



**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 8<sup>th</sup> and October 15<sup>th</sup> 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 8<sup>th</sup> Grade Class  
 Event: 8<sup>th</sup> 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](http://www.jamestownri.gov).*

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

**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 7<sup>th</sup>.  
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).

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

**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	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <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	<b>AUTOMOBILE LIABILITY</b> <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) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N N/A	32924	04/17/2015	04/17/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER 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****CANCELLATION**

Town of Jamestown Town Administrator's Office 93 Narragansett Avenue Jamestown RI 02835	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 <i>Anthony zelano</i>
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## Meeting Hall AVI RFP

### Clarification of bid

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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 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 22<sup>nd</sup> 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 8<sup>th</sup> and October 15<sup>th</sup> 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 30<sup>th</sup> 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 30<sup>th</sup> 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 21<sup>st</sup> 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 17<sup>th</sup> 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 rescue 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 40<sup>th</sup> 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.

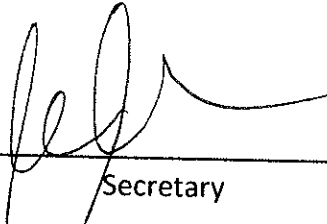
Section III, Old Business concluded at 5:07 PM.

#### 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 25<sup>th</sup>, 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 Assessor 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.

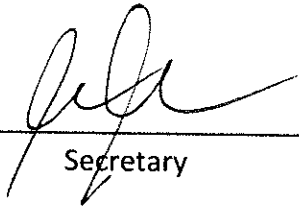
#### **IV. NEW BUSINESS**

- 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
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<b>TOTAL ABATEMENTS</b>	<b>\$614.54</b>
<b>TOTAL ADDENDA</b>	<b>\$0.00</b>

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 &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>TOWN COUNCIL</b>					
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%
<b>70001 Town Council</b>	<b>14,550.00</b>	<b>0.48</b>	<b>2,825.48</b>	<b>11,724.52</b>	<b>19.42%</b>
<b>TOWN ADMINISTRATOR</b>					
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%
<b>70002 Town Administrator</b>	<b>186,074.00</b>	<b>26,638.32</b>	<b>68,874.59</b>	<b>117,199.41</b>	<b>37.01%</b>
<b>PROBATE COURT</b>					
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%
<b>70003 Probate Court</b>	<b>6,831.00</b>	<b>724.23</b>	<b>2,309.33</b>	<b>4,521.67</b>	<b>33.81%</b>
<b>ELECTION &amp; TOWN MEETINGS</b>					
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%
<b>70004 Election &amp; Town Meetings</b>	<b>11,184.00</b>	<b>96.89</b>	<b>2,010.75</b>	<b>9,173.25</b>	<b>17.98%</b>
<b>LEGAL</b>					
70050201 Professional Services	95,000.00	8,930.00	24,188.00	70,812.00	25.46%
<b>70005 Legal</b>	<b>95,000.00</b>	<b>8,930.00</b>	<b>24,188.00</b>	<b>70,812.00</b>	<b>25.46%</b>
<b>CLERK &amp; RECORDS</b>					
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%
<b>70060 Clerk &amp; Records</b>	<b>191,230.00</b>	<b>19,465.41</b>	<b>59,009.85</b>	<b>132,220.15</b>	<b>30.86%</b>
<b>PLANNING</b>					
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%
<b>70070 Planning</b>	<b>127,139.00</b>	<b>14,928.65</b>	<b>40,335.96</b>	<b>86,803.04</b>	<b>31.73%</b>
<b>ZONING</b>					
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%
<b>70080 Zoning</b>	<b>10,700.00</b>	<b>285.54</b>	<b>793.97</b>	<b>9,906.03</b>	<b>7.42%</b>
<b>PERSONNEL</b>					
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%
<b>70090 Personnel</b>	<b>1,608,215.00</b>	<b>110,215.24</b>	<b>578,867.86</b>	<b>1,029,347.14</b>	<b>35.99%</b>

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

<b>Account Number &amp; Description</b>	<b>Annual Budget</b>	<b>PTD Expenses</b>	<b>YTD Expenses</b>	<b>Remaining \$</b>	<b>% of Budget</b>
<b>FINANCE OFFICE</b>					
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%
<b>70100 Finance</b>	<b>232,586.00</b>	<b>28,529.49</b>	<b>79,211.53</b>	<b>153,374.47</b>	<b>34.06%</b>
<b>TAX ASSESSOR</b>					
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!
<b>70110 Tax Assessor</b>	<b>67,108.00</b>	<b>5,803.08</b>	<b>27,472.00</b>	<b>39,636.00</b>	<b>40.94%</b>
<b>AUDIT OF ACCOUNTS</b>					
70120201 Professional Services	22,000.00	3,255.00	15,810.00	6,190.00	71.86%
<b>70120 Audit of Accounts</b>	<b>22,000.00</b>	<b>3,255.00</b>	<b>15,810.00</b>	<b>6,190.00</b>	<b>71.86%</b>
<b>POLICE PROTECTION</b>					
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%
<b>70310 Police Protection</b>	<b>1,638,832.00</b>	<b>138,667.02</b>	<b>563,209.87</b>	<b>1,075,622.13</b>	<b>34.37%</b>
<b>EMERGENCY MANAGEMENT AGENCY</b>					
70311302 Emergency Management Agency	10,000.00	0.00	1,145.00	8,855.00	11.45%
<b>70311 Emergency Management Agency</b>	<b>10,000.00</b>	<b>0.00</b>	<b>1,145.00</b>	<b>8,855.00</b>	<b>11.45%</b>
<b>FIRE PROTECTION</b>					
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**

