Sunday

RI Retail Tax #: 02-02589479

Home/Mailing Address and Home Phone #: see below 423-3025

Name Address, Phone # and Date of Birth of all Principle Officers &/or Stockholders:


<u>Name</u>	<u>Address</u>	<u>DOB</u>
<u>Doriana Carella</u>	<u>85 Gondola Ave., Jamestown</u>	<u>02-17-1964</u>

Type of Operation: (bakery, restaurant, gift shop, etc.)

Bakery

Seating Capacity: _____

Number of Dining Areas: 0 # of Kitchens: 1
(including outdoor service)

Signature of Applicant: 

All Tax & Water Assessments must be PAID TO DATE prior to any Town Council action. Your application will not be acted upon should payment of these be in arrears.

TOWN OF JAMESTOWN

Town Clerk's Office
93 Narragansett Avenue
Jamestown, RI 02835
423-7200 ~ fax: 423-7230

For Office Use Only

License Fee: \$20.00

Paid/Date: August 31 2015

Approval: Please Sign & Date

Chief of Police: *EL 9/18/15*

Fire Chief: *Dep Chief HT J 11/6/2015*

Zoning Official: *Chris Costa*

Water & Sewer Clerk: *Dunise Green 10/20/15*

Tax Collector: *Paul J. Gabriele 10/20/15*



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20____ for the period of **December 1, 20_____ to November 30, 20_____.**

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk



TOWN OF JAMESTOWN

One Day

Event/Entertainment Application

RECEIVED
TOWN OF JAMESTOWN, R.I.

PM 3:58

\$5.00 Application Fee

Date Rec'd _____
Office will enter date

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain) _____

Name of Event: (if applicable) 8th grade fundraising yard sale
 Date of Event: Dec. 5, 2015 Hours of Event: 9-1
 Location of Event: fire station Number of people attending: _____
 Name of Applicant/ Business: Shannon Alves
 Mailing Address: 68 Clarke St. Business Phone #: _____

Contact Person: same Phone Number: 401.954.1069

List the type of entertainment being requested, if applicable (Band, DJ, etc.) _____

Who will the event benefit? 8th grade students going to Washington DC

Type of Operation: (Private, State Sponsored, Non-Profit): _____

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: _____ Non-Profit ID #: _____

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
 (\$5.00 each Vendor/Peddler in addition to Application Fee)

A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.

What types of items will be sold at this event? MISC.

Will food be sold at the location? *If yes, you must contact the R.I. Department of Health* Yes No

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No

Will traffic control or a public facility be needed? Yes No

If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department for rates and forms for approval.

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

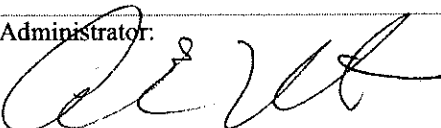
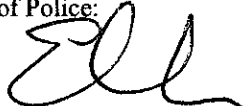





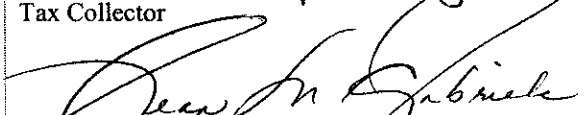
Signature of Applicant: Shannon Alves

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

For Office Use Only

License Fee: \$ _____ Ins. Policy: _____ Ft. Getty Rental Permit: _____

For Approval: Please sign, date & provide approximate cost to Town.

Department	Date	Approximate Cost or Comments
Town Administrator: 	11/26/15	
Chief of Police: 	10/19/15	
Fire Chief: 	10.20.15	
Zoning Official: 	11-20-15	
Director of Parks & Recreation: 	10.20.15	
Director of Public Works: 	10-20-15	
Water & Sewer Clerk 	11/5/15	
Tax Collector 	10/26/15	

This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20_____ for the event scheduled for: (date) _____ (time) _____ with a location of _____.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

Please keep this license on hand for the day of the event.



TOWN OF JAMESTOWN One Day Event/Entertainment Application

\$5.00 Application Fee

Date Rec'd _____
Office will enter date _____

RECEIVED
TOWN OF JAMESTOWN, R.I.
15 OCT -2 PM 3:24

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Name of Event: (if applicable) Jamestown Christmast Tree Lighting Ceremony
 Date of Event: Dec 05 2015 Hours of Event: 17:30 - 20:30
 Location of Event: East Ferry Number of people attending: 300
 Name of Applicant/ Business: Tom Harris
 Mailing Address: 876 East Shore Road Business Phone #: 401-423-3452
Jamestown, RI 02335
 Contact Person: Tom Harris Phone Number: 401-423-3452

List the type of entertainment being requested, if applicable (Band, DJ, etc.) _____

Who will the event benefit? all residents

Type of Operation: (Private, State Sponsored, Non-Profit): private

R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): _____

If the applicant is a Non-Profit organization, is it registered with the State? Yes No

RI Tax ID #: _____ Non-Profit ID #: _____

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
(\$5.00 each Vendor/Peddler in addition to Application Fee)

A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.

What types of items will be sold at this event? None

Will food be sold at the location? *If yes, you must contact the R.I. Department of Health* Yes No

Will alcohol be provided and/or served at this event? *If yes, Alcohol Liability Insurance must be provided* Yes No

Will traffic control or a public facility be needed? *If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department for rates and forms for approval.* Yes No

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No

If there is additional information for the Town Council that you would like to add please attach separate correspondence.

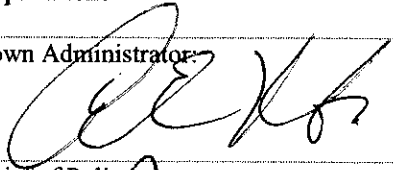

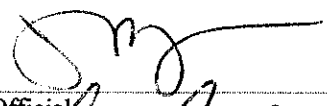

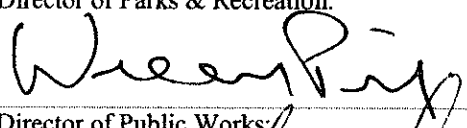
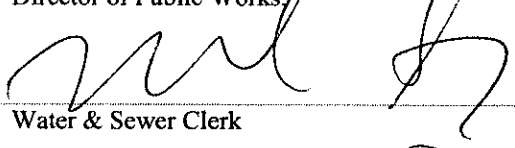
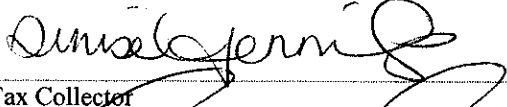

Signature of Applicant: *Thomas L. Harris*

Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

For Office Use Only

License Fee: \$ _____ Ins. Policy: _____ Ft. Getty Rental Permit: _____

For Approval: Please sign, date & provide approximate cost to Town.

Department	Date	Approximate Cost or Comments
Town Administrator: 	11/5/15	
Chief of Police: 	10/16/15	
Fire Chief: 	10.5.15	
Zoning Official: 	10-20-15	
Director of Parks & Recreation: 	10.16.15	
Director of Public Works: 	10-20-15	
Water & Sewer Clerk: 	10/26/15	
Tax Collector: 	10/26/15	



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20_____ for the event scheduled for: (date) _____ (time) _____ with a location of _____.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

Please keep this license on hand for the day of the event.



TOWN OF JAMESTOWN

One Day Event/Entertainment Application

\$5.00 Application Fee

Date Rec'd ✓
Office will enter date

All licenses are issued subject to the resolution of debts, taxes and appropriate signatures
(This form can be used with or without vendors)

RECEIVED
TOWN OF JAMESTOWN, R.I.
15 NOV - 6 AM 8:50

Please complete the following information:

- Seasonal Event
- Parade
- Race:
 - Bicycle/Wheelchair
 - Run/Jog/Walk/Wheelchair
 - Marine Vessel
- Art/Craft Show
- Theatre/Film Production
- Concert
- Miscellaneous Function (please explain)

Name of Event: (if applicable) CIAA Holiday Craft Fair
 Date of Event: Dec. 5, 2015 Hours of Event: 9-4
 Location of Event: Lawn School Number of people attending: 2-300
 Name of Applicant/ Business: Coranicut Island Art Association
 Mailing Address: P.O. Box 229 Business Phone #: 401-423-2347
Jamestown, RI 02835
 Contact Person: Alexandra Kent Phone Number: 359-1040

List the type of entertainment being requested, if applicable (Band, DJ, etc.) n/a
 Who will the event benefit? local artisans/local schools/local shopper
 Type of Operation: (Private, State Sponsored, Non-Profit): Non-profit
 R.I. Show Promoter's Permit Number, per RIGL § 44-19-1, (if applicable): yes - 1348
 If the applicant is a Non-Profit organization, is it registered with the State? Yes No
 RI Tax ID #: 22 25 05 460 00 Non-Profit ID #: same

Number of Vendors/Peddlers: (circle one) N/A 1-10 11-20 21-30 31-40 41-50
 (\$5.00 each Vendor/Peddler in addition to Application Fee)

A list of vendor/peddler and fee must be submitted to the Town Clerk's Office with this license. Vendor/Peddler list Must include name, address, phone number, date of birth, type of merchandise to be sold and exact location of sales.

What types of items will be sold at this event? handmade arts + crafts
 Will food be sold at the location? If yes, you must contact the R.I. Department of Health ✓ (Spinners) Yes No
 Will alcohol be provided and/or served at this event? If yes, Alcohol Liability Insurance must be provided Yes No
 Will traffic control or a public facility be needed? Yes No
 If yes, Please contact the Jamestown Police Department, Public Works Department and/or the Recreation Department for rates and forms for approval.

Note: All applicants must submit a liability insurance policy with coverage in the amount of \$1,000,000 (one million dollars) when using Town owned property. Certificate of insurance: Yes No



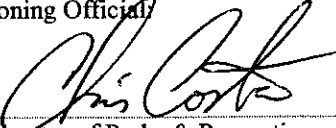


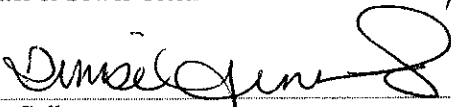

If there is additional information for the Town Council that you would like to add please attach separate correspondence.
 Signature of Applicant: Chime Betu - President.

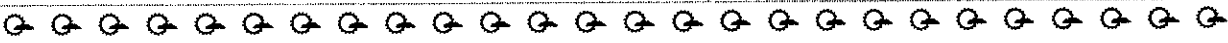
Please attend the Town Council meeting on the _____ day of _____, 20____ for Council review.

For Office Use Only

License Fee: \$ 5.00 Ins. Policy: ✓ Ft. Getty Rental Permit: —

For Approval: Please sign, date & provide approximate cost to Town.

Department	Date	Approximate Cost or Comments
Town Administrator: 	4/6/15	
Chief of Police:		
Fire Chief: 	11.5.15	
Zoning Official: 	11-6-15	
Director of Parks & Recreation:		
	11/6/15	
Director of Public Works: 	11/6/15	
Water & Sewer Clerk: 	11/6/15	
Tax Collector: 	11/6/15.	



This application has been **GRANTED/DENIED** by the Jamestown Town Council at a meeting held on the _____ day of _____, 20_____ for the event scheduled for: (date) _____ (time) _____ with a location of _____.

Issued: _____

Cheryl A. Fernstrom, CMC, Town Clerk

Please keep this license on hand for the day of the event.