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

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

<u>Account Number &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>SNOW REMOVAL</b>					
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%
<b>70440 Snow Removal</b>	<b>77,000.00</b>	<b>1,038.00</b>	<b>1,038.00</b>	<b>75,962.00</b>	<b>1.35%</b>
<b>WASTE REMOVAL</b>					
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%
<b>70450 Waste Removal</b>	<b>416,342.00</b>	<b>28,064.83</b>	<b>113,377.35</b>	<b>302,964.65</b>	<b>27.23%</b>
<b>STREET LIGHTING</b>					
70460321 Electricity	82,500.00	5,303.78	15,594.83	66,905.17	18.90%
<b>70460 Street Lighting</b>	<b>82,500.00</b>	<b>5,303.78</b>	<b>15,594.83</b>	<b>66,905.17</b>	<b>18.90%</b>
<b>OTHER PUBLIC WORKS</b>					
70480342 Town Cemetery & Parade	2,100.00	40.50	74.82	2,025.18	3.56%
<b>70480 Other Public Works</b>	<b>2,100.00</b>	<b>40.50</b>	<b>74.82</b>	<b>2,025.18</b>	<b>3.56%</b>
<b>PUBLIC BUILDINGS</b>					
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%
<b>70490 Public Buildings</b>	<b>248,300.00</b>	<b>19,362.62</b>	<b>56,663.76</b>	<b>191,636.24</b>	<b>22.82%</b>
<b>TREE MANAGEMENT PROGRAM</b>					
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%
<b>70495 Tree Management Program</b>	<b>31,400.00</b>	<b>2,818.78</b>	<b>5,349.77</b>	<b>26,050.23</b>	<b>17.04%</b>
<b>PUBLIC WELFARE</b>					
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!
<b>70500 Public Welfare</b>	<b>3,964.00</b>	<b>0.00</b>	<b>991.00</b>	<b>2,973.00</b>	<b>25.00%</b>
<b>PUBLIC HEALTH</b>					
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%
<b>70600 Public Health</b>	<b>89,193.00</b>	<b>5,974.42</b>	<b>32,897.68</b>	<b>56,295.32</b>	<b>36.88%</b>
<b>ANIMAL CONTROL</b>					
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%
<b>70610 Animal Control</b>	<b>20,000.00</b>	<b>135.01</b>	<b>1,166.28</b>	<b>18,833.72</b>	<b>5.83%</b>

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

<u>Account Number &amp; Description</u>	<u>Annual Budget</u>	<u>PTD Expenses</u>	<u>YTD Expenses</u>	<u>Remaining \$</u>	<u>% of Budget</u>
<b>LIBRARY</b>					
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%
<b>70700 Library</b>	<b>422,158.00</b>	<b>39,250.65</b>	<b>133,657.08</b>	<b>288,500.92</b>	<b>31.66%</b>
<b>PARKS, BEACHES &amp; RECREATION</b>					
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%
<b>70800 Parks, Beaches &amp; Recreation</b>	<b>527,903.00</b>	<b>41,931.13</b>	<b>227,697.55</b>	<b>300,205.45</b>	<b>43.13%</b>
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	
<b>70801 Recreation Programs</b>	<b>0.00</b>	<b>2,168.58</b>	<b>-3,826.80</b>	<b>-3,826.80</b>	

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

<b><u>Account Number &amp; Description</u></b>	<b><u>Annual Budget</u></b>	<b><u>PTD Expenses</u></b>	<b><u>YTD Expenses</u></b>	<b><u>Remaining \$</u></b>	<b><u>% of Budget</u></b>
<b><i>DEBIT SERVICE</i></b>					
<b>70900504</b> Payment Of Principal	520,000.00	0.00	0.00	520,000.00	0.00%
<b>70900505</b> Payment Of Interest	276,060.00	0.00	39,393.75	236,666.25	14.27%
<b>70900503</b> Lease DPW Equipment Resolution	71,362.00	4,500.00	17,800.00	53,562.00	24.94%
<b>xxxxxxx</b> 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%
<b>70900 Debit Service</b>	<b>943,672.00</b>	<b>4,500.00</b>	<b>57,193.75</b>	<b>886,478.25</b>	<b>6.06%</b>
<b><i>MISCELLANEOUS</i></b>					
<b>70920527</b> Incidentals & Emergencies	50,000.00	0.00	3,128.28	46,871.72	6.26%
<b>70920530</b> 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%
<b>70920536</b> 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%
<b>70920 Miscellaneous</b>	<b>61,200.00</b>	<b>2,272.00</b>	<b>5,400.28</b>	<b>55,799.72</b>	<b>8.82%</b>
<b>Total</b>	<b>9,184,047.00</b>	<b>669,712.28</b>	<b>2,718,678.08</b>	<b>6,465,368.92</b>	<b>29.60%</b